

INVITATION OF QUOTATIONS

FOR THE MANDAP DECORATION, SOUND SYSTEM

Ref No: UMIT/Purchase/2024-25/515-1

Date: January 02 2025

Sealed Quotations are invited for the **Mandap Decoration, Sound System**. The above-mentioned Services are required for the International Conference on Climate Change (ICCC-2025) to be organized by the SNDT Women's University, Mumbai. The Secretariat of the said conference is located at the Usha Mittal Institute of Technology, SNDT Juhu Campus, Santacruz (W), Mumbai. **The Advertisement Services are required at Chandrapur City.**

The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation in whole without assigning any reason thereof.

Names of the items	Mandap Decoration, Sound System
Venue of the submission.	Usha Mittal Institute of Technology, SNDT Women's University, Juhu Road, Santacruz (West), Mumbai 400049
To be addressed to	Principal, Usha Mittal Institute of Technology, SNDT Women's University, Juhu Road, Santacruz (West), Mumbai 400049
Contact Telephone	9850038991, 9766642228
Deadline of submission	7th January 2025 before 5 pm

*Dates mentioned here are the scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in Tenders /Quotations' section on the University website (sndt.ac.in) below the respective quotation. To view Quotation Notice, kindly visit following website of SNDT Women's University, Mumbai: **sndt.ac.in**.

Quotations should clearly mention all Technical Specifications mentioned in this document. Tel.: +91-22-2660 6040 (0), E-mail: umit@sndt.ac.in or office@umit.sndt.ac.in and Website : www.umit.ac.in.

The quotations are invited for the following products:

MANDAP DECORATION, SOUND SYSTEM

The quotations are invited in two parts under Three Envelop Systems.

Technical envelop shall be enclosed and sealed in envelop No.1. Schedule of Rates shall be filed in and enclosed in Envelop No.2. Both the sealed envelopes shall be kept in Envelop No.3 which shall be big enough to contain two envelopes. On each envelop name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

Envelop No.1:

The envelope must contain:

1. Covering letter with details of bidders: address, name of proprietor, telephone number and/or mobile number, email ID, name, signature and seal. In case of partnership firm name and address of the partners and copy of Partnership Deed.
2. Type of business entity: manufacturer/authorized dealer/reseller, any other (to be specified)
3. Certified copy of the GST registration/Declaration regarding the Non-GST No.
4. PAN Card No
5. List of main clients (minimum 3)
6. Work experience Certificate/ Delivery Challan (at least from one client).
7. **The Advertisement services are required at Chandrapur city.**
8. The details about technical specifications of product should submitted in the prescribed format as follows on the letterhead of the bidder or with the bidder's seal and signature:

Sr. No.	Name of Item And Required Technical Specification and Standards	Qty	Bidders Specifications
	Services Required on 16.01.2025 at Priyadarshani Hall Chandrapur		
1	Stage Elements		
	Stage Carpet 30 x 40 ft.	01	
	Sofa 3-Seater	04	
	Sofa 1-Seater	03	
	Front Glass Center Table	05	
	Lamp Lighting Equipment and Original Flower Décor	01	
	Center Table Original Flower Bouquet	05	
	Front row Gardening Bouquet with Original Flowers	08	
	Podium décor with original flowers	02	
	Wing Flower mala (6 wings)		
	Podium Back Frame 4 x 8 ft	02	
2	Galley Elements		
	8 x 12 x 2 ft Stage for Building Model with Carpet with Scruting	01	
	3 x 6 ft Stage for Model on Climate Change	01	
3	Outdoor Elements		
	Road Gate 13 x16 ft with flex	01	

Hall Entry Gate 10 x 12 with Side Panel Flex with photo of Bharatratna Maharshi Dhondo Karve, Mata Maiakali and Chandrapur Heritage	01	
Green Matt	15	
Red Carpet 5 x 30 ft	04	
White Siding Wall	07	
Hall Back side Tent 30 x 45 ft	01	
8 x 8 stall	08	
Halogens	08	
Technical Elements		
LED Screen 300 sq. ft. with riser	01	
Live Streaming on YouTube		
Live Video Conferencing 2-way communication		
Video Camera for Live		
Monitor TV	02	
Internet Connectivity		
Services Required on 17.01.2025 18.01.2025 at Forest Academy Chandrapur		
Galley Elements		
8 x 12 x 2 ft Stage for Building Model with Carpet with Scruting	01	
3 x 6 ft Stage for Model on Climate Change	01	
Outdoor Elements		
White Curtain 10 x 40 ft		
10 x10 stall	10	
Entry Gate 13 x 16 ft	01	

Envelop No.2:**The envelope must contain:**

The financial bid should be submitted in the prescribed format as above on the letterhead of the bidder.

Sr. No.	Item	Qty	Rate per Plate INR	Taxes INR	Total Estimated Cost
	Services Required on 16.01.2025 at Priyadarshani Hall Chandrapur				
1	Stage Elements				
	Stage Carpet 30 x 40 ft.	01			
	Sofa 3-Seater	04			
	Sofa 1-Seater	03			
	Front Glass Center Table	05			
	Lamp Lighting Equipment and Original Flower Décor	01			
	Center Table Original Flower Bouquet	05			
	Front row Gardening Bouquet with Original Flowers	08			
	Podium décor with original flowers	02			
	Wing Flower mala (6 wings)				
	Podium Back Frame 4 x 8 ft	02			
2	Galley Elements				
	8 x 12 x 2 ft Stage for Building Model with Carpet with Scruting	01			
	3 x 6 ft Stage for Model on Climate Change	01			
3	Outdoor Elements				
	Road Gate 13 x16 ft with flex	01			
	Hall Entry Gate 10 x 12 with Side Panel Flex with photo of Bharatratna Maharshi Dhondo Karve, Mata Mahakali and Chandrapur Heritage	01			
	Green Matt	15			
	Red Carpet 5 x 30 ft	04			
	White Siding Wall	07			
	Hall Back side Tent 30 x 45 ft	01			
	8 x 8 stall	08			
	Halogens	08			
	Technical Elements				
	LED Screen 300 sq. ft. with riser	01			
	Live Streaming on YouTube				
	Live Video Conferencing 2-way communication				
	Video Camera for Live				
	Monitor TV	02			
	Internet Connectivity				

Services Required on 17.01.2025 18.01.2025 at Forest Academy Chandrapur				
Galley Elements				
8 x 12 x 2 ft Stage for Building Model with Carpet with Scruting	01			
3 x 6 ft Stage for Model on Climate Change	01			
Outdoor Elements				
White Curtain 10 x 40 ft				
10 x10 stall	10			
Entry Gate 13 x 16 ft	01			

The rate must be inclusive of all charges (Mounting, Transportation, Labour etc.). Taxes are to be mentioned clearly in the quotation. The final quantity may vary at the time of issue of purchase order.

Dr Yogesh Nerkar
PRINCIPAL