

TENDER NOTICE

Tender No.: FBEMS/BU/18-19/01

Dated: 09/02/2019

Sealed quotations are invited from the prospective vendors for the following items for the **2nd International Conference on “Frontiers in Biological, Environmental and Medical Sciences” (fbems 2019)** scheduled to be held during **March 07 - 09, 2019** at the The University of Burdwan.

Separate quotations should be submitted for separate items. Sealed envelope should be superscribed with the reference number and Item number. Prices are to be quoted inclusive of GST (if applicable), and ST/IT and proprietary certificates. Quotations should reach **Prof. Abhijit Mazumdar, Convener, fbems 2019, Department of Zoology, The University of Burdwan, Golapbag, Burdwan 713104** on or before **February 20, 2019 (12 noon)**.

The specifications for the items are as follows:

Item No. 1: Supply of Food

| Time | Menu |
|--|--|
| March 07, 2019 | |
| Breakfast packet (9am-10am) | <ul style="list-style-type: none">• Cake• Apple (1 Pc)• Banana (1Pc/100gm),• Sitabhog (Approx. 100g)• Tea/Coffee (60 ml) |
| Lunch (1pm-2pm) | <ul style="list-style-type: none">• Plain rice• Chips• Veg Dal• Mixed Veg curry• Chicken Kasa / Fish / Paneer (4 pcs)• Mixed Fruit Chutney• Papad• One sweet (Rajbhog- 1Pc)• Ice Cream |
| Tea & Snacks (4 pm) | <ul style="list-style-type: none">• Sweet Corn Pakoda• Coffee (60 ml) |
| March 08, 2019 | |
| Breakfast (8 am- 9am) | <ul style="list-style-type: none">• Idly with Sambar & Chatni• Chanar Polao• Tea /Coffee (60 ml) |
| Lunch (1pm-2pm) | <ul style="list-style-type: none">• Plain Rice• Veg Dal• Beguni• Enchor Dalna• Rui Posto / Paneer• Pineapple Chatni• Papad• One sweet (Rajbhog- 1Pc) |

| | |
|--|---|
| Tea & Snacks (4 pm) | <ul style="list-style-type: none"> • Veg Cutlet • Coffee |
| Gala Dinner (8pm-9pm) | Stall <ul style="list-style-type: none"> • Pasta • Dahi Vada • Chicken Reshmi Kabab • Masala Cold Drinks • Ice Cream |
| | Main Course <ul style="list-style-type: none"> • Fish Fry • Salad & Kasundi • Masala Kulcha • Kadai Paneer • Mutton Biryani / Veg Polao • Masala Salad • Chatni • Papad • One sweet (Gulab Jamun) |
| March 09, 2019 | |
| Breakfast packet (9am-10am) | <ul style="list-style-type: none"> • Bada Sambar • Mihidana (Approx. 100g) • Tea/Coffee (60 ml) |
| Lunch (1pm-2pm) | <ul style="list-style-type: none"> • Plain rice • Veg Dal • Alu Posto • Parsey Jhal • Chatni • Papad • Misti Dahi • One sweet (Rajbhog- 1Pc) |
| Tea & Snacks (4 pm) | <ul style="list-style-type: none"> • Samosa • Coffee (60 ml) |

N. B.

- Total number of estimated meals may be 400 per serve, approximately. However, actual number of meals will be intimated one day in advance for each day.
- Rates should be quoted per meal per head with a total cost calculation per head.
- Arrangement should be made for buffet type serving.
- Arrangement for drinking water (mineral water can) should be made for throughout the program.

Item No. 2: Decoration

1. Covered pandel with arrangement for poster presentation: (45'×21') + (70'×15')
(With inside and outside light, ceiling fan and generator set, if required)

2. Buffet counter table: 2 pc
3. Square table with cover (*to be quoted as per piece*)
4. Chair with cover (*to be quoted as per piece*)
5. Stage flower
6. Outside gate
7. Steel (VIP) chair (15 nos.) with tea table (05 nos.)
8. Stand for LED wall (with angle and plywood)

(All items are to be quoted with operator and carrying cost, if applicable)

Item No. 3: Sound system & Stage Light

A. Sound system

1. Sound box (JBL) : 4pc (2 pc main box + 2 pc small ball box)
2. Monitor box : 1 pair
3. Microphone : 8 pc (With chord)
 - 3 pc (cordless)
 - 2 pc (Color microphone)
4. Mixer/Equalizer: 1 pc

B. Light

1. Stage light:
 - 64 par (10 pc)
 - LED par (12 pc)
 - Multi-10 (4 pc)
 - LED halogen (2 pc)
 - Smoke (1 pc)
 - Globe (1 pc)
2. Spot light: 4 pc

(To be quoted with power pack, controller and stands, as required. All items are to be quoted with operator and carrying cost, if applicable)

Item No. 4: Audio-visual presentation

1. On stage 8'× 12' LED wall display set up connected with LAN (2 PC) for PPT presentation and 42' preview monitor (LED, 1 pc). Laser pointer light should be made available.
2. HD movie set-up (1 pc)

3. Steel photography (1 pc)
4. LCD projection set-up with laptop and white screen

(All items are to be quoted with operator and carrying cost, if applicable)

Item No. 5: Conference Kit

1. Long handle Juco bag:
Specification: 15" × 11.5" × 4"; Inside zip, Top zip and Back-side zip, Mobile and pen holder, Inside Cotton Lining, Cotton long handle, short handle, Printed inside.

(To be quoted with carrying cost, if applicable; submit preferably with a sample)

Item No. 6: Hiring of cars on day to day basis

Type: Five seated (including driver) Swift Dzire or equivalent

| Type of Trip | Fixed rate/ Minimum charge | | Rate/km | | Remark |
|-----------------------------------|-------------------------------|--------|---------|--------|--------|
| | AC | Non-AC | AC | Non-AC | |
| Local trip (7:00AM to 10:30PM) | | | | | |
| Distant trip | Not applicable | | | | |

Terms and Conditions

1. The mileage will start and terminate at picking-up and dropping points in the morning and evening, respectively. In between picking and dropping timings, the vehicle would also be used to ferry.
2. The vehicles to be provided should not be older than 2015 and should not have covered more than 50,000 kms.
3. The cars to be provided by the contractor should be in perfectly good conditions.
4. The cars should be fitted with all modern features such as clean loose seat covers, quality radio music system, reading lamp, tissue paper box, car perfume, seat belts front and rear, umbrella during monsoon.
5. The vehicles should be comprehensively insured.
6. The firm should have sufficient number of drivers having experience of driving.
7. Each driver employed by the firm must have a cell-phone duly activated.