

**INVITATION FOR QUOTATIONS OF SOUND, LIGHT, FURNITURE,  
DECORATIONS, AC, COOLERS REQUIRED FOR UNVEILING OF  
MAHARSHI KARVE STATUE FOUNDATION DAY AND INNOVATION  
MAHAKUMBH 2.0**

Sealed quotations are invited for Sound, Light, Furniture decorations, Ac, Coolers, unveiling of Maharshi Karve Statue, Foundation Day and Innovation of Mahakumbh 2.0 to be held at SNTD Women's University, Pune Campus on 5th and 6th July, 2026. The service providers are advised to carefully study all technical and commercial aspects, instructions, terms and conditions mentioned in this document.

The Sound, Light, Furniture, decorations, Ac, Coolers for **two days**. Failure to furnish all the information required in the quotation may result in rejection of the quotation. The University reserves the right to reject any quotation, wholly or partly, without assigning any reason thereof.

**Quotation Details**

Particulars	Details
Name of Item / Service	Sound, Light, Furniture, Ac, Coolers, decorations, for the unveