

EXPRESSION OF INTEREST

Selection of agency for Creation of temporary infrastructure (civil, electrical & Mechanical), booking and allotment of stalls & providing all allied services during organisation of Mela and Restoration of Ground to its original condition after Mela for Bidhannagar Mela (Utsav): 2025-26 at Boimela Prangan, Karunamoyee under Bidhannagar Municipal Corporation.



Poura Bhawan, FD – 415A, Sector III,
Salt Lake City, Kolkata – 700 106, West Bengal

EOI No.1046/PWD(BMC)

Dated : 09/10/2025

(Tender ID: 2025_MAD_920182_1)



BIDHANNAGAR MUNICIPAL CORPORATION

Poura Bhawan, FD-415A, Sector-III
Salt Lake City, Kolkata - 700 106

NOTICE INVITING EOI

(Tender ID: 2025_MAD_920182_1)

EIO No.1046/PWD(BMC)

Dated: 09/10/2025

The Chief Engineer on behalf of Bidhannagar Municipal Corporation invites e-bid Tender/bids from reliable and resourceful Companies / Firms / Contractors having experience and acumen in similar nature of works as noted below.

Intending bidder may download the EOI documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary EMD may be remitted through e-Tender portal only by Net Banking/NEFT/RTGS.

1. Bids are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>
2. EOI documents may be downloaded from website and submission of bid will be done as per Time Schedule of this EOI Document.
3. The Financial Bid of the prospective Bidder will be considered only if the Technical Bid of the bidder is found qualified by the Tender Inviting Authority. The decision of the 'Tender Inviting Authority' will be final and absolute in this respect.
4. Mela will commence from **01/12/2025 and end by 21/12/2025 i.e. for 21 days from 2 pm. to 9 pm.**
5. Bidder will be selected on Highest Rate Basis.

1. Name of Works:

Selection of agency for Creation of temporary infrastructure (civil, electrical & Mechanical), booking and allotment of stalls & providing all allied services during organization of Mela and Restoration of Ground to its original condition after Mela for Bidhannagar Mela (Utsav): 2025-26 at Boimela Prangan, Karunamoyee under Bidhannagar Municipal Corporation.

2. Introduction & Overview

Bidhannagar Mela is held at Mela Ground (Boimela Prangan) at Karunamoyee every year in the month of December-January. The Mela has been taken up by Bidhannagar Municipality (now Bidhannagar Municipal Corporation) from the year 2011. About 2 lakh sq.ft. area of the ground is fenced and covered for the Mela purpose. About 500 stalls, pavilions are set up in the Mela ground. This Mela has become an international Mela. Beside the traders from different parts of West Bengal and other States of India, some International Stalls and Pavilions are set up for participants of different countries like Bangladesh, Afganistan, Pakistan, Ghana, Turkey etc. All the stalls with different type of commodities run their business during Mela days. There are also amusement arenas with various types of amusement rides which are very enjoyable particular to the kids. Food stalls with their tasty delicious foods serve the visitors during Mela days.

BMC conducts attractive and traditional cultural programmes of different type during all the Mela days with renowned singers, theatre groups, reciters etc. with full house of spectators every day.

Agency selects car parking zone for the spectators to avoid any kind of traffic inconvenience with the help of Police Administration & BMC Authority.

Hon'ble Ministers of West Bengal and other dignitaries present on the day of inauguration and other days of the Mela. Delegates from different Govt. & other organisations also present during the days.

Bidhannagar Mela is one of the largest Mela not only in West Bengal but draws attention of different segments of the society all across the country.



3. Letter of Invitation

BIDHANNAGAR MUNICIPAL CORPORATION

Poura Bhawan, FD – 415A, Sector III,
Salt Lake City, Kolkata – 700 106, West Bengal

Expression of Interest (EOI)

Bidhannagar Municipal Corporation (BMC) invites sealed EOI from eligible interested candidates for **“Selection of agency for Creation of temporary infrastructure (civil, electrical & Mechanical), booking and allotment of stalls & providing all allied services during organisation of Mela and Restoration of Ground to its original condition after Mela for Bidhannagar Mela (Utsav): 2025-26 at Boimela Prangan, Karunamoyee under Bidhannagar Municipal Corporation”**.

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and evaluation criteria etc. can be downloaded from the website www.bmcwb.gov.in and e-Tender site of Government of West Bengal.

Bidders are advised to study this EOI document carefully before submitting their proposals in response to this EOI. Submission of proposal in response to this EOI shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

Failure to furnish all information required as mentioned in the EOI documents or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

Further details, if any, may be obtained from the office of The Chief Engineer Bidhannagar Municipal Corporation, 4th Floor, Poura Bhawan, FD – 415A, Sector III, Salt Lake City, Kolkata – 700 106 during working hours.

Agencies meeting the qualification criteria may be invited for presentation / proposal before the selection committee of BMC.

sd/-

Chief Engineer

Bidhannagar Municipal Corporation
Poura Bhawan, FD – 415A, Sector III,
Salt Lake City, Kolkata, West Bengal

Note: -

BMC or any of its designates reserves the right to cancel this request for EOI and/or invite afresh with or without amendments, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is indicative and BMC reserves the right to amend/add further details in the EOI.

