



ଗ୍ରିଡକୋ ଲିମିଟେଡ୍ GRIDCO Limited

(A Govt. of Odisha Undertaking)

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CIN: U40109OR1995SGC003960

NOTICE INVITING TENDER (NIT) FOR DESIGNING AND INSTALLATION OF PAVILION AT BALIYATRA 2024, CUTTACK.

No.: GRIDCO/PR/408

Date:- 22.10.2024

GRIDCO Ltd. invites sealed tenders from reputed, experienced, and qualified bidders for the **Designing and Installation of GRIDCO (RENA) Pavilion** at the **Baliyatra Ground, Cuttack** during **Baliyatra 2024** (15th November to 22nd November 2024). GRIDCO has secured **2000 sq. ft.** area for its pavilion and seeks to use this space to **showcase Odisha's renewable energy potential** and GRIDCO's important role as the **Nodal Agency for the promotion & implementation of renewable energy** in the state.

1. IMPORTANT INFORMATION

- **Event:** Baliyatra 2024
- **Event Dates:** 15th November to 22nd November 2024
- **Pavilion Size:** 2000 sq. ft.
- **Budget Limit:** Approx. Rs. 20 lakhs + applicable GST
- **Earnest Money Deposit (EMD):** Rs. 20,000 (Refundable)
- **Cost of Tender Paper:** Rs. 6000 + 18% GST = Total Rs. 7080/- (Non-Refundable)
- **Last Date of Submission:** 29.10.2024, before 1:00 PM
- **Tender Opening:** 29.10.2024 3:00 PM
- **Work Completion Date:** By 13th November 2024

2. OBJECTIVE OF THE GRIDCO PAVILION

The pavilion will act as an educational and informative space for visitors, highlighting:

- I. Odisha's journey and success in **renewable energy generation.**
- II. **GRIDCO's role in showcasing Odisha's renewable energy potential & progress** and GRIDCO's important role as the **Nodal Agency for promotion & implementation of renewable energy** in the state.

III. Future energy goals, new and ongoing projects, and GRIDCO's contributions to **green energy** and **sustainability**.

This pavilion will provide visitors with **visual, interactive, immersive and informative experiences** that emphasize the importance of renewable energy and sustainable development.

3. SCOPE OF WORK

The design and installation of the pavilion involve multiple components to ensure it is **visually impactful, informative and interactive**, attracting a wide range of visitors.

3.1 Pavilion Design and Concept

The pavilion must be designed to effectively communicate the following key aspects:

I. Renewable Energy in Odisha:

- Showcase **Odisha's renewable energy landscape**, including projects related to **solar energy, wind power, hydropower**, pump storage and **biomass**.
- Highlight the progress made in renewable energy generation, particularly in the context of **Odisha's Solar Aspiration**, the **National Solar Mission**, and other state and national programs.
- Present visual data on **current and future renewable energy targets**, along with maps showing major **renewable energy sites** across the state.

II. GRIDCO's Role :

- Explain GRIDCO's mandate as the **Renewable Energy Nodal Agency**.
- Display GRIDCO's efforts in balancing **conventional and renewable energy sources**.
- Showcase GRIDCO's **infrastructure** and capabilities in ensuring grid stability and smooth power distribution across the state.
- Visuals on how GRIDCO ensures a reliable power supply while supporting the state's **green energy transition**.

III. Sustainability and Clean Energy Awareness:

- Create exhibits that promote the idea of **energy efficiency**, energy conservation, **smart grids**, and **energy-saving technologies**.
- Demonstrate how GRIDCO is supporting **sustainable growth**, reducing the carbon footprint, and ensuring a **clean energy future** for Odisha.
- Use **green building materials** and renewable energy-based lighting for the pavilion itself, reflecting the theme of sustainability.

3.2 Structural Components of the Pavilion

I. Pavilion Structure:

- Design and build a **pavilion spread over 2000 sq. ft.** that is both modern and aesthetically appealing while highlighting **sustainable architecture**.
- The Structure is to be covered enough to protect itself from sunlight, rain etc. mostly under a German hanger type set up as the superstructure above the main structure.
- The structure should include **ceilings, walls, and flooring** made of eco-friendly materials. **Energy-efficient lighting** should be installed to minimize energy consumption.

II. Panels and Visual Displays:

- Use at least **12 panels** or more, as required, to display infographics and information on:
 - Odisha's renewable energy projects, growth in clean energy, and the future roadmap.
 - GRIDCO's critical role in **power procurement, power transmission** & distribution, and renewable energy development in the state.
- Panels should be a mix of **back-lit and front-lit** for easy reading and impactful visuals.
- The content on the panels should be engaging, clear, and highlight how the public can contribute to a **greener Odisha**.

