



Government of West Bengal  
Department of Agricultural Marketing  
**SUFAL BANGLA**  
Project Management Unit  
2nd Floor, Uttarapan Civic Centre  
Maniktala, Kolkata - 700 054

No. : **PD/PMU/SB/27/2021-22**

Date: **16/11/2021**

**NOTICE INVITING TENDER**

Tenders in sealed covers are invited for the following work as per particulars given hereunder from Farmers Producers Company (FPC)s having experience of similar nature of works and engaged in managing SUFAL BANGLA stall(s) as Franchisee. It will be received by the office of the undersigned and will be opened as per schedule stated below.

<b>Name of work</b>	Management, interior decoration and printing works for Sufal Bangla Stall (Total area= 27 Sq. M ) of Agricultural Marketing Department, Govt. of West Bengal at "INDIA INTERNATIONAL MEGA TRADE FAIR 2021-22(IIMTF)" to be organized at Science City Ground, Kolkata from 17.12.2021 to 02.01.2022: <b>Work consists with::</b> 1. Transportation, storage, sale, product management, investment and fund management. 2. Supervision, Human Resource, Arrangements for food, accommodation and to and fro transportation of engaged manpower, stall attending personnel of selected FPC, over all administrative support and quality management. 3. The selected FPC has to arrange for sufficient quantity of products of Sufal Bangla Brand of Paschimbanga Agri Marketing Corporation Ltd. to cater all the potential customers in the event. 4. Transportation of produces/products of PAMCL of SUFAL BANGLA brand to the venue of the Fair including local transportation, display and sale of PAMCL Products under Sufal Bangla Brand, vehicle hiring for making various arrangements, loading-unloading, weighing as per direction, billing, accounting maintaining all statutory norms. 5. Infrastructures and logistics like carrying crates, weighing scales, transportation of unsold produces/product. 6. Managing display and selling of produce/ products at the prices declared by SUFAL BANGLA maintaining GST norms. The FPC will be held responsible for any dislocation of statutory norms 7. Engagement of sufficient no. of manpower to run the counters smoothly and daily stall management for the whole duration of the Fair including cleaning, dusting etc 8. There should be adequate no. of sales persons to manage the stall throughout the Fair duration. 9. Documentation (At least 5 different photographs) by professional photographer 10. Miscellaneous works as per direction.
Selling, display and management of stall measuring 27 sq. m area.	
<b>Interior Decoration of Sufal Bangla Stall</b>	<b>Work consists with::</b> 1. Lining of 27 sq. m Stall area with coloured jute-cloth as directed, appliques of ethnic look, Bamboo basket with cloth lining etc. 2. Miscellaneous work, if any
<b>Printing works</b>	<b>Work consists with::</b> Panels/ artworks containing success stories and Departmental schemes, Printing of posters, vinyl banner, flex, leaflets (including distribution), sunboards etc. including fitting, fixing and complete in all respect.
<b>Rate to be quoted</b>	Rate for the whole work must be quoted. Rates must be inclusive of all transportation charges and all applicable taxes including GST.
<b>Last date and time for submission of tender documents</b>	29.11.2021 upto 12.00 noon
<b>Date and time for opening of tender</b>	29.11.2021 at 01.00 pm
<b>Estimated cost for the work</b>	Rs. 1,55,000/- (Rupees One Lakh Fifty Five Thousands Only)
<b>Earnest Money</b>	Rs. 3,100/- ( Rupees Three Thousands One Hundred Only) in the form of a Demand Draft drawn in favour of PROJECT DIRECTOR, SUFAL BANGLA payable at Kolkata. The DD should not be drawn before the date of publication of this notice.

*[Handwritten signature and date 16/11/21]*

- i) All intending eligible FPCs may apply in the prescribed format (Annexure-I) along with the following :
- a) A Demand Draft of Rs. 3,100/-
  - b) Upto date Income Tax
  - c) GST Certificate
  - d) Upto date Trade licence/ Certificate of enlistment,
  - e) PAN
  - f) Copy of CIN
  - g) Work Order(s) for managing Sufal Bangla store(s) and
  - h) Credentials of similar nature of works.
- ii) The rate has to be quoted in the bid both in figure and in words. The rate will be inclusive of all applicable taxes, if any.
- iii) All intending bidders may remain present at the time of opening of bids.
- iv) Selected FPC has to start work immediately after the date of issuance of Work and to complete the work within stipulated time.
- v) After the successful completion of the work, bills may be raised in duplicate in favour of the PROJECT DIRECTOR, SUFAL BANGLA. The payments will be made after statutory deductions.
- vi) All particulars schedule of items of the works, special terms and conditions etc. may be seen on any working day in the office of the undersigned between 11.30 Hrs to 15.30 Hrs.
- vii) The intending tenderers may visit the website [www.sufalbangla.in](http://www.sufalbangla.in) and click "Gallery" section for getting an idea of the work.
- viii) The selected FPC must have to strictly maintain GST norms at their own cost and has to deposit the tax as applicable. The FPC will be held responsible for any dislocation in statutory compliance.
- ix) The selected FPC has to carry printer fitted weighing scales received from SUFAL BANGLA and all sales have to be managed through the weighing scales. The FPC has to submit a sales statement along with consolidated sales report generated from the scales.

**The undersigned reserves the right to accept or reject any or all the tenders at any stage of selection without assigning any reason thereof.**

  
**Project Director,  
Sufal Bangla**

**[To be printed on the letterhead of the Applicant FPC]**

To:  
Project Director,  
PMU, Sufal Bangla,  
2<sup>nd</sup> floor, Uttarapan Civic Centre, Maniktala,  
Kolkata- 700054

**Ref:** NIT No. PD/PMU/SB/27/2021-22, Date: 16.11.2021


Sir,

We, the undersigned, would offer for doing the works in accordance with the terms and conditions as laid down in your NIT No. PD/PMU/SB/27/2021-22, Date: 16.11.2021.

We would like to quote Rs. .... {Indicate the figure} (In words ..... ) as total cost of the works as per terms and conditions of your NIT under reference which is inclusive of transportation charges and all applicable taxes including GST.

We understand you are not bound to accept any Bid you receive.

We remain,  
Yours sincerely,



Authorized Signatory {In full and initials}  
Name and Title of Signatory:  
In the capacity of  
Address  
E-mail