

Government of Orissa
Academy of Tribal Language and Culture (ATLC),
Adibasi Exhibition Ground, Unit –I, Bhubaneswar.

No. 14 / ATLC

Date- 4th January 2011

QUOTATION CALL NOTICE

Academy of Tribal Language and Culture (ATLC) on behalf of ST & SC Development, Minorities and Other Backward Classes Welfare Department, Government of Orissa is going to organize Adivasi Mela 2011 from 26th January to 9th February 2011 at Adivasi Exhibition Ground located in Unit –I, Bhubaneswar. For smooth organization of this event and to give wide publicity regarding the event, sealed quotations (technical and financial bids in separate envelop) are invited for the following items from interested agencies with adequate expertise and good track record.

Sl. No	Name of the Item	Specifications	Rate to be quoted for
1	Radio Jingle	For preparation of Jingle and to broadcast it for a period of sixteen days i.e from 25 th January to 9 th February (8 times a day of 30 seconds duration each during prime time) by FM Radio and other such channels.	One slot
2	TV scroll in local TV channels	Write up within 25 words on ‘Adibasi Mela 2011’ and specific programme of each day are to be displayed in local TVs through scrolls during prime time for a period of sixteen days i.e from 25 th January to 9 th February (8 times a day).	One slot
3	Still Photography	Still Photography from 6.00P.M. to 9.00P.M. for a period of 15 days i.e from 26 th January to 9 th February as per requirement. The agency will give photographs of each day the same night in CD and will give print outs of 250 photographs at the end of the Mela.	One snap and Total Cost
4	Baloons	For wide publicity and advertisement of the event, big size balloons are to be displayed at the sites to be decided by the Institute.	One pc.
5	Momento	For preparation and supply of momentos of ethnic style of sizes 9”/12”/15”	One pc.
6	Invitation Cards	Size-7’x 5” folded Printing- Multicolour Paper-300 GSM art board Quantity- 500 in Oriya and 500 in English Envelops-Screen Printing	Total cost
7	Cleaning and	To clean the toilets for a period of sixteen days i.e	As a whole

	Sanitation of Exhibition ground	from 25 th January to 9 th February in 2 shifts from 6 AM to 10 PM. The agency has to do the cleaning and sanitation of Exhibition Ground including the cleaning of latrines, urinals etc. inside the exhibition ground.	
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Interested agencies are required to submit designs/photographs for items-4 and 5 along with technical bids and copies of their service tax registration certificate, TIN No., PAN Card alongwith financial bids in the sealed quotations during office hours i.e. 10.30A.M. to 4.30P.M. on the working days in the tender box to be kept in the Office of ATLC on or before 14.01.2011 at 1.00P.M. The rates for each item and all applicable taxes should be indicated separately. The quotations will be opened on the same day at 4.00P.M. in presence of a Committee. In case two firms quote the same price, the decision of the committee will be final. The quotationers or their authorized representatives may remain present at the time of opening of the quotations.

After finalization of the quotations, the selected agencies/firms should be able to accomplish/deliver the work within a period of 7 days from the date of receipt of the work order or as per requirement of the Institute. The authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Member Secretary,ATLC

Memo No. **15 / ATLC** **Dt. 04.01.2011**

Copy to Notice Board of ST & SC Dev. Deptt., SCSTRTI, OSFDC, OTELP and ATLC, Bhubaneswar for information.

Member Secretary,ATLC

Memo No. **16 / ATLC** **Dt. 04.01.2011**

Copy to the Head, Portal Group, Secretariate, I.T. Centre, Bhubaneswar for wide circulation of the notice through Govt. Website.

Member Secretary,ATLC

Memo No. **17 / ATLC** **Dt. 04.01.2011**

Copy to the Dy. Director, I & PR Department/Chief Receptionist, Secretariat, Bhubaneswar for information. He is requested to publish the quotation call notice in the Department's notice boards.

Member Secretary, ATLC