

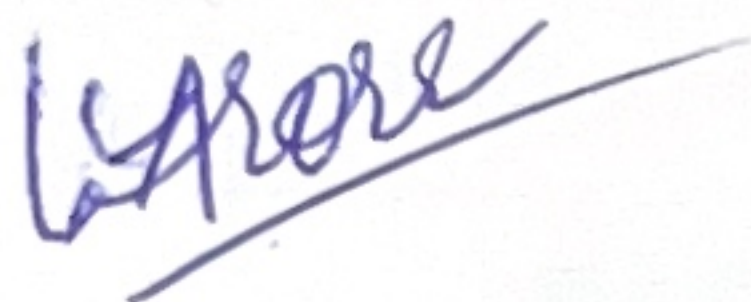
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1st September, 2026

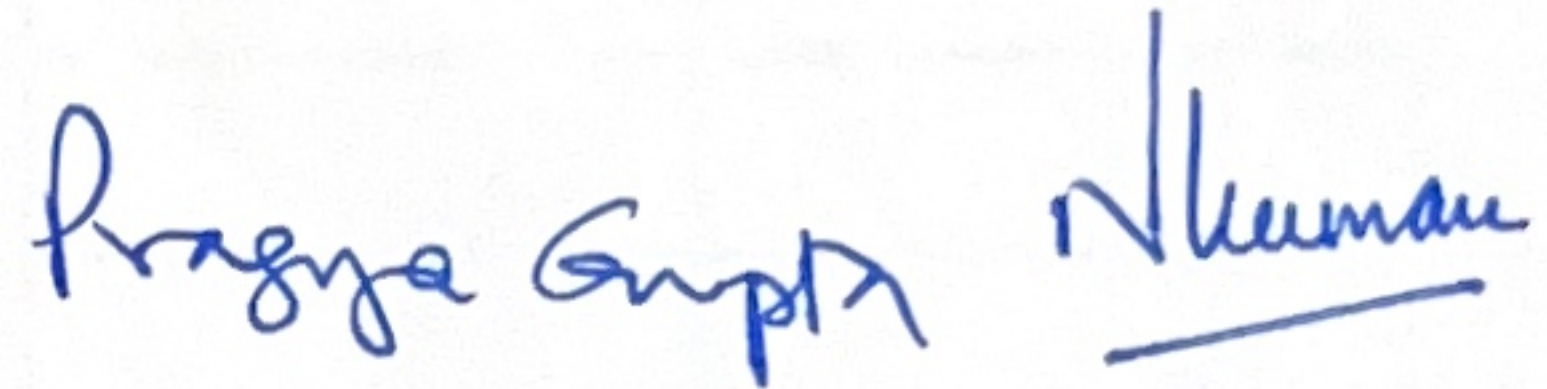
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New Delhi

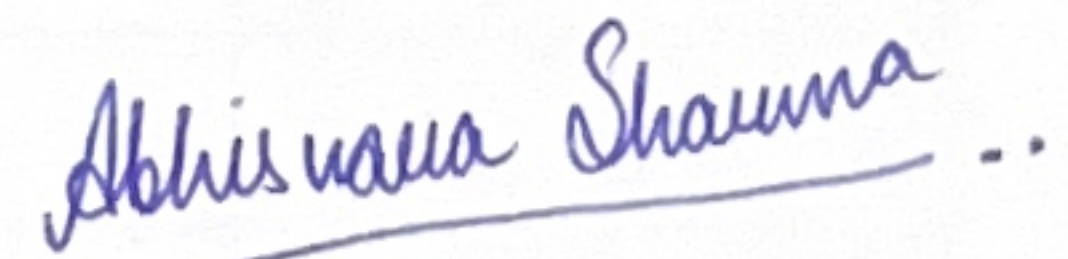
Quotations are invited from experienced, resourceful and bona-fide event management companies for organising the college event on 29th September, 2026 of Gargi College.



