

OFFICE OF THE DEPUTY DIRECTOR OF TEXTILES, BARGARH

AT / PO / Dist. – Bargarh
E. Mail – ddtbargarh@gmail.com

No - 4565 Date - 22.12.2023

Expression of Interest (EOI) is invited from the suitable agency/ firms/individuals having willingness and previous experience in carrying out operation of stalls for operation of exhibition stalls in the National Level Handloom Summit-2024, Bargarh scheduled to be organised on 04.01.2024 to 05.01.2024 at George High School Ground, Bargarh. The EOIs are to be submitted in the prescribed format available at Deputy Director, Textile, Bargarh on or before 28.12.2023 at office of the Deputy Director, Textile, Bargarh.

TERMS & CONDITIONS

Stall Dimensions and Availability:

1. Dimensions: Each stall is a temporary structure of dimensions 10 feet (length) x 10 feet (width) x 10 feet (height).
2. Number of Stalls: A limited number of 10 stalls are available for rental for 2 days during the Summit i.e., 04.01.2024 to 05.01.2024
3. An agency can apply for max. 2 no. of stalls

Rental Process

1. Competitive Bidding: Participants are invited to submit sealed bids for the stall rent (subject to a minimum stall rent of INR 2000 for 2 days event)
2. Pre-Event Payment: Successful bidders will be required to settle the entirety of their auctioned amount prior to the event's commencement.
3. In the event of non-compliance with the guidelines, the contract will be terminated.

Selection Criteria:

1. Bidders meeting the eligibility criterion shall be selected for evaluation of financial bids for daily stall rent.
2. Final selection will be based on the highest offered bid, with a maximum of 2 stalls allocated to the bidders offering highest bid.
3. Only handmade handicraft & handloom products can be displayed in the exhibition stalls. No machine-made products are allowed. Any deviation in this regard shall be liable to cancellation of allotted stalls and forfeited of deposited stall rent.

Required Documentation:

1. Detailed Product Category: A comprehensive listing of the items must be submitted.
2. Waste Management and Cleanliness Protocol: Vendors must demonstrate their plan for adhering to waste disposal/dustbins and cleanliness standards during the event. They must ensure cleanliness of the allotted stalls and proper disposal of waste by the customers

Preferred Qualifications (Additional Factors for Consideration):

1. Demonstrated Experience: Bidders with prior experience in exhibition stalls at similar events shall be accorded preference

**Application form for operationalisation of Exhibition stall during
Handloom Summit-2024**

Bidders Organisation General Information

SI No.	Description	Full Details
1	Name of the Bidder	
2	Address for communication: Tel : Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No. : Email id :	
4	Registration / Incorporation Details Registration No: Date & Year. :	

Annexure – I

TECHNICAL PROPOSAL

BID SUBMISSION CHECK LIST		
SI no	Description	Submitted (Yes/No)
1	Copy of valid government-issued identity card/ Firm registration details	
2	List of completed assignments of similar nature of works	

Sd - H. K. Mahali
Signature

Annexure – II

Name of agency	Number of stall Applied	Bid for stall rent in INR (per stall for 2 days)*

FINANCIAL BID

***Minimum value: Rs 1000**

Sd - H. K. Mahali
Signature