

# National Jute Board

Ministry of Textiles, Govt. of India

Delhi Regional Office

**NIT No. 12/NJB/Jute Fair-2022/Shimla/Tender** **dated: 28.02.2022**

## **TENDER NOTICE FOR “JUTE FAIR -SHIMLA-2022”**

Sealed Tenders are invited by the **Secretary, National Jute Board (NJB), Ministry of Textiles, Govt. of India** from the bonafide interior decorators/exhibitors of repute and with good financial standing for design, decoration and setting up of NJB's stalls at Indira Gandhi State Sports Complex, (IGSSC), Mall Road, Shimla, Himachal Pradesh in a total area measuring about 3,500 Sq. ft. **for an exhibition to be held from 21<sup>st</sup> March to 27<sup>th</sup> March, 2022 (total 7 days)**. The hall will be made available from the evening of 20<sup>th</sup> March, 2022. The job involves fabrication of around 22-25 stalls with enclosure of more or less 100 Sq.ft. each (a mixture of 2x3 mtr 3x3 mtr, as per the availability&dimension of the space), for sales arrangement, one stall with enclosure of more or less 100 sq. ft. for NJB Office. The above job should be completed by 23 hrs. on 20<sup>th</sup> March, 2022. Similarly, the fabrication should be dismantled on conclusion of the exhibition at 24 hrs. on 27<sup>th</sup> March, 2022 night itself.

### **JOB SPECIFICATIONS**

Each stall will have to be provided with one Mica table, two chairs, two tube lights/3 spotlights and basket for wastes. All stalls and walking passage are to be provided with wall to wall carpets. **The stalls should also be covered from roof side to shelter them from rain.** One sofa set, one center table and two small side tables for the Office are to be provided. General Lighting, decoration will be required along with Welcome Banner/Gate (Fascia) of the size 12 x 4-Ft, with NJB Logo in Digital Printout in flex base material at the Entrance of the Hall, with 2 nos. side panels of size 8 x 1 ½ Ft. (Matter for Fascia will be provided 3 days before the event), for the event. Stalls' fascia with names of the participants of 1x4 ft. size will have to be provided (one name per stall---names will be provided one day before the event). 20 Flex banners ( 6 x 4 Ft. each) & 2 backdrops (9x12 Ft.) each in Iron frame with stands to be provided.

The Exhibition Hall is to be provided with: 1 No. “Thank you, Please Visit again” board, 2 Nos. “No Smoking Please” boards & 4 Nos. direction/sign boards with stands.

## **INAUGURAL ARRANGEMENTS**

A red color ribbon & 1 No. Scissors & one decorative tray, 1 inauguration lamp (with cotton and oil for lighting) with candle & match box suitable for inauguration, are to be placed at the entrance of the hall for inauguration.

The whole job is to be executed as a “TURNKEY PACKAGE”. Rates quoted should provide for 2 (Two) Security Guards, Cleaning, Sweeping, etc.

Electricity charges & additional lightings (on actual) will be borne by NJB (Necessary approval from concerned State Electricity Board/Agency is to be obtained by Tenderers). The rates should include the total hiring charges for all the above inclusive of To & Fro transportation, erection, maintenance throughout the period of exhibition and dismantling. Income Tax (TDS) will be deducted at the time of making the payment at the applicable rates. PAN and IGST/GST Registration Number, Profession Tax Regn. No., should be mentioned in the tender document.

Sealed tenders, for the above event, complete in all respects super scribing the envelop “ Jute Fair Shimla 2022” and addressed to “**The Secretary, National Jute Board ( NJB), Ministry of Textiles, Govt. of India, 508 & 509 Prakash Deep Building, 7 Tolstoy Marg, Connaught Place, New Delhi-110001**” should reach not later than **11.30 hrs on 14<sup>th</sup> March, 2022.** Tenders will be opened on the same day at **15.00 hrs.** in the presence of the tenderers.

No responsibility is accepted for postal delays.

The Board reserves the right to accept or reject any offer in full or in part or all the tenders without assigning any reason/s, whatsoever.

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