



# WEST BENGAL SCHEDULED CASTES & SCHEDULED TRIBES DEVELOPMENT & FINANCE CORPORATION

(A Government of West Bengal Undertaking)

Head Office : Block: CF, 217/A/1, Sector - I, Salt Lake, Kolkata- 700064

Phone : 033 - 4026 1500/1505/1509-31, Fax : 033 - 4005 1233/1234

E-mail : wbscstdfc@gmail.com. Website : www.anagrasarkalyan.gov.in

## TENDER NOTICE

No. 1294 /SCTC.

Dated: 20/11/2014.

Sealed Tenders are invited from reputed Organizations having experience in promotion & conservation of diverse culture of various ethnic groups and in conducting events on folk art/culture and also having good network at District Level for organizing Annual "Baul Festival" of Backward Classes Welfare Department.

Organizations having experience and credential in working with the State Govt. Department/Corporations/Statutory Bodies would be preferred.

### SCOPE OF WORK

- a) The selected Organization/Agency will have to organize 3-day event which includes workshop and performance at a conveniently located place like EZCC, Salt Lake, Rabindra Sadan etc. on turn key basis on behalf of of the West Bengal Scheduled Castes & Scheduled Tribes Development and Finance Corporation.
- b) The selected Agency shall be responsible for publicity campaign, media coverage, documentation of the entire event.
- c) Hiring of venue, decoration, infrastructure required, logistics, sound, light etc. shall be responsibility of the selected Agency.
- d) Selection of artiste/performers, transportation, accommodation, food, honorarium for the artists, facilitates for workshop etc. shall have to be arranged by the selected Agency.
- e) Printing of Invitation Card, Leaflet if required, hoarding, banners etc. shall have to be arranged by the Agency.
- f) Any other related works which might be required on emergency basis and not listed above shall also have to be performed by the Agency.

Intending Organizations/Agencies are requested to submit sealed Tenders in their own stationary mentioning all inclusive rates (in Rs.) for organizing the entire event during 06/01/2015 to 08/01/2015. Organizations/Agencies are to submit detailed break up of the rate quoted indicating the item-wise expenditure also. They are requested to quote rate only after proper conceptualization of format of the 3-day event.

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## IMPORTANT PARTICULARS

1. NAME OF WORK: ORGANIZING "BAUL FESTIVAL"  
DURING 6<sup>TH</sup> TO 8<sup>TH</sup> JANUARY, 2015
2. LAST DATE OF SUBMISSION OF TENDER: 3.00 P.M. OF 4<sup>TH</sup> DECEMBER, 2014.
3. PLACE OF DROPPING TENDER: OFFICE OF THE WBSC&STDFC,  
CF, 217/A/1, SECTOR-I, KOL-64.
4. PRE-BID MEETING : 3<sup>RD</sup> DECEMBER, 2014
5. DOCUMENTS TO BE ATTACHED: ( 1) Certificate of Regn., (2) Trade License  
(3) IT/ST/PT Clearance Certificate (4) Annual  
Turnover to last 3 years (5) Credentials.

The Corporation reserves the right to accept or to reject any or all Tenders without assigning any reason thereof.

MANAGING DIRECTOR

No. 1294/1(7)/SCTC.

Dated: 20/11/2014

Copy forwarded for information and necessary action to:-

1. Principal Secretary, BCWD & Tribal Development Deptt., DJ-4. New Administrative Building, Sector-II, Salt Lake, Kolkata-700091.
2. Commissioner, BCW, 8, Lyons Range, Kolkata-700 001.
3. Joint Secretary, Backward Classes Welfare Department, DJ-4. New Administrative Building, Sector-II, Salt Lake, Kolkata-700091.
4. P.S. to Hon'ble MIC, BCW Deptt., DJ-4. New Administrative Building, Sector-II, Salt Lake, Kolkata-700091.
5. Director, CRI, Cultural Research Institute, P 1/4, C.I.T. Scheme-VII(M), V.I.P. Road, P.O. Kankurgachi, Kolkata - 700 054.
6. WBSCSTDFC, H.O., Office Notice Board.
7. Website.

MANAGING DIRECTOR