



Government of Kerala
Information Office
Information & Public Relations Department
Kerala House, 3, Jantar Mantar Road, New Delhi
Tel/Fax: 011-23360349

No.166/PR/2022/IOND

10/10/2022

URGENT QUOTATION NOTICE (1)

Sub:- Information Office, New Delhi-Kerala Piravi Celebrations, Official Language Week-2022-Inviting Quotations for Tent and Stage –Reg.

Ref: - G.O.(Rt) No. 67/2022/I&PRD dated 06/06/2022

Sealed Quotations are invited for providing **Tent and Stage for Kerala Piravi Celebrations, Official Language Week-2022** from 01/11/2022 to 07/11/2022 as per specifications given below:

Specifications:-

Sl. No.	Items of Work	Quantity	Unit
1	Providing and erecting Stable, fully covered Pandal with 15 -20 ft. ceiling height, supported on stable framed structure using steel members (without digging the yard for fixing the posts) with partitions, wherever necessary. The ceiling members shall be of structurally sound bamboo/steel members, nicely ceiled and covered all around up to ceiling height with decorative bright clothes.	5000	Sq. ft.
2	Providing and erecting raised and Stable Stage (24ftx24ft) in square shape with platform height of 3-4ft from the ground supported over steel supports and wooden platform having steps/ramps for approach from front side (2 nos.) and from green rooms, with guard rails of 3-4ft. height and covers on all sides except on front within the already erected Pandal. This shall also	576	Sq. ft.

	include side covering, vertically operating front curtains (with designed opaque cloth) and back wall curtain (using white cloth)		
3	Providing and erecting food stalls on one side of the pandal including serving tables with cover (2 nos.) and decorative frills and a dustbin for each stalls.	3	units
4	Providing & fixing properly functioning hand wash basin units with properly functioning water taps, with suitable leak proof water inlet connection pipe of sufficient length (approx. length 75m) to make the inlet connection from the connection point in the adjacent block, leak proof waste water pipe upto existing drainage outlet, with necessary supporting structure all complete, etc. in working condition.	2	units
5	Providing and making separate green rooms for men & women (up to ceiling height (15ft.) using good quality thick opaque curtains within the Pandal area, attached to stage. Women green room should have single entrance with two partitions inside (waiting room & dressing room)	2	units
6	Carpet Area	5000	sqft
7	Wooden Table with White Cover	5	nos.
8	Chairs with White Cover	500	nos.
9	Wooden Panels with Cloth Cover	8	nos.
10	Providing good quality (2 Seater) sofa set with cover	10	nos.
11	Providing good quality Podium	1	nos.

Cartage + Labour/Cleaning Charges (Inclusive)

- The Tent should be cleaned on a daily basis. The agency should provide manpower in the site to attend the problem immediately throughout the function time.
- Above mentioned all items of work should be completed in all respect before noon of 31/10/2022 and should be cleared from the premises within one day of completion of the program.
- The bidder must mention GST registration number in the quotation.

- The agency may check the feasibility of each item of work at site before submitting the quotation. The payment shall be done in terms of actual work done. Any additions to quantities of above items shall also be charged at the quoted rate and will be based on the work order.
- The selected bidder should provide the required manpower and materials in connection with Kerala Piravi Celebrations 2022 at Kerala House, New Delhi as and when demanded by the undersigned.

The Quotation shall reach the following address on or before **3 PM on 14/10/2022**. The quotations received shall be opened at **3.30 PM** on the same day (**14/10/2022**) in the office of the Information Officer, Information Office, Kerala House, New Delhi in the presence of bidders present. The quotations received shall be evaluated by a committee constituted for the purpose and its decision will be final. All or any of the quotation can be rejected by the undersigned without assigning any reason.

Address:

**Information Officer
Information Office, Information & Public Relations Department
3-Jantar Mantar Road, Kerala House, New Delhi-110001
Tel: 011-23360349**

Copy to:-

CA/PA to the Resident Commissioner, Kerala House, New Delhi
Director, I&PRD, Govt. Secretariat, Thiruvananthapuram
Notice Board- Kerala House/Cochin House, New Delhi
Press Release, SF/OC/Website



Information Officer

Sini K. Thomas
Information Officer
I&PRD, Govt. of Kerala
Kerala House, New Delhi