4. Scope of work for Agency:

- i) Booking and allotment of stalls/Pavilions/Kiosks/Amusement areas/Gates shall be done by the agency **except booking of 10% of stalls/pavilions in selected places which shall be done at the recommendation of Hon'ble Mayor/Appropriate Authority of BMC/Govt. Organizations, at specified rates.**
- ii) Stalls no. A-19 (BMC Pavilion), A-52 (Jago Bangla), B-0 (Mela Office), F-35, G-5 to G-8 (SHG), G-9 (Consumer Affairs), G-10 (Roudra Bristi), G-11 (Medical Camp), G-12 (Legal Aid), G-13 (Police Assistance Booth) & G-14 (E & FS Booth) shall not be sold and kept for the purpose as mentioned against individual stall nos.
- iii) The agency has to develop entire Mela ground at Karunamoyee by constructing temporary stalls / Pavilions / Kiosks / Amusement areas / Dala Zones/Gates etc. as per specifications and as per approved drawing enclosed. Prior approval from the BMC Authority is to be taken for any additions & alterations from the model plan of the Mela.
- iv) The agency has to develop entire Mela ground at Karunamoyee by all kinds of electrical facilities after obtaining necessary permission, license and Power Connection from WBSEDCL.
- v) The agency has to obtain necessary fire permission from the WBF&ES Department and has to make provision of adequate Fire Extinguishers and other fire protection measures.
- vi) Necessary Power connection to the desired capacity has to be obtained by the agency.
- vii) Agency shall provide necessary electrical arrangements within all stalls/pavilions/Kiosks etc. wherever necessary as mutually agreed between the Agency and vendors of respective stalls.
- viii) Agency shall provide adequate compound Lighting at Gates and within entire premises of Mela ground including decorative lighting arrangements.
- ix) The agency has to make Stalls/Pavilions/Kiosks/Dalas' inside the Mela ground as per specification.
- x) The agency has to construct a single storied "Mela Office" with provision of AC, TV, CCTV Surveillance monitor and three no toilets (ladies, gents & VIP) (Area – 1,640 sq.ft. approx.), a "Pavilion" (Area - 300 sq.ft. approx.) exclusively for BMC as per specification.
- xi) The agency has to construct a Pandal (about 5,000 sq.ft.) in front of the stage inside the Mela ground along with a fascia with Bidhannagar Mela – 2025-26 & to be handed over to BMC after construction.
- xii) The agency has to provide all sorts of Stage Decoration along with LED SCREEN back-drop as per specification for exclusive use of BMC.
- xiii) Agency shall provide necessary electrical arrangements within BMC Stage & Pavilion with all fittings and fixtures with necessary decorative lighting arrangement required for live performance during cultural programs.
- xiv) Agency shall provide standard sound system for cultural programs at stage during Mela days.
- xv) The agency has to provide all kinds of furniture at stage, dressing room, Mela Office, BMC Pavilion and other BMC Stalls as per specification and requirement.
- xvi) The agency has to construct one enquiry counter, one police booth & one stall for Press beside main entrance (Gate No. 3) and to be handed over to BMC / concerned authority after construction.
- xvii) The agency has to construct GCI sheet Fencing / Walling along the periphery of the Mela ground.
- xviii) The agency has to make bamboo structure at all the Entry/Exit Gates with Car Parking Gate for lucrative & decorative branding by BMC.
- xix) Designated Car Parking zones has to be prepared by the Agency and shall be under control of the Agency as fee parking zone. Complimentary/VIP Car parking passes shall be allowed by the Agency at the recommendation of BMC Authority/Police administration free of cost.
- xx) The agency has to install sufficient numbers of Fire Extinguishers inside the Mela Ground.
- xxi) The agency has to install sufficient numbers of Surveillance System (CCTV) inside the Mela ground with monitoring console to be installed at 'BMC Mela Office'.
- xxii) The agency has to deploy Security Force at the Mela ground and at all gates to maintain safety & security during Mela days.
- xxiii) The agency has to provide sufficient numbers of Blue & Green coloured Waste Bins of 100 liters & 240 liters capacity at the entire Mela ground.



- xxiv) The agency has to deploy sweeping staff to maintain cleanliness of the entire Mela ground by sweeping, sprinkling of water, cleaning of waste bins, cleaning of permanent/temporary toilets and routine conservancy works etc. on day-to-day basis.
- xxv) The agency has to supply at least 10 (ten) nos. of Portable Chemical Toilets at the Mela ground and at car parking zones to meet the need of the visitors apart from permanent toilets.
- xxvi) The agency has to arrange for 2 (two) elevated Dala zones, consisting of 44 nos. DALA in each zone, as per specifications and as per approved drawing enclosed.
- xxvii) The agency has to arrange for 2 (two) amusement arena containing different types of Amusement Rides at the specified zone as per drawing. Prior approval of BMC Authority has to be taken by the Agency for setting up of any additional facilities etc. in the open spaces adjacent to the Amusement zones. All sorts of safety certificates are to be arranged by the agency for amusement rides and shall be submitted to BMC Authority before commencement of Mela.
- xxviii) The agency has to organize a Food Zone by constructing stalls, kiosks at the specified zone as per drawing. Special precaution is to be taken in food zone in order to avoid fire hazards.
- xxix) The agency has to arrange for good internet connectivity inside the Mela ground, communicating with the internet service providers.
- xxx) The agency has to provide logistic support in form of one counter, two chair & one light in each stall free of cost. Any additional logistic requirement including furniture, decoration & lighting arrangements shall be provided by agency to the willing stall owner at the rate as mutually agreed upon.
- xxxi) The Agency shall provide all sorts of required signages inside the Mela ground including numbering of stalls as per direction of BMC Authority.
- xxxii) All sorts of No Objection Certificates (NOC) obtained from different Government Organizations shall be submitted to BMC Authority before commencement of Mela.
- xxxiii) The agency has to take necessary steps for procurement of **General Insurance** of the entire Mela.
- xxxiv) Agency has to deploy area wise nodal staff to look after the entire work and requirement of the vendors and also to communicate with the BMC Officials.
- xxxv) All the construction works (civil, electrical & mechanical) shall be undertaken under strict supervision of BMC officials entrusted with the works. No exposed wiring in any form is strictly prohibited inside the Mela ground.
- xxxvi) **The agency has to dismantle and dispose of all the temporary infrastructures and logistic arrangements from the Mela Ground within 4 (four) days from the date of closure of Bidhannagar Mela so that the Mela Ground shall be handed over to the concerned authority of UD&MA/KMDA by 26/12/2025 positively free from all encumbrances.**
- xxxvii) Agency has to make & setup one office at Mela ground for booking of Stalls / Pavilions etc. and also for other purposes including co-ordination.
- xxxviii) Rate (without taxes) of booking for Government, Semi-Government, Government Undertaking & Bidhannagar Municipal Corporation recommended Stalls / Pavilions etc. are as follows: -
 - i) Stalls - Rs.240/- per sq.ft.
 - ii) Pavilions - Rs.220/- per sq.ft.
 - iii) Food Stalls - Rs.310/- per sq.ft.

**** Drawing enclosed in tender documents section in e-tender portal.**

5. Deliverables by BMC:

- ❖ BMC will provide the entire Mela ground to the agency for the period from **10.11.2025 to 25.12.2025** for organizing **Bidhannagar Mela (Utsav): 2025-26** from **01.12.2025 to 21.12.2025**.
- ❖ The Mela office, BMC Pavilion, Main Stage & other stalls as mentioned in point (ii) of Page 3 will be under the sole jurisdiction of BMC and to be used exclusively by the BMC Officials and for other guests.
- ❖ Day-to-day Cultural Program will be organized by BMC at the main stage.
- ❖ Still & Video photography will be done by BMC.
- ❖ Publicity & Advertisement of Bidhannagar Mela will be done by BMC outside mela ground & at Main Gates.



- ❖ Senior Citizen Felicitation will be under control of BMC.
- ❖ BMC will take care of food, beverages, drinking water etc. for Officials, Guests, Artists and other dignitaries.
- ❖ Carriage and disposal of daily wastes from bins will be done by BMC.

