



ECF: 303780/02

Date 06.10.2023

### **NOTICE INVITING BID FOR WORLD FOOD INDIA (WFI), 2023**

Assam Industrial Development Corporation Ltd. invites bid from experienced Designers/Decorators/ Contractors/ Firms in two bid system viz. Tehnical Bid and Financial Bid for the job of temporary **Installation, Design, Decoration and Branding** of both interior and exterior of Assam Pavilion at Pragati Maidan, New Delhi for India World Food India, 2023 to be held from 3<sup>rd</sup> to 5<sup>th</sup> November, 2023. Theme for this year WFI, 2023 is "India" as Food Basket of the World.

Maximum tendered amount should not exceed Rs. 30,00,000.00 (Rupees Thirty lakhs) only. There must be adequate reflection of the food basket/food culture as well as cultural ethos & heritage of Assam and the theme for this year WFI in the facade design.

The bidder should be a private/ Public Ltd. Company registered under the Companies Act, 1956 or a Firm or a Sole Proprietorship Firm with minimum average annual turnover of Rs 1 crore in last three Financial Year and must be registered with appropriate authority on all applicable statutory duties/Taxes. The bidder must have minimum 7 years of experience in executing work value of minimum 20 lakhs and above in similar work and must have single handedly executed similar nature of job like Installing, Decorating, Designing and Branding of Pavilion at National/International Level.

Details of bid can be viewed in the website [www.aidcltd.com](http://www.aidcltd.com) from **11-10-2023 to 17-10-2023**.

The bidders have to deposit **Bid Security (EMD)** of Rs.60,000.00 (Rupees Sixty Thousand) only through net banking or RTGS/NEFT (in AIDC's Bank Account to be collected from Office) or Demand Draft in favour of Assam Industrial Development Corporation Ltd.

The last date and time of manual submission of hard copy and self-signed documents is 17-10-2023 latest by 6:00 pm. The opening of technical bid will be done on 19.10.2023 at 10.00 am. Any changes of Date and time will be communicated to the bidders,

Managing Director  
AIDC Ltd.





## **NOTICE INVITING BID**

**(Part -I: Technical Bid)**

### **:Name of the Work:**

**Installation, Designing, Decorating and  
Branding of Assam Pavilion Stall during  
World Food India (WFI), 2023 at Pragati  
Maidan, New Delhi to be held from 3<sup>rd</sup> to  
5<sup>th</sup> November, 2023**

**Assam Industrial Development Corporation Ltd.**

**R G Baruah Road, Guwahati – 781 024**

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N o			
1	Bid Document for the work	:	Installation, Designing, Decorating and Branding of Assam Pavilion Stall during World Food India (WFI), 2023 at Pragati Maidan, New Delhi to be held from 3 <sup>rd</sup> to 5 <sup>th</sup> November, 2023
2	Download of Tender through Website	:	<a href="http://www.aidcltd.com">www.aidcltd.com</a>
3	Bid Preparation	:	From 11.10.2023 to 17.10.2023
4	Last Date and time of Manual submission of Hard copy of technical bid and self-signed documents	:	Up to 18:00 hours of 17-10-2023
5	Date & Time of opening of Technical Bid	:	10.30 am on 19.10.2023
6	Date and Time of Technical Presentation	:	11.30 am on 19.10.2023
6	Date & Time of Opening of Financial Bid	:	11.00 am on 20.10.2023
7	Place of opening of Bid	:	Conference Hall, AIDC Ltd., R G Baruah Road, Guwahati-24



ASSAM INDUSTRIAL DEVELOPMENT CORPORATION LTD.

(A Govt. of Assam Undertaking)

R. G. Baruah Road, Guwahati - 781024

CIN: U75112AS1965SGC001246

GSTIN: 18AACCA4720AIZC

অসম ঔদ্যোগিক উন্নয়ন নিগম সীমিত  
(অসম চৰকাৰৰ প্ৰতিষ্ঠান)অসম ঔদ্যোগিক উন্নয়ন নিগম সীমিত  
ৰাধাগোবিন্দ বৰুৱা পথ, গুৱাহাটী - ৭৮১০২৪
 [www.aidcltd.com](http://www.aidcltd.com)

## Summary of Notice Inviting Bid

**Scope of Work and Terms & Conditions for Submission of Tender for Installation, Designing, Decorating and Branding of Assam Pavilion Stall during World Food India (WFI), 2023 at Pragati Maidan, New Delhi to be held from 3<sup>rd</sup> to 5<sup>th</sup> November, 2023**

- 1. Assignment:** To Install, Decorate, Design and Brand both interior and exterior of Assam Pavilion at Pragati Maidan, New Delhi for World Food India, 2023 to be held from 3<sup>rd</sup> to 5<sup>th</sup> November, 2023
- 2. Eligibility Criteria of Bidders:**
  - a) The bidder should be a private/ Public Ltd. Company registered under the Companies Act, 1956 or a Firm or a Sole Proprietorship Firm
  - b) The Company/Firm must be registered with appropriate authority on all applicable statutory duties/Taxes.
  - c) The bidder must have single handedly executed similar nature of job at National/International Level. Also, the bidder must have minimum 7 years of experience in executing work value of minimum 20 lakhs and above in similar work as per 'd'.
  - d) Similar works means Installing, Decorating, Designing and Branding of Pavilion at National/International level event.
  - e) The agency must a minimum average annual turnover of Rs 1 crore in last 3 Financial Year (FY 2020-21, FY 2021-22 and FY 2022-23).
  - f) The bidder must not be Black Listed by any Government Department/Agency. ( Self Certification to be attached)
  - g) The proposals of the bidders, who qualifies in Technical Bid with 60% score, would be only opened in Financial Bid. The Highest Scorer obtained from both Technical and Financial Bid as per QCBS Method would be offered the work order by the authority under the scheme.
  - h) The minimum score for qualifying in the technical bid is 60 % of the 100 Total Marks.

**3. The Criteria for the technical evaluation will be as follows:**

Sl. No	Evaluation Criteria	Total Score - 100
1.	Years of experience in installing, erecting, designing, decorating and branding pavilion at National/International Level ( <b>Max 20 points</b> ) <ul style="list-style-type: none"> <li>• More than 12 years (20 points)</li> <li>• 8-12 years (15 points)</li> <li>• 7 years (10 points)</li> </ul>	20
2.	Whether the organization has any past experience in successfully installing,	25

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	erecting, designing, decorating and branding pavilions at National/International Level in the last 7 years with minimum work value of 50 lakhs and above, if yes then the no. of work executed. (Max marks <b>(Max. Point- 25)</b> <b>No. of assignments;</b> <ul style="list-style-type: none"> <li>• More than 10 assignments (25 points)</li> <li>• 6-9 assignments (15 points)</li> <li>• 2-5 assignment (10 points)</li> </ul>	
3.	Whether the organization has any past experience in successfully installing, erecting, designing, decorating and branding pavilions at National/International Level in the last 7 years with minimum work value of 20 lakhs to 49 lakhs, if yes then the no. of work executed. (Max marks <b>(Max. Point- 25)</b> <b>No. of assignments;</b> <ul style="list-style-type: none"> <li>• More than 10 assignments (25 points)</li> <li>• 6-9 assignments (15 points)</li> <li>• 2-5 assignment (5 points)</li> </ul>	<b>25</b>
4.	<b>Financial Capability (Max. Point-20)</b> Average Annual Turnover as per audited and CA certified balance sheet in the last three years: <ul style="list-style-type: none"> <li>• Above Rs. 5 Crore (20 points)</li> <li>• Above Rs. 4 Crore to 5 Crore (17 points)</li> <li>• Above Rs. 3 crore to 4.00 Crore (14 points)</li> <li>• Above Rs. 2 crore to 3.00 Crore ( 11 Points)</li> <li>• From Rs.1 crore to 2 Crore (8 points)</li> </ul>	<b>20</b>
5.	<b>Technical Presentation (Max. Point-10).</b> Assessment will be made on the basis of Design & Theme, Concept developed, Execution Plan and other parameters as deemed fit by the Selection Committee.	<b>10</b>
	<b>Total</b>	<b>100</b>

