

**OFFICE OF THE PROJECT DIRECTOR
DISTRICT RURAL DEVELOPMENT CELL
NORTH 24 PARGANAS ZILLA PARISHAD**

(Under The Administrative Control of Panchayat & Rural Development Deptt., Government of West Bengal)
K.N.C. Road, Barasat Angana Buildng, 2nd Floor, Kolkata-700124.

[Phone number-033-2552 3037, fax-033-2562 5373, email-pddrdc@gmail.com]

No.110222/ K-14017/3/2014-DRDC

Date- 28 /11/14

TENDER NOTICE

Tender in sealed cover are hereby invited from bonafied, reputed Advertising Agency for conducting publicity works in connection to the 10th KOLKATA SARAS Mela, 2014-15 to be held at Bidhannagar Mela Ground, Saltlake from 31st January,2015 to 12th February,2015. The Agency will quote the rate of various items in the tender form.


TERMS AND CONDITIONS FOR APPLYING

1. The Advertising Agencies having experience of conducting publicity works in any National Level Fairs and having credential certificate of single contract for Rs.5,00,000.00 for conducting the same nature of works to any Government Organization may only quote rate along with valued ST/VAT certificate.
2. Designs of publicity matters and films which are to be broadcasted are to be approved by the undersigned. Any changes in respect of publicity items, if required must be finalized in consultation with the undersigned.
3. Rates are to be quoted for each item including all the costs as mentioned in Annexure-A which is enclosed with the notice. No extra cost will be paid beyond the quoted rates for each item. List of Hoardings for which rate is to be quoted is also attached with the notice.
4. Rate should be quoted inclusive of all taxes neatly in both figure and words and should be dropped in the tender box in the office chamber of the undersigned on any working day between 11.00 am to 4.00 pm up to 19/12/2014.

Contd.


5. The envelope should be sealed properly and **10th KOLKATA SARAS Mela, 2014-15** (Publicity & Advertisement) should be written in bold letters on the envelope.
6. The earnest money for Rs.60,000.00 (Rupees Sixty thousand) only in the form of D/D in favour of the Project Director, DRDC, North 24 Parganas is to be submitted along with the tender paper. The earnest money may be refunded after 7-days of completion of SARAS Mela.
7. The tender will be **opened on 20/12/2014 at 12.30 pm**. All tenderers may remain present during opening of the tender.
8. If any discrepancy arises in respect of the publicity matters as per work order that has to be replaced or changed without any charge, failure of which will invite penal action from this end.
9. No advance payment will be made from this end. Payment will be made after satisfactory completion of the requisite works.
10. The tender form and other papers will be available from D.R.D.C. Office, North 24-Parganas on payment of Rs.5,000/- which is non-refundable.
11. The undersigned has the right to accept and or reject the rates so offered without showing any reason. The undersigned is not bound to accept the lowest rates offered.
12. Work of poor quality will not be accepted.
13. Payment will be made after satisfactory completion of the requisite works and on the basis of actual work done and actual measurement after deduction of all Taxes as per Govt. Rule.
14. The undersigned has right to accepted and or rejected the rates so offered without showing any cause. The undersigned is not bound to accept the lowest rates offered.

Encl: As stated.


28/11/14
Project Director, DRDC
North 24 Pargans Zilla Parishad &
Nodal officer, Kolkata SARAS 2014-15

Copy forwarded for information to the:

1. Chief Executive Officer, WBSRLM & State Mission Director, SMMU.
2. Smt. N. Dasgupta, Joint Secretary to the Government of West Bengal , P& RD Department .
3. District Magistrate, North 24 parganas.
4. District Magistrate, South 24 Parganas.
5. District Magistrate , Howrah.
6. District Magistrate, Hooghly.
7. Additional Executive Officer, North 24 Parganas Zilla Parishad.
8. S.D.O, Bidhannagar with the request to arrange for display in his office notice board.
9. DIO,NIC, North 24 Parganas with the request to publish the matter in district website
10. DICO, North 24 Parganas for arranging publicity of the matter.
11. Post Master, Barasat Post Office.
12. Office Notice Board.


28/11/14

**Project Director, DRDC
North 24 Pargans Zilla Parishad &
Nodal officer, Kolkata SARAS 2014-15**