6. Detail of Stalls/Pavilions:

STALL BLOCK	LENGTH OF STALL	WIDTH OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
A - 1	25	20	500	Boutique	
A - 2	25	10	250	Boutique	
A - 3	25	10	250	Boutique	
A - 4	25	10	250	Boutique	
A - 5	25	10	250	Bangladesh	
A - 6	25	10	250	Bangladesh	
A - 7	25	10	250	Bangladesh	
A - 8	25	10	250	Bangladesh	
A - 9	25	10	250	Bangladesh	
A - 10	25	10	250	Bangladesh	
A - 11	25	10	250	Bangladesh	
A - 12	25	10	250	Bangladesh	
A - 13	25	10	250	Bangladesh	
A - 14	25	10	250	Bangladesh	
A - 15	25	10	250	Bangladesh	
A - 16	25	10	250	Bangladesh	
A - 17	25	10	250	Bangladesh	
A - 18	25	20	500	Bangladesh	
A - 19	15	20	300	BMC PAV.	BMC PAV.
A - 20	15	10	150	Ladies Garments	
A - 21	15	10	150	Ladies Garments	
A - 22	15	10	150	Ladies Garments	
A - 23	15	10	150	Ladies Garments	
A - 24	15	10	150	Ladies Garments	
A - 25	15	10	150	Ladies Garments	
A - 26	15	10	150	Ladies Garments	
A - 27	15	10	150	Ladies Garments	
A - 28	15	10	150	Ladies Garments	
A - 29	15	10	150	Ladies Garments	
A - 30	15	10	150	Ladies Garments	
A - 31	15	10	150	Ladies Garments	
A - 32	15	10	150	Ladies Garments	
A - 33	15	10	150	Ladies Garments	
A - 34	15	10	150	Ladies Garments	
A - 35	15	10	150	Ladies Garments	
A - 36	15	20	300	Ladies Garments	
A - 37	20	30	600	Ladies Garments	
A - 38	20	10	200	Ladies Garments	
A - 39	20	10	200	Ladies Garments	
A - 40	20	10	200	Ladies Garments	
A - 41	20	10	200	Ladies Garments	
A - 42	20	10	200	Furniture	
A - 43	20	10	200	Furniture	
A - 44	20	10	200	Furniture	
A - 45	20	10	200	Furniture	



STALL BLOCK	LENGTH OF STALL	WIDTH OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
A - 46	20	10	200	Furniture	
A - 47	20	10	200	Furniture	
A - 48	20	10	200	Furniture	
A - 49	15	10	150	Ladies Garments	
A - 50	15	10	150	Ladies Garments	
A - 51	15	10	150	Ladies Garments	
A - 52	15	10	150	Books & Etc.	JAGO BANGLA
A - 53	15	20	300	Ladies Garments	
TOTAL	53		11,700		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
B - MELO OFFICE	43.96	33	1,451	BMC	MELO OFFICE
B - 1	25	10	250	Kashmir Stall	
B - 2	25	10	250	Kashmir Stall	
B - 3	25	10	250	Kashmir Stall	
B - 4	10	15	150	Boutique	
B - 5	25	10	250	Kashmir Stall	
B - 6	25	10	250	Kashmir Stall	
B - 7	25	10	250	Kashmir Stall	
B - 8	25	10	250	Kashmir Stall	
B - 9	25	10	250	Kashmir Stall	
B - 10	25	10	250	Kashmir Stall	
B - 11	25	10	250	Kashmir Stall	
B - 12	25	10	250	Kashmir Stall	
B - 13	25	10	250	Ladies Jewellery	
B - 14	25	10	250	Ladies Jewellery	
B - 15	25	10	250	Ladies Jewellery	
B - 16	25	10	250	Ladies Jewellery	
B - 17	25	20	500	Ladies Jewellery	
B - 18	20	20	400	Ladies Jewellery	
B - 19	20	10	200	Ladies Jewellery	
B - 20	20	10	200	Ladies Jewellery	
B - 21	20	10	200	Ladies Jewellery	
B - 22	20	10	200	Misc. except Food	
B - 23	20	10	200	Misc. except Food	
B - 24	20	10	200	Misc. except Food	
B - 25	20	10	200	Misc. except Food	
B - 26	20	10	200	Misc. except Food	
B - 27	20	10	200	Misc. except Food	
B - 28	20	10	200	Misc. except Food	
B - 29	20	10	200	Misc. except Food	
B - 30	20	10	200	Misc. except Food	
B - 31	20	10	200	Misc. except Food	
B - 32	20	10	200	Misc. except Food	
B - 33	20	10	200	Misc. except Food	
B - 34	20	10	200	Misc. except Food	
B - 35	10	20	200	Misc. except Food	
B - 36	15	10	150	Misc. except Food	
B - 37	20	10	200	Misc. except Food	



STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
B - 38	20	10	200	Misc. except Food	
B - 39	15	10	150	Misc. except Food	
B - 40	20	10	200	Misc. except Food	
B - 41	20	10	200	Misc. except Food	
B - 42	20	10	200	Misc. except Food	
B - 43	20	10	200	Misc. except Food	
B - 44	20	10	200	Misc. except Food	
B - 45	20	10	200	Misc. except Food	
B - 46	20	10	200	Misc. except Food	
B - 47	20	10	200	Misc. except Food	
B - 48	20	10	200	Misc. except Food	
B - 49	20	10	200	Misc. except Food	
B - 50	20	10	200	Misc. except Food	
B - 51	20	10	200	Misc. except Food	
B - 52	20	10	200	Misc. except Food	
B - 53	20	10	200	Misc. except Food	
B - 54	20	10	200	Misc. except Food	
B - 55	20	20	400	Misc. except Food	
TOTAL	55		13,751		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
C - 1	20	10	200	Boutique	
C - 2	20	10	200	Boutique	
C - 3	20	10	200	Boutique	
C - 4	20	10	200	Boutique	
C - 5	20	10	200	Boutique	
C - 6	20	10	200	Boutique	
C - 7	20	20	400	Boutique	
C - 8	15	10	150	Boutique	
C - 9	15	10	150	Boutique	
C - 10	15	10	150	Boutique	
C - 11	15	10	150	Boutique	
C - 12	15	10	150	Boutique	
C - 13	15	10	150	Boutique	
C - 14	15	20	300	Boutique	
C - 15	15	10	150	Boutique	
C - 16	15	10	150	Boutique	
C - 17	15	10	150	Boutique	
C - 18	15	10	150	Boutique	
C - 19	15	10	150	Boutique	
C - 20	15	10	150	Boutique	
C - 21	15	20	300	Boutique	
C - 22	20	10	200	Boutique	
C - 23	20	10	200	Boutique	
C - 24	20	10	200	Boutique	
C - 25	20	10	200	Boutique	
C - 26	20	10	200	Boutique	
C - 27	20	10	200	Boutique	
C - 28	20	20	400	Boutique	
C - 29	15	10	150	Boutique	
C - 30	15	10	150	Boutique	



STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
C - 31	15	10	150	Boutique	
C - 32	15	10	150	Boutique	
C - 33	15	10	150	Boutique	
C - 34	15	10	150	Boutique	
C - 35	15	20	300	Boutique	
C - 36	20	10	200	Boutique	
C - 37	20	10	200	Boutique	
C - 38	20	10	200	Boutique	
C - 39	20	10	200	Boutique	
C - 40	20	10	200	Boutique	
C - 41	20	10	200	Boutique	
C - 42	20	20	400	Boutique	
C - 43	15	15	225	Boutique	
C - 44	10	15	150	Boutique	
C - 45	10	15	150	Boutique	
C - 46	10	15	150	Boutique	
C - 47	10	15	150	Boutique	
C - 48	10	15	150	Boutique	
C - 49	10	15	150	Boutique	
C - 50	10	15	150	Boutique	
C - 51	10	22	220	Boutique	
C - 52	10	22	220	Boutique	
C - 53	10	22	220	Boutique	
C - 54	10	22	220	Boutique	
C - 55	10	22	220	Boutique	
C - 56	10	22	220	Boutique	
C - 57	20	22	440	Boutique	
TOTAL	57		11,435		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
D - 1	20	11.85	237	International	
D - 2	20	10	200	International	
D - 3	20	10	200	International	
D - 4	20	10	200	International	
D - 5	20	10	200	International	
D - 6 (C)	20	15	300	International	
D - 7 (C)	20	15	300	International	
D - 8	20	10	200	International	
D - 9	20	10	200	International	
D - 10	20	10	200	International	
D - 11	20	10	200	International	
D - 12	20	10	200	International	
D - 13	20	16.2	324	International	
TOTAL	13		2,961		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	Category	NAME OF AGENCY
E - 1	20	20	400	Bangladesh	
E - 2	20	10	200	Bangladesh	
E - 3	20	10	200	Bangladesh	



STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	Category	NAME OF AGENCY
E - 4	20	10	200	Bangladesh	
E - 5	20	10	200	Bangladesh	
E - 6	20	10	200	Bangladesh	
E - 7	20	10	200	Bangladesh	
E - 8	15	10	150	Bangladesh	
E - 9	15	10	150	Bangladesh	
E - 10	15	10	150	Bangladesh	
E - 11	15	10	150	Bangladesh	
E - 12	15	10	150	Bangladesh	
E - 13	15	10	150	Bangladesh	
E - 14	20	15	300	Bangladesh	
E - 15	10	15	150	Bangladesh	
E - 16	10	15	150	Bangladesh	B
E - 17	10	15	150	Bangladesh	
E - 18	10	15	150	Bangladesh	
E - 19	10	15	150	Bangladesh	
E - 20	10	10	100	Bangladesh	
E - 21	10	10	100	Bangladesh	
E - 22	10	10	100	Bangladesh	
E - 23	10	10	100	Bangladesh	
E - 24	10	10	100	Bangladesh	
E - 25	10	10	100	Bangladesh	
E - 26	10	10	100	Bangladesh	
E - 27	10	10	100	Bangladesh	
E - 28	10	10	100	Bangladesh	
TOTAL	28		4,450		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
F - 1	15	15	225	Food	
F - 2	25	25	625	Food	
F - 3	20	10	200	Food	
F - 4	20	10	200	Food	
F - 5	20	10	200	Food	
F - 6	20	10	200	Food	
F - 7	20	10	200	Food	
F - 8	20	10	200	Food	
F - 9	20	10	200	Food	
F - 10	20	10	200	Food	
F - 11	20	10	200	Food	
F - 12	20	10	200	Food	
F - 13	15	10	150	Food	
F - 14	15	10	150	Food	
F - 15	15	10	150	Food	
F - 16	15	10	150	Food	
F - 17	15	10	150	Food	
F - 18	15	10	150	Food	
F - 19	15	10	150	Food	
F - 20	15	10	150	Food	
F - 21	15	10	150	Food	
F - 22	15	10	150	Food	
F - 23	15	10	150	Food	



STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
F - 24	15	10	150	Food	
F - 25	15	10	150	Food	
F - 26	15	10	150	Food	
F - 27	15	10	150	Food	
F - 28	15	10	150	Food	
F - 29	15	10	150	Food	
F - 30	15	10	150	Food	
F - 31	15	10	150	Food	
F - 32	15	10	150	Food	
F - 33	15	10	150	Food	
F - 34	15	10	150	Food	
F - 35	15	10	150	Food	SHG
F - 36	15	10	150	Food	
F - 37	15	10	150	Food	
F - 38	15	10	150	Food	
TOTAL	38		6,750		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
G - 1	15	10	150	BMC	B
G - 2	15	10	150	BMC	B
G - 3	15	10	150	Crockery	B
G - 4	15	10	150	Crockery	B
G - 5	15	10	150	Crockery	SHG
G - 6	15	10	150	Crockery	SHG
G - 7	15	10	150	Crockery	SHG
G - 8	15	10	150	Crockery	SHG
G - 9	15	10	150	Crockery	CONSUMER AFFAIRS
G - 10	15	10	150	Crockery	ROUDRA BRISHTI
G - 11	15	10	150	BMC	MEDICAL CAMP
G - 12	15	10	150	BMC	LEGAL AID
G - 13	15	10	150	Crockery	POLICE ASSISTANT BOOTH
G - 14	15	10	150	Crockery	E&FS BOOTH
G - 15	15	10	150	Crockery	BMC CONSERVANCY STORE
G - 16	15	10	150	Crockery	SECURITY STAFF ROOM
G - 17	15	10	150	Crockery	DECORATORS ROOM
G - 18	20	9	180	Crockery	
G - 19	20	10	200	Crockery	
G - 20	20	10	200	Crockery	
G - 21	20	10	200	Crockery	
G - 22	20	10	200	Crockery	
G - 23	20	10	200	Crockery	
G - 24	20	10	200	Crockery	
G - 25	20	15	300	Crockery	
G - 26	15	15	225	Crockery	
G - 27	15	10	150	Crockery	
G - 28	15	10	150	Crockery	
G - 29	15	10	150	Crockery	
G - 30	15	10	150	Crockery	
G - 31	15	10	150	Crockery	
G - 32	15	10	150	Crockery	
G - 33	15	9	135	Crockery	



STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
G - 34	15	10	150	Crockery	
G - 35	15	10	150	Crockery	
G - 36	15	10	150	Crockery	
G - 37	15	10	150	Crockery	
G - 38	15	10	150	Crockery	
G - 39	15	10	150	Crockery	
G - 40	15	10	150	Crockery	
G - 41	15	15	225	Crockery	
G - 42	20	15	300	Crockery	
G - 43	20	10	200	Crockery	
G - 44	20	10	200	Crockery	
G - 45	20	10	200	Crockery	
G - 46	20	10	200	Crockery	
G - 47	20	10	200	Crockery	
G - 48	20	10	200	Crockery	
G - 49	20	10	200	Crockery	
TOTAL	49		8,465		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
H - 1	18	12	216	Kashmir Stall	
H - 2	15	20	300	Kashmir Stall	
H - 3	15	20	300	Kashmir Stall	
H - 4	15	20	300	Kashmir Stall	
H - 5	15	20	300	Kashmir Stall	
H - 6	15	10	150	Kashmir Stall	
H - 7	15	10	150	Kashmir Stall	
H - 8	15	10	150	Kashmir Stall	
H - 9	15	10	150	Kashmir Stall	
H - 10	15	10	150	Kashmir Stall	
H - 11	15	10	150	Kashmir Stall	
H - 12	15	10	150	Kashmir Stall	
H - 13	15	10	150	Kashmir Stall	
H - 14	15	10	150	Kashmir Stall	
H - 15	15	10	150	Kashmir Stall	
H - 16	15	10	150	Kashmir Stall	
H - 17	15	10	150	Kashmir Stall	
H - 18	15	10	150	Kashmir Stall	
H - 19	15	10	150	Kashmir Stall	
TOTAL	19		3,516		

STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
J - 1	10	10	100	Crockery	
J - 2	10	10	100	Misc.	
J - 3	10	10	100	Misc. except Food	
J - 4	10	10	100	Misc. except Food	
J - 5	10	10	100	Misc. except Food	
J - 6	10	10	100	Misc. except Food	
J - 7	10	10	100	Misc. except Food	
J - 8	10	15	150	Misc. except Food	
J - 9	10	15	150	Misc. except Food	



STALL BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
J - 10	10	15	150	Misc. except Food	
J - 11	10	15	150	Misc. except Food	
J - 12	10	15	150	Misc. except Food	
J - 13	10	10	100	Misc. except Food	
J - 14	10	10	100	Misc. except Food	
J - 15	10	10	100	Misc. except Food	
J - 16	10	10	100	Misc. except Food	
J - 17	10	10	100	Misc. except Food	
J - 18	10	10	100	Misc. except Food	
J - 19	10	10	100	Misc. except Food	
J - 20	10	10	100	Misc. except Food	
J - 21	10	10	100	Misc. except Food	
J - 22	10	10	100	Misc. except Food	
J - 23	10	10	100	Misc. except Food	
TOTAL	23		2,550		

PAVILION BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
P - 1	20	30	600	Pavilion	
P - 2	20	30	600	Pavilion	
P - 3	20	30	600	Pavilion	
P - 4	18	30	540	Pavilion	
P - 5	18	30	540	Pavilion	
P - 6	18	30	540	Pavilion	
P - 7	40	25	1000	Pavilion	
P - 8	40	25	1000	Pavilion	
P - 9	40	25	1000	Pavilion	
P - 10	25	25	625	Pavilion	
P - 11	25	25	625	Pavilion	
P - 12	25	25	625	Pavilion	
P - 13	25	25	625	Pavilion	
P - 14	15	50	750	Pavilion	
P - 15	15	50	750	Pavilion	
TOTAL	15		10,420		

KIOSK BLOCK	DIA. OF STALL	QUO. FACTOR	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
K - 1	6	6	36	Kiosk except Food	
K - 2	6	6	36	Kiosk except Food	
K - 3	6	6	36	Kiosk except Food	
K - 4	6	6	36	Kiosk except Food	
K - 5	6	6	36	Kiosk except Food	
K - 6	6	6	36	Kiosk except Food	
K - 7	6	6	36	Kiosk except Food	
K - 8	6	6	36	Kiosk except Food	
K - 9	6	6	36	Kiosk except Food	
K - 10	6	6	36	Kiosk except Food	
K - 11	6	6	36	Kiosk except Food	
K - 12	6	6	36	Kiosk except Food	
K - 13	6	6	36	Kiosk except Food	
K - 14	6	6	36	Kiosk except Food	
K - 15	6	6	36	Kiosk except Food	



KIOSK BLOCK	DIA. OF STALL	QUO. FACTOR	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
K - 16	6	6	36	Kiosk except Food	
K - 17	6	6	36	Kiosk except Food	
K - 18	6	6	36	Kiosk except Food	
K - 19	6	6	36	Kiosk except Food	
K - 20	6	6	36	Kiosk except Food	
K - 21	6	6	36	Kiosk except Food	
K - 22	6	6	36	Kiosk except Food	
K - 23	6	6	36	Kiosk except Food	
K - 24	6	6	36	Kiosk except Food	
K - 25	6	6	36	Kiosk except Food	
K - 26	6	6	36	Kiosk except Food	
K - 27	6	6	36	Kiosk except Food	
K - 28	6	6	36	Kiosk except Food	
K - 29	6	6	36	Kiosk except Food	
K - 30	6	6	36	Kiosk except Food	
K - 31	6	6	36	Kiosk except Food	
K - 32	6	6	36	Kiosk except Food	
K - 33	6	6	36	Kiosk except Food	
K - 34	6	6	36	Kiosk except Food	
K - 35	6	6	36	Kiosk except Food	
K - 36	6	6	36	Kiosk except Food	
K - 37	6	6	36	Kiosk except Food	
K - 38	6	6	36	Kiosk except Food	
K - 39	6	6	36	Kiosk except Food	
K - 40	6	6	36	Kiosk except Food	
K - 41	6	6	36	Kiosk except Food	-
K - 42	6	6	36	Kiosk except Food	
K - 43	6	6	36	Kiosk except Food	
K - 44	6	6	36	Kiosk except Food	
K - 45	6	6	36	Kiosk except Food	
K - 46	6	6	36	Kiosk except Food	
K - 47	6	6	36	Kiosk except Food	
K - 48	6	6	36	Kiosk except Food	
K - 49	6	6	36	Kiosk except Food	
K - 50	6	6	36	Kiosk except Food	
K - 51	6	6	36	Kiosk except Food	
K - 52	6	6	36	Kiosk except Food	
K - 53	6	6	36	Kiosk except Food	
K - 54	6	6	36	Kiosk except Food	
K - 55	6	6	36	Kiosk except Food	
K - 56	6	6	36	Kiosk except Food	
K - 57	6	6	36	Kiosk except Food	
K - 58	6	6	36	Kiosk except Food	
K - 59	6	6	36	Kiosk except Food	
K - 60	6	6	36	Kiosk except Food	
TOTAL	60		2,160		

