



KERALA MARITIME BOARD

(A Statutory Board of Govt. of Kerala)

Head Office: TC XXII/1666 (4&5), 1st Floor, Mulamoottil Building,
Pipinmoodu, Sasthamangalam, Thiruvananthapuram – 695010, Tel: 04712910040

Website: www.kmb.kerala.gov.in /E-mail: ceo.kmb@kerala.gov.in



No.: HOKMB-TVM/1204/2025-E3(IV)

Date: 19-01-2026

TENDER DOCUMENT

TENDER NOTICE

Sealed tenders are invited from experienced agencies / skilled firms / artists for preparing the stall area, subject to the conditions mentioned below, by designing and constructing an attractive stall of size 3 x 3 metres for the Indian Boat and Marine Show Programme, to be conducted at Bolgatty Palace Event Centre, Kochi, Kerala India from 11:00 AM hrs 29th January 2026 to 7:00 PM Hrs 31st January 2026 .

The tender document shall include detailed 2D drawings of the stall area design based on the subject, along with documents proving technical qualification, and shall be enclosed in a sealed cover. The quotation quoting the lowest amount shall be accepted. However, while evaluating the bids, the technical excellence, quality, attractiveness of the submitted 2D drawing, as well as the previous experience of the contractor, shall also be taken into consideration for selecting the contractor.

Technical Qualification and Work Experience Required

The contractor submitting the bid shall be an experienced person who has executed floats / pavilions / theme areas / stalls for Government Departments. The contractor shall have executed similar works for Kerala Government Departments, Semi-Government Companies and Public Sector Institutions.

Copies of work orders, agreements or work completion certificates related to the above-mentioned works, either any one or all, shall be submitted along with the bid.

Points to be Noted While Submitting the Bid

1. The bid shall include documents proving the technical qualification and work experience mentioned above. The technical qualification documents submitted shall be subject to verification. If required, additional authenticated documents proving the contractor's previous experience shall be submitted along with the Technical Bid.
2. The contractor shall submit, along with the bid, the design and layout of the stall area along with detailed 2D drawings. Special attention shall be given to making the stall area highly attractive, concept-oriented, commendable and informative, using the contractor's technical expertise.

3. The logos and other basic information required for stall design will be provided by the Kerala Maritime Board. However, the contractor shall necessarily collect additional information required for stall designing, and the same shall be utilised only with the approval of the Chief Executive Officer.
4. In the 2D drawings submitted by the contractor, the areas where 3D models are proposed shall be clearly marked.
5. All pages of the tender form submitted along with the bid shall be signed and fully filled. The amount quoted in the tender shall be inclusive of all taxes. No additional taxes shall be included separately over and above the quoted amount.

Stall Construction – Terms and Conditions

1. The design of the stall shall be an artistic representation based on the concept provided by Kerala Maritime Board. All materials required for arranging the stall (including plants and machinery) shall be arranged by the contractor at their own responsibility and cost.
2. The stall shall be designed and constructed within an area of 9 sq. metres (3 x 3 metres).
3. All works connected with the construction of the stall area shall be completed on a rental basis.
4. After receipt of the work order and commencement of work, the progress of work at every stage shall be informed to the Campaign Officer, either directly or through email / WhatsApp.
5. Materials used for preparing the stall area shall be arranged only as per the approval / instructions of the Chief Executive Officer.
6. The required LED TV in the stall area (till the end of exhibition) shall be arranged as per the instructions of the Campaign Officer.
7. Adequate lighting and sound systems shall be arranged inside and on the sides of the stall area as per the directions of the Campaign Officer.
8. In case of possible rainy conditions, the materials used in the stall shall not suffer any damage to their shape or aesthetic appearance.
9. The contractor shall be bound to strictly follow the instructions of the authorities (IBMS organisers/ KMB) with respect to the stall area.
10. The contractor shall be bound to carry out suggestions and modifications issued by the Principal Information Officer / Campaign Officer to enhance the attractiveness and aesthetics of the stall area. Otherwise, based on the report of the Campaign Officer, a proportionate deduction from the contract amount shall be effected.
11. Flex boards and logos supplied from this office shall be displayed in the stall as per the instructions of the Campaign Officer.
12. In all works related to stall construction, the Green Protocol norms prescribed by the Government and Local Self-Government Institutions shall be strictly

followed.

13. The specified areas shall be protected by providing barricading or fencing. An attractive and safe walkway shall be arranged inside the stall area and up to the exhibition stall.
14. Either the contractor or a person authorised by the contractor shall be present at the stall area throughout the event. Before commencement of work, the contractor shall execute an agreement on ₹200 stamp paper with the Chief Executive Officer.
15. All works shall be completed and the stall shall be handed over before 5.00 PM on 28 January 2026.
16. Any damages occurring in the stall area till the end of the said event on 31 January 2026, (7:00 PM Hrs) shall be rectified by the contractor at their own responsibility. Cleaning of the stall during the exhibition period shall also be the responsibility of the contractor.
17. The contractor shall arrange one small table, flower vase arrangement and a bowl for keeping A4 Size Brochures in the stall area.
18. The complete copyright of the designs and logos created in connection with the stall shall vest with the Kerala Maritime Board.
19. The Chief Executive Officer shall have the authority to modify or cancel the tender process at any stage.
20. Further details can be obtained directly from the office of the Kerala Maritime Board on working days.
21. GST bill shall be provided on completion of the event, in favour of Chief Executive Officer, Kerala Maritime Board.

Phone: 0471 – 2910040

Commencement of Issue of Tender Forms: 20/01/2026; 10:30 Hrs

- **Last date and time for receipt of tenders: 27/01/2026 at 10:20 hrs**
- **Date and time of opening of tenders: 27/01/2026 at 10:30 Hrs**
- **Address for submission documents: Chief Executive Officer**

***Kerala Maritime Board
2nd Floor, Mulamoottil
Building Pipinmoodu,
Sasthamangalam
Thiruvananthapuram – 695010***

CHIEF EXECUTIVE OFFICER

TENDER SCHEDULE

Tender for setting up of one stall of size 3.00 m x 3.00 m and connected arrangements

Sl. No.	Particulars	Quantity	Rate per piece	Total cost
1.	LED TV of size 50 Inches	1 Nos		
2.	Creation of a 3D model using suitable materials as per directions of KMB officials	1 Nos		
3.	Setting up of a Selfie Point with suitable design	1 Nos		
4.	Stall side drop of size 3.00 m x 3.00 m with fabric print mounted on ply base panel	1 Nos		
5.	Carpet of size 4.00 m x 3.00 m	1 Nos		
6.	Stall fascia of size 9.00 m x 0.60 m with ply base and paint finish illuminated with LED strip lights	1 Nos		
7.	Stall pelmets of size 3.00 m x 0.50 m with ply base and paint finish illuminated with LED strip lights	2 Nos		
8.	Photos with logos as per directions of KMB officials	1 Nos		
9.	Customized table (120 cm x 60 cm) with ply base and paint finish	1 Nos		
10.	Glass round table (90 cm diameter)	2 Nos		
11.	Cushion chairs with covers	4 Nos		
12.	Potted plants	2 Nos		
13.	Leaflet stands	2 Nos		
14.	Transportation, re-installation and connected arrangements at the location as per directions of KMB officials	As required		
	Total			

Note: The rate quoted shall be inclusive of all taxes.

The quoted amount in Rs. _____
(In figures and words)

Signature:
Name:

Digitally signed by
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Date: 19-01-2026
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