Prof (Dr.) Vandna Luthra
Principal (Acting)
Gargi College, University of Delhi



Union Advisors
Gargi College, University of Delhi



Student Council 2026-2027
Gargi College, University of Delhi

Annexure-1:

S.No.	Component - A (Main Arch- Sound, Light and tenting)	Quantity	Rates per time	Total
1.01	BASE B28 JBL	8		
1.02	LINE ARRAY	8		
1.03	MONITOR	6		
1.04	SIDE FILL	2		
1.05	PODIUM MIC	2		
1.06	CORDED MIC KIT WITH MIC STAND	5		
1.07	CORDLESS MIC KIT	5		
1.08	SHARPIE	8		
1.09	DIGITAL LIGHT CONTROL	1		
1.10	SOUND ENGINEER	1		
	Component B- (Tenting Requirements)			
2.01	CHAIRS (WITH COVER)	600		
2.02	TABLE (WITH COVER) (3X2 FEET)	25		
2.03	SOFA (2 SEATER)	10		
2.04	COFFEE TABLE	4		
2.05	CARPET AT MAIN ARCH FOR SITTING (THICK) (Carpet colour as per suggestion of the organising team)	16x32 Sq feet		
2.06	CARPET FOR AISLE AT MAIN ARCH (Carpet colour as per suggestion of the organising team)	75x5 Sq feet		
2.07	COOLERS	30		
2.08	TOWER AC	2 (Each 4 ton)		
2.09	DRAPES COVERING ON MAIN ARCH STAGE WITHOUT GAP ON TRUSS (Colour as per the suggestion of the organising team)	45x30 Sq feet		

Pragya Gupta
2nd Sept 26

2.10	DRAPES COVERING ON MAIN ARCH STAGE WITHOUT GAP ON TRUSS (Colour as per the suggestion of the organising team)	60x150 Sq feet		
2.11	MASKING ON MAIN ARCH STAGE	45x60 Sq feet		
2.12	DUREES	3		
2.13	WHITE SHEETS	6		
			Grand Total	

Pragya Gupta
2 Sept '26

Annexure-2:

General Terms and Conditions to participate in the tender:

1. The quoted rates should be inclusive of GST, transportation, boarding and other taxes and requirements. In case of any discrepancy/differences in the amounts indicated in figures and words, the amount in words will prevail and will be considered. The quoted rates shall remain same throughout the tenure of the contract and no revision is permissible for any reason. No extra amount will be paid apart from the work order.
2. The Institute may withdraw the tender at any stage without assigning any reason. The Institute 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.
3. The bid shall remain valid for acceptance for a period of 6 months from the date of signing of the MoU.
4. All cloth work will be erected with new clothes. The quality of the technical equipment should be as per the set government guidelines. The stage, trussing and other mentioned items in tender should be completed at least by 9:00 am on the day of the event.
5. Applicable Law: The contract shall be governed by the laws and procedures established by Govt. Of India, within the framework of applicable legislation and enactment made from time to time concerning such Commercial dealings/processing, as may be applicable upon Gargi College, University of Delhi. All disputes are subject to exclusive jurisdiction of a competent court and forum in New Delhi, University of Delhi.
6. Only firms that have successfully completed at least four cultural events of similar nature through formal contracts with Government / Semi government Undertakings, Universities, or Colleges are eligible to participate via the GeM portal. The firm must provide at least 4 work orders / MoU of successful conduct of events in the last 3 years.
7. The participating bidders shall provide the following documents (A) certificate for financial standard through the latest audited financial statements, (B) I.T.R. of last financial year and, (C) copy of the PAN card as well GSTIN certificate as in the name of the firm / proprietor shall be uploaded, (D) GST registration certificate, (E) Bank details/Cancelled cheque.
8. Vendors applying have to specify if they are MSME or not, through relevant registration certificates like that of UDYAM.
9. The bidder has to provide a certificate that the quotation has been prepared with due diligence taking into consideration the rates of all items provided in the tender. The rates

must be mentioned as per annexure one in the financial build. The total amount should be inclusive of GST and all other charges.

10. Not- Blacklisted Undertaking to be submitted.

11. Duly scanned copy of an acceptance to the T & C shall be uploaded.

12. In case of a complete washout of the event due to heavy rains etc, prior to the event beginning or the event not being held for reasons beyond the control of organisers / Gargi College, the event maybe postponed on a mutually agreed date.

13. The Event Manager shall ensure complete safety and security arrangements for the event. The Event Manager shall be fully responsible for the conduct, actions, and behaviour of their workers, staff, deployed during the fest. The event management team shall not undertake any photography during the event.

14. Only those bidders who meet the conditions above and clear the Technical Bid shall be considered for the Financial Bid.

15. If any extra item/service is required, additional payment will be made accordingly.

16. Payment terms as per GFR rules.