DALA BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
DA - 1	4	5	20	Dala	
DA - 2	4	5	20	Dala	
DA - 3	4	5	20	Dala	



DALA BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
DA - 4	4	5	20	Dala	
DA - 5	4	5	20	Dala	
DA - 6	4	5	20	Dala	
DA - 7	4	5	20	Dala	
DA - 8	4	5	20	Dala	
DA - 9	4	5	20	Dala	
DA - 10	4	5	20	Dala	
DA - 11	4	5	20	Dala	
DA - 12	4	5	20	Dala	
DA - 13	4	5	20	Dala	
DA - 14	4	5	20	Dala	
DA - 15	4	5	20	Dala	
DA - 16	4	5	20	Dala	
DA - 17	4	5	20	Dala	
DA - 18	4	5	20	Dala	
DA - 19	4	5	20	Dala	
DA - 20	4	5	20	Dala	
DA - 21	4	5	20	Dala	
DA - 22	4	5	20	Dala	
DA - 23	4	5	20	Dala	
DA - 24	4	5	20	Dala	
DA - 25	4	5	20	Dala	
DA - 26	4	5	20	Dala	
DA - 27	4	5	20	Dala	
DA - 28	4	5	20	Dala	
DA - 29	4	5	20	Dala	
DA - 30	4	5	20	Dala	
DA - 31	4	5	20	Dala	
DA - 32	4	5	20	Dala	
DA - 33	4	5	20	Dala	
DA - 34	4	5	20	Dala	
DA - 35	4	5	20	Dala	
DA - 36	4	5	20	Dala	
DA - 37	4	5	20	Dala	
DA - 38	4	5	20	Dala	
DA - 39	4	5	20	Dala	
DA - 40	4	5	20	Dala	
DA - 41	4	5	20	Dala	
DA - 42	4	5	20	Dala	
DA - 43	4	5	20	Dala	
DA - 44	4	5	20	Dala	
DA - 45	4	5	20	Dala	
DA - 46	4	5	20	Dala	
DA - 47	4	5	20	Dala	
DA - 48	4	5	20	Dala	
DA - 49	4	5	20	Dala	
DA - 50	4	5	20	Dala	
DA - 51	4	5	20	Dala	
DA - 52	4	5	20	Dala	
DA - 53	4	5	20	Dala	
DA - 54	4	5	20	Dala	



DALA BLOCK	LENGTH OF STALL	WIDE OF STALL	AREA IN S.F.T.	CATEGORY	NAME OF AGENCY
DA - 55	4	5	20	Dala	
DA - 56	4	5	20	Dala	
DA - 57	4	5	20	Dala	
DA - 58	4	5	20	Dala	
DA - 59	4	5	20	Dala	
DA - 60	4	5	20	Dala	
DA - 61	4	5	20	Dala	
DA - 62	4	5	20	Dala	
DA - 63	4	5	20	Dala	
DA - 64	4	5	20	Dala	
DA - 65	4	5	20	Dala	
DA - 66	4	5	20	Dala	
DA - 67	4	5	20	Dala	
DA - 68	4	5	20	Dala	
DA - 69	4	5	20	Dala	
DA - 70	4	5	20	Dala	
DA - 71	4	5	20	Dala	
DA - 72	4	5	20	Dala	
DA - 73	4	5	20	Dala	
DA - 74	4	5	20	Dala	
DA - 75	4	5	20	Dala	
DA - 76	4	5	20	Dala	
DA - 77	4	5	20	Dala	
DA - 78	4	5	20	Dala	
DA - 79	4	5	20	Dala	
DA - 80	4	5	20	Dala	
DA - 81	4	5	20	Dala	
DA - 82	4	5	20	Dala	
DA - 83	4	5	20	Dala	
DA - 84	4	5	20	Dala	
DA - 85	4	5	20	Dala	
DA - 86	4	5	20	Dala	
DA - 87	4	5	20	Dala	
DA - 88	4	5	20	Dala	
TOTAL	88		1,760		
Amusement Zone - 2 nos.			50,000	Agency's Discretion	

7. Specification for construction of temporary structures:

- ❖ **Stalls, Booths, Pavilions:** to be constructed covered with ply wood walling, each with water proof, fire proof tarpaulin roof, back wall rack (1 row), 3.0 mtr. long Counter Table, with coir mat on 19 mm. thick wooden platform including one Collapsible Gate at the front opening & 4 (four) nos. of plastic chairs, at least 2 (two) nos. electric connection with necessary fittings and illumination etc. all complete as per direction of EIC.
- ❖ **Kiosks** with necessary wooden framed structures of size 6'0" x 6'0" (L X B), clear height 8'0" from ground level with decorative four-side slopped roof made with ply wood, ply wood walling at three sides at a height of 3'0" from the ground & four sides at a height of 1'6" from the top of clear height, with 1'6" wide counter table at three sides, with standard size opening for entry & exit including necessary painting of approved colour & brand (1 coat primer & two coats enamel paint) on all the outer /inner surface of the structure with numbering of Kiosks all complete as per direction of EIC.

- ❖ Temporary **Pandal** with waterproof, fireproof with salbollah post with bamboo runner, with waterproof tarpaulin cover on roof of the pandal, coloured (white & blue) cloth ceiling underneath the shed & cloth walling in between different level of the ceiling height, jhalore at edges of the pandal, fascia with the printing “Bidhannagar Mela (Utsav)-2025-2026” made with flex / cloth etc. all complete as per departmental direction to be constructed in front of the main stage of approximate size of about 7000 sqft.
- ❖ **Backdrop** of the main stage, frontage, sides and fascia, of the Pandal made with decorative frilled cloth / hesian cloth on wooden pattern frame with wings, screen etc fitted with LED Screen.
- ❖ **Partitions / Walling** by bamboo structures with cloths etc. inside greenroom & at anywhere within the Bidhannagar Mela Prangan. (height – 2m, more or less) as per requirement.
- ❖ construction of single storied **Mela Office (955 sq.ft, approx)** with one common room with help desk and one VVIP Room ply made, with water proof, fire proof tarpaulin roof, comprising of 300 mm. high wooden platform with 19 mm. board, coir mat on top, with wooden / iron post, bracing, ties, etc., railings attached to lobby, with show windows with glass & three toilets attached with the Office/common room and VVIP Room all complete as per direction of EIC.
- ❖ **Fencing / Walling** by bamboo structures with Galvanised Corrugated Iron Sheets in and around Bidhannagar Mela Prangan, (height – 2.0m, more or less) all complete as per direction of EIC.
- ❖ **Furniture's at Stage, Pandal & Mela Office:-**

