

DIRECTORATE OF TECHNICAL EDUCATION & TRAINING, ODISHA, CUTTACK 753001.

8CT-II-3 / 2024 Notification No. 1743 /Dt. 25/02/2025

Sealed quotations are invited from registered Event Management Firms having experience in management of state level events for smooth conduct of State level ITI & Polytechnic Fest'2024 scheduled to be held during 28.02.2025 to 04.03.2025 at Bhubaneswar / Cuttack with following T&Cs:

1. **Particulars:-** The theme of State level ITI & Polytechnic Fest'2024 shall be youth aspirational for technical students with approved themes with strict adherence to rules on ban on single-use plastics. The events of Sports and Cultural competitions shall be conducted over a consecutive period of 4 days at maximum 4 venues at Bhubaneswar City with inaugural & valedictory sessions at Kalinga Stadium, Bhubaneswar.
 - A. The Event Management Firms are required to quote prices on unit basis inclusive of fitting & decoration charges as below:
 - a. Stage fitting @ in Rs per square feet for 4 days.
 - b. Gates fitting for display of Fest themes / logos @ in Rs per unit
 - c. Sofa Chairs & teapoy with white clothes & towels for delegates on the Stage and side Chairs for guests @ in Rs per unit.
 - d. Dias Speaker Table @ in Rs
 - e. Light & Sound arrangement on the Stage (standard)
 - f. Flower decoration of the Stage (standard)
 - g. Red Carpet for Stage & field for walk of delegates @ in Rs per square feet.
 - h. Food Court with samiana @ in Rs per square feet
 - B. There shall be maximum 4 venues with main event at Kalinga Stadium, Bhubaneswar. The venue locations will be announced once these are finalized but these will be maximum within 06 to 08 KMs radius from Kalinga Stadium. The other 3 venues will have simple stage and gate arrangements those will be required for Cricket, Hockey & Football matches and Cultural events of the Fest.
2. **Selection of Firms and placement of Orders & delivery schedules:** The registered firms having valid GST, PAN / TAN numbers may offer their sealed quotations inclusive of taxes / charges with proof of registration numbers superscripted as Event Management for State level ITI & Poly Fest'2024 should reach in the address of DTE&T, Odisha at Killamaidan, PO-Buxi Bazar, Cuttack-753001 on or before **14.02.2025 at 1.00PM**. The sealed quotations will be opened on **14.02.2025 at 2.00PM** onwards at conference hall of DTET.
3. **Payment conditions;** All payments based on approved quoted price shall be released through RTGS within 15 days of delivery of goods / sets in good / desired conditions on satisfactory utility in the ITI & Poly Fest'2024.
4. The quotations received beyond above stipulated date & time or not supported with required documents shall be summarily rejected.
5. The authority reserves the right of accepting / rejecting any / all quotations without assigning any reasons whatsoever in nature.

Memo No 1744 / Dated 25/02/2025

Copy to Notice Boards and websites of DTE&T, Odisha and SCTE&VT, Odisha, Bhubaneswar for wide information and necessary action of all registered Event Management Firms.

DTE&T, Odisha, Cuttack

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