**4. Estimated value of work:** Rs.30,00,000.00 (Rupees Thirty Lakh) only

**5. Work Specification:** The specification of the work of installing, designing, decorating and branding Assam Pavilion in WFI, 2023 is given below:

- Installation of Pavilion Size will be of 200 SQ. MT. The Assam Pavilion will consist of a Theme Pavilion, 2.0m X 2.5m MSME stalls (approx. 10 numbers), Display area, Reception, VIP Sitting, Pantry with store, Pavilion Director's office and one stalls for Government Department etc.
- Erection and decoration of Assam Pavilion in all floors, front & side fascia, front verandas etc. as per approved design and specification for WFI, 2023
- Apart from the Theme Pavilion, the other available space of the interior shall be designed reflecting Theme of WFI 2023 as well as the other unique strength of the state. Design, Decoration and Branding of the Assam Pavilion must reflect the broad theme of the event "India" as Food Basket of the World as well as the cultural ethos and heritage of Assam.

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The design shall be imaginative and original, making the best use of available space of the entire Assam Pavilion by providing 2D & 3D models depicting food basket/food culture of Assam & any other models related to theme and heritage of Assam.

- d) Vinyl Printing and Pasting of Stall numbers and names of the units (exhibitors) along with logo.
- e) Painting of Assam Theme Pavilion of both inside and outside as per approved design and direction of the Pavilion Director
- f) Maintenance of Electrical System Including placement of electrician during the entire period as per direction of the Pavilion Director
- g) Installation and operation of Inverter of adequate capacity for catering the following needs (if needed):
  - (i) P.A. S y s t e m
  - (ii) C. C. TV with recording system.
  - (iii) Emergency lighting
- h) Providing, installation & maintenance of LED screen of size 10' x 16' (approx.) in front side for the entire exhibition period and arrangement of LED Display along with LCD Projector at the main entrance and for playing videos inside Assam Pavilion depicting ethnic foods, food basket, processed food products, dances, tourist spots, historical monuments, industrial development of Assam and theme of the WFI-2023 during the exhibition period. Also providing one experienced manpower for operation of the system.
- i) Firefighting arrangement as per MoFPI, Delhi Fire service and Delhi Police regulations for WFI, 2023
- j) Adequate lighting arrangement inside and outside the Pavilion.
- k) Providing Blowups, Flex, Glow Sign, Photographs, Model based on theme of WFI-2023, as well as reflecting the richness of the food delicacies from Assam representing all tribes and communities, cultural heritage, bio –diversity, flora and fauna and other industrial products unique to Assam
- l) Maintenance of the exhibition areas/ office/ reception/ sides front of the Pavilion building
- m) Dismantling and removal of all temporary display items followed by thorough cleaning of the Pavilion after event
- n) Provide Internet Connection in entire Assam Pavilion of required capacity.
- o) Placement of Security Personnel i.e. Security Guard men & women and Security Supervisor from 02-11-2023 to 05-11-2023 and to provide hand hold Metal Detector and Door Frame Metal Detector in each gate.
- p) Special decoration of Assam pavilion at Pragati Maidan, New Delhi on the inauguration day (03-11-2023) with natural flower bouquets, garlands etc. Supplying of Best quality Flower Bouquets and flower vash with fresh flower 30 nos. (15 nos. each day).
- q) Provide 8 nos. two seater sofa set, 5 nos. centre table, carpet (area: 65 Sq. Mtr.), 1 no. Lamp Stand (for lighting of lamp), 1 no. podium and supplying of natural flower garlands &

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decoration of open air theatre at Pragati Maidan, New Delhi