Sl. No.	Name of items	Quantity
a)	VIP Chairs	50
b)	VIP Sofa (two seater) (at Mela Office)	5
b)	3 Seater Sofa at Pandal	20
c)	Lecture Table / Podium	2
d)	Plastic Chairs	1000
e)	Table with cloth / frilled on dais and other places	10
f)	Centre Table	20
g)	Full size Almirah	4
h)	Office Table	4
i)	Name Plate	50
j)	VVIP Chairs (for one day only)	50
k)	Full size dressing table	3
l)	Name stickers (for one day only)	50

8. Terms & Conditions:

- ❖ The selected agency shall have to pay the full quoted (& thereafter accepted) amount to BMC in two parts; 75% of the accepted amount is to be deposited within 3 (three) days from the date of receipt of acceptance order and the rest 25% of the accepted amount is to be deposited before commencement of Mela. Valid Bank Guarantee (BG) in favour of the Bidhannagar Municipal Corporation from any Bank approved by Finance Department, Govt. of West Bengal shall be deposited by the selected Agency of the value of 25% of the accepted amount within 3 (three) days from the date of receipt of acceptance order. The Bank Guarantee for 25% of the accepted amount shall remain valid upto 180 days from the date of receipt of acceptance order and shall be returned as and when the rest 25% of the accepted amount is deposited by the selected Agency.
- ❖ The Mela will be **Entry Free**.
- ❖ Maintenance of the entire Mela ground including stalls, pavilions, kiosks etc. must be done by the agency till the Mela ends.
- ❖ Agency may claim from the stall owners for any additional arrangements, as mutually agreed.
- ❖ Entire construction work shall be completed before 2 (two) days from date of commencement of the Mela & to be kept in good condition till the Mela ends.
- ❖ Entire ground must be cleared within 3 (three) days from the date of completion of the Mela.
- ❖ All temporary construction works must be done as per the guidelines of West Bengal Fire and Emergencies.



9. Location of Work:

Karunamoyee Mela Ground, Sector – II, Bidhannagar, Kolkata – 700091.

10. Eligibility to participate in the Tender / bid:

Sl. #	Eligibility Criteria	Document Proof
1.	Bidder should be a company registered under the Companies Act, 1956 and 2013 or an LLP and in operation for at least 5 years as on date of submission of bid and should have their registered offices in India.	Certificate of Incorporation / Registration under companies Act, 1956 or 2013 or LLP Act of 2008.
2.	The Bidder should have average Annual Turnover (from services related to IT/ITeS/ICT) of minimum 50 Lakhs during the last three (3) financial years. The Bidder should also have positive net worth as on 31/03/ 2025.	Copy of audited financial statements Or Certificate from the chartered accountant / statutory auditor / company secretary of the company regarding annual sales turnover from IT or ITeS/ ICT having valid UIDN Number.
3.	The bidder should have experience in organising at least one of such projects in any Government / PSU /Government Financial Institution / Semi-Government / Municipality / Municipal Corporation / Urban Local Body/Reputed Private Organisations in the last 5 financial years	Photocopies of Work Orders / Credentials, Documentary evidences / letters from clients and contact details of client and references for each project to be submitted.
4.	The Bidder should not have been blacklisted / debarred by Central Government / Any State Government in India / PSU in last 5 years.	Self-declaration by the authorized signatory of the Bidder, in the format given in the EOI.
5.	Existence in Kolkata: The bidder should have a centre operational in Kolkata or shall furnish an undertaking to open an operation centre within 1 month from award of the project.	Self-Declaration in company's Letterhead
6.	The bidder shall submit the Power of Attorney of Authorization for signing the bid in Rs.100.00 (Rupees Ten Only) Non-Judicial Stamp Paper.	Scanned copy of Power of Attorney needs to be uploaded.
7.	Bidder should submit Earnest Money Deposit (EMD) of Rs.2,40,000/- (Rupees two lakh forty thousand only) using online payment system of e-Tender site.	Scanned copy of EMD needs to be uploaded and original to be submitted with Technical Proposal
8.	Other legal documents: • Trade License • GST Certificate • Income Tax Return (Latest 3 years) • PAN Card • Articles of Association / Company Registration (depending on company type) • Other documents, if any, as required.	Scanned copy of the documents

In absence of any of the above, the bid may be treated as non-responsive and summarily rejected.

Note:-

Similar nature of works completed successfully will be treated as credential.

11. Bid Evaluation:

No exemption of EMD will be allowed. Technical proposal will be evaluated first. If there is any deficiency in the statutory documents the tender/bid will summarily be rejected. Only bidders meeting the minimum eligibility criteria will be considered for technical evaluation of their bids. Afterwards Financial Bid of the qualified bidders will be opened. Financial Evaluation will be made on **Highest Rate Basis (H1)** that will be paid to BMC.

While evaluation, the committee may summon the tenderer/bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

12. Documents to be produced in support of Credential for Tender / bid:

- Successful performance and completion certificate supplemented with work order issued by the Government / Semi-Government /Government Undertaking or any other competent authority shall have to be furnished in support of credibility in terms with eligibility criteria.
- Particulars of ownership/partnership or Board of Directors pertaining to the Organization / Company / Firm.
- The applicant shall have GST Registration, PAN Card, Professional Tax clearance Certificate, Trade Licence etc. and all necessary papers as applicable as per government rules.
- Corresponding address, fax & telephone nos. Contract mobile no. & Email no. of the Organization.
- Balance Sheet/Income Tax return for last 3 (three) years.
- Affidavit & other statutory forms have to be submitted in prescribe format.

All documents in original to be produced in due course of time as & when asked by the Tender/bid Inviting Authority. After verification, if it is found that such documents submitted by the highest bidder is either manufacture or false, in that case, L.O.A./work order will not be issued in favour of the bidder under any circumstances.

13. Earnest Money:

Rs.2,40,000/- (Rupees two lakh forty thousand only) only to be deposited **online** through e-tender portal only by Net Banking / NEFT / RTGS as **Initial Earnest Money** (balance earnest money, if any, @ 2% of the quoted amount to be paid later).

