



WEST BENGAL STATE BOOK BOARD

AQ 13/1, SECTOR-V, SALT LAKE CITY

KOLKATA - 700091

Ph. 033-2367 7854/7855/3223

No.9 /WBSBB/Kolkata Book Fair/2018

Dated: 02.01.2018

NOTICE INVITING TENDER

Officers are invited from bonafide, reputed and experinced Agencies / Firms / Companies enlisted with the State Government Departments, like I&CA, Tourism, C&I etc. for conceptualization of design, layout and erection of the pavilion / stall of West Bengal State Book Board at 42nd International Kolkata Book Fair scheduled to be held from 31st January 2018 to 11th February 2018 organized by the Publishers & Booksellers Guild at Central Park of Karunamoyee, Salt Lake with a space of - 72 Sq. Mt. (One side open of - Mts. front and one side partly open from - Mts. depth at Stall no. -) with - feet front & - feet depth.

A. Scope of Works :

- 01 The agency shall finalise the design, layout and erect the stall with fire resistant material in connection with this office.
- 02 All the panels to be used for display of the important Educational Installations and eminent Educational Personalities relating to the State shall contain High Resolution photos and will be front lit.
- 03 The available sides of the interior should have the Racks and the STORAGE SPACE at the bottom of every Rack.
- 04 The main design and decoration of the stall should be planned in such a way that it showcases the best of Educational Institutions/ eminent Educationists and Achievements of Department of Higher Education, Science & Technology & Biotechnology from outside and inside of the Pavilion. Traditional ethnic decorative items may be used. The entire area should be accessible and visible.
- 05 The Pavilion should have two Collapsible gates with IN & OUT captions on the top of each gate visible from inside & outside. The middle portion of the Pavilion should have the Counter covering running area of - feet X - feet in the inside with temporary Locker in the Cash Counter and the outside of the middle portion should be decorative with the theme described above.
- 06 There shall be additional sub-counter for SIKSHA DARPAN inside the main Pavilion along with small proper cash-counter and furniture.
- 07 Material transportation charges, storage, material disposal charges, insurance, security charges for the stall/ material, cleaning charges, dismantling charges of the stall will have to be borne by the agency.
- 08 Platform will be prepared with mat/carpet for the stall area.
- 09 LOGO of Biswa Bangla and the West Bengal State Book Board shall be displayed at the conspicuous place.
- 10 Proper Cash Counter (illuminated desk with Lock and key facility) with Internet facilities & Electrical arrangements with sufficient furniture viz. Chairs etc. along with Book rack, putted plants, dust bins, drinking water dispensers etc. Visitors Book & Card Holder Pot should be provided.
- 11 All kind of electrical fixtures like spot lights, halogens, power plug sockets for proper illumination of the stall.
- 12 Arrangement fur Daily cleaning and clearing of the site and handing over the possession back to concerned authority in proper order once the event is over latest by the date stipulated by the authority.