- r) Arrangement of taking still photograph at Assam Pavilion, Pragati Maidan, New Delhi from 8:00 AM to 8:00 PM (from 03-11-2023 to 05-11-2023), video coverage at Assam Pavilion during VVIPs visit throughout the fair period as and when informed and provide 8 (Eight) nos. of best quality albums with important photos placed in the Albums properly (100 photo in each album).
- s) Obtaining necessary approvals/NOC from ITPO, Delhi fire Service, Electricity Authority and Delhi Police for WFI.2023 (if necessary).
- t) Adequate number of Fresh Flower Tubs should be placed in the entire length of the front and inside the pavilion. Further, fresh flower Pots for VIP Lounge, Reception Counters and office Room etc. are to be provided daily for entire fair period. The Flowerpots are to be replaced regularly as per advice of the pavilion Director.
- u) Clean & Hygienic drinking water system/facility should be provided for entire fair period.
- v) Providing adequate face mask and sanitizer in the Pavilion, VIP lounge and Reception counter for the entire period.
- w) All facilitates should be provided for reception of VIPs, VVIPs and officials of Pavilion Director's office. Adequate experienced manpower to be provided for the reception etc.
- x) Bamboo wood flooring inside and front of the pavilion and passages/ ramps etc. As regards colour and quality of bamboo wood prior approval of the Pavilion Director to be obtained.
- y) Cleaning the exhibition areas/office/corridors/sides & front of the Assam Pavilion in every two hours from 8:00 AM to 8:00 PM during the entire period of exhibition.
- z) Fire Extinguishers to be provided as per norms or as per requirement of Delhi Fire Service.
- aa) 'No Smoking' display board/ 'Fire Exit' display board to be provided as per direction of Pavilion Director
- bb) Glow sign of ASSAM in **English, Hindi** and **Assamese** to be provided.
- cc) No transportation charges will be made separately for installation/carrying to the work site.

**7. Locations:** The agency must have the capability to install, erect, design, decorate and brand the Assam Pavilion at Pragati Maidan, New Delhi for WFI, 2023

## **8. Scope of Work:**

- a) Installing, Designing, Decorating and Branding of Assam Pavilion as per 'Work Specification' mentioned at point no 5 above and to be installed at Pragati Maidan, New Delhi for WFI, 2023 to be held from 03-11-2023 to 05-11-2023
- b) The exercise is time bound and is to be completed as per the time schedule prescribed
  - Submission of Design of Assam Pavilion as per point 5 above and within 2 days of giving work order
  - Submission of work completion report with relevant photographs, videos and visit books on 01-11-2023

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- c) No insurance charge is admissible and the successful tenderer will be responsible for any breakage, damage and loss in transit on way to destination. The successful tenderer shall indemnify and keep indemnified AIDC Ltd against all losses and claims for injuries or damages to any person or property whatsoever which may arise out of or in consequence of the construction and maintenance of works and against all claims, demands, proceedings, damages, costs, charges, expenses, whatsoever in respect thereof in relation thereto
- d) Any default or breach of contract or non-execution of supply shall lead to appropriate action by AIDC Ltd. including black listing / delisting the tenderer for future supply/work.
- e) If any item supplied is found to be not of standard quality as specified above, it should be taken back immediately and replaced by fresh one at own cost of supplier.

#### **9. Terms of Payment:**

- a) No Advance payment will be made under any circumstances.
- b) No interest can be claimed in case of delay in making payment beyond the stipulated period of payment.
- c) All taxes/charges/duties as applicable will be deducted from the bill.
- d) GST will be paid separately with bill

#### **10. Release of Payment:**

100 % payment will be released after submission of original bills/vouchers along with work completion report supported by pictures, videos, visit books

#### **12. Rates**

- a) Bidder shall quote the BASIC RATE in Figures per unit (exclusive of all Taxes/ duties etc.)
- b) No subsequent escalation of price will be accepted even in any case.
- c) There shall be no separate re-imbursement or increase of rate or payment of compensation in any ground.

