

**North 24 Parganas Zilla Parishad
Rishi Bankim Sarani
Barasat, North 24 Parganas**

Memo No.: 78 /MNB (NBP)

Date: 31/03/2017

NOTICE INVITING EXPRESSION OF INTEREST

North 24 Parganas Zilla Parishad is going to launching of Amar Swasthya Amar Hate and maintaining sustainability condition of district ODF + status as a component of Mission Nirmal Bangla under Swachh Bharat Mission (Gramin) scheduled to be held on 13.04.2017 at Barasat, Rabindra Bhavan

In this connection Offers are invited on urgent basis only from competent, reputed Agencies/Firms/Co-op. Society having adequate experience in Event Management in Government Departments, as per specification mentioned below:

Specification

Sl. No.	Particulars	Specification	Amount (Rs.) Per Pcs. (To be quoted)
1	Podium Board	1'x2' Latex printed foam board	
2	Flex & Banner for outside display	10x24'' For outside of the Rabindra Bhaban	
3	Main Gate with proper decoration with IEC materials	17'x14' Gate. GI Iron Structure, Box type	
4	Uttorio for Guests / Dignitaries/ Artists		
6	Wrist Band as a mode of IEC materials	1''x10'' Digital Printed, Self -adhesive	
7	Stage decoration with adequate IEC materials	6mm Foam board make, with Eco-Solvent printed latex, Fabrication	
8	Banner for Stage Drops	26'x5' Eco-solvent printed flex, 12 Ounce	
9	Flower Decoration	Stage Front with silk frell banner	
10	Poster	12'' x18'' With Digital Gumming Sheet	
11	Flex	6'x4' With Digital Printing	
12	Standee Flex	5'x2' With Digital printing	
13	Standee Board	3'x4' Latex printed foam board with stand	
14	Vertical Chinese Banner	3'x1' Eco-solvent printed flex, 12 Ounce	
15	Pad	8''X 6'' Containing 100 sheet, Spiral Binding with Printed MNB & Nirmal Uttar Logo	
16	Pen	Ball Point Pen with Printed MNB & Nirmal Uttar Logo	
17	Folder	Plastic Cover Folder with Printed MNB & Nirmal Uttar Logo	

The Quotation Papers (comprising of Notice Inviting Expression of Interest along with Item Detail, Technical Bid Form & Financial Bid Form) is to be obtained from The District Water & Sanitation Cell, North 24 Parganas Zilla Parishad till 07.04.2017 up to 3.00 p.m.

All Agencies Offering Rates (AOR) should submit the following documents (duly self-attested only) in the name of the Agency:



- 1) Current Trade License.
- 2) Value Added Tax (VAT) Registration Certificate.
- 3) Income Tax Return for the last Assessment Year
- 4) Permanent Account Number (PAN) Card.
- 5) Professional Tax Registration Certificate.
- 6) Engagement order/ Certificate for in any Event Management in Government Departments work values exceeding 4.00 (Four) Lakhs, in a Single Order in the last Three Year (2014 – 2016)

The AOR should quote rates inclusive of all taxes & duties and also must include cost of other incidental charges. The AOR should quote rates in figures and in words. Offers are to be submitted in the Tender Box retained with the department. In this case the AOR must submit the Technical Bid & Financial Bid in two different sealed envelopes & the said two envelopes must again be inserted into another sealed envelope mention the name of the work "Expression of Interest for Event Management on launching of Amar Swasthya Amar Hate and maintaining sustainability condition of district ODF + status as a component of Mission Nirmal Bangla under Swachh Bharat Mission (Gramin) scheduled to be held on 13.04.2017 at Barasat, Rabindra Bhavan"

Upon receiving the sealed quotations up to 3.00 p.m. on 07.04.2017, the Technical Bid only will be examined first on 07.04.2017 at 04.00 p.m. in presence of intending quotationers or their representatives. If any AOR fails to fulfill the criteria set forth for Technical Bid, then the Financial Bid will not be accepted for consideration into the Tender process.

The Financial Bid for the selected AOR only, will be opened on 07.04.2017 at 05.00 p.m.

The undersigned reserves the right to reject any or all of the offers without assigning any reasons whatsoever.




Additional District Magistrate (Dev)
North 24 Parganas
&
Additional Executive Officer
North24 Parganas Zilla Parishad


Memo No.: 78 /1(7) /MNB (NZN)

Date: 31/03/2017

Copy forwarded for kind information and necessary action to:

1. Karmadhyaksha, Janaswasthya Swasthya- O-Paribesh Sthayee Samity, North 24 Parganas Zilla Parishad.
2. F.C. &C.A.O., North 24 Parganas Zilla Parishad.
3. PD, DRDC, North 24 Parganas Zilla Parishad-with request to arrange for publishing at the office notice board.
4. Deputy Secretary, North 24 Parganas Zilla Parishad.
5. N.D.C., North 24 Parganas Collectorate - with request to arrange for publishing at the office notice board.
6. District Informatics Officer, National Informatics Center, North 24 Parganas.
7. District Co-Ordinator SBM (G) -with request to arrange for publishing at the office notice board and for other necessary arrangements.


Additional District Magistrate (Dev)
North 24 Parganas
&
Additional Executive Officer
North24 Parganas Zilla Parishad


Technical Bid

LIST OF WORK IN CONNECTION WITH

Expression of Interest for Event Management on launching of Amar Swasthya Amar Hate and maintaining sustainability condition of district ODF + status as a component of Mission Nirmal Bangla under Swachh Bharat Mission (Gramin) scheduled to be held on 13.04.2017 at Barasat, Rabindra Bhavan

Vide Memo No. /MNB (NZP) Dated: 31/03/2017

Name of the Firm:.....

Address:

.....

Name of Contact Person:

Contact Number:

Attached along with this paper Self Attested photocopy of following documents
(Declare in Yes / No where applicable):

- 1) **Current Trade License** :
- 2) **Value Added Tax (VAT) Registration Certificate** :
- 3) **Income Tax Return for the last Assessment Year** :
- 4) **Permanent Account Number (PAN) Card** :
- 5) **Professional Tax Registration Certificate** :
- 6) **Engagement order/ Certificate for in any Event Management in Government Departments work values exceeding 4.00 (One) Lakhs, in a Single Order in the last Three Year (2014 – 2016)** :.....

Date:

Place:

**Signature of the
Authorized Representative
With Seal**

Financial Bid**LIST OF WORK IN CONNECTION WITH**

Expression of Interest for Event Management on launching of Amar Swasthya Amar Hate and maintaining sustainability condition of district ODF + status as a component of Mission Nirmal Bangla under Swachh Bharat Mission (Gramin) scheduled to be held on 13.04.2017 at Barasat, Rabindra Bhavan

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Authorized Representative
With Seal**