

NIT Ref No- WBIDC/CC/261/Jewellery & Gems Fair/2017-02

Notice Inviting Tender for Design and Fabrication of 36 sq.mtr stall at Kolkata Jewellery & Gems Fair to be held at Milan Mela from 8th To 10th April 2017,.

West Bengal Industrial Development Corporation Ltd(WBIDC) invites quotations are invited from reputed design and exhibition fabricating agencies for design, fabrication and supervision of 36sqm pavillion.

Agencies participating in the NIT may quote on the basis of the following items as listed below by and shall submit the bids within **8th to 10th April** positively at Business Synergy Centre, Ground Floor ,West Bengal Industrial Development Corporation, Protiti, Abanindranath Tagore Sarani,Kolkata-700017

The agency may quote for:

A-Scope of Work

- 1) Fascia for frontage built up stall : 36sqm space, 2sides open.
- 2) panels (printed on vinyl pasted on sunboard and fixed on cyma wall with double side adhesive tape). Display of panels, backlit (preferred) / front lit with Cromptolux spotlights. (Panels will be designed & fabricated by the agency).
3. Backdrop as per approved design with lights to project.
- 4) Logos of C&I Department and WBIDC (printed on vinyl pasted on sunboard and fixed on cyma wall with double side adhesive tape)
- 5) Book rack : 02 nos
- 6) Glass fishbowl for dropping of business cards: 01 no.
- 7) Visitors book: 01 no
- 8) Laptop in good condition with internet facilities: 01 no. 42 inches plasma TV/ LCD
- 9) Additional spot lights on panels and displays: 4 nos
- 10) Carpet on floor: Blue in colour
- 11) Daily floral arrangement on table: 01 no to be replaced
- 12) One hostess : 01 no.
- 13) Low height potted plants with clean flower pots: 5nos

14) Arrangement of packaged drinking water

B. Venue and Date of Work – Milan Mela Complex, 8th to 10th April 2017

C. Payment Terms Payment shall be release upon submission of invoice after completion of work through online mode.

D. The selected agency shall be ready to take up work beyond the mentioned scope if felt necessary and asked by WBIDC.

E. Rates and Quotes

The rates quoted shall be inclusive of all taxes and duties as applicable as per the law. The quoted rates shall be firm and shall not be subject to any change whatsoever. Agencies should quote in lump sum.

The lowest rate of the qualified bidder shall be selected for work.

F. Contents

The proposal shall be submitted in one large sealed packet, named and duly marked as “Strictly Confidential- Bid for Designing, Fabrication, supervision and allied activities for Jewellery and Gems Fair.

The contents of the packet are described below.

There will be two (02) sealed envelopes duly marked as follows: -

- i) " Envelope 1 -Bid Qualification and Design of pavilion
- ii) " Envelope 2 -financial bid for design, fabrication, supervision and display

Envelope 1 should contain the following: -

- Authorization of the person signing the Tender
- Copies of Service Tax registration certificate and Trade license
- Balance sheet for last three years
- The Tender Document- The original Tender Document shall be duly signed on all pages.
- Agency details

- i. Past experience of exhibition stall fabrication supported by photographs and work orders/letters.(attached annexure must be filled for quality evaluation)

NB:

Signing of proposal: Persons tendering shall submit their proposals duly signed on all pages. Signature will indicate acceptance of the contents of the papers. Corrections and alterations, if any, are to be signed. The design of stall –1 design.

Envelope 2 should contain the following:-

The lump sum price.(Annexure A)

G. Address for Submission :

The Managing Director, West Bengal Industrial Development Corporation Ltd., ‘PROTITI’ 23, Abanindranath Thakur Sarani , Kolkata- 700017, Business Synergy Centre,Ground Floor, 033-22553754.

H. Time of Submission and Opening of Tender

The proposal must reach the office of the WBIDC by **11am upto 4.04.2017**. WBIDC may, at its own, sole discretion, extend the deadline for submission of proposal by issuing an amendment in accordance in which case all rights and obligations of WBIDC and the bidders, previously subject to the original deadline shall thereafter be subject to the new deadline as extended.

Opening of proposal: The proposals may be opened on the same day.

The selected agency shall be ready to take up work beyond the mentioned scope if felt necessary and asked by WBIDC.

WBIDC Limited

Annexure A

	<u>INR</u>
<u>Amount before tax</u>	
<u>(Add) Taxes</u>	
<u>Total amount quoted</u>	

Total amount quoted in words: