

GOVERNMENT OF WEST BENGAL  
OFFICE OF THE ASSISTANT DIRECTOR OF AGRICULTURAL  
MARKETING (ADMINISTRATIVE), COOCH BEHAR

MEMO NO-1724

DATE-22.12.2016

**NOTICE INVITING QUOTATIONS**

Quotations in sealed covers are invited for the following work from Registered FPOs/FPCs having valid CIN. Experience in similar kind of works is desirable. It will be received by the office of the undersigned and will be opened as per schedule stated below. Representative of willing FPOs/FPCs quoting rate may remain present at the time of opening.

01	<b>Interior decoration &amp; Printing</b>	<p>Interior decoration, printing of posters, leaflets, facia etc. and management of a stall provided for Agricultural Marketing Department at Block Krishi Mela-2017 ( Mati, Krishi, Udyan Palan, Matsya, Krsihi Bipanan, Samabay-O-Prani Sampad Mela) " to be held in 3 Nos. of Blocks of Mathabhanga Sub-Division under Cooch Behar District from 03/01/2017 to 31/01/2017(Duration of each Mela 2 days and Exact date will be informed later).</p> <p>Work consists with:</p> <ol style="list-style-type: none"> <li>1. Lining of a stall(s) with coloured jute-cloth appliques of ethnic look, Bamboo basket with cloth lining, lamp shades brackets.</li> <li>2. Sunboard- Vinyl banner displays the programme title and name of the Department as well as logo and calligraphy of SUFAL BANGLA including logo of West Bengal State Agricultural Marketing Board and Paschimbanga Agri Marketing Corporation Ltd. There will be Sunboard-Vinyl, posters, leaflets, facia etc. with photographs to highlight Departmental schemes and activities.</li> <li>3. Printing of boards/flex etc.</li> </ol>
02.	<b>Selling, display and management in the stall</b>	<p>Work consists with::</p> <ol style="list-style-type: none"> <li>1. Sourcing, aggregation, sales, investment and fund management for sale of produces.</li> <li>2. The selected FPO/FPC will be held responsible for assistance to the farmers' groups in aggregation of produces, transportation, stall management, infrastructures and logistics like food and accommodation of the farmers, crates, weighing scales, transportation of unsold produces, packaging, over all administrative support and quality management.</li> <li>3. Selling and display of produce/ products</li> <li>4. Engagement of manpower to run the stall smoothly and daily stall management for 3 days including cleaning, dusting.</li> <li>5. To and fro transport of display materials and vehicle hiring for making various arrangements including packaging for the programme:             <ol style="list-style-type: none"> <li>a) Aromatic Rice varieties: Tulaipanji, Gobindabhog, Kalonunia, Radhatilak etc.</li> <li>b) Black Rice</li> <li>c) Processed Agri Products: Jam, Jelly, Squash, Pickle etc.</li> <li>d) Exotic vegetables (without potato, onion, ginger and garlic)</li> <li>e) Mango Papad etc.</li> <li>f) Pulse: Sonamung, Black Gram etc.</li> </ol> </li> <li>6. Accommodation for stall attending farmers/FPO personnel</li> <li>7. Miscellaneous works as per direction.</li> <li>8. Dump and wastage of produce/products must be absorbed by the selected FPC/FPO.</li> </ol>
02	<b>Rate to be quoted</b>	Rate for the whole work must be quoted. Rates must be included all transportation charges
03	<b>Earnest Money</b>	Rs. 2000/- (Rupees Two Thousands Only) in the form of a Demand Draft in favour of Assistant Director of Agricultural Marketing (Administrative), Cooch Behar payable at Cooch Behar must be submitted with the Quotation. The DD should not be drawn before the date of publication of this notice.
04	<b>Last date and time for receipt of Quotations</b>	29/12/2016 up to 12.00 Noon
05	<b>Date and time for opening of Quotations</b>	29/12/2016 at 01.00 P. M.

Contd-P/2

All intending eligible agencies must apply sufficiently ahead and produce up to date Income tax, Sales tax and Professional tax clearance certificates and credentials with their quotation. Agency should be associated with at least one artist with B.V.A. /B.F.A. which will be the major factor to accept tender (Qualification and consent of artist to be attached with quotation).

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.

The intending tenderers may visit the website [www.sufalbangla.in](http://www.sufalbangla.in) and click "Gallery" section for getting an idea of the ethnic look we are looking for.

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

Memo No. 1724 (8)

Dated-22.12.2016

Copy forwarded for wide publicity to:

1. The Director of Agricultural Marketing, West Bengal, 4<sup>th</sup> Floor, KIT Buiding, Kolkata-73
2. **The Project Director, Sufal Bangla, Project Management Unit**
3. **The District Magistrate, Cooch Behar**
4. **The Dy. Director of Agriculture (Admin), Cooch Behar**
5. **The Secretary, Cooch Behar Zilla Parishad**
6. **The S.D.O., Cooch Behar Sadar**
7. **The Treasury Officer, Cooch Behar Treasury-II**
8. **The District Information Officer, Cooch Behar**

*S. D. Dey*  
*22/12/16*  
Assistant Director of Agricultural Marketing  
(Administrative), Cooch Behar