



कयर बोर्ड Coir Board

फोन/Phone : 011-23747766

सूक्ष्म लघु और मध्यम उद्यम मंत्रालय, भारत सरकार
(Ministry of Micro Small And Medium Enterprises, Government of India)

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राजीव गाँधी हस्तशिल्प भवन) प्रथम तल, बाबा खड़ग सिंह मार्ग, कनाट प्लेस नई दिल्ली- ११०००१.
Rajiv Gandhi Handicrafts Bhavan (1st Floor), Baba Khadag Singh Marg, Connaught Place, New Delhi-110001.

पत्रांक/CB/CDOC/IHE-2019-20/

दिनांक : 30.07.2019

TENDER DOCUMENT.

Designing, Fabrication & Construction of Coir Board pavilion in IHE-2019

Coir Board has reserved 300 Sq. mtr. Bare Space (15 mtr. x 20 mtr.) at India Expo Centre & Mart , Greater Noida (U.P.) for participating in India International Hospitality Expo-2019 to be held w.e.f. 7th – 10th Aug. 2019 , on the above mentioned venue.

The Tender/Offers has to be submitted in two bid system i.e. technical bid and financial bid in separate sealed covers superscribing "Technical bid for Design, Fabrication and Construction and maintenance of Coir Board pavilion in IHE-2019 and Financial Bid towards the cost of Designing , constructions and also dismantle and removal of debris from the exhibition site after closer of the Event. Two covers shall be put in a single large sealed cover superscribing "Quotation for the Design, Construction and Maintenance of Coir Board pavilion in IHE-2019".

The Bids should reach to the Zonal Director (NW), Coir Board, (Govt. of India), 1st. Floor , Rajiv Gandhi Handicraft Bhawan, Baba Khadag Singh Marg, Connaught Place , New Delhi-110001 (Tel. 011-23747766 Mob. 09958336699, email : jkshukla0001@gmail.com) on or before 2nd Aug. 2019 up to 2.00 p.m. The offers will be opened on the same day at 3.00 p.m. in the presence of the available parties and finalized on spot.

It is also to be taken care that we required the Board's Pavilion complete in all aspects latest by 06th Aug. 2019 (Forenoon), as the above event is started on 7th Aug. 2019.

The Secretary, Coir Board reserves the right to accept or reject any quotations either in part or in full without assigning any reason whatsoever.

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SECRETARY
COIR BOARD , KOCHI

The following points/terms, may be followed by the bidder while submitting the bids and executing the work.

- 1- The Contractor selected will have to execute an agreement with Coir Board in a Stamp Paper worth Rs.200/- .
 - 2- The terms and conditions of the work will be interpreted in Indian Laws and will be under to the jurisdiction of judicial courts in Kochi (Kerala).
 - 3- Conditional bidding of price and conditional offer of discounts will not be accepted and such offer can render the bids liable for rejection. The amount quoted should be written in words and figures. Any correction, over writings will have to be attested.
 - 4- The bidders should indicate their valid GST registration number, Income Tax PAN in the Technical Bid.
 - 5- Incomplete bids, unauthenticated bids and bids received after the appointed time will be summarily rejected.
 - 6- The price bids will have to be submitted by the bidders as per the format attached. The price quoted shall be all inclusive, including taxes etc.
 - 7- The technical bid cover shall invariable contain the design of the Pavilion. Documents in proof of experience in executing similar work, financial capacity, EMD, terms and conditions, if any, for acceptance of the work and the payment terms.
 - 8- The Board will be opening the technical bids at the first instance for evaluation and short listing based on the acceptability of the technical bids. The price bids of only those bidders, who are included in the short list, will be opened for evaluation. The price bids of those parties, whose technical bids not meeting with the requirements of the Board, will be returned unopened.
 - 9- The bidders will have the right to raise questions on the bid documents or any of the terms and conditions thereof.
- 10-EMD of Rs.25000/- by DD drawn in favour of Secretary, Coir Board, payable at Ernakulam should be enclosed in the technical bid cover.
- 11-The work has to be executed on hire and labour basis. The work shall cover Design, construction and maintenance of pavilion during the fair days and dismantling on the completion of the event.

“IMPORTANT NOTE :- NO READY MADE OCTONORM STRUCTURE WILL BE ALLOWED TO CONSTRUCT THE PAVILION” .

TERMS OF PAYMENT:-

- ON ARRIVAL OF GOODS : 25%.
- AFTER COMPLETION OF WORK : 65%
- BALANCE AFTER CLEARING THE SITE AFTER CLOSER OF EVENT : 10%

INDIA INTERNATIONAL HOSPILITY EXPO-2019

PRICE BID.

