

**Government of Odisha**  
**General Administration & Public Grievance Department**

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No. GAD-OE2-CONT-0009-2021- 30926 /Gen. Bhubaneswar Dt. 17.11.2021

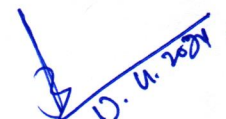
**QUOTATION CALL NOTICE**

Sealed quotations are invited from Bhubaneswar based reputed Registered Firms / Manufacturers having valid PAN and GSTN for supply of following items for “**Regional Conference on Replication of Good Governance Practices**” to be held on 3<sup>rd</sup> & 4<sup>th</sup> December, 2021 at State Convention Centre, Lokaseva Bhawan, Bhubaneswar. The quotations should be submitted to the undersigned on or before **23.11.2021** by 1.00 P.M. Quotations will be opened on the same day at 3.00 P.M. The Quoted Unit Cost and Amount should be inclusive of all taxes.

Sl.no	Particulars	Specification	Size	Quantity	Unit Cost (in Rs.)	Amount (in Rs.)
<b>1</b>	<b>Inaugural Function</b>					
	Dias Arrangement					
a	Name plates	Digital print 300 gsm paper		15		
b	Flower bouquets	White lily for VVIPS		4		
c	Flower bouquets	for 2 days (3rd & 4th Dec)		15		
d	Flower arrangement	Dias, entrance, Gate, railing & podium				
e	Lighting of lamp			1		
f	Table arrangement	Dry fruits, nuts, cookies & water bottle		15		
g	Sanitizer	100 ml. spray		15		
<b>2</b>	<b>Mementos</b>					
a	VVIPS	Silver		2		
b	Delegates			45		
c	Resource person			30		
<b>3</b>	<b>Conference Materials for VVIPS and Delegates</b>					
a	Bags	with branding		250		
b	Note pad	with branding	A8	250		
c	Pen	with branding		250		
d	Pendrive	with branding	16GB	250		
e	Pencil			250		

f	Mask	cotton branded mask		250		
g	Sanitizer	small spray 100 ml.		250		
h	Media Folders	Folder with notepad & pen		50		
i	Invitation card with envelope			200		
j	Badge with Lenards			250		
k	Design and Printing of minute to minute programme					
<b>4</b>	<b>Audio /Visual</b>					
a	Photography	2 days		1		
b	Videography	2 days		1		
<b>5</b>	<b>Infrastructure</b>					
a	Backdrop	only digital				
b	Standee	blackback flex with framing	6x3ft	6		
c	Box Gate	blackback flex with framing	8x2.5x4x 2 pillar & top 18x2.5x4	1		
d	Welcome backdrop	blackback flex with framing	8x8ft	1		
e	Checker Board	blackback flex with framing	8x8ft	1		
f	Wall drop & Signages / Direction Panel	blackback flex with framing	16x4ft	2		
g	Carpeting	Red New Carpet				
h	Labour & transport					
i	Anchoring	2 days				
<b>Total</b>						
<b>GST charges @ 18%</b>						
<b>Grand Total</b>						


The Authority reserves the right to cancel the quotations without assigning any reason thereof.

 13. 11. 2021

Joint Secretary to Government  
P.T.O.

Memo No. 30927 / Gen., dt. 17.11.2021

Copy to all Departments with a request to display the notice on their Notice Board for information.

  
17.11.2021

Joint Secretary to Government

Memo No. 30928 / Gen., dt. 17.11.2021

Copy forwarded to Chief Receptionist, Lokaseva Bhawan / Sergeant, Lokaseva Bhawan Security for information and necessary action.

  
17.11.2021

Joint Secretary to Government

Memo No. 30929 / Gen., dt. 17.11.2021

Copy forwarded to the Under Secretary to Government, AR Cell, G.A. & P.G. Department for information and necessary action. He is requested to host this in the website of G.A. & P.G. Department.

  
17.11.2021

Joint Secretary to Government