

No. 15014/11 DPDC(HQ)/Admn. IV /19-20

Government of India
M/o Statistics & Programme Implementation
National Sample Survey Office
Data Processing Division (Headquarters)

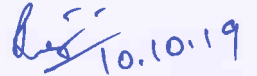
Mahalanobis Bhavan
164, GLT Road,
Kolkata, 700108
Date: 10.10.19

Sub: Limited Tender Notice for decoration, catering & accommodation in r/o Centre-State conference at Biswa Bangala Convention Centre, New Town, Kolkata.

This office is going to organize a Centre-State conference of Government Statistical Offices at Biswa Bangala Convention Centre, New Town on 11th and 12th November, 2019. For the same, limited tender is invited separately for the items below (for item no 1 and 2- empaneled vendors of Biswa Bangala Convention Centre only; and for item no 3- either a 3 or 4-star hotel) as per the requirement noted below

Item no	Items	Requirement
1	Decoration	Standard arrangement for hall 6 auditorium and standard arrangement for hall 3, hall 4 banquets with 80 seaters each. Preparation of pre-function area lunch, tea counters, main entrance gate and necessary banners, standee (GST shall be extra).
2	Catering	Consisting of 2 (two) days lunches, 1 (one) high-tea (on day 1), 3 tea sessions spanned for 2 (two days) having basic menu. (approx. participants: 320 persons) (dates: 11.11.19 & 12.11.19)
3	Accommodation	110 rooms at MAP rates (84 single occupancies, 26 double occupancies) are required from ^{3 or} 4-Star hotels for accommodation of Officers and dignitaries of State/Central Government/other bodies. Duration of stay is 10 th November (check-in) to 13 th November (checkout). The tax component shall be shown separately.

2. Documentary proof regarding empanelment of the vendor for item no 1&2, and 3or4-Star classification of the hotel for item no 3 has to be submitted along with the quotation. Copy of PAN, GST and Trade License also need to be submitted.
3. Quotation may be submitted separately for the items above in a sealed envelope superscribing on top of the envelope "*Quotation for decoration/catering/accommodation (as the case maybe) for Conference purpose*" addressed to *Dy. Director and Head of office, NSSO, DPD(HQ), Mahalanobis Bhavan, 164, GLT Road, Kolkata- 700108* latest by 31.10.19, 1200 hrs.
4. This office will not be responsible for postal delay or delay for any other reason in receiving of the quotations.
5. Quotation should be duly signed by the competent authority of the vendor/agency/hotel.
6. The tender shall be evaluated separately for each item on the basis of the lowest amount quoted by the vendor. Date of tender opening is 31.10.19 at 1500hrs.
7. This office reserves the right to accept or reject any quotation without assigning any reasons.
8. For any details/clarification, the office may be contacted.


(E. Renbi Jami)

Dy. Director & Head of Office

Copy to:

1. The DDG, Computer Centre, R.K.Puram for placing on the website of MOS&PI.
2. Notice Board