14. Date and Time Schedule:

1.	EOI No. & Date	EIO No.1046/PWD(BMC), Dated : 09/10/2025
2.	Brief description of Job	Preparation of infrastructure (civil & electrical), booking and allotment of stalls, providing all allied services organisation of Bidhannagar Mela – 2025-2026 at Mela Prangan, Karunamoyee under Bidhannagar Municipal Corporation.
3.	Earnest Money Deposit	Rs.2,40,000/- (Rupees two lakh forty thousand only) only to be deposited through e-Tender portal only by Net Banking/NEFT/RTGS
4.	Date of Downloading of EOI document	10/10/2025 after 18.00 p.m. Websites - https://wbttenders.gov.in ,
5.	Pre-Bid Meeting date & time	16/10/2025 at 12.30 p.m. The person should have a proper authorization letter in respective company Letter Head.
6.	Corrigendum, if any will be published (On Line)	To be informed later and to be published at e-tender portal and official website only.
7.	Bid Submission Start date & time	10/10/2025 after 18:30 Hrs.
8.	Last date & time of Bid Submission	01/11/2025 upto 15:00 Hrs.
9.	Date & time of Technical Bid Opening	03/11/2025 after 15:30 Hrs.
10.	Venue of Pre-Bid Meeting & submission of EMD	Bidhannagar Municipal Corporation 4 th Floor, Conference Room, Poura Bhawan, FD – 415A, Sector III, Salt Lake City, Kolkata – 700 106, West Bengal.
11.	Contact person	Assistant Engineer, Bidhannagar Municipal Corporation, e-mail – bidhannagar.corporation@gmail.com



15. Time of completion:

All construction works must be completed before 2 days from the date of commencement of Mela.

16. Site inspection & general information:

Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities.

They are to make a careful study with regard to availability of materials and their sources and all relevant factors as might affect their rates and prices.

17. Tender/bid documents:

A full set of Tender/bid documents consists of 2 Parts. These are;

- I) **Part I** containing all documents in relation to the name of the firm applied for and credentials possessed by them along with EMD and all relevant documents as depicted.
- II) **Part II** containing following documents; Bid Schedule (.xls sheet)

18. Validity of Bid:

A Bid submitted shall remain valid for a period of 90 calendar days from the date of publication of Bids. Any extension of this validity period if required will be subject to concurrence of the Bidders.

19. Withdrawal of Bid:

A Bid once submitted shall not be withdrawn within the validity period. If any bidder/bidders withdraw his/their Bid(s) within the validity period then Earnest Money as deposited by him/them will be forfeited.

20. Acceptance of Bid:

The Chief Engineer, Bidhannagar Municipal Corporation will accept the Bid. He does not bind himself to accept otherwise the highest Bid and reserves to himself the right to reject any or all of the Bids received without assigning any reason thereof.

21. Intimation:

The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the "Agency" and he shall forthwith take steps to execute. Receiving the acceptance the agency has to deposit the quoted amount, less the earnest money. Afterwards formal work order will be issued.

Formal Contract Agreement in appropriate Municipal Form with the Chief Engineer, Bidhannagar Municipal Corporation and fulfill all his obligations as required by the Contract.

22. Escalation of Cost:

There will be no escalation in cost for materials or labour and the contract price mentioned in the contract stands valid till completion of the contract.

23. Name & address of Engineer-In-Charge (EIC) of the Work:

The Chief Engineer, Bidhannagar Municipal Corporation.

24. Execution of Work:

The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, Bidhannagar Municipal Corporation, who is the Engineer in Charge of the work.

25. Payment:

Payment shall be made by the Contractor/Agency to the appropriate Authority of Bidhannagar Municipal Corporation.

26. Influence:

Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection.

27. Liquidated Damage / Penalty:

If the agency wants to exit from the agreement and fails to do the work after issuance of work order, the amount deposited by the agency shall not be refunded under any circumstances.

28. Liability

In case of a default on bidder's part or other liability, BMC shall be entitled to recover damages from the agency. In each such instance, regardless of the basis on which BMC is entitled to claim damages from the agency (including fundamental breach, negligence, misrepresentation, or other contract or tort claim).



29. The Proposal should be accompanied by a power-of-attorney in the name of the signatory of the Proposal.
30. In case office faces sudden closure owing to reason beyond the scope and control of The Chief Engineer any of last date/dates as schedule may be extended up-to/to next and following working day without issuing further and separate notice The Chief Engineer feels it to be necessary and exigent.
31. Imposition of any duty/tax/rule etc. owing to change /application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Bidder/Contractor strictly.
32. Bid Acceptance Authority is the Chief Engineer Bidhannagar Municipal Corporation.
33. In case of any dispute arising from any clauses of similar nature between bid documents and Municipal tender/bid form, the decision of The Chief Engineer Bidhannagar Municipal Corporation, will be final and binding.
34. All usual deductions for taxes i.e. GST, PT, IT, and Labour welfare Cess etc. as per government rules are applicable will be made from the bills from time to time).
35. No conditional / incomplete Bid shall be entertained.
36. In the event of e-Filing intending bidder may download the tender/bid document from the website www.wbtenders.gov.in directly by the help of Digital Signature Certificate.
37. Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the Website www.wbtenders.gov.in. Tender/Bid document may be downloaded from website & submission of Technical Bid /Financial Bid as per Tender/Bid Schedule.
38. The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Quotation, the cost of visiting the site shall be at the Bidder's own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.
39. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the ULB.
40. The Chief Engineer, Bidhannagar Municipal Corporation reserves the right to accept or reject any or all the offered bid/bids without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at any stage of Bidding.
41. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.
42. During scrutiny, if it is come to the notice to tender/bid inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tender/bidder will not be allowed to participate in the tender/bid and that application will be out rightly rejected without any prejudice.
43. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:
 - i) EOI
 - ii) Special terms & Condition
 - iii) Technical bid
 - iv) Financial bid
44. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970(b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.



45. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender/bid for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender/bid. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

Chief Engineer
Bidhannagar Municipal Corporation

Copy forwarded for necessary information to:-

1. Smt. Tulsi Sinha Roy, General Secretary, Bidhannagar Mela Utsav Committee 2025-26.
2. Shri Debraj Chakraborty, Assistant Secretary, Bidhannagar Mela Utsav Committee 2025-26.
3. Smt. Minu Das Chakraborty, Assistant Secretary, Bidhannagar Mela Utsav Committee 2025-26.
4. Joint Municipal Commissioner, Bidhannagar Municipal Corporation.
5. Finance Officer, Bidhannagar Municipal Corporation.
6. Executive Engineer, Building Plan, Bidhannagar Municipal Corporation.
7. Executive Engineer, SWM, Bidhannagar Municipal Corporation.
8. Executive Engineer, E & M, Bidhannagar Municipal Corporation.
9. P.A. to Hon'ble Mayor, Bidhannagar Municipal Corporation.
10. P.A. to Commissioner, Bidhannagar Municipal Corporation.
11. Office Notice Board.
12. Official Website.
13. Publication to newspapers.

09/10/25
Chief Engineer
Bidhannagar Municipal Corporation