

अदिति महाविद्यालय
(दिल्ली विश्वविद्यालय)
औचंदी रोड, बवाना, दिल्ली-110039
टेलीफैक्स : 27751317



Aditi Mahavidyalaya
(University of Delhi)
Auchandi Road, Bawana, Delhi-110039
Telefax : 27751317

Ref. No. AM/2018/4669

Dated. 21/12/18

Subject: Quotation for "3rd Alumni Meet Festival 2018"

Sir/Ma'am,

Sealed quotation are invited for the following Event Management Companies for the "3rd Alumni Meet Festival" (one day) of the college as per details given below so as to reach the undersigned latest by 10th January 2019 till 5.00 PM along with term and conditions, if any. The Events required for the Alumni Meet Festival are given below:-

Tent- 8 Sofa Set, 200 Chairs, Large table for lunch, Stage decoration with Curtains, Flowers (Ethnic look), 10 round table with chair for lunch, Open tent for ground.
Sound System- Speaker, Microphone (JBL Speaker), Music System (4 Column speaker with eco, Mixture)
Cultural Event- Soft & Light, Music performance with singer.
Snacks- Tea & Pakora (Paneer & Palak) for 250 Peoples.
Lunch- Dal Makhani, Dum Aloo, Mix Vegetable, Poori, Naan, Kadhai Paneer, Pulav, Salad, Papad, Rayta, Gulab Jamun, Jalebi/ Gajar Halwa for 250 Peoples.
For Welcome of Guest - 40 Planters
Souvenirs for Alumni- 200 Pieces (small brass plates)
Photography and Videography of Event
For Publicity- Invitation Card/E-card (Hard & Soft Copy), 3 Banners, Certificates-50, Graffiti Wall

- 1) You should undertake the job work with in stipulated time period unless otherwise intimated.
- 2) Your rates should be inclusive of GST.
- 3) Quotation envelope should be sealed and prescribed as "Quotation for "3rd Alumni Meet Festival 2018"

Please send your quotation in the name of The Principal, Aditi Mahavidyalaya (University of Delhi) Bawana, Delhi-110039, and quotation will be opened on next working day i.e. 11th January 2019 at 11.30 am.

Please send you quotation letter by post or hand.

Right of acceptance of any tenderer rates is reserved with the undersigned.

Thanking you,

Yours faithfully,

Mamta Sharma
MAMTA SHARMA
PRINCIPAL
MS *AS*