

05th Alipurduar District Book Fair Committee, Alipurduar, 2018-19

Office of the District Library Officer & Secretary, District Book Fair Committee, Alipurduar,
Address: Office of the District Library Officer, Japaiguri, Edward VII Memorial Alld. District
Library, P.O. & Distt.-Alipurduar, Mob. No.-9679235546.

Memo No. 555/JPG/LS/BF

Date 12.11.2018

FOR QUOTATION OF CONSTRUCTION & MIKE SERVICE, SOUND SYSTEM OF BOOK FAIR.

Sealed quotations are invited from the intending parties / Firms to perform the following works in connection with 5TH Alipurduar District Book Fair, 2018-19 at Mac-William High School Maidan, P.O., P.S. & Distt.-Alipurduar to be held on and from 22nd -28th December, 2018. The Quotations must be dropped, for works A & B, with requisite credential certificate, Copy of Trade Licence, Pan Card, I. Tax. & P. Tax documents within 19.11.2018 up to 2 p.m. (Office Clock) at Edward VII Memorial Addl. District Library, P.O., P.S. & Distt. Alipurduar (Book Fair Office). The Quotation will be opened on 26.11.2018 at 1.00 p.m. at Edward VII Memorial Addl. District Library, P.O., P.S. & Distt. Alipurduar (Book Fair Office).

SPECIFICATION OF WORKS (A & B)

- A) **1. STALLS**; (Each size 10' x 10') to be constructed in the Mac-William High School Maidan, Alipurduar.
- a. Total No. Stalls 70 only, 1 table, 2 Chairs, 1 Tube Light, 1 rack (6/6 with 3 Shelf) have to be provided per stall for 7 days,
 - b. Roof of Stalls to be covered with thick water proof tin & white cloth,
 - c. Back Side of the stalls should be covered by G.I. Sheet. Inner back side and other two side of each stall should be covered with fine white cloth. Top and side fencing of the front side of each stall must be decorated by various colorful wing and 2'x 4' flex for 70 publishers. Flexible white cloth to be provided for covering the front side of the stalls. Front side of each stall should be decorated with decorative Jhalar.
 - d. FOG SHED – Six (6) Feet plastic shed above the front of each stall to be given to protect the fog during Night, But it should not disturb the banner/front view of the stall.
2. **ONE CULTURAL STAGE WITH AUDITORIUM**;-
- a. Dias 30' x 24' made by strong wood with stairs in both side of the planks. The roof of the dais to be covered with thick polythene, decorative fine cloth. Three sides of dais should be decorated with fine colourful cloth and side screen for drama. Jute mat to be provided on the floor of the Cultural Stage.
 - b. GREEN ROOM:- Decorative green room covered both side and back side of the stage. The roof of the green room must be covered with colourful cloth and the floor should be covered with jute carpet.
 - c. One Auditorium-(size 40' x 80') the roof of the Auditorium to be covered with polythene and shaded with the fine decorative cloth and fined finishing Bamboo pillar of Auditorium to be covered by fine cloth.

3) GATE:-

a. Two (2) colourful main entrance Gate with Collapsible gate as per designed by the Committee. Top shade to be provided.

b. Road over gate in front of main entrance No. 1 (one) with thermocol lettering as designed by the Committee.

© Road over Gate structure.

4) **BOOK FAIR OFFICE :-** One decorative colorful Book Fair Office Room around 7'(seven)feet wooden flooring, half wall with wooden frame and covered by Termocol, 1 (one) 10' x 20' .

5) Arm less P.V.,C. Chairs of 400 (four hundred) in the Auditorium for 7 (seven) days from 22nd to 28th Dec.,2018 & 400 (four hundred) extra chairs for opening ceremony.

6) V.I.P. Chairs 30 (thirty) Nos. for one day on 22.12.2018 opening day and 10 V.I.P. Chairs for rest of the days.

7) Carpet to be supplied for covering the ground from the main gate to dais on the opening day of the fair.

8) Decorative bamboos fencing, two gardens on the ground.

9) Vacate place from dais to booth stalls to be covered by G.I.Sheet fencing and covered with decorative cloth.

10) One 15' x 10' Room with 6' x 4' planking and door for Electrical and one 10' x 8' shade for Generator.

11) Front side of the fairground (i.e., back partition of the stalls of front row including north and south side of main road over gate to stalls (i.e. vacant place) to be covered by white cloth.

12) Table (for dais) size 12'x3'x3' high to be covered by fine white cloth with three (3) flower vas for one day on 22.12.2018.

13. Front side of fair ground i.e., back portion of stalls of front row left and right side of main entrance gate to be covered by white cloth.

14. Lighting : For ground, stage, auditorium, Two Gates,Front Street of the ground for 7 days.

15. Supply of Generator for 7 days for load shedding & low voltage purpose is mandatory.

16. Two (2) Sanitary arrangement for Male & Female separately

17 on the basis of the demand of the book sellers / publishers to supply additional rack / chairs / tables / light in specified rate .

(18) Fire Insurance for Wooden Temporary Stall from Insurance Company for 22.12.2018 to 28.12.2018 at their own cost is mandatory. The copy of insurance must be submitted within 7the day of receiving of work order.

1. Twenty Fire Extinguishers (ABC) types from 22.12.2018 to 28.12.2018,

2. Sufficient light should be covered in the whole ground in the cultural stage, sufficient mike services & sound systems is mandatory during the book fair date.

TERMS & CONDITIONS:-

1. The Committee reserves all the rights to cancel / reject any of the quotations and whole Tender Notice and Procedure at any stage without showing any reason. The decision of the committee is final.

2. Credential of similar type of works (viz. Election, D.C.R.C., Book Fair, Etc.) of Rs. 1.5 Lakh is mandatory prerequisite for this work.

3. Bid to be submitted with including GST, I.Tax, Trade License Documents & also Credentials.

4. Bill will be in favour of "Secretary, 05th District Book Fair, 2018-'19, Alipurduar have to submit in triplicate on / before 02nd Jan., 2019 at Book fair Office.

5. Payment will be made after completion of satisfactory work & after receiving of Govt. Grant as per present Govt. Norms.

6. The Construction must be made following the fire fighting rules as guided by the DGFS, Govt. of West Bengal.

~~ASDD~~
Secretary,
District Book Fair ,Alipurduar 2018-'19

Memo No. -555/1(7)/JPG/LS/BF

Date 12.11.2018

Copy forwarded for information with the request to display in the notice board of his /her office. -

1. The Sabhddhipati, Alipurduar Zilla Parishad, Alipurduar.
2. The Additional District Magistrate(Gen). Alipurduar.
3. The Administrator, Alipurduar Municipality, Alipurduar.
4. The District Information & Cultural Officer, Alipurduar.
5. The Librarian , Edward VII Memorial Addl. District Library, Dist. Alipurduar with a request to display in the office notice board for wide publication.
6. Guard File

✓ 7. The S.I.O., Alipurduar - write request to ~~ASDD~~ unless this notice is to district website.

~~ASDD~~
Secretary, 12/11/18
District Book Fair ,Alipurduar ,2018-19