III. Energy Efficient LED Screen:

- Install a **12 ft x 8 ft LED screen or bigger as per the design** that runs **video presentations and interactive content. GRIDCO's initiatives, infrastructure, and plans for integrating renewable energy.**
- Energy-efficient equipment to be used to reinforce the pavilion's green message.

IV. Interactive Features:

- Create **interactive exhibits**, like **touchscreens, virtual reality (VR)** and/or Augmented Reality (AR) displays that allow visitors to engage with Odisha's renewable energy story.

V. Fascia and Branding:

- The pavilion should have a **custom fascia** featuring GRIDCO's logo and tagline, illuminated using **energy-efficient lighting**.
- The fascia should be highly visible and attractive to draw attention to the pavilion from a distance.

VI. Model Zone :

The pavilion should have a customized model zone; where 3-4 models of different RE technologies will be placed. Though the models shall be provided by the GRIDCO, but its' safe up-keep, transportation from Bhubaneswar to Cuttack and back, cleanliness; etc. shall be the responsibility of the selected agency.

3.3 Furnishings and Facilities

I. Seating Arrangements:

- Provide **two corporate-style seating areas** with comfortable, eco-friendly furniture to accommodate VIP visitors, officials, and partners.
- The seating arrangement should include **2 sofa sets with center tables** and **2 sets of theme-based corporate chairs** and meeting tables for discussions with stakeholders.

II. Meeting Room and Reception:

- Construct a **well-furnished air-conditioned room** for meetings and presentations, equipped with **conference facilities** as per requirement. (Seating Capacity = around 20 persons at a time)
- Set up a **reception area** with a reception desk and chairs. A **smart receptionist** should be available full-time, fluent in **Odia, Hindi, and English** to assist visitors.

III. Potted Plants and Eco-friendly Decor:

- Decorate the pavilion with **sufficient potted plants** to create a green, welcoming ambiance, and maintain alignment with the theme of sustainability.
- Use eco-friendly decorative elements such as **natural materials, green lights, and fresh floral arrangements**.

IV. Visitor Engagement and Event Support:

- Provide a **visitor book**, bowl of chocolates (to be refilled everyday), and separate bowl for visitor cards at the reception desk.
- Ensure few **flower bouquets** is available at all times.
- Arrange for **photography and videography** to document events during the exhibition.
- A short video film comprising of the event highlights and high-quality photo album to be submitted post the event.
- The selected agency shall also coordinate with media organizations for covering the inauguration program of the pavilion including other activities to be carried out each day at the pavilion along with facilitating the visit of various social media influencers, celebrities etc. to the pavilion.
- One Tea & Coffee Dispenser machine to be set up at the pantry in the stall. An operator should be available there to provide tea/coffee, cookies, dry fruits etc. to the visitors (Around 100 pax. Per day) throughout the event hours.

4. TECHNICAL SPECIFICATIONS

I. Materials:

- Use **environmentally friendly materials** such as **plywood, MDF boards**, and **sustainable fabrics** for the construction of the pavilion.
- Ensure the materials comply with **safety and fire standards**.
- The pavilion's safety & fire standard compliance from the organizers/competent authority will be the responsibility of the vendor.

II. Lighting and Power:

- Use **energy-efficient lighting** systems, such as **LED lights** etc., to reduce the pavilion's energy consumption.
- Ensure use of energy efficient equipment like LED screen and other equipment, aligning with the renewable energy theme.
- The selected agency shall be responsible for ensuring continuous power supply to the pavilion by coordination with the organizers.

III. Technology:

- Equip the pavilion with **interactive displays**, such as **touchscreens/virtual reality stations, etc.** that engage visitors and provide educational content on renewable energy.
- Ensure a **high-quality sound system** and **video equipment** are available for presentations at the event.

5. ELIGIBILITY AND QUALIFICATION CRITERIA

I. Establishment:

The bidder must have its' head office / branch office in Bhubaneswar or Cuttack. The proof of its' office establishment as mentioned above shall be provided by the bidder along with the technical bid.

II. Experience:

- The bidder must have experience in **designing and installing pavilions** at various trade fairs and exhibitions. The bidder should have completed **three similar projects** in the last **five years** (i.e. during 2019-20 to 2023-24).
- Provide **work orders** and **references** to validate your experience.

III. Financial Capability:

- The bidder must have an **average annual turnover** of at least **Rs. 50 lakhs** over the last three financial years. The bidder has to submit **audited financial statements** for verification.

IV. Creative and Technical Expertise:

- Provide details of the **design team** responsible for the concept. This should include their **experience**.
- Demonstrate your ability to deliver a pavilion that meets the objectives of **educating the public** and promoting **renewable energy**.

V. Presentation:

- Shortlisted bidders will be required to present **their** concept design **and** demonstrate their understanding of the renewable energy sector and GRIDCO's role at GRIDCO's head office at a date to be intimated to them, most probably within three days from the date of opening of the tender.

6. INSTRUCTIONS TO BIDDERS

6.1 Submission of Bids:

I. Technical Bid:

- Must be submitted in a sealed envelope, marked "**Technical Bid for Designing and Installation of GRIDCO Pavilion at Baliyatra Ground, Cuttack**".
- It must include all mandatory documents, proof of experience, financials, design proposal, and creative team profile.

II. Price Bid:

- Must be submitted in a separate sealed envelope, marked "**Price Bid for Designing and Installation of GRIDCO Pavilion at Baliyatra Ground, Cuttack**".
- It should contain the financial proposal. The format for the financial proposal is annexed as **Annexure -2**.

III. Both **Technical Bid** and **Price Bid** envelopes must be placed in a larger envelope super-scribed with "**Tender for Designing and Installation of GRIDCO Pavilion at Baliyatra Ground, Cuttack**" and submitted by the due date.

IV. Deadline for Submission: All bids must be submitted by **29.10.2024** up to **1:00 PM** at the following address:

**The Public Relations Officer (PRO)
GRIDCO Limited,
Janpath, Bhubaneswar-751022.**

*(In case of any queries regarding the tender may please be contacted on Mobile Number - **+91- 7978349198**)*

V. In case of any corrigendum / addendum etc. are required to be published regarding the tender; then it will be published in the website of GRIDCO Ltd. i.e. www.gridco.co.in

6.2 Opening of Bids:

- The **Technical Bid** will be opened at **3:00 PM** on date **29.10.2024** in the presence of the bidders or their authorized representatives at the GRIDCO office.
- Shortlisted bidders will be invited to present their concepts through a power point presentation at a later date, most probably within three days from the date of opening of the tender.
- The **Price Bid** of technically qualified bidders only will be opened by the Tender Evaluation Committee.

6.3 Tender Evaluation:

The selection will be based on the following criteria:

1. **Design & Concept:** 40%
2. **Experience and Past Performance:** 30%
3. **Financial Proposal:** 30%

7. TERMS AND CONDITIONS

I. Payment Terms:

- a. Payment will be made after the event upon the submission of the bills and necessary documents in this regard.

II. Penalty for Delay:

- a. A penalty of **5% of the contract value** will be imposed if the work is not completed by **13th November 2024** or if there are significant deviations from the approved design.

III. EMD and Tender Fee:

- Submit **EMD** of Rs. 20000 and **tender paper cost** of Rs. 6000 + GST @18% = Rs. 7080/- (Non-Refundable) via **Demand Draft** in favor of **DDO, GRIDCO Ltd.** payable at Bhubaneswar.
- EMD of the successful bidder shall be returned after successful completion of the assignment and EMD of the un-successful bidders shall be returned after award of contract to the successful bidder.

IV. Right to Reject:

GRIDCO reserves the right to reject any or all tenders without assigning any reasons.

V. Liability

In case of any natural calamity or any disaster due to any unforeseen reason, the tender inviting authority will not be liable in any terms for any damage to the pavilion. The agency shall restore the pavilion at the earliest possible time.

Technical Bid Checklist for Designing and Installation of GRIDCO Pavilion at Baliyatra 2024

Sl. No.	Details
1	Cover Letter on organization's letter head duly signed
2	Tender Paper Fee (DD to be enclosed) I. Draft No:- II. Date:- III. Amount:-
3	Earnest Money Deposit (DD to be enclosed) I. Draft No:- II. Date:- III. Amount:-
4	Proof of Office Establishment in Bhubaneswar or Cuttack to be enclosed
5	Experience - Proof of having completed three similar projects in the last five years (2019-2024) with its' proofs in shape of work orders from clients to be enclosed.
6	Financial Capability - Audited financial statements showing an average annual turnover of at least Rs. 50 lakhs over the last three financial years (2021-22, 2022-23, 2023-24) to be enclosed
7	Authenticated Photo copies of the GSTIN & PAN to be enclosed.
8	Detailed profiles of the design and execution team to be enclosed.
9	Detailed design and installation plan, including layout, materials, technologies, and interactive features to be used – To be enclosed

Please NOTE : All the enclosures are to be duly signed by the authorized signatory.

Signature

(Authorized Signatory)

Date & Stamp

PRICE BID FORMAT

Sl. No	Particulars	Price (INR)
1	<i>DESIGNING AND INSTALLATION OF PAVILION AT BALIYATRA 2024, CUTTACK.</i>	
2	GST Amount @ _____%	
TOTAL PRICE (INR)		
Total Price in Words: -		
<i>(In case any discrepancies are found between the numbers and the words; then the amount mentioned in words shall be considered as final)</i>		

Signature

(Authorized Signatory)

Date & Stamp