

NOTICE INVITING TENDER

The Victoria Memorial Hall is a prestigious institution of national importance and throughout the year it organises various cultural programmes inside and outside of its building, which are attended by very high national and international dignitaries.

For the decorative infrastructure of the said programmes, sealed tenders are invited from licensed/registered contractors for temporary supply and installation of decorative materials listed in Annexure I as and when required during the year 2017-18.

The tenders in sealed covers must reach VM on or before 2:00 p.m. on 30.03.2017 and will be opened on the same day at 3:00 p.m. in presence of such tenderers/ representative of tenderers who wish to remain present.

The tenders should be superscribed "Tender for temporary supply and installation of decorative materials" and sent on the letterhead of the firm.

The rate so quoted will remain valid for one year or more.

The rate should be inclusive of all the charges and quoted both in words and figures. The tenderer should clearly state the delivery charges if any.

Eligibility Criteria:-

1. The firm should have Service Tax, VAT registration certificates and Pan Card besides valid Trade License. Photo copies of Pan Card and all other certificates/license are to be furnished.
2. Should have enough experience in VVIP programmes in reputed Govt. Organization/autonomous bodies with transaction not less than 50 lakhs in a calendar year. Photo copies of Income tax returns for at least last three years are to be furnished.
3. Should have enough stock in good condition and should be able to supply at a short notice.

Tenderers are required to submit EMD of Rs. 2000.00 only in the form of DD in favour of "Trustees of the Victoria Memorial Hall" payable at Kolkata. EMD of unsuccessful tenderers will be returned to them on or before the 30th Day after the award of the contract. The successful tenderer will have to deposit a security Deposit of Rs.10,000.00 (Rupees ten thousand) only just like EMD, before the selection order is issued. EMD, submitted by the successful tenderer, will be returned on receipt of the security deposit. The security Deposit should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the tenderer.

The job to be undertaken will follow the Govt specifications.

VM authority reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

Administrative Officer

Annexure I

List of decorative materials

	Per day	Per unit
1. Wooden Table 5'X3' size with cover & frill	,,	,,
2. Wooden Table 4'X2½' size with cover & frill	,,	,,
3. Wooden table 2'X2' with cover & frill	,,	,,
4. Moulded Chair with cover	,,	,,
5. Banquet Chair with cover & bow	,,	,,
6. Sofa Set (Two Seater) with White cover	,,	,,
7. Sofa Set (single Seater) with White cover	,,	,,
8. Fancy Sofa Set (Two Seater)	,,	,,
9. Fancy Sofa Set (Single Seater)	,,	,,
10. Velvet Carpet 15'X12' size	,,	,,
11. Velvet Carpet 10'X8' size	,,	,,
12. Red Roller synthetic (Carpet) per sq.ft.	,,	,,
13. Durries (Satranchi)	,,	,,
14. White Cover /Sheets	,,	,,
15. Wooden VIP Chair	,,	,,
16. Throne Chair	,,	,,
17. Wooden Conference Chair High back	,,	,,
18. Pandel per sq. ft.	,,	,,
19. Stage 6'X 3' size height 1½' with synthetic carpet per sqft	,,	,,
20. Crockery per set	,,	,,
21. Utensils per set	,,	,,
22. Patel Pot (Big size)with stand	,,	,,
23. Centre Table Single seater	,,	,,
24. Centre Table Two Seater	,,	,,
25. Pradip Stand (Mayur)	,,	,,
26. Dustbin with Cover	,,	,,
27. Woolen Carpet 15'X10' size	,,	,,
28. Flower Vase big size	,,	,,
29. Stage 6'X 3' size height 2' with synthetic carpet	,,	,,
30. Fibre Glass Lectern	,,	,,
31. Wooden Button Frame with festoon walling Measuring 20'X10'	,,	,,
32. Wooden Masking for TV screen 8'X6' per sq.ft.	,,	,,
33. Darbari Samiana 40' X30' per sqft.	,,	,,
34. Octoroon barricade per sq ft	,,	,,
35. Stage 6'X 3' size height 2' with synthetic carpet per sq.ft	,,	,,
36. Green room per sqft	,,	,,
37. Stage 6'X 3' size height 2' with synthetic carpet per sqft	,,	,,
Conveyance charge per Truck/TATA 407		

Service Tax/VAT if any