

DEPARTMENT OF TOURISM
GOVT. OF WEST BENGAL,
NEW SECRETARIAT BUILDING, 3RD FLOOR, BLOCK - A
1, KIRAN SHANKAR ROY ROAD, KOLKATA - 700 001

No.758-DT/2P-78/2013

Dated : 24/09/2015

NOTICE INVITING TENDER

Offers are invited from bonafide, reputed and experienced agencies /firms/companies for fabrication of the CYMA Stall of West Bengal Tourism at different places of India for the year 2015-16.

• **List of the Fairs**

	Date	Area
1. India International Travel Exhibition, Indore	9 th to 11 th October, 2015	27 Sq. Mt.
2. India Travel Mart, Lucknow	16 th to 18 th October, 2015	27 Sq. Mt.
3. India Travel Mart, Jaipur	5 th to 7 th December, 2015	27 Sq. Mt.
4. India Travel Mart, Chandigarh	6 th to 8 th February, 2016	27 Sq. Mt.
5. India International Travel Exhibition, Raipur	11 th to 13 th March, 2015	27 Sq. Mt.

• **Scope of Works:**

- The panels will display different tourist destination/culture/cuisine/cruise and the New LOGO of West Bengal Tourism
- All the panels will be frontlit.
- 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 use fire resistant material for the fabrication work.
- 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
- potted plants, dust bins, drinking water etc.
- One illuminated desk with the new LOGO of West Bengal Tourism with lock and key facility; Visitors Book & Card Holder Pot.
- One 32" LCD TV in stand with DVD Player
- Arrangement of 4 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

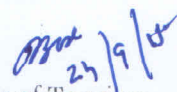
• **Criteria for selection**

4. Selection will be made on the basis of the rate quoted.
5. The agency will have to submit IT returns for the last 3 years along with copy of PAN card, Service tax registration, VAT registration.
6. Last date and time of submission of Tender : 1st October at 2.00 P.M
7. Date of opening of Tender: 1st October at 3 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 jdwbtourism@gmail.com or jdkoltourism@gmail.com or wbtourismpublicity@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 "Director of Tourism, West Bengal", New Secretariat Building, 3rd floor, 1, K.S Roy Road, Kolkata: 700001 on or before 1st October at 2.00 P.M
- f. Tourism Department 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 selection will be made on the basis of the rates subject to the decision of the Tender Committee. The decision of the Tender Committee will be final in this regard. The Tender Committee reserves all the rights to reject any or all the Agencies applied for the purpose without assigning any reasons thereof.


Director of Tourism
Govt. of West Bengal

FINANCIAL BID (ANNEXURE B)

Sl. No.	Name of the Fair	Venue	Size of the Stall	Rate for two sides open (Inclusive of all taxes)	Rate for one side open (Inclusive of all taxes)
1.	India International Travel Exhibition	Indore	27		
2.	India Travel Mart	Lucknow	27		
3.	India Travel Mart	Jaipur	27		
4.	India Travel Mart	Chandigarh	27		
5.	India International Travel Exhibition	Raipur	27		

Signature and Seal of the Bidder