#### **13. Documents Comprising the Bid :**

Tender will be in two parts viz. Part-I : Technical Bid and Part-II : Financial Bid.



**PART-I:****TECHNICAL BID SHALL COMPRISE OF THE FOLLOWING DOCUMENTS:**

- i) The bidders have to deposit **Bid Security (EMD)** of Rs.60,000.00 (Rupees Sixty Thousand) only through net banking or RTGS/NEFT (in AIDC's Bank Account to be collected from Office) or Demand Draft in favour of Assam Industrial Development Corporation Ltd.
- ii) Detailed **Concept Paper** on the design.
- iii) **Specification Sheet** indicating basic materials and specifications of all the items of exterior & interior façade.
- iv) An "**Action Calendar**" for completion of the work (must be completed on or before 25<sup>th</sup> October, 2023).
- v) Details of **similar nature of job executed** in National/ International Level Fair in last seven years along with **Work order** and **Completion Certificates** duly issued by the respective authority(ies).
- vi) Copies of Audited **Balance Sheet** of the firm/bidder for the last 3 (three) years.
- vii) List of **manpower** associated with the Organization/Bidder.
- viii) Copy of **PAN Card** and **GST Registration Certificate** of the firm/bidder.
- ix) Design shall be submitted both **Hard Copy (A3 size)** and **Soft Copy**. Soft copy shall be in Power point format. Technically qualified bidders will have to make presentation of the soft copy as submitted with the tender (without further modification) before the Selection Committee on the date 19<sup>th</sup> October, 2023. For any change in dates necessary intimation will be made by the committee.
- x) List of **major clients** for similar activity in regular course of business and also testimonials in support of similar assignment with nature of responsibilities which have been executed in the past 3 years.
- xi) **Affidavit** as per prescribed format duly sworn in before NOTARY in non-judicial stamp paper of Rs.100.00 (Rupees Hundred) only.
- xii) **Power of Attorney** in the name of the person who may be authorized to sign documents on behalf of the bidder.
- xiii) Copy of the Bid Documents duly **signed & stamped** by the bidder in all pages.

**PART-II :****FINANCIAL BID SHALL COMPRISE:**

- i) Priced Bill of Quantities as per Serial No. 17 (B)

#### 14. METHODOLOGY OF EVALUATION- QUALITY CUM COST BASED SELECTION

- A. After fulfilment of the Eligibility Criteria, the evaluation will be done at two stages by the Bid Evaluation Committee in which the Stage I will be Technical Evaluation and Stage II will be Financial Evaluation.
- B. Prior to evaluation of Technical Bid, the AIDC will determine whether each Proposal is responsive to the requirements as per the Bid Document. The AIDC may, in its sole discretion, reject any Proposal that is not responsive hereunder. A Proposal shall be considered responsive only if:
- a. the Technical Proposal is containing requisite documents as mentioned in the Bid Document
  - b. it is signed, sealed, bound together in hard cover and marked as stipulated for Technical bid only. The scanned copy of same to be uploaded in online otherwise the bid will be rejected. it is accompanied by the Power of Attorney as specified; EMD as specified;
  - c. it contains all the information (complete in all respects) as requested in the Bid Document;
  - d. it does not contain any condition or qualification; and
  - e. it is not non-responsive in terms hereof.
  - f. AIDC reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the AIDC in respect of such Proposals. The AIDC shall subsequently examine and evaluate Proposals in accordance with the Selection Process and the criteria set out in this Bid Document.
  - g. The combined final score shall be considered for award of the assignment. The assignment shall be awarded to the Bidder scoring the highest final weighted score.
  - h. The weightage for the technical proposal and financial proposal in the combined final score will be 60% and 40% respectively.
  - i. The marking scheme for technical proposal will be as per evaluation criteria defined in Details of Technical score determination at Serial No. 3. Technical score (St) shall be out of 100. Bidders obtaining a total score of 60 per cent (on a scale of maximum total 100 marks) or more on the basis of criteria for evaluation given in Serial No. 3, would be declared technically qualified.
  - j. The Financial Proposals of only those bidders who have achieved the Benchmark Score of 60% will be opened for evaluation. The Financial Proposal shall be evaluated using the following methodology:
  - k. The lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be determined using the following formula:  $Sf = 100 \times Fm/F$ ;
  - l. In which Sf is the financial score, Fm is the lowest Financial Proposal, and F is the Financial Proposal (in Rs.) under consideration.
  - m. Proposals will finally be ranked in accordance with their combined of technical (St) and financial (Sf) scores:  $S = St \times Tw + Sf \times Fw$ ; where S is the combined score, and Tw and Fw are weights assigned to Technical Proposal and Financial Proposal that will be 60%

