



GOVERNMENT OF WEST BENGAL

WEST BENGAL COMMISSION FOR PROTECTION OF CHILD RIGHTS

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1463/WBCPCR-14017/2/2025-SEC(WBCPCR)-WBCPCR

Memo No.-

06/05/2025

Date

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from bona fide agencies for following items on the occasion of Celebration of the State Child Protection Day at Rabindra Sadan, Kolkata on 9th June, 2025. Theme of the programme is : "Moner Katha Koi".

Sl. No.	Description of Work / Item(s)	No. of Qty	Units
1	Outside premises		
1.1	Main Gate – Decoration required (soft copy will be provided)	1	gross
1.2	Audience Gate- As per the theme	1	gross
1.3	Standee (soft copies will be provided) 8'x4'	6	Nos
1.4	Stand Fan	6	Nos
1.5	For Registration Desk- 4 tables+ 8 chairs For Stall- 5 big tables + 12 chairs For Gift Corner- 2 tables+ 2 chairs For Food Corner- 4 tables+ 8 chairs (backside)	1	gross
2	Audience		
2.1	Signage- VIP, Children + escorts, Awardees, District Administration, Media	1	gross
3	Back stage		
3.1	Outside green room- 6 tables, 20 chairs (no covers)	1	gross
3.2	Labour for arrangement with carrying cost up- & down	1	gross
4	Stage/ Front in accordance with the theme, plants		
4.1	20 VIP chairs with white covers	1	gross
4.2	4 pcs Coffee tables with white covers	1	gross
4.3	For podium- one logo (to be provided by WBCPCR)	1	gross
5	Others		
5.1	VIP snacks- dry fruits, cookies, tea/coffee (approx. 30 nos)	1	gross
5.2	Water dispenser- 6 with 2000 paper glasses	1	gross
5.3	Liquor or milk tea with 300 paper cups	1	gross
5.4	Service personnel	4	Nos

Quoted rate must be inclusive of taxes.

The participant agencies must submit copies of their (1) GST registration certificates, (2) P. Tax Certificates, (3) Trade License, (4) PAN Card and (5) IT Return with the quotations.

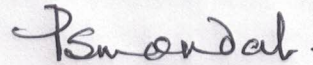
Quotations are to be submitted to the office of the undersigned within 19/05/2025 (12 Noon).

Bid opening date and time: 19/05/2025 (1 p.m.)

For more details office of the undersigned may be contacted.

In no circumstance quotations will be accepted after the last date.

The WBCPCR reserves the right to cancel the notice and accept any of the quotations without showing any reason thereof.


Assistant Secretary

to the Government of West Bengal
West Bengal Commission for Protection of Child Rights