Sl. No.	Description of work	Amount(Rs.) Per Item/sq.ft/Pc. Nos. each	Total Amount	Remarks
1	<p><u>Total no. of booths required : 14</u> <u>in size of 10`x 8`.</u></p> <p>The sides of the booths should be covered with PVC laminated Plywood /MDF panels with accessories of International Standards. Each 14 booths should be provided with one modular system table, three modular system chairs, five tube lights, one fan, minimum six spot lights, one 5/10 amp. Power plug , two potted plants, one wastepaper basket and front fascia with signage with logo .</p> <p>NB:-1-All the Booths except VIP Lounge should be provided with particle board with screwing facility in front of the modular partition wall for fixing exhibits on all three sides. (2 sides in case of corner booth). Racks / Stands for display at 2 levels for each booths.</p> <p><u>NB:- 2-Attractive plants/pots/flowers should be provided , stalls should be furnished with Coir matting .</u></p>			
2-	<p><u>Sufficient Display Area for Theme Pavilion from the balance space.</u></p> <p>1 Mtr. raised floor to be made in the proposed area- using necessary grid with appropriate material, for displaying coir products brought by CCRI & CICT & For live demonstration.</p>			
3-	<p><u>VIP Lounge , should be furnished with high standard interior decors and also be provided with luxury sofa set, teapoy, waste paper basket and cushion chairs. <u>One TV- 42"</u> may also be provided in the VIP Lounge.</u></p>			
4-	<p><u>Pantry – Facilities for Coffee/Tea wending machine and storage area for snacks may also be provided in the pantry.</u></p>			

5-	<u>Designing and construction of a beautiful and attractive fascia</u> for the entire pavilion with should give a classic and novel appeal to the visitors. Suitable decorations and Glow Sign Board also to be made at the entrance / exit of the exhibition hall to be made. Signage light have to be provided and arrangements for inauguration by lighting the ceremonial lamp, ribbon cutting etc. to be made.			
6-	<u>LED</u> (Video Wall fixing in the size of 2 mtr x 2.5 mtr , provided and fitted in an appropriate place so as to have visibility to the public with proper covering of backside as a box.			
7-	Waste/Garbage removal will be the responsibility of the agency.			
8-	Provide Wi-fi connection to all exhibitors.			
9-	Photographs of the events like inauguration, visit by VIP`s/Foreign Buyers etc.			
10-	Tea/coffee and Snacks 2 times (Morning & Evening) during fair days- Approx. for 30 participants.			
11-	Packed working lunch (veg & non veg.) for stall attendants- 2 packets per stall- to be provided during fair days . (40 pkts appx. Per day) Lunch pack for VVIP`s- 10 per day of good quality.			
12-	Supply of sufficient Drinking (Mineral) water at the pavilion.			
13-	Sweeping inside of the exhibition hall, seminar hall & passage etc. as and when required.			
14-	Agency to insure all their constructions, fittings, furniture etc. Round the clock security may be ensured for the structure and products. Coir Board would not be responsible for any loss.			

15-	Other unforeseen items, if any			
	1-			
	2-			
	3-			
	TOTAL			
16-	TAXES . IF ANY			
	1-			
	2-			
	Grand Total (Including all Taxes)			

Rupees (in words).....only

Signature:

Place :

Date :

Name

Designation (of the authorized Signatory)

(SEAL)