and 40% respectively.

## 15. SELECTION

The Applicant scoring the highest Total Score shall be declared as the “Selected Firm”.

## 16. GENERAL TERMS AND CONDITIONS OF TENDER

- a) All documents relating to the bid shall be in English language.
- b) The rates are to be quoted both in words and figures.
- c) The rates should be quoted after visiting the site and taking into account the site condition.
- d) The Bidder, at the Bidder’s own responsibility and risk is encouraged to visit and examine site of works and its surroundings and obtain all information that may be necessary for design and preparation of the Bid. The cost of visiting the site shall be at the Bidder’s own expense.
- e) Taxes, as applicable under state and central Govt. norms will be deducted from the bills as per rules.
- f) All pages of the bid document are to be signed and stamped by the bidder.
- g) No materials/machineries will be issued to the contractor for execution of the works.
- h) The tenderer is to submit completion certificate of similar nature of works along with copy of work order from concerned departments with the bid.
- i) The Selection Committee for Assam Pavilion is not bound to allot the work to the lowest tenderer only.
- j) The successful bidder/s have to submit Performance Security of Rs. 60,000.00. The EMD amount submitted by the selected bidder/bidders shall be refunded accordingly.
- k) Every unsuccessful bidder will get back his/her EMD after rejection of bid.
- l) The Selection Committee reserves the right to accept or reject any or all tenders without assigning any reason thereof.
- m) No price escalation or price enhancement will be considered for the works under any circumstances.
- n) Penalty will be imposed on contractors doing sub-standard works or for time delays, if any, as deem fit and proper by the Corporation.
- o) Terms and conditions of the contract as supplied with the tender document along with the Agreement will be final and binding on the contractor. The Performance Security will be released only after release of final payment against the work.
- p) Any other item of works carried out at site but not covered under this bid and the design, shall be paid as per the rate mutually agreed upon between the Pavilion Director and the contractor.
- q) For the part work or for low volume of work, if any, due to any circumstances, amount will be reduced proportionately by the Pavilion Director.
- r) The bidder should be responsible for the work from the date of the work order till completion of

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- s) The bidder are to submit copy of the PAN card and GST Registration Certificate along with the bid.
- t) The bidder should submit the action calendar for completion of work within the schedule time i.e. on 25-10-2023. The works must be completed within 1<sup>st</sup> November, 2023 and handed over to the Pavilion Director.
- u) The selected bidder will be responsible for cleanliness of the entire Assam Pavilion (both inside and outside) all the time during the Fair period.
- v) All disputed arising out of the processing of offers and of work order/letter of intent so made shall be subject to the jurisdiction of Gauhati High Court, Guwahati, Assam.
- w) The execution of work should be carried out as per design approved by the Selection Committee and in consultation with the Pavilion Director accordingly.
- x) The selected bidder has to arrange the accommodation of his working staff by himself outside the pavilion premises.
- y) The technically qualified bidder will be required to make presentation of the design to the Selection Committee on 19<sup>th</sup> October, 2023. For any change in dates necessary intimation will be made by the committee

#### 16. Application:

- a) The interested agencies may submit their Quotation in sealed outer envelope super scribing **“TENDER FOR WFI -2023”** in the prescribed format given below mentioning “Installing, Designing, Decorating and Branding of Assam Pavilion in WFI, 2023 at Pragati Maidan, New Delhi” on the cover of the envelope to the Office of the Managing Director, AIDC, R.G. Baruah Road, Guwahati-24 and should reach us on or before 07 (Seven) days from the date of notification. The Technical Bid and Financial Bid should be submitted in separate sealed Envelope. The complete postal address of the bidder should also be indicated in the outer envelope, so that bid could be returned unopened, if received late.

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17. The agency must submit their technical bids based on the following format **(in separate envelope)**

17 (A) **Application Format**

1	General:	
I.	Name of the Organization/ Agency	
II.	Registered/ Corporate Office Address	
	Address for communication (including Fax & e-mail)	
III.	Name of the Coordinator for contact purpose	
2	ORGANIZATION	
I.	Year of Establishment/ Registration (submit supporting documents)	
II.	No. of year of operation	
III.	PAN Number of the Agency (Attested copy of proof may be attached separately)	

3. Past Experience							
I. Years of experience							
Sl No.	Years of Experience in Installing, Designing, Decorating and Branding of Pavilion at National/ International Level	Work Order Details (to be attached)	Work Start Date	Work End Date	Description of Work Undertaken	Work Value	Documents Attached Page No.
II. Number of Work Done							
Sl No.	Number of the Event wherein Installation, Designing, Decoration and Branding of Pavilion during National/International level is done with work value of minimum 20 lakhs and above	Work Order Details (to be attached)	Work Period		Description of Work Undertaken	Work Value	Documents Attached Page No.
			Start Date	End Date			

**(Please note that One Work Order will be considered as One Assignment)**

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4. Average Annual Turnover as per audited balance sheet in the last three financial years (Pl. Attach Audited Balance Sheet)	
Financial Year	Turn Over as per Audited Balance Sheets
2022-23	
2021-20	
2020-21	

Date:

Place:  
Seal)

(Authorized Signatory with official

**17 (B) BOQ**

<b>Sl No.</b>	<b>Item</b>	<b>RATES (Rs.) Both in figure &amp; Word</b>
1	Installation of Pavilion Size will be of 200 square Meter. The Assam Pavilion will consist of a Theme Pavilion, 2.0m X 2.5m MSME stalls (approx. 10 numbers), Display area, Reception, VIP Sitting, Pantry with store, Pavilion Director's office and one stalls for Government Department etc.	
2	Erection and decoration of Assam Pavilion in all floors, front & side fascia, front verandas etc. as per approved design and specification for WFI, 2023	
3	Apart from the Theme Pavilion, the other available space of the interior shall be designed reflecting Theme of WFI 2023 as well as the other unique strength of the state. Design, Decoration and Branding of the Assam Pavilion must reflect the broad theme of the event "India" as Food Basket of the World as well as the cultural ethos and heritage of Assam. The design shall be imaginative and original, making the best use of available space of the entire Assam Pavilion by providing 2D & 3D models depicting food basket/food culture of Assam & any other models related to theme and heritage of Assam.	
4	Vinyl Printing and Pasting of Stall numbers and names of the units (exhibitors) along with logo.	
5	Painting of Assam Theme Pavilion of both inside and outside as per approved design and direction of the Pavilion Director	
6	Maintenance of Electrical System Including placement of electrician during the entire period as per direction of the Pavilion Director	
7	Installation and operation of Inverter of adequate capacity for catering the following needs (if needed): (i) P.A. S y s t e m (ii) C. C. TV with recording system (iii) Emergency lighting	
8	Providing, installation & maintenance of LED screen of size 10' x 16' (approx.) in front side for the entire exhibition period and arrangement of LED Display along with LCD Projector at the main entrance and for playing videos inside Assam Pavilion depicting ethnic foods, food basket, processed food products, dances, tourist spots, historical monuments, industrial development of Assam and theme of the WFI-2023 during the exhibition period. Also providing one experienced manpower for operation of the system.	
9	Firefighting arrangement as per MoFPI, Delhi Fire service and Delhi Police regulations for WFI, 2023	
10	Providing Blowups, Flex, Glow Sign, Photographs, Model based on theme of WFI-2023, as well as reflecting richness of cultural heritage, religious tourism, bio – diversity, wild life, handloom and handicrafts and other industrial products unique to Assam	

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11	Adequate lighting arrangement inside and outside the Pavilion.	
12	Maintenance of the exhibition areas/ office/ reception/ sides front of the Pavilion building	
13	Dismantling and removal of all temporary display items followed by thorough cleaning of the Pavilion after event	
14	Provide Internet Connection in entire Assam Pavilion of required capacity.	
15	Placement of Security Personnel i.e. Security Guard men & women and Security Supervisor from 02-11-2023 to 05-11-2023 and to provide hand hold Metal Detector and Door Frame Metal Detector in each gate.	
16	Special decoration of Assam pavilion at Pragati Maidan, New Delhi on the inauguration day (03-11-2023) with natural flower bouquets, garlands etc. Supplying of Best quality Flower Bouquets and flower vash with fresh flower 30 nos. (15 nos. each day).	
17	Provide 8 nos. two seater sofa set, 5 nos. centre table, carpet, 1 no. Lamp Stand (for lighting of lamp), 1 no. podium and supplying of natural flower garlands & decoration of open air theatre at Pragati Maidan, New Delhi	
18	Arrangement of taking still photograph at Assam Pavilion, Pragati Maidan, New Delhi from 8:00 AM to 8:00 PM (from 03-11-2023 to 05-11-2023), video coverage at Assam Pavilion during VVIPs visit throughout the fair period as and when informed and provide 8 (Eight) no.s of best quality albums with important photos placed in the Albums properly (100 photo in each album).	
19	Obtaining necessary approvals/NOC from ITPO, Delhi fire Service, Electricity Authority and Delhi Police for WFI.2023 (if necessary).	
20	Adequate number of Fresh Flower Tubs should be placed in the entire length of the front and inside the pavilion. Further, fresh flower Pots for VIP Lounge, Reception Counters and office Room etc. are to be provided daily for entire fair period. The Flowerpots are to be replaced regularly as per advice of the pavilion Director.	
21	Clean & Hygienic drinking water system/facility should be provided for entire fair period.	
22	Providing adequate face mask and sanitizer in the Pavilion, VIP lounge and Reception counter for the entire period.	
23	All facilities should be provided for reception of VIPs, VVIPs and officials of Pavilion Director's office. Adequate experienced manpower to be provided for the reception etc.	
24	Bamboo wood flooring inside and front of the pavilion and passages/ ramps etc. As regards colour and quality of bamboo wood prior approval of the Pavilion Director to be obtained.	
25	Cleaning the exhibition areas/office/corridors/sides & front of the Assam Pavilion in every two hours from 8:00 AM to 8:00 PM during the entire period of exhibition.	
26	Fire Extinguishers to be provided as per norms or as per requirement of Delhi Fire Service.	
27	'No Smoking' display board/ 'Fire Exit' display board to be provided as per direction of Pavilion Director	



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28	Glow sign of ASSAM in <b>English, Hindi</b> and <b>Assamese</b> to be provided	
<b>TOTAL</b>		
<b>TOTAL (IN WORDS)</b>		

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**AFFIDAVIT**

I, Sri ..... son/daughter of  
 ..... Aged ..... Years, Address  
 ..... do hereby  
 solemnly declare and affirm that I will abide by all the terms and conditions mentioned in the Tender  
 Documents for Design & Decoration of both interior and exterior of Assam Pavilion including Theme  
 Pavilion at Pragati Maidan, New Delhi for World Food India - 2023.

I, Sri .....further declare that  
 I/my firm have not been black listed by any Government Departmental/Agency.

Signature with seal