

**OFFICE OF THE
LABOUR COMMISSIONER, ODISHA, BHUBANESWAR**


Order No 25887⁺⁺⁺ / Date 25.04.2023

QUOTATION CALL NOTICE

Sealed quotations are invited on urgent basis from registered Event Management Firms / Agencies having valid GST No to undertake the tentage, decoration, designing of flex, backdrop, standee and other activities as listed at **Annexure-A** on the eve of State Level Function on **International Labour Day – 2023 on 1st May, 2023 at Jayadev Bhawan, Bhubaneswar**. The quotationer / bidder must have experience in executing similar events of similar scale in the last 3 years. The quotationers / bidders are required to submit the rate quote with details of specification as per the item listed at Annexure-A.


Interested Event Management Firms / Agencies may apply in sealed cover to the Labour Commissioner, Odisha so as to reach this office on or before **28th April, 2023, 5.00 p.m.** The quotations will be scrutinised and evaluated on **29th April, 2023, 11.00 a.m.** by the Selection Committee headed by the Labour Commissioner, Odisha and the decision of the Selection Committee shall be final. The quotations received incomplete / after the scheduled date and time shall be rejected. The quotationers or their authorised representatives may remain present at the time of opening of quotations.

The undersigned reserves the right to reject or cancel any item or the entire work or all the quotations without assigning any reason thereof.


Labour Commissioner, Odisha

Memo No 25888 Date 25.04.2023

Copy to the Notice Board of Office of the Labour Commissioner, Odisha / Director, Factories & Boilers / Director, State Labour Institute, Bhubaneswar // websites under Labour Directorate / OB&OCWW Board / Labour & ESI Department, Odisha for wide publicity.


Labour Commissioner, Odisha

Memo No 25889 Date 25.04.2023

Copy submitted to the Commissioner -cum- Secretary to Government, Labour & ESI Department, Odisha, Bhubaneswar for kind information.


Labour Commissioner, Odisha

Annexure – A

Details of the work to be undertaken by the Event Management Firms / Agencies on 01st May, 2023 for smooth observation of the International Labour Day – 2023 at Jayadev Bhawan, Bhubaneswar

Sl. #	Item	Requirement	Price per unit	Total amount
	Tentage			
1	Box Gate 20' x 10'	1		
2	Standee 6' x 3'	6		
3	Backdrop 18' x 12'	1		
4	Podium 4' x 2'	1		
5	Carpeting	1		
6	LED 8' x 6'	1		
7	LED Riser 8' x 6'	1		
8	LED TV	1		
9	Light Setup	1		
10	Sound Setup	1		
11	PCR Riser	1		
12	Stall 10' x 10'	2		
13	Food Court Samiyana	1		
14	Stand Fan	6		
15	Table	6		
16	Plastic Chairs	70		
	Decoration			
1	Flower decoration of			
a	Backdrop and Stage	2		
b	Front/main gate and entrance gate	2		
c	Podium	1		
2	Flower Bouquet	9		
3	Flower pot bouquet	6		
4	Office Stationery (Media)	150		
5	Office Stationery (Official)	6		
	Designing works			
1	Flex Designing (backdrop, gate, podium, standee, hoarding, stall facia, etc.) and Printing	1		
2	Newspaper Advertisement Designing (both English and Odia)	1		
	Any other item as per requirement			