



मैत्रेयी महाविद्यालय
MAITREYI COLLEGE
दिल्ली विश्वविद्यालय/ University of Delhi

बापूधाम परिसर, चानक्यपुरी
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Ref. No.MT/2024/ 1174

Dated:- 08.02.2024
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To

WEBSITE.

Dear Sir,

Sealed quotations are invited for Tenting work, Stalls etc. during college annual festival Rhapsody 2024 to be held on 6th & 7th March, 2024 as per detailed given below

Details of items attached – “Annexure 1- containing two pages”

Before quoting rates all vendors are requested to inspect the working site of the college in order to assess the size and specification wherever required.

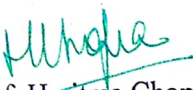
While mentioning your rates kindly clarify other charges if any, like transportation, labour, GST, Cartridge etc. The GST, if any must be quoted separately. The vendor must quote their GST/TIN/TAN/PAN number as applicable as per norms.

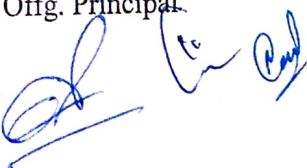
The principal reserves the right to accept or reject some or all the quotations without assigning any reason, thereof.

If however, it is found that the quality of the material provided is of sub-standard, and/or the quality is less than the quality specified in the order letter, the Principal shall have the right to withhold the payment partly or fully and/or penalty may be imposed on the firm. The decision of the Principal/Committee shall be final and binding on you. All the items shall be provided accurately and without any delay at specified timing as shown in Annexure 1 failing which penalty may be imposed or payment will be withheld.

The quotations must reach the college latest by 23th February, 2024 before 5 P.M.

Yours faithfully,


Prof. Haritma Chopra
Offg. Principal.



ANNEXURE-I

REQUIREMENT OF TENTING WORK FOR ANNUAL FEST RHAPSODY 2024

All items/set-up are required before inauguration i.e. 6th March, 2024 by 8:00 A.M sharp.

For Stalls

1. Size of the stall – 7.5'x 15' feet with two tables and 2 chairs with electrical Connection if required (Total 30 Stalls, 20 Stalls with canopy & 10 stalls without canopy as per requirements), round tables near stalls
2. Colour- 3 (Cream, Red, Gold)

OTHER REQUIREMENTS (Venue Wise)

A. SPORTS GROUND (both days)

1. 300 chairs (neatly covered with cream, Red and Gold)
2. 20 sofas (3 seater with neat covers of cream, red and gold) and 3 center tables
3. 10 big umbrellas
4. Covered tent for green room for artist near stage (for both days)

B. AMPHITHEATRE (both days)

1. Red carpet for area near the stage (as per size), amphitheater covered with criss cross tent (cream, red and gold).
2. Stage covered with tent (trust) (Red and Gold)
3. Stage Carpet - Red
4. 200 chairs (neatly covered with cream, red and gold)
5. 10 sofas (3 seater with neat covers of cream, red and gold) and 3 center tables
6. 2 Backdrop with frame (20' x 10')
7. Sound system, aux cables, Standing mikes- 5, Cordless mikes- 4, aux cables -3 (as per the requirement)
8. DJ - Console - 2 nexus 2 2000 , Mixer model no. - cdj 900 Speakers (if required)

C. PARKING AREA (DAY 1)

1. Red carpet (25'*60' ft.)
2. Chairs for judges and audience -50 with neat cover with cream,red and gold
3. 2 tables with frills (with cream,red and gold)
4. Criss cross tent (very light - cream,red and gold)
5. Cordless Mic - 1

D. GREEN ROOMS (BOTH DAYS)

1. 20 mirrors (portable) for green rooms

E. REGISTRATION DESK (BOTH DAYS)

1. Additional 10 tables and 20 chairs with neat covers neatly covered with cream, red and gold and with canopy for Registration desk. (As per requirement)



F. NEW AUDI (DAY -1, DAY-2 (Optional for Day 2))

1. 3 tables neatly covered with cream, red and gold.
2. Sound system with 4 cordless and 4 standing mikes and 3 aux cables.
3. Black masking on both side of stage and window near stage.

G. NSB SEMINAR HALL (Both Days)

1. 4 cordless mikes and 2 speakers.

H. EXTRA REQUIREMENTS (BOTH DAYS)

1. Extension boards with long and heavy chord (approx. 25)
2. 50 big dustbins with cover
3. 50 extra tables & 20 Chairs (stalls, registration desk etc)
4. Big Steel Frames with back side support for pasting banner – 2 nos. (5x10 ft.)
5. Golden ball head barrier with red velvet ropes (Stainless steel) – 20 pcs.
6. Approx. 20 Bouncers for Day 2 only (If required)

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