



SILK MARK ORGANISATION OF INDIA
CENTRAL SILK BOARD
Ministry of Textiles, Govt. of India
14, Vatal Nagaraj Road, Okalipuram, Bangalore – 560021
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www.silkmarkindia.com Regd. No. 1054/2003-04



No.SMOI/BC/EXPO/2019-20

Date: 22-10-2019

To

Dear Sir/Madam,

Sub: Silk Mark Expo - 2019 Bangalore inviting lowest quote for providing Infrastructure Facilities and services – Reg.

The Silk Mark Organisation of India (SMOI), Central Silk Board, Ministry of Textiles, Government of India is planned to organize National level Exhibition cum Sale of **Silk Mark Expo - 2019 Bangalore** from 10th to 16th December 2019 (07 Days) at Karnataka Chitrakala Parishath, Art Complex, Kumara Krupa Road, Bangalore-560 001. The Expo is organized for the promotion of Indian Silks and Silk products to popularize Silk Mark Label, a purity Symbol of silk through the Authorised Users of Silk Mark.

In this connection, the Exhibition organizing committee is looking for a well experienced service provider for providing Infrastructure facilities and basic service of the Expo. The details of requirements of infrastructure and the desired service for the forth coming Silk Mark Expo - 2019 Bangalore are specified below.

#	Particulars	Specifications	Total Stalls
1	Fabrication of Stalls – 38 No's Each Stall fabricated with Octonorm Boards. • Tables -2 with white cloth (Extra tables for Corner Stalls - 2 No.s) • Chairs - 2 No.'s, • Spot Lights (LED) - 4, • Power plug / point - 2 • Fascia with Name and Stall No.s (wooden Rack- 3 shelves)	3.0x2.0 mtrs	10 No.s
		2.5x2.5 mtrs.	02 No.s
		2.5x 2.0 mtrs	24 No.s
		3.0x1.5 mtrs	02 No.s
2	Floor carpeting - new carpet only (Mono type carpet- colour to be matched with fascia. Total area of the venue in Red colour)		Approx.4000 sq.ft Gallery II, III & IV of the KCP (as per Floor plan)
3	Fabrication with octonorm partition for Silk Mark Theme Pavilion- Size -29' Length x 10' Width Display Tables (Octonorm) Spot Lights /Chairs		08 No.'s 10 No.'s each
4	For inaugural day (10.12.2019 at 4.00 p.m.) Flower Decoration for Expo Hall Entrance Lighting Lamp -5 ft decorated with flowers Flower Bouquets for VIP Provide Ribbon, Scissor, Tray, Oil & Candle		01 No 06 Nos
5	Back Drop Design for Silk Mark Theme pavilion. 210 GSM Cloth Banner with eco solvent print & Frame Design Size may vary as per the requirement at the time of Expo Hall (other than banned item by BBMP) (The art work design will be supplied by SMOI)		10'W x 8'H - 2Nos 8'W x 8'H - 1No

6	210 GSM Cloth Banner with eco solvent print & Frame at the entrance Door of the Hall (other than banned item by BBMP) Design Size may vary as per the requirement at the time of Expo(The art work design will be supplied by SMOI)	106" W x 24" H =1No (English)
7	210 GSM Cloth Banner with eco solvent print & Frame Entrance Banner with supporting frame at the gate - two sides (other than banned item by BBMP) Design Size may vary as per the requirement at the time of Expo (The art work design will be supplied by SMOI)	10'W x 6'H = 2 Nos (English & Kannada)
8	Mirrors with stand (1.5 ft x 5ft)	8 Nos
9	Domestic Pedestal Fans	6 No.s
10	Focus lights to be provided for evening 2 to 3 hrs everyday	4 No.s
11	Banner other than Flex (not banned item by BBMP) Digital Printing and fixing with supporting frame structure	8'H x 3'W - 5 No.s
12	Extra furniture for stalls on rent basis (tariff to be furnished)	Mandatory
13	Any other requirement on actual basis	

Mandatory permissions required to be obtained from the concerned Government offices like Corporation, Police, Health and Fire in coordination with SMOI officials.

In view of above requirement, you are requested to kindly furnish your proposal in two parts

- a) Your Company profile with details of company's core team, experience in assignments undertaken so far, strength and capabilities, No. of Exhibitions conducted at Bangalore and other places
- b) **Your best Quote / Rate/ Rent on unit and Sq.ft and No. basis with respect to above heads of Items and activities in separate sealed envelopes super scribing as "Rate Quotation for providing Infrastructure to SILK MARK EXPO- 2019 BANGALORE" to be sent to the undersigned on or before 12.00 noon of 14th November 2019 along with an EMD AMOUNT @ 2% of the actual rate quoted to be paid through a demand draft drawn in favour of "Silk Mark Organisation of India" payable at Bangalore. The sealed Rate Quotations will be opened on same day 14.11.2019 at 4.00p.m. by the Committee constituted for this purpose. The Bidders or their representative can be present at the time of opening of the Rate Quotations at the above address.**

The final selection of the firm / agency would be on the basis of lowest Financial Quote, Merit and field experience.

The programme is self sustainable with a limited budget and for promotion of Silk Mark among Traders and Consumers. Keeping in view, your possible lowest quotation is invited.

The terms and conditions is enclosed herewith for reference,

Yours faithfully,

Sd/-
(P.G. Sateesh Kumar)
Deputy Director (Insp.)

- Encl: 1. Terms and conditions
2. Particulars of details – Part (A) & Part (B).
3. Floor plan

Suggested formats for Part A (Technical)

Sl.No	Particulars	Details
1	Background information of the company /firm	
2	Details of achievements & experience in organizing exhibitions / expos etc.,	
3	Introduction of core team and profile of members	
4	Total No of exhibitions conducted at Bangalore	
5	Major Strengths and capabilities	
6	Profiles of major clients (details to be enclosed)	
7	Any other relevant information	

Suggested formats for Part B (Financial)

#	Particulars	Specifications	Total Stalls	Rate / Unit, Total Amount in Rs
1	Fabrication of Stalls – 38 No's Each Stall fabricated with Octonorm Boards. <ul style="list-style-type: none"> • Tables -2 with white cloth (Extra tables for Corner Stalls - 2 No.s) • Chairs - 2 No.'s, • Spot Lights (LED) - 4, • Power plug / point - 2 • Fascia with Name and Stall No.s (wooden Rack- 3 shelves) 	3.0x2.0 mtrs	10 No.s	
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		2.5x 2.0 mtrs	24 No.s	
		3.0x1.5 mtrs	02 No.s	
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12	Extra furniture for stalls on rent basis (tariff to be furnished)		Mandatory	
13	Any other requirement on actual basis			

Total Amount = Rs.
 GST = Rs.
 Grand Total = Rs.

SILK MARK ORGANISATION OF INDIA, OKALIPURAM, BANGALORE

INFRASTRUCTURE WORK TERMS AND CONDITIONS FOR SILK MARK EXPO 2019

1. **RATES AND APPLICABLE TAXES:** The parties should clearly quote the rates on per unit/sq.ft basis and applicable rate of GST and any other taxes.
2. **BOARD PRINTING:** The quality of the board to be used for printing is only on **BBMP approved material**
3. **ESCALATION CHARGES:** No escalation charges will be entertained during the currency of the contract, once the service provider is accepted and contract is awarded.
4. **VALIDITY:** The rates quoted should be valid for a period of 60 days from the date of opening the quotations.
5. **E.M.D:** The service provider should be accompanied with **EMD AMOUNT @2% of the actual rate quoted** drawn in favour of "Silk Mark Organisation of India" by a **Demand Draft** payable at Bangalore from a Nationalized / Reputed banks.
6. **LAST DATE FOR SUBMISSION OF QUOTATION (PART A & B) :** The last date for submission of the sealed competitive quotation is **14th November 2019 up to 12.00 noon**. The envelope containing the competitive quotation should be sealed and submitted to **The Deputy Director(Insp.), Silk Mark Organisation of India, Central Silk Board, 'Resham Bhavan' #14, Vatal Nagaraj Road, Okalipuram, Bangalore-560 021** duly super scribing on the envelope as **"INFRASTRUCTURE FOR SILK MARK EXPO - 2019 BANGALORE"**.
7. **OPENING THE QUOTATION:** The responding agencies would be first scrutinized on the basis of their **PART A INFORMATIONS** on **14-11-2019** and only the short listed firms would be invited on the same day i.e **14-11-2019 at 4.00 pm** for tender opening process and comparison of the **PART B DETAILS**. The final selection of the firm/ agency would be on the basis of lowest financial quote.
8. **LATE QUOTATIONS:** The service providers received after the due date and time prescribed shall be summarily rejected.
9. **REFUND OF E.M.D:** The EMD amount of the unsuccessful bidders shall be returned, through RTGS/NEFT within 60 days from the date of opening of the service provider. The EMD of the successful service provider shall be adjusted in the final payment.
10. **RIGHT TO ACCEPT OR REJECT:** The Deputy Director(Insp.), Silk Mark Organisation of India, Central Silk Board, Bangalore, reserves the right to accept or reject any [or] all the service providers either in part or in full without assigning any reason's/ thereof.
11. **PAYMENT:** The bill of cost for rendering desired service supply shall be made within 30 days after the satisfactory completion of the event. No advance payment shall be made.
12. **ADDITIONAL INFORMATION, IF ANY:** For any/all information, the successful service provider may contact The Deputy Director(Insp.), Silk Mark Organisation of India, Central Silk Board, 'Resham Bhavan, #14, VatalNagaraj Road, Okalipuram, Bangalore – 560 021 (Phone: 080-2342 1144 / 2312 0274) and visit **web:silkmarkindia.com**

FLOOR PLAN

Silk Mark Expo - 2019

Karnataka Chitrakala Parishath, Kumara Krupa Road, Bangalore

Expo period 10/12/2019 to 16/12/2019 (07 Days)

Total No of Stalls - 38 Nos

