



**DISTRICT OFFICE OF WBKVIB, BIRBHUM**  
**WB KHADI & VILLAGE INDUSTRIES BOARD (WBKVIB),**  
**Barobagan, Suri, Dist: - Birbhum,**  
**Phone / Fax No: - 03462-255676**

NIT No: - 299/ KB/DO/BIR/DLE/27/11-12

Dated Suri, the 05 December, 2013

**Tender**

Sealed Tenders are invited from reputed Concerns, Agencies, Decorators having adequate experience, expertise of similar work for decoration of a stall at Shantiniketan Poush Mela, 2013 for this office maintaining the following terms & conditions within 2:00 PM of 20 December, 2013. Tenders so received will be opened at 3:00 Pm on 20 December

Detail of this tender will be available in the website [www.birbhum.nic.in](http://www.birbhum.nic.in) and [www.wbkvib.org.in](http://www.wbkvib.org.in).

**Terms & Conditions:-**

1. Intending Tenderer are requested to submit their tenders in sealed envelopes in the manner mentioned below:-
  - a) First single cover mentioning the detail of work.
  - b) Second Single Cover containing the price bid.
  - c) Third single cover containing the previous experience and credentials.Each cover should contain i) NIT No. and Date, ii) Particulars of the work, iii) Name, address & contact no. of the agency.
2. **Tender papers completed in all respects should be dropped in the tender-box kept at the Office Chamber of the District Officer, KVIB, Birbhum from 11:00 am to 2:00 p.m on or before 20 December, 2013 or alternatively can be sent through registered post/ courier addressed to the 'District Officer, KVIB, Birbhum'.**
3. **The Tenders, so received will be opened at the Office Chamber of the District Officer, KVIB, Birbhum at 3:00 Pm on 20 December, 2013.** The intended Bidders may remain present during opening of tender.
4. The entire bid submitted by the intending Tenderer should contain previous experience certificate for the similar work (if any), PAN card, VAT registration, Professional Tax Clearance Certificate, credential(if any).
5. Interested bidders may contact the **District Officer, KVIB, Birbhum for further detail or any query within official hours (Phone No: - 03462-255676).**
6. **Specification of stall / Schedule of work.**
  - A. **Size of stall- 30'X35' (minimum)**
  - B. **Should be covered with fire proof Tarpaulin and corrugated tin (of robust quality)**
  - C. **There will be two entrances; entrances should be decorated and equipped with flower tubs.**
  - D. **Banners, hoardings along with the logo of "KVIB" and pictures of events should be designed at front; pictures and logo will be supplied by this office in due course.**
  - E. **There should be 2-step gallery type floor with counter tables.**
  - F. **Gates should be secured adequately by grill-gate.**
  - G. **Interior part should be covered with white and colored cloths, wooden floor and coir mat at ground.**
  - H. **Sufficient lights should be there in inner and outer sides; lighting arrangement should be much attractive.**
  - I. **Banners and flexes should be arranged by the selected bidder in consultation with this office.**
  - J. **Crookes and designs of stall from different corners should be sent to this office after selection of the bidder.**

Continued in next page..

7. A Tender Committee will take final decision in regard to selection of bidder.
8. Agencies, experienced with the similar work may be preferred.
9. Selected bidder should be available in mobile phone as & when required during the Exhibition and should be capable of taking immediate action on emergency if necessary.
10. No extra charge other than the schedule will be permissible.

Sd/-  
District Officer, KVIB, Birbhum

Memo No: -299/1 (13)/ KB/DO/BIR/DLE/27/11-12

Date:-05/12/2013

Copy forwarded for favour of information and wide circulation of the above to:-

1. The Sabhadhipati, Birbhum Zilla Parishad
2. The Chief Executive Officer, KVIB, West Bengal & Jt. Secy. to the Govt. of WB with a request to display the same kindly to the website of the Board ([www.wbkvib.org.in](http://www.wbkvib.org.in))
3. The District Magistrate, Birbhum
4. The District & Sessions Judge, Birbhum
5. The AEO & ADM, Birbhum Zilla Parishad
6. The Suptd. Of Police, Birbhum
7. The SDO, Bolpur / Suri
8. The SDPO, Bolpur / Suri
9. The DIO, NIC, Birbhum with a request to display the above in the district website [www.birbhum.nic.in](http://www.birbhum.nic.in)
10. The DPIO, Birbhum
11. The DICO, Birbhum
12. The General Manager, DIC, Birbhum
13. The BDO, Bolpur-Sriniketan

Sd/-  
District Officer, KVIB, Birbhum