



**Bihar State Khadi & Village Industries Board**  
**Mahesh Bhawan, East Gandhi Maidan, Patna – 800 004**

Ref No. 617 5

Date:- 19-11-2022

**NOTICE INVITING QUOTATION**

Quotations in sealed envelope are invited from the Agency for the maintenance and development a creative for Social Media on or before the due date. The sealed quotation shall be submitted by 3.00 pm on 23/11/2022 and the same shall be opened on 23/11/2022 at the 4.00 pm. The required details are as follows:

Sl. No.	Description
1	<ol style="list-style-type: none"><li>1. Handling Social Media (Facebook, Twitter, Instagram) etc. for BSKVIB.</li><li>2. Banner Design of BSKVIB.</li><li>3. Flyer Design of BSKVIB.</li><li>4. News Paper add Design of BSKVIB.</li><li>5. Visiting Card Design of BSKVIB.</li><li>6. Letter Head Design of BSKVIB.</li><li>7. Brochure Design of BSKVIB.</li><li>8. Festival greeting card Design of BSKVIB.</li><li>9. Standee Design for Event/Exhibition of BSKVIB.</li><li>10. Back Drop Design both in Hindi &amp; English of BSKVIB.</li></ol>

**Terms & Conditions**

1. Agency should be minimum three year experience.
2. Agency has to submitted at least 40 design per month related with BSKVIB.
3. The contract period will be for one year.
4. Agency should have Registration with GST.
5. The vendor submits its bill on the monthly basis before 10<sup>th</sup> of the every month.
6. The vendor must be empanelled with three different Govt. Agency

Chief Executive officer

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