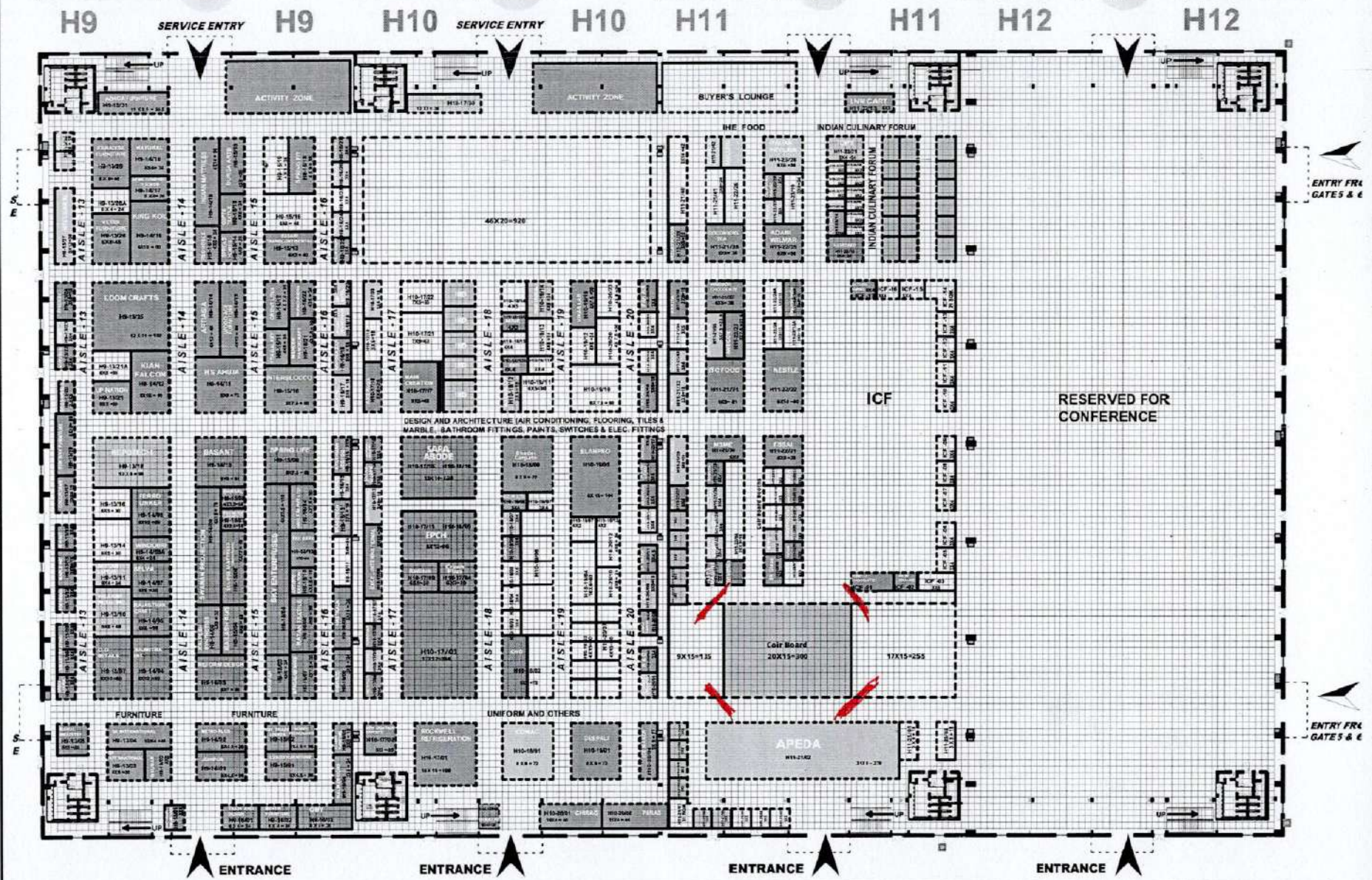
Hall no. 9
Total area: 5950 sqm.
Sellable area: 3405 sqm.

Hall no. 10
Total area: 5950 sqm.
Sellable area: 3358 sqm.

Hall no. 11
Total area: 5950 sqm.
Sellable area: 3381 sqm.

Hall no. 12
Total area: 5950 sqm.
Sellable area: 3153 sqm.

Hall no. 12
Buyer's lounge: 160 sqm.
Culinary theatre: 195 sqm.



NOTES:

- 1. 10 X 10 GRID IS BASED ON THE ENTIRE LAYOUT PLAN OF THE HALLS.
- 2. BEFORE TAKING UP ACTUAL CONSTRUCTION OF STANDS AT SITE, THE CONSTRUCTION MUST CHECK AREA CO-RELATE WITH THE DESIGN PLAN.
- 3. ANY ADJUSTMENTS REGARDING MUST BE BROUGHT TO THE NOTICE OF THE SPACE FRAMES.
- 4. IT MAY BE EMPHASIZED THAT NO CONSTRUCTION IS TAKEN UP IN FRONT OF RESPECTIVE EXITS, ENTRANCE GATES AND CONVENIENT ACCESS PROVIDED TO FIRE, ELECTRICALS ETC.

August 07 - 10, 2019
India Expo Center & Mart,
Greater Noida, UP, India

LEGEND

- ELECTRICAL PANEL
- STEEL COLUMN
- F.H.C.

Organised by :-
India Expo Mart Limited

Ground Floor Plan
Hall no 9, 10, 11 & 12

IHE INDIA INTERNATIONAL HOSPITALITY EXPO
INDIA EXPO CENTER & MART