

No. _____/Anc./NLVDP/Kol./2012-13

Date : 3.1.2013

INVITATION FOR TENDER

MSME-DI, Kolkata intends to organize three days duration National Level Vendor Development Programme (NLVDP) during the 3rd/4th week of January, 2013 at any suitable place within the urban agglomerate of Kolkata. We, therefore, invite 'Expression of Interest' as well as 'Quotation' from the interested parties with credentials for organizing such kind of programmes. The requirements of MSME-DI, Kolkata for organizing the programme are as follows :

1. Selection & hiring of any suitable ground within the urban agglomerate of Kolkata. The minimum area would be around 5000 sq.mtr. The ground should be in an accessible place, well-connected with wide roads for parking and other infrastructural facilities.
2. About 150 stalls of 9 sq. mtr. each area should be constructed as Pavilion as well as Stall for Exhibition (with water-proof shed, plywood partition and boundary wall).
3. Covered/Uncovered area should also be there for organizing seminar inside/adjacent to the ground.
4. Construction of Dais, decoration of Dais including Entrance Gate.
5. Decoration of each stall with clean white clothes, chairs and display table/platform in each stall.
6. Electrification of the entire ground and of the stalls for three days (two points of light & two plug points in each stall).
7. Facilities for water, electricity connection, toilets, drinking water and other service areas.
8. All Mandatory Clearances/Licence as necessary for organizing such events in respect of fire, water, security, sanitation, pollution etc.
9. Any other related civil, electrical, construction activity that forms as a part of organizing the programme in a befitting manner.

Sealed Quotations are invited from interested Vendors for execution of the above work in terms of COST PER SQ. FT. BASIS, incorporating necessary overheads, related to the execution of the aforesaid work. The Quotations should be addressed to the **Director, MSME-Development Institute, 111 & 112 B. T. Road, Kolkata – 700108**, super-scribing on top of the envelope **“QUOTATION FOR NLVDP STALL CHARGES AT KOLKATA”**, to reach this office latest by **02 p.m. on 10.01.2013**. Offer should include Service Tax and all other Taxes, Excise Duty, transport and other charges etc., as applicable. The Tax and other Statutory charges may be deducted at source, as applicable by the rule. Director, MSME-DI, Kolkata reserves the right to cancel the quotations without assigning any reason.

(A. Bandyopadhyaya)
Dy. Director (G&C)
for Director