



# KAMALA NEHRU COLLEGE

(University of Delhi)

**NAAC Accredited with 'A' Grade**

August Kranti Marg, New Delhi-110049

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KNC/2018/994

December 19, 2018

M/s \_\_\_\_\_

\_\_\_\_\_

New Delhi

Sealed quotations are invited from experienced, resourceful and bona- fide event management companies for organizing the Annual cultural festival "Ullas" (two days) to be held tentatively on 6<sup>th</sup> and 7<sup>th</sup> of March 2019). The sealed quotations super- scribed as "Quotation for ULLAS 2019" along with all papers such as GST, experience & registration, must reach the office of the Principal, Kamala Nehru College, August Kranti Marg, New Delhi – 110049 by post as per details given below latest by **21<sup>st</sup> January 2019(Monday) till 4:00 p.m:-**

### Enclosures/Checklist:

1. The company's profile with complete details duly signed.
2. A copy of valid PAN card.
3. The companies must provide experience certificate along with proof.
4. An undertaking (self-certificate) that the agency has not been blacklisted by a central/state/UT Government institution and there has been no litigation with any government department.
5. Acceptance form duly signed enclosed herewith (as given in Annexure 1).
6. Letter of authorization to submit the quotation on behalf of the company.
7. Duly filled in consolidated sheet (as given in annexure 2)

**Note:** The quoted rates shall be inclusive of all taxes and will remain same throughout the tenure of the contract and no revision is permissible for any reason.

The required specifications are given below for both the days of the festival.

**A TENTING, STAGE, ENTRY GATE, SECURITY, POWER SUPPLY**

**I. TENTING**

NAME	DESCRIPTION	QUANTITY	NUMBER OF DAYS
STALLS	Size 7.5x15 feet (inclusive of 2 tables with frill, 2 chairs with cover, 1 power-point each, stalls with canopy having good quality fabric material and good color )	33	2
SOFA	Two-seater	6	2
CHAIRS	With cover	80	2
EXTRA TABLES	-	40	2
CHEMICAL WASHROOM	-	Male-02 Female-02	2
HALOGEN LIGHTS ON POLES	Mounted in such a way that the light also reaches stalls, but should cover all corners of ground (one light at place of rides)	As per requirement	2

**II. STAGE**

NAME	DESCRIPTION	QUANTITY	NUMBER OF DAYS
Professional Stage with carpeting and black masking	Size 40x32 and 6 feet height	1	2
LED backdrop in the centre	Size 15x10	1	2
Flex Back Drope (two -side)	Size 12x10	2	2
Stairs	-	As per requirement	2

**III. ENTRY GATE**

NAME	DESCRIPTION	QUANTITY	NUMBER OF DAYS
Flex on the gate	APR	1	2

#### IV. SECURITY

NAME	DESCRIPTION	QUANTITY	NUMBER OF DAYS
Barricading Mojo	-	500 running feet	2
Bouncer	-	Male-10 Female-5	2
Walky Talky	-	15	2
Private security Guard	-	15	2

#### V. POWER SUPPLY

NAME	DESCRIPTION	QUANTITY	NUMBER OF DAYS
Generator	125KV (10 hours running) for whole event	02	2

#### VI. LIGHT AND SOUND IN AUDITORIUM

NAME	DESCRIPTION	QUANTITY	NUMBER OF DAYS
LED lights	Far LED lights with controller	20	2
Sharpies	Moving heads	4	2
Monitor	For stage listening	2	2
Top JBL speaker	1200 watts	4	2
base	-	2	2
Cordless mike	-	5	2
Smoke machine	-	1	2
CD Player	With aux and pendrive	1	2
Mike with stand	-	05	2

**VII. LIGHT AND SOUND FOR STAGE**

<b>NAME</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>NUMBER OF DAYS</b>
TRUSS	44X36/AS per requirement	04 side	2
LED	With controller	40	2
sharpies		20	2
On stage monitor	4 feet	APR	2
Liner Sound	Hanging speaker on truss	08	2
bass		04	2
Drum Kit Mike set		01	2
Mikes with stand		08	2
Cordless mike		04	2
Digital Mixer		01	2
Aux and other connecting cables	APR		
Covering Artist			
Tech rider			

**VIII. SOUND IN NEW SEMINAR ROOM**

<b>NAME</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>NUMBER OF DAYS</b>
Mike with stand		08	2
Cordless Mike		02	2
Monitors		02	2
Top		02	2

**B. ARTISTS- (Inclusive of travelling, boarding, lodging and refreshments)**

Provide best three band names and best three celebrity names which you can provide for our celebrity and band show along with their prices (all inclusive of GST)

**Band Show (Three preferences)**

<u>BAND NAME</u>	<u>Price quote (Rs)</u>
1.	
2.	
3.	

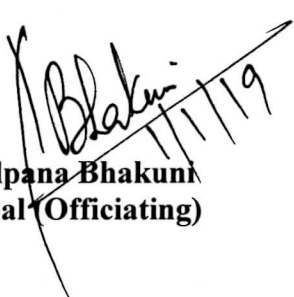
**Celebrity (Three preferences)**

<u>Artists Name</u>	<u>Price quote (Rs)</u>
1.	
2.	
3.	

Please send your complete quotations with in the specified date and the quotation will be opened on the 22<sup>nd</sup> January 2019 at 10:00 a.m in the college committee Room. The institution may accept or reject any or all quotations in part or in full without assigning any reason. The institutions at its discretion may change the quantity, upgrade the criteria, and drop any item or part thereof at any time before or after placement of the order. The institution also reserves the right of splitting the items within two or more contractors for placement or order.

Thanking you,

Yours Sincerely,

  
**Dr. Kalpana Bhakuni**  
**Principal (Officiating)**

**UNDERTAKING**

(On Company Letter Head)

From: (Full name and address of the Event Management company)

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\_\_\_\_\_

To,

Dear Sir/Madam,

I submit the Price quote for **ULLAS 2019** at KAMALA NEHRU COLLEGE (University of Delhi) and related activities as envisaged in the Quotation document.

I have thoroughly examined and understood all the terms and conditions as contained in the document, and agree to abide by them.

I offer to work at the rates as indicated in the stated form attached herewith inclusive of all applicable taxes.

I hereby declare that price quoted in this quotation document is for the ULLAS 2019 at KAMALA NEHRU COLLEGE.

Yours Faithfully,

(Signature and name of authorized Representative)

**KAMALA NEHRU COLLEGE  
(UNIVERSITY OF DELH)**

**CONSOLIDATED STATEMENT FOR QUOTATION**

	<b>DETAILS</b>	<b>NAME OF THE EVENT FIRM/COMPANY (..... .....)</b>
<b>I.</b>	<b>COMPONENT "A"</b>	
	<b>TENTING, STAGE, ENTRY GATE, SECURITY, POWER SUPPLY</b>	Rs.
<b>II.</b>	<b>COMPONENT "B"</b>	
	<b>ARTIST- (Inclusive of travelling, boarding, lodging and refreshments)</b>	
<b>(a)</b>	<b>BAND SHOW</b>	
	1.	Rs.
	2.	Rs.
	3.	Rs.
<b>(b)</b>	<b><u>CELEBRITY</u></b>	
	1.	
	2.	
	3.	
	<b>GST(%)</b>	

**Authorized Signatory**

(Signature of the Authorized Person)