**Council of Handicraft Development Corporations**

**West Block No. 7, R.K. Puram, New Delh-110066**

**Ph: 91-11-26174198, Fax: 91-11-26174269, 26163085**

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File No. Cohands/1227/Exh.(CM)/2016-17 Dated: 05.07.2017

Subject: **Calling quotations for supply of infrastructure, Publicity items and beautification for organizing 5 Exhibitions at National Handicrafts and Handlooms Museum, Delhi for promoting the crafts register under Geographical Indications (GI) during the month of August - September, 2017 - regarding.**

Sir,

 I am directed to inform that the Council of Handicrafts Development Corporations is organizing 5 Exhibitions at National Handicrafts and Handlooms Museum, Delhi for promoting the crafts register under Geographical Indications (GI) during the month of August - September, 2017.

In this connection, it is desired to undertake the supply of Table, Chair for stall, Steal Rack , Dustbin, Security Guards 3 at a time for 24 hours, Fascia, Tube Light in stall (3 light each stall), Usher/hostess and Cultural programme/ folk dance etc. during **each such exhibition** at Craft Museum Pragati Maidan, New Delhi. The scope/ item of work is annexed-I. Interested agencies will have to deposit EMD of Rs.10,000/- in favour of Council of Handicrafts Development Corporations with the tender.

In case your firm is interested to undertake the above specified job, please submit your financial bid. The financial bid shall comprise item wise rate required as per (**Annexure-I**) in a sealed cover superscripted as “Quotations for Exhibition at Craft Museum, Pragati Maidan, New Delhi for promoting the crafts register under Geographical Indications (GI)” and may be forwarded to the Council of Handicrafts Development Corporations, West Block No.7, R.K. Puram, New Delhi-110 066 on or before **17.07.2017 up to 4.00 PM**. The financial quotations shall be opened on **17.07.2017 at 5.00 PM**. Based on the lowest rates offered by the agency, the Council may consider the assigning of work order to the successful tenderer.

Thanking you,

Yours faithfully,

Encl: “As above.”

(**A.Subramaniam**)

Authorized Signatory

**Annexure-I**

**Quotations for supply of infrastructure, Publicity items and beautification for organizing 5 Exhibitions at National Handicrafts and Handlooms Museum, Delhi for promoting the crafts register under Geographical Indications (GI) during the month of August - September, 2017 separately at Craft Museum Pragati Maidan, New Delhi during the month of August- September, 2017**

TOR/ deliverables for organizing **each such exhibition** with duration of 08 days.

**Infrastructure/ publicity:-**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Particulars** | **Qty.****Each programme** | **Amount**  |
| 1. | Hoarding at entrance gate (10 ft. x 7 ft.)For each such events | 02 |  |
| 2. | Hoarding/ standees at different places (5 ft. x 7 ft.)For each such events | 05 |  |
| 3. | Publicity including newspaper advertisement |  |  |
| 4. | Table for stall-1 each stallChair -2 each stall  | 2040 |  |
| 5. | Steal rack of 5 ft. x 5 ft. having 3 partition  | 20 |  |
| 6. | Dustbin one each stall | 20 |  |
| 7. | Security Guard 3 at a time for 24 hours | - |  |
| 8. | Fascia | 20 |  |
| 9. | Hand bills (Exhibition wise) | 10000 |  |
| 10. | Tube Light in stall (3 light each stall) | 60 |  |
| 11. | Usher/hostess | 1 |  |
| 12. | Cultural programme/ Folk dance (Exhibition wise) | 8 days |  |
|  | **Total including of all taxes**  |  |  |

(Signature )