

Memo No. 998 (24) /LS  
OM/Lib-108/2013

Date : 07.10.2021

From : The Director of Library Services  
West Bengal

To : The All D.L.O(s) / A.D.L.O.

**Sub: District Book Fair 2021-22**

As per decision taken in the meeting with the departmental officers, Publishers & Book-sellers Association held on 24.09.2021, at State Central Library, Kolkata, a District Book Fair Calendar for the year 2021-22 has been prepared and hereby forwarded for taking necessary action in this regard. It is also to state that the following guidelines should be observed to organize the district book fairs for this year due to pandemic situation for Covid-19 :-

1. Stall rent @ Rs. 3,500/- only per 100 square ft stall should be realized. This includes the eligibility of getting two chairs, one table (3'X2½') one tube light and one rack (6'X4').
2. An amount of Rs.6,00,000/- only is to be allotted for organizing the district book fair in each district.
3. Maximum 65 (sixty five) no of book-stalls must be provided in each district. No extra book-stall should be provided in the premises. If anybody does not follow this, the grants for organizing the book fair will not be sanctioned.
4. Only 54 (fifty four) no of application forms for booking of book-stalls from nine Publishers & Book-Sellers Association are to be distributed with 6 (six) no of application forms for each publisher association.
5. Stalls should be prepared following the existing guidelines of government for Covid-19.
6. One B.S.K. stall should be provided in each district book fair positively.
7. One stall having area of 200 (two hundred) sq. ft. (100 Sq. ft. for District + 100 Sq. ft. for outsiders) should be provided for Little Magazine. Two chairs and four tables should be provided in that stall.
8. 2(two) no of stalls should be provided for the Dept. of MEE & LS, one each for two directorates under the department of MEE & LS, W.B.
9. 3(three) no of stalls should be provided for English language & literature.
10. Seminars/discussion should be arranged on the following topics on four days : a) Kabi Sammelon, b) Sahitya Sabha, c) Indian Democracy & Constitution, d) Contribution of Great Sons of West Bengal.
11. Book fair should remain open from 12.30 pm to 7.30 pm each day.
12. Another guideline of District Book Fair for Covid-19 is to be sent shortly.
13. If any allotted stall is not opened on the 1<sup>st</sup> day of the Book Fair, the allotment will be cancelled and the same will be allotted to other publishers.
14. The book purchasing limit for different categories of libraries is being mentioned below :
  - a) District Library - Rs. 35,000/-, b) Town / Sub Divisional/ Upgraded Town Library Rs. 13,000/-, c) Rural/ Primary unit/ Area Library – Rs. 10,000/-

Sd/- Sagar Sinha  
Director of Library Services  
West Bengal

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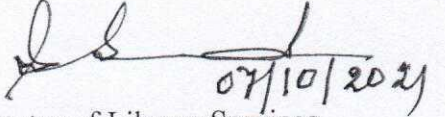


Memo No. 998/1(25)/LS

Date : 07.10.2021

Copy forwarded for information to :-

1. The District Magistrate & Chairman, Local Library Authority (All Districts)
2. The S.D.O. SMP Area & Chairman, Local Library Authority, Siliguri Mahakuma Parishad, Darjeeling.
3. P.S. to Hon'ble M.I.C., Dept. of MEE & LS, W.B
- ✓ 4. P.A. to Principal Secretary, Dept. of MEE & LS, W.B.

  
07/10/2021  
Director of Library Services  
West Bengal