

Government of West Bengal
West Bengal Khadi & Village Industries Board
District Office, Murshidabad
20-Barrack Square, Berhampore, Murshidabad

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NIT No: - 138/KB/DO/Msd/Estb/04/2015-16

Date: - 21-09-2016

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22/9/16

Tender

Sealed quotations are hereby invited from reputed Concerns, Agencies, Decorators, Contractors for preparation and decoration of Exhibition ground at the 'FUC Ground, Berhampore' for conducting 'Zonal Level Khadi Exhibition' to be held on and from 2nd December, 2016 to 9th December, 2016 observing the following terms and conditions. Details of work are given hereunder. Intended bidders should submit their Tender at this office within 25th of October, 2016. Tenders so received will be opened on 26 October, 2016 at the office chamber of the undersigned at 2:00 PM.

Method of submitting Tender:

Intending Tenderer are requested to submit their tenders in sealed envelopes in the manner mentioned below:-

- a) First single cover containing the technical bid
- b) Second single cover containing the price bid
- c) Third single cover containing the Earnest Money amount (DD of Rs.5000/- drawn in favour of the 'District Officer, WBKVIB, Murshidabad')
- d) All three above-mentioned covers will be placed within a large cover. The following particulars must be mentioned on each envelope: (i) NIT No. and Date, (ii) Particulars of the work (iii) Name, address & contact no. of the agency

Description of Work:-

1. Coverage of Tin-fencing at an area of 397' X 130' with two collapsible gates of entry and exit. The tin-fencing should be hard and robust enough to provide adequate protection to all.
2. One VIP entrance gate and one Emergency Exit gate. The Entrance gate should be wide and high enough for entrance of the 'Fire Brigade vehicles'. All the gates should be decorated and designed with banners, pictures of various events of WBKVIB.
3. The Exhibition Area will be in a part of total ground area. There is a Main Entrance of the FUC Ground which should be equipped enough with banners and lightings.

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4. Separate areas are to be furnished as per 'Vetted Plan' of the exhibition. The copy of said plan will be available at this office. Technical & Price Bid should be made covering the following areas.
 - a. **Tin-fenced Exhibition area**
 - b. **Separate stage, dais, sitting arrangements cultural area with all necessary**
 - c. **components like sitting arrangement, lightings, sound systems etc.**
 - d. **A separate part of 'Natural Fibre Mission Area' consisting of ten (10) nos. of stalls.**
 - e. **Separate car parking areas for two-wheelers and four-wheelers. Car parking area for VIPs should be prepared as per the plan.**
 - f. **One children playing area with sitting arrangement of guardians**
 - g. **One control room to be made for officials of this office.**
 - h. **Separate arrangement of toilet blocks**
5. Total 90 nos. of sale outlets of different sizes. One size is 10'X10' and another is 8'X8'. Every stall must be equipped with wooden racks, covered by the colored fabrics in three sides.
6. All the stalls should be having wooden floor with display table. Festoon on each stall should be displayed in a beautiful manner.
7. The entire Exhibition area must be beautified in a lucrative manner so as to attract all the visitors and buyers.
8. Waste bins, drinking water with stand should be placed at the places required. Separate announcing system is to be provided for the 'Control Room'.
9. Description of separate segments / areas along with plan can be obtained from this office. Separate sitting arrangements for VIPs must be maintained strictly.
10. Any innovative way to make place the exhibition area more beautiful and attractive should be elaborated in the Tender papers.
11. The selected Bidder will have to decorate every section of the Exhibition with proper marking and direction for the visitors.

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Terms & Conditions:-

1. Technical bid submitted by the intending Tenderer should contain copies of ISO certification (if any), Trade Registration / License (if any), PAN card, VAT registration (if any), Professional Tax Clearance Certificate, credentials along with the photographs of previous events.
2. Agencies having previous experience or more experience of conducting similar jobs will be preferred by the 'Tender Committee'.
3. Technical & Financial bid should contain separate item wise description and rates.
4. Tenders complete in all respects should be dropped at the 'Tender Box' kept at the office chamber of the undersigned. Intended bidders may drop the tenders by their own or by Registered Post or Ordinary post. Tenders can be dropped at all the official hours in any working day till 25th of October, 2016.
5. For any query, discussion intended bidders may contact the undersigned or may call at 03482-253502. To obtain the Design / Map of the entire exhibition, this office may be contacted.
6. The 'Tender Committee' will have Authority to reject any bid without ascertaining to any reason or explanation.
7. Selected Bidder will have to come to an Agreement with this office after acceptance of Tender. Inferior works, substandard materials will not be entertained in any case. Selected bidder should have sufficient manpower to spare at least 3 persons everyday to look after the loops and holes of the entire work in regard to lighting, decorations, sound monitoring etc.
8. After completion of the Tender process the Earnest Money amount will be returned to the bidders without accruing any interest.
9. In case of any difficulty, major complaints, disorder, the undersigned will have the Authority to reduce the payment amount.
10. Tenders so received will be opened on 26 October, 2016 at 2:00 Pm at the office chamber of the undersigned. Intended Bidders may remain present during the event.
11. All the separate sectors / segments of exhibition must be arranged with carpet fabric wherever applicable, fire extinguishers, marking arrows etc to facilitate the visitors and buyers. All other precautionary measures are to be taken as per the practical need.
12. The selected bidder will have to follow all the conditions provided by the Sub-Divisional Magistrate, Berhampore meticulously.

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13. A designated Electrical Engineer will inspect the entire electrical settings and WBSEDCL will provide the connection. In view of it, the entire electrical installation and wirings must be of good quality with a minimum chance of accident / short circuit / sparking.
14. A pollution free generator is to be placed at a separate vacant place to confirm uninterrupted power supply. No time will be allowed in the case of power cut. An Automated system or an operator must be provided.


District Officer, Murshidabad, WBKVIB

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Memo No: - 140 (13)/KB/DO/Msd/Estb/04/2015-16

Date: - 21-09-2016

Copy forwarded for wide circulation of the above to:-

1. The Chief Executive Officer, WBKVIB & Jt. Secy. to the Govt. of West Bengal
2. The District & Sessions Judge, Murshidabad
3. The District Magistrate, Murshidabad
4. The Superintendent of Police, Murshidabad
5. The Additional District Magistrate (G), Murshidabad with a request to allow the same to display in the district website www.murshidabad.gov.in
6. The Additional District Magistrate (D), Murshidabad
7. The Additional District Magistrate (ZP), Murshidabad
8. The Sub-Divisional Magistrate-Sadar, Berhampore
9. The Block Development Officer, Berhampore Dev. Block
10. The General Manager, DIC, Murshidabad
11. The Dy. Director, Sericulture, Murshidabad
12. The Development Officer, Handloom Dte, Murshidabad
13. Office Notice Board


District Officer, Murshidabad, WBKVIB

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