

West Bengal Tourism Development Corporation Limited

(A Govt. of West Bengal Undertaking)

Saltlake Sector II , DG Block, Kolkata 700091

Email :wbtdcpublicity@gmail.com

Website :www.wbtourism.gov.in/www.wbtdcl.com

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NIQ No. 01/WBTDCL/2018-19(Publicity)

Quotations are invited from bonafide, reputed and experienced agencies /firms/companies for fabrication & design of stall of West Bengal Tourism at different places of India for the year 2018-19

The design & fabrication of the stall should be based on the following themes:

- 1. Durga Puja 2. Diversity of Bengal 3. Neutral (Blue & White)
 - The design submitted will be for 100 Sq Mts bare space.
 - Installation of Double sided ,high resolution p3 model LED wall (20 ft x6ft)
 - All the panels to be used for display the Logo of West Bengal Tourism and will be backlit.
 - The flexes to be prepared for fixing on the panels should be properly framed to enhance the quality and clarity of the pictures.
 - The agency will be required to erect the stall in fire resistant material.
 - Material transportation charges, storage, material disposal charges, insurance, security charges for the stall/ material, cleaning charges, dismantling charges of the stall will have to be borne by the agency
 - Proper reception with centre table, chairs, potted plants, dust bins, drinking water etc.
 - One illuminated desk with lock and key facility; Visitors Book & Card Holder Pot.
 - Arrangement of 10 Table Space with two chairs in respect to each table for B2B as well as B2C meetings having facility of electric connections for Laptops.
 - All kind of electrical fixtures like spot lights, halogens, power plug sockets for proper illumination of the stall
 - Arrangement for Daily cleaning and clearing of the site and handing over the possession back to the concerned authority in proper order once the event is over latest by the date stipulated by the authority
 - Provision for tea/coffee and snacks to the tourism officials and guests as and when required during the event.
 - One-time Transportation of all publicity materials from the Department of Tourism, 2, Brabourne Road, 4th Floor, Kolkata – 700 001 and storage at the event venue.
 - The agency should be ready to set up pavilions at a short notice in case of emergencies
- A presentation has to be made by the agencies who will become eligible in the technical bid.

The design and fabrication will be evaluated separately .

The design and layout will carry 100marks and the cost of fabrication will carry 100 marks.

Those who will get 75% marks will be eligible for financial bid.

The cost of fabrication should be quoted in rate per sq mt.

The selected vendors will be required to fabricate 60 sq mts/27 Sq Mts/18 Sq Mts accordingly

● **Eligibility Criteria for technical bid :**

1. **Selection will be made on the basis of the design.**
2. Experience in erecting tourism pavilions of state tourism department/tourism stakeholders in the last 3 years (Enclose evidence)
3. The agency will have to submit copy of PAN card, Service Tax Registration , Copy of trade license and P.Tax registration with up to date challan (Copy)
4. Rs. 20000/- to be submitted with tender.

Last date and time of submission of Tender : 16th November 2018(upto 2PM)

Date of opening of Tender: 20th November 2018 at 2 P.M. interested parties may remain present at the time of opening of Quotation.

● **Information:-**

- a. Tender received after due date and time will not be considered.
- b. Only those Tender that may be found in the Drop Box after the last date of time of submission will be considered for evaluation.
- c. For any query or clarifications the interested agencies may mail there queries at wbtcdpublicity@gmail.com
- d. Where-ever specific terms and conditions have not been spelt out in tender document, prevailing financial rules of the state govt. shall apply
- e. The Tender as per details given above should be submitted to 'Managing Director , West Bengal Tourism Development Corporation , DG Block, Sector-II, Salt Lake -91
- f. WBTDCL reserves the right for the full or part quantities under any items of work listed under the scope of work
- g. Tender through fax, e-mail, telephone should be considered as defective
- h. Rates should be quoted inclusive of all taxes

The Tender Committee reserves all the rights to reject any or all the Agencies applied for the purpose without assigning any reasons thereof.

Sd/-

**General Manager
WBTDCL**