



केन्द्रीय रेशम उत्पादन अनुसंधान एवं प्रशिक्षण संस्थान

केन्द्रीय रेशम बोर्ड वस्त्र मंत्रालय, भारत सरकार
बहरमपुर - 742101, मुर्शिदाबाद जिला, (पश्चिम बंगाल)

Central Sericultural Research & Training Institute

[ISO 9001 : 2015 Certified]

CENTRAL SILK BOARD Ministry of Textiles, Govt. of India
Berhampore - 742101, Murshidabad Dist., West Bengal, India



No. CSB/CSR&TI/ R-8(F)/ Vol-I/S&P/2017-18/ 9486

Date: 29.11.2017

To

List enclosed

Speed Post

Dear Sirs,

Sub: Invitation of Quotation for Setting up Decoration with Supply of Items at CSR&TI, Berhampore for Resham Krishi Mela to be held on 18.01.2018.

This Institute intends to procure setting up decoration with supply of following items as specified hereunder for organizing Resham Krishi Mela to be held on **18.01.2018**. You are requested to submit your most competitive bid for the same.

| # | Particulars | Specification | Total |
|-----|---|---|--|
| 1. | Pandal with ceiling covered with cloth (front facial 180'x10'x12') | 90' X 80' X 18' (L x B x H) | 7200 sq ft |
| a. | Dias within the Pandal | 40' X 30' X 4' (L x B x H) | 1200 sq ft |
| b. | Stage fitness | 1 & 1/2 ft runner | - |
| c. | Decoration/Carpet on the dias below from the VIP chair | 40' X 30' (L x B) | 1200 sq ft |
| d. | Wall covering | | |
| e. | i) Reception, Exhibition stall etc ii) Dinning Space | - | 1800 Sq ft. 2000 Sq ft. |
| f. | i) Reception, Exhibition stall and other stalls (Bamboo structure with tarpoline over roof including decoration cloth covering ceiling) ii) Dinning Space (Bamboo structure with tarpoline overroof) | - | 1800 Sq ft. 2000 Sq ft. |
| g. | Kitchen Shed | 1000 sq ft (50'x20 ft' with store) | 1000 sq ft |
| 2. | Fibre chair with stain cover | 1000 nos. with stain cover & 500 without cover | 1500 Nos. |
| 3. | Chair with cover for VIPs | 50 single(2 & 1/2 ft) 12 nos. 3 seated | 62 Nos. |
| 4. | VIP chair in dias and Centre table(2 & 1/2 ft.) | 15 pc each with cover | 15 + 15 Nos. |
| 5. | Gate at the entrance of Main Gate | 20ft. width & 15 ft. height, (width of pillar -side-3 ft. width on both side & 3 ft. width at upper side) | 1 No. Gate design will be provided |
| 6. | Small Gate Inside | 3 & 1/2ft. width & 8 ft. height | 1 No. Gate design will be provided |
| 7. | Fiber Table | 4 ft X 3 ft | 80 Pcs |
| 8. | Table Cover | 5ft. x 4 ft.. | 28 Pcs |
| 9. | Mike set for stage & enquiry | 1. Mike set for Dias 2. Mike set for enquiry 3. Hand mike 4. Sound box | 01set with 5 Nos. mike 01 set 04 Nos. 06 Nos. |
| 10. | Dust Bin | | 08 Nos. |
| 11. | Wash Basin | | 04Nos. |
| 12. | Metal Lamp | | 04Nos. |
| 13. | Tube light | | 20 Nos. |
| 14. | Mainline wire | | 200 Rft |
| 15. | Electrician for fitting tube and metal Lamps etc. fittings | | 01 (One) |

Contd.



Tel.: (03482) 224713 / 224719 (PMCE) / 224689 (Trg) :: EPABX: 224716 / 17 / 18 :: FAX: +91 3482 224714 / 224890

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TERMS & CONDITIONS

- **Bid Price**

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initiating, dating and rewriting.
- b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- c) The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subjected to adjustment of any account.
- d) Signed Tender Document on every page.
- e) Earnest Money Deposit (EMD) amounting to 2% of the quoted value in the form of demand draft in favour of the Director, CSR&TI, payable on any Nationalized Bank at Berhampore, West Bengal . It may also be deposited in cash personally in cash counter of this Institute in which case the Money-Receipt Number should be mentioned in the letter of quotation. Quotation not accompanied with EMD should summarily be rejected. The EMD will not bear any interest.
- f) The bid should be accompanied with the following documents:
 - i. Registration Certificate
 - ii. TIN/PAN /GST no. document
 - iii. Copy of PAN and Income Tax return of the last financial year.
 - iv. A Declaration of the party not being the firm black-listed by any Govt. organization.

- **Validity of quotation**

Quotation shall remain valid for a period of 45 days after the deadline date specified for submission.

- **Evaluation of quotations**

- a) The purchaser will evaluate and compare the quotations taking into consideration of substantially responsive i.e. which
 - a) are properly signed; and
 - b) conform to the terms and conditions and specifications.

The quotations would be evaluated for all the items together.

- The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - a) Notwithstanding the above, purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
 - b) As per Rule 173(iv) of the GFR, the interested bidder can make question for the bidding conditions, bidding process and or rejection of its bids to the undersigned.
- 100 % of the payment will be made after completion of providing service.

- Document in support of providing such services at least once in last 2 years in government establishment should be submitted with the quotation.
- Quotations should be reached latest to this office **by 2.00 PM on 26.12.2017** and be opened on same day at **03.00 PM**
- The bidders may inspect the site on any working day from 10 AM to 5 PM.
- Sealed quotation should be addressed to the Director, Central Sericultural Research & Training Institute, Berhampore-742101, Dist. Murshidabad, West Bengal duly superscribing **“Quotation for setting up decoration with supply of items for Resham Krishi Mela 2018”**.

Yours faithfully,

Sdf
(Dr. Kanika Trivedy)
Director

- Copy to :
1. The Sc-D & In-Charge, Extension Section, CSR&TI, Berhampore for her information.
 - ✓ 2. The AD (Comp), CSR&TI, Berhampore to post this NIT on this Institute's website and make arrangement to post the same on Board's website.
 3. The AD (O.L.), CSR&TI, Berhampore for translation.
 4. Notice Board.

Anjali
30/11/17
(Dr. Kanika Trivedy)
Director