

WEST BENGAL TRIBAL DEVELOPMENT
CO-OPERATIVE CORPORATION LTD
[Government of West Bengal]
SIDHU KANU BHAVAN, KB - 18, Sector - III I
Bidhannagar, Kolkata - 700 098.
Phone : (033) 2335 1918/ 1832
Fax : (033) 2335 1935



পশ্চিমবঙ্গ আদিবাসী উন্নয়ন
সমবায় নিগম লিঃ
[পশ্চিমবঙ্গ সরকার]
সিধু কানু ভবন - কেবি-১৮, সেক্টর-৩
বিধাননগর - কলকাতা- ৭০০০৯৮
দুরভাস : (০৩৩) ২৩৩৫-১৯১৮/ ১৮৩২
ফ্যাক্স : (০৩৩) ২৩৩৫-১৯৩৫

Memo..2024.../WBTDC/..CC-57-119-20

Date..10..01..24

NOTICE INVITING QUOTATION


Notice Inviting Quotation for Contract of agencies for services related to event management work on rental basis for state level competition on Traditional Tribal Dance & songs at EZCC, Saltlake, Bidhannagar, Kolkata-106.

Sealed & covered quotations are invited from the reputed Agencies/ Operator to submit their rates of Contract of agencies for services related to event management work on rental basis for State Level Tribal Traditional Cultural program & Competition of Dance, Songs/ Musical Instrument at EZCC Kolkata on 3rd & 4th February, 2024.

Necessary Instructions:

1. Bidders are encouraged to submit their respective application after visiting the site and ascertain for themselves the site conditions, location, catchment area, catchment population, other instruction & any other matter considered relevant by them.
2. **Schedule of requirements are given below.**
3. Needs to be submitted on the week days between 11 AM to 4 PM at Sidhu Kanu Bhawan, KB- 18, Sec- III, Saltlake, Kolkata- 700106.
4. The sealed cover should be addressed to Managing Director, WBTDC Ltd. and submitted at the above mentioned address.
5. Quotation will not be received through mail, speed post, fax or other electronic medium.
6. This corporation reserves the right to accept or cancel any quotation.
7. **Last Date of receiving bidding Quotation: 18th January before 1 PM.**
8. **Quotation opening date: 18th January at 2 PM.**

Memo ..2024..(6)/WBTDC/..CC-57-119-20


Managing Director
WBTDC LTD.
Date..10..01..24.

Copy to:

- 1) AMD (Estt.), WBTDC Ltd.
- 2) AMD (CC), WBTDC Ltd.
- 3) F.O. WBTDC Ltd.
- 4) Notice Board of WBTDC Ltd.
- 5) Website
- 6) Office file


Managing Director
WBTDC LTD.



Scope of Work:

1. The venue will be made available maximum 24 hours before the start of programme.
2. The venue has to be readied within 12 hours prior to the start of programme.
3. All decoration should be made with fresh flowers as per tribal customs wherever flower is required.
4. Use of plastics will not be allowed.
5. Tribal art to be used for decoration of venue and stage.
6. All props. and requirements like standi, light, diyas etc are to be provided by the bidders.

Schedule of Requirements:

Sl. No.	Description of item	Measurement	Unit
1	Decoration of Main Gate with fresh flower	14'-00" x 12'-00" (approx)	1 No.
2	Decoration of two entrance gate with fresh flower	16'-00" x 8'-00" (approx)	2 Nos.
3	Decoration of Auditorium (stage including wings) with fresh flower	42'-00" (approx)	Rft.
4	Installation of light in open area & stall	LED Metal- 200 W & LED Metal- 50 W	200 W- 3 Nos. & 50 W- 5 Nos. (approx)
5	Supply of props like Diya with stand for inauguration	1 No.	1 no.
6	Installation of green carpet on the stage	2400 Sft approx	Per sft
7	Supply of Hand mike	4 nos.	4 nos.
8	Supply of lapel wireless mike	5 nos.	Nos.
9	Supply of flower bouquet for guest	15 nos.	Nos.
10	Supply of name plate for honorable guest	10 nos.	Nos.
11	Supply of wireless bell/ buzzer	2 nos.	Nos.
12	Supply of flowers to decorate on the floor in front of gate	4'-00" dia circle	1 no.
13	Supply of badges for honorable guest & judges	30 nos.	Nos.