

GARGI COLLEGE

SIRI FORT ROAD, NEW DELHI – 110049

QUOTATION INVITATION

Ref. No.: Gc/700/2026/854
Date: 09 October 2026

Subject: Invitation of Quotations for Supply of Uniforms for Euphony – The Western Music Society

Quotations are invited from eligible vendors for the **supply of uniforms for Euphony – The Western Music Society, Gargi College**, comprising **40 T-shirts and 40 sweatshirts**, as per the requirements and specifications mentioned in the enclosed **Annexure I**.

The approved designs for the uniforms are enclosed as **Annexure II**. Interested vendors are requested to carefully review the specifications and designs before submitting their quotations.

The detailed **size-wise quantity distribution and customisation requirements, including names and designations**, shall be shared with the selected vendor after finalisation of the quotation.

Quotations Requirements:

Vendors may be requested to provide an itemised quotation clearly indicating: **Cost per T-shirt, cost per sweatshirt, Printing/personalisation charges applicable, GST/taxes, delivery/other charges if applicable, and the total cost for 40 complete uniforms.**

Submission of Quotation Requirements:

Considering the requirements mentioned above, interested vendors are requested to submit their quotations in an envelope physical/hard copy, addressed to, **“The Principal, Gargi College, Siri Fort Road, New Delhi-110049”** within **7 days of this notice, i.e. by 16 October 2026**. In case of any queries, vendors may contact euphony@gargi.du.ac.in.

Please clearly mention **“QUOTATION FOR EUPHONY UNIFORMS”** in the subject line of the quotation letter and on the envelope.

The complete order is required to be delivered to **Gargi College, Siri Fort Road, New Delhi – 110049, on or before 26 October 2026**. Vendors are requested to take the stipulated delivery timeline into consideration while submitting their quotations.

The College reserves the right to accept or reject any or all quotations in accordance with the applicable rules and procedures.

We look forward to receiving competitive quotations and working with a suitable vendor for the successful provision of uniforms for **Euphony – The Western Music Society, Gargi College**.

Ms. Rima Chauhan

Teacher Convenor

Euphony – The Western Music Society

Gargi College, University of Delhi

Signature: Rima 09/10/26

Prof. Vandna Luthra

Principal (Off)

Gargi College

University of Delhi

Signature: Vandna

Enclosures

Annexure I: Technical Specifications and Procurement Requirements

Annexure II: Approved Euphony Uniform Designs

ANNEXURE I

TECHNICAL SPECIFICATIONS & PROCUREMENT REQUIREMENTS

Euphony – The Western Music Society | Gargi College, University of Delhi

1. Quantity Required

The proposed requirement is for 40 complete uniforms, comprising 40 T-shirts and 40 sweatshirts. The final size-wise quantity distribution shall be provided to the selected vendor after collection and verification of individual member sizes.

2. T-Shirt Specifications

Garment

- Round-neck, half-sleeve T-shirt.
- Unisex/regular fit.
- 100% cotton fabric.
- 200 GSM.
- Pre-shrunk fabric preferred.
- Colour-fast and suitable for repeated washing and regular use.
- Ribbed crew neckline.
- Reinforced shoulder and neck stitching.
- Durable construction suitable for college events, competitions, performances and travel.

Colour

Dark forest green, matching the approved Euphony design.

Front Design

The front shall feature "EUPHONY" and "THE WESTERN MUSIC SOCIETY". Artwork, typography, placement and proportions shall be reproduced in accordance with the approved design.

Back Design

The back shall feature "GARGI COLLEGE" and the individual member's name. For four designated office-bearers, the respective designation shall also be included. The remaining 36 T-shirts shall carry the member's name without a designation. The final list of names and designations shall be supplied to the selected vendor by the College/Society.

Printing

High-quality and durable printing suitable for cotton fabric, with a clean, sharp and consistent finish. The print should be resistant to cracking, peeling and significant fading under normal use and washing. The exact printing method may be determined by the vendor, subject to approval of the final sample and compliance with the required quality standards.

3. Sweatshirt Specifications

Garment

- Round-neck, full-sleeve sweatshirt.

Rima
09/10/26
Kavika
09/10/26

- Unisex/regular fit.
- Cotton or cotton-rich fleece fabric.
- 320 GSM.
- Soft/brushed fleece inner finish preferred.
- Pre-shrunk and colour-fast.
- Ribbed neckline, sleeve cuffs and bottom waistband.
- Reinforced stitching at stress points.
- Suitable for regular winter use, college events and travel.

Colour

Dark forest green, matching the approved Euphony design.

Front Design

The sweatshirt shall feature “EUPHONY” and “GARGI COLLEGE”. Artwork, typography, placement and proportions shall be reproduced in accordance with the approved design.

Printing

High-quality, durable printing suitable for the specified fabric, with a clean and sharp finish and resistance to cracking, peeling and significant fading under normal use and washing.

4. Mandatory Quality Requirements

Approved Design: The approved Euphony artwork/designs shall form an integral part of the technical specifications. No alteration to colour, artwork, typography, placement, proportions or design shall be made without prior approval from the College/Society.

Sample Approval: The selected vendor must provide a physical pre-production sample for approval before commencing bulk production. The sample shall be evaluated for fabric quality, GSM, colour, fit, construction, stitching, sizing, printing, placement, personalisation and overall finish. Bulk production shall commence only after approval.

No Unauthorised Substitution: The vendor shall not substitute the specified fabric, GSM, garment construction, colour or printing quality with a lower-quality alternative without prior approval.

Size Requirements: Required sizes: XS, S, M, L, XL, XXL and XXXL. The vendor shall provide a standard size chart with garment measurements before final production.

Personalisation Accuracy: The vendor shall ensure complete accuracy of all names and designations supplied by the College/Society. Incorrect personalisation shall be replaced at the vendor’s cost.

Defective Garments: Garments with manufacturing defects, printing defects, incorrect sizing, colour discrepancies or deviations from the approved sample shall be replaced by the vendor at no additional cost.

Quality Consistency: The quality approved in the pre-production sample shall be maintained throughout the complete order of 40 uniforms.

5. Delivery Requirements

FINAL DELIVERY DEADLINE: 26 OCTOBER 2026

- The complete order of 40 T-shirts and 40 sweatshirts must be delivered to Gargi College no later than 26 October 2026.

- 26 October 2026 shall be treated as the final and non-negotiable delivery date.
- Vendors must account for sample approval, production, printing, personalisation, quality inspection and transportation while determining their production schedule.
- Vendors shall clearly indicate their earliest possible delivery date in their quotation.
- Partial delivery shall not be considered complete fulfilment of the order unless specifically approved by the College.
- Vendors should confirm their ability to meet the stipulated deadline while submitting their quotation.

6. Quotation Requirements

Vendors may be requested to provide an itemised quotation clearly indicating:

- Cost per T-shirt
- Cost per sweatshirt
- Printing/personalisation charges, if applicable
- GST/taxes
- Delivery/other charges, if applicable
- Total cost for 40 complete uniforms

The quotation should clearly mention the fabric composition, GSM, size range, printing method, delivery timeline and applicable taxes/charges.

7. Packaging and Delivery

- Garments shall be clean and properly finished.
- Garments shall be appropriately folded and packed.
- Garments shall be clearly segregated/identifiable according to size.
- Garments shall be protected from moisture, dust and damage during transportation.
- Delivery shall be made to Gargi College, University of Delhi.

8. Final Inspection and Acceptance

The College/Society shall have the right to inspect the completed order before final acceptance. Any garments that do not conform to the approved specifications, approved sample or finalised artwork may be rejected and shall be replaced by the vendor at no additional cost.

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Kavika
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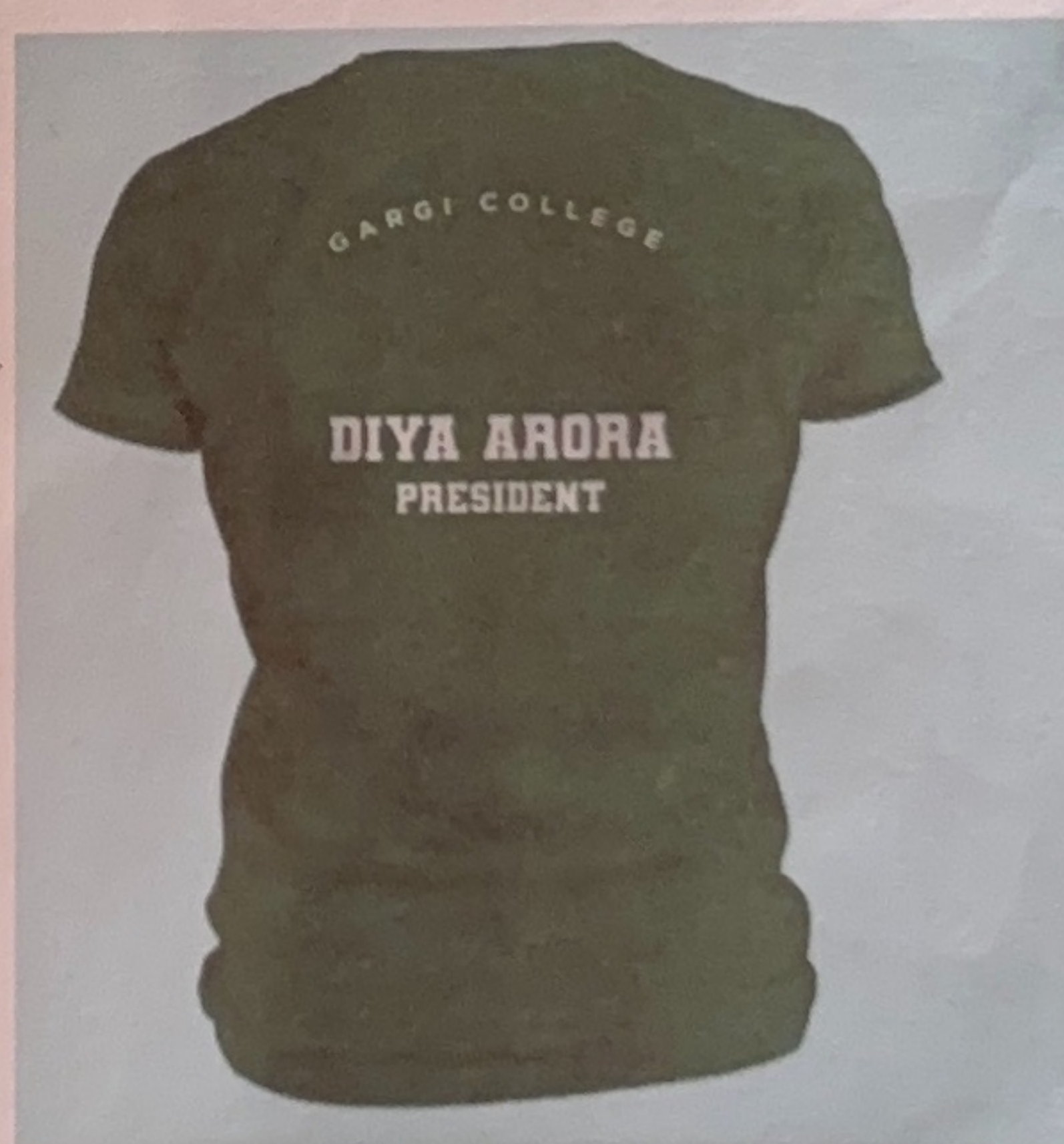
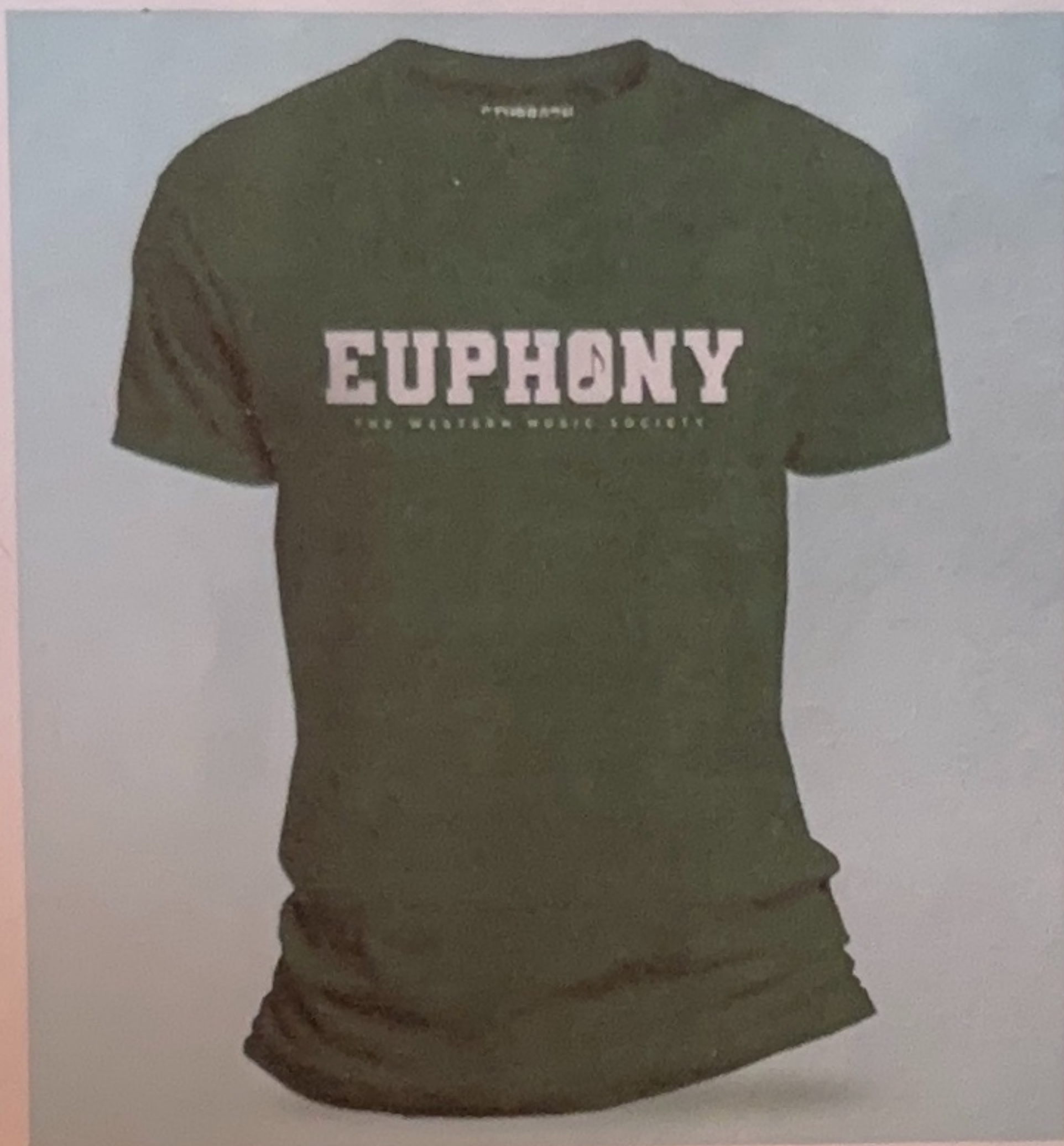
ANNEXURE II

APPROVED EUPHONY UNIFORM DESIGNS

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The approved design images below shall form an integral part of the technical specifications and serve as the visual reference for production.

A. T-Shirt –Design



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Kanika
09/10/26

B. Sweatshirt – Front Design



Rima
09/10/26

Kavikka
09/10/26