

# National Jute Board

Ministry of Textiles, Govt. of India  
Delhi Regional Office

NIT No 05/NJB/Jute Fair Manali/Tender/2022-23

Dt. 27.05.2022

## **TENDER NOTICE FOR “JUTE FAIR MANALI-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 with good financial standing; having Annual Turnover of over Rs.10.00 lakhs and above in atleast three years of the last six financial years and having done octonorm based design & construction of Stalls/Booths/Pavilion for fairs/exhibitions for any two Govt. Deptts./Organizations/EPCs/Industry Bodies (including NJB) in the past six years for the value of over Rs.5.00 lakhs each; for design, decoration and setting up of NJB's stalls in an open area measuring about 4,500 Sq. ft.( ± plus-minus 10%) **for an exhibition to be held from 10-16<sup>th</sup> June, 2022 at Ram Bag, Mall Road, Manali (Himachal Pradesh)** The space (Open area) will be made available from the morning of 9<sup>th</sup> June, 2022. The job involves fabrication of around 28-30 stalls with enclosure of more or less 100 Sq.ft each (2 x 2, 2x3, 3x3 as per the availability of 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 9<sup>th</sup> June, 2022**. Similarly, the fabrication should be dismantled on conclusion of the exhibition at 24 hrs. on **16<sup>th</sup> June, 2022 night itself**.

### **JOB SPECIFICATIONS**

Each stall will have to be provided with one Mica table, two chairs, 2-3 tube lights/3-4 spotlights (with proper lighting) and baskets for wastes. All stalls and walking passage are to be provided with wall to wall carpets. **The Octonorm stalls with hard Panels should be constructed under adequate sizes of Canopies (each Canopy should cover atleast 4 stalls). The Canopies should shelter and protect the stalls from rain/Sun/mild storm. As the ground is covered with fine stone flooring and no digging will be allowed there, the Canopies should stand at there on, on their adequate sizes of base/platform without harming the floor.** One sofa set, one center table and two small side tables for the Office are to be provided. General Lighting & decoration will have to be provided for the Fairground along with Welcome Banner/Gate (Fascia) of the size 12 x 4 Ft, with NJB Logo, at the Entrance of the Hall, with 2 nos. side panels of 8 x 1 ½ Ft. size for the event in Digital Printout or flex base material. Name Boards/fascia with names of the participants of suitable size (1x6 ft atleast) will have to be provided (one name per stall). 20 Flex banners (6 x 4 Ft. each) & 2 backdrops (9x12 Ft.) each in Iron frame with stands to be provided. Matter for Gate Fascia & side panels, participants names' boards/fascia, banners and backdrops etc. will be provided well before the event.

The Exhibition area 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 superscribing the envelop “**Jute Fair Manali 2022**” and addressed to “**The Secretary, National Jute Board (NJB), Ministry of Textiles, Govt. of India, 508 & 509 Prakash Deep Building, 7 Tolstoy Marg, Connought Place, New Delhi-110001**” should reach not later than **11.30 hrs on 4<sup>th</sup> June, 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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