



**EXECUTIVE OFFICER, PRARDEEP  
MUNICIPALITY  
CUM SECRETARY, KALINGA BALIYATRA  
COMMITTEE**

*COLLECTION OF RENT FROM BI-CYCLE, MOTOR CYCLE, THREE  
WHEELER & FOUR WHEELER VEHICLES DURING THE  
OBSERVATION OF KALINGA BALIYATRA- 2025 AT BIJU MAIDAN,  
PARADIP FROM DT. 04.11.2024 TO 10.11.2024 AT DIFFERENT  
PLACES*

**-: 2025 :-**

**:- ORGANISED BY :-**

***BALIYATRA COMMITTEE, PARADIP.***

# OFFICE OF THE PARADEEP MUNICIPALITY, PARADEEP

## QUOTATION CALL NOTICE

No 5290 /Dt. 25-09-2025

Executive Officer Prardeep Municipality cum Secretary Kalinga Balyatra Committee, Paradeep invite sealed quotation from the intending Person/ Contractor/ NGO groups for Collection of rent from Bi-cycle, Motor cycle, Three Wheeler and Four Wheeler vehicles during the observation of Kalinga Balyatra 2025, Paradeep from dt. **04.11.2025 to 10.11.2025** at different places (Narrated in annexure- B). The quotationer must be accompanied with photo copy of valid (i) PAN (ii) Registration Certificate and original documents of cost of bid and EMD. The prescribed quotation schedule can be obtained from Paradeep Municipality website i.e. [www.paradeepmunicipality.in](http://www.paradeepmunicipality.in) on payment of **₹5000.00** (Rupees:- Five Thousand) only towards paper cost (non-refundable) and deposit an amount of **₹10,000.00** (Rupees:- Ten thousand) only towards EMD in shape of demand draft (DD) drawn in favour of **ADM, Paradip-Cum-Vice Chairperson Kalinga Balyatra Committee, Paradip** payable at Paradip from any Nationalized Bank from **dt. 26.09.2025 to dt.15.10.2025 upto 01.00 PM**. The sealed quotations will be received by Executive Officer Prardeep Municipality, Paradeep on or before **dt.15.10.2025 upto 01.00 PM** and will be opened at **04.00 PM** on the same day. The intending quotationer can also see and download the quotation call notice from Municipality website i.e. [www.paradeepmunicipality.in](http://www.paradeepmunicipality.in). The authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

*Pande 25/09/2025*  
Executive Officer Prardeep Municipality  
cum Secretary Kalinga Balyatra Committee

Memo No 5291 /dt 25-09-2025

Copy submitted to Collector, Jagatsinghpur and Chairperson, Kalinga Balyatra Committee, Paradeep for kind information and necessary action.

*Pande 25/09/2025*  
Executive Officer Prardeep Municipality  
cum Secretary Kalinga Balyatra Committee

Memo No 5292 /dt 25-09-2025

Copy submitted to Addl. Dist. Magistrate, Paradeep /Secretary, PDA/ Executive Engineer- R&B-PPA, Paradip for kind information with request to display the notice in their office notice board for wide publicity.

Copy to Office Notice board for wide publication.

*Pande 25/09/2025*  
Executive Officer Prardeep Municipality  
cum Secretary Kalinga Balyatra Committee

Memo No 5293 /dt 25-09-2025

Copy to Chairperson, Paradeep Municipality/Tahasildar, Kujang/ Estate Officer,PPA/ Deputy Executive Engineer, Paradeep Municipality for information. They are requested to present on **dt.15.10.2025 at 4.00 PM** in the Office of Paradeep Municipality, Paradeep for opening of above quotation.

*Pande 25/09/2025*  
Executive Officer Prardeep Municipality  
cum Secretary Kalinga Balyatra Committee

### **TERMS AND CONDITIONS**

- 1 **Scope of work:** Scope of work to Collection of rent from Bi-cycle, Motor cycle, Three Wheeler and Four Wheeler vehicles during the observation of Kalinga Balyatra- 2025 at Biju Maidan, Paradip from dt.04.11.2025 to dt.10.11.2025 at different places
- 2 **Quotation schedule cost:** The details of bid documents specification, schedule & quantities and set of terms & conditions will available in Paradeep Municipality website i.e. [www.paradeepmunicipality.in](http://www.paradeepmunicipality.in) on payment of cost of tender/ quotation documents **₹5000.00 (Rupees:- Five Thousand) Only in shape of DD drawn on any Nationalized Bank in favour of ADM, Paradip-Cum-Vice Chairperson Kalinga Balyatra Committee, Paradip payable at Paradip.** The cost of tender paper is non-refundable. The original DD is to be attached with the quotation schedule otherwise quotation will be rejected.
- 3 **Cost of EMD:** The quotationer will have to enclose with the quotation an amount of **₹10,000.00 (Rupees Ten thousand)** only in shape of **demand draft (DD)** from any Nationalized Bank in favour of **ADM, Paradip-Cum-Vice Chairperson Kalinga Balyatra Committee, Paradip payable at Paradip** towards EMD, which shall be refunded to unsuccessful quotationer after finalizaton of quotation. No other mode of payment of EMD shall be accepted. Quotation received without EMD shall be rejected. The EMD amount of successful quotationer will be adjusted in their deposit amount.
- 4 **Available of Bid:** The bid documents will available in Paradeep Municipality website i.e. [www.paradeepmunicipality.in](http://www.paradeepmunicipality.in) from **dt.26.09.2025 to dt.15.10.2025 upto 1.00 PM.**
- 5 **Last date of submmision of bid.** The sealed tender/ quotation documents should reach the office of the Executive Officer, Paradeep Municipality, Paradeep on or before **dt.15.10.2025 upto 1.00 PM** positively. The authority will not be responsible for any delay for non receipt of tender/ quotation documents in time.
- 6 **Opening of bid:** The tender/ quotation/ bid documents will be opened on **dt.15.10.2025 at 4.00 PM** in the Office of the Executive Officer, Paradeep Municipality, Paradeep in the presence of the bidders or their autoriszed representatives who wish to attend. If office happens to be closed for any reason on the date the receiving or opening of the tender as specified the tenders will be received / opened in the next working day at the same time & venue.
- 7 **Documents:** The Bid document shall contain scan copy of (i) PAN, (ii) Registration Certificate, (iii) original documents of cost of bid and EMD (iv) Annexure-A, (v) Annexuer- B, (vi) Duly signed copy of DTCN.
- 8 The first highest bidder shall deposit 100% of the bid amount on or before **dt.17.10.2025 by 5.30 PM** and if he fails to deposit within the schedule time the second highest bidder will be given chances for the same and he has to deposit on next day i.e. **18.10.2025 by 5.30 PM.** If the office happens to be closed on the mentioned dates the amount will be recieved on next working day at same time and venue. All amount shall be deposited in shape of **Demand Draft (DD)** in favour of the **ADM, Paradip-Cum-Vice Chairperson Kalinga Balyatra Committee, Paradip payable at Paradip** from any Nationalized Bank before the cashier of Kalinga Balyatra Committee.
- 9 The earnest money shall be forfeited on the following grounds.
  - (i)On revocation of quotation or
  - (ii) On refusal to enter in to a contract after the contact is awarded to a bidder.
- 10 The quotationer should quote single rate for each item according to required specification wherever mentioned. More then one rate for a particular item will be summarily rejected. The scheduled appended to the DTCN should be fill up and signed.
- 11 The quotationer shall submit the DTCN and quotation schedule duly sign by him with seal failing which the offer will be rejected and will not be considered in comparative statement.
- 12 The rate should be mantioned both in figures and words.

- 13 Quantity indicated against each item tentative. The Authority may decide to abandon or reduced the scope of works for any reason what so ever and hence may not required the hole or part of the works to be carried out the bidder shall have no claim to any payment of compensation.
- 14 The quotationer shall not sublet, transfer or assign any part of the full work.
- 15 Quotation received incomplete in any manner will be summarily rejected.
- 16 Any correction or overwriting in the quotation shall be attested.
- 17 Any other information can be obtained from the office of the Paradeep Municipality during office hour except holiday.
- 18 Any legal dispute arise shall be settled under the jurisdiction of local court and no power of attorney or affidavit shall be allowed.
- 19 Any deviation or violate to the terms & conditions the quotation shall be rejected.
- 20 Quotation received after due date and time shall not be entertained and the undersigned will not responsible for any delay.
- 21 The authority reserves the right to accept or reject any or all quotations without assigning any reason thereof.

  
*Harendra S. Patra*  
**Executive Officer Paradeep Municipality  
cum Secretary Kalinga Balyatra Committee**

**TECHNICAL BID**  
**DETAILS OF THE AGENCY/ BIDDER**

Annexure-A

1 Name of the Firm/ Agency/ Person :-

2 Address :-

3 Address & Tel. No. of the Bidder :-

4 Registration No. of the Firm/ Agency/ in case :-  
of Person ( Adhar no & Residential proof in  
shape of Voter ID).

5 Name, Designation, Address & Tel. No. of the :-  
Authorised Person to be dealt with

6 PAN Card No. :-

7 Any other Certificate :-

8 Wheather the agency has been blacklisted by :-  
any of the Department/ Organizations of the  
Government of India/ Government of Odisha  
and any criminal case is pending against the  
said firm/agency

9 Whether Terms & Conditions of Tender duly :-  
accepted

10 Details of Bid security cost :-

11 Details of Tender document cost :-

12 Any other documents relevant to tender :-

**DECLARATION**

I/ We hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or any other figure inflated or misleading at any stage of I am/ We are not satisfying the eligibility criteria prescribed in the relative advertisement of my tender is liable to cancelled. I am/ We are willing to abide by the terms & conditions laid by ORMAS. In case of any lapse on my/ our part which may affect the performance of the Job or the quality of the work is found substandard or the service or response is found poor, proportionate value may be deducted from my bills as deemed to be proper by the competent Authority.

Signature of the Bidder  
Seal of the Firm/Agency

Annexure-B

**Bills of quantities for the work:-Collection of rent from Bi-cycle ₹5.00, Motor cycle ₹20.00, Three Wheeler ₹30.00, Four Wheeler ₹50.00 during observation of Kalinga Balyatra- 2025 at Biju Maidan, Paradip from dt. 04.11.2025 to 10.11.2025 at following places.**

<b>Sl No.</b>	<b>Description/ Location</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1	2	3	4	5	6
	Supplying, Providing all labour, T&P for collection of Rent from following location				
1	<b>Four Wheeler</b>				
i	Jaydev Sadan Chhaka to old Port Recreation club PPA (Both side of Road)	1 Unit	Each		
2	<b>Bi-cycle, Motor cycle &amp; Three Wheeler</b>				
i	College hostel Field	1 Unit	Each		
ii	Helipad to Sandhakud Autostand	1 Unit	Each		
iii	Municipal Smart Park, Marine drive road, Sea beach	1 Unit	Each		
iv	Sport Complex, Marine Drive road	1 Unit	Each		
v	Nuabazar road MAC/ UPHC to Immersion Ghat area	1 Unit	Each		

**N.B:- One Paper cost and One EMD for One Location**

Signature of the Bidder  
Seal of the Firm/Agency

*S Pande  
25/10/2025*  
**Executive Officer Prardeep Municipality  
cum Secretary Kalinga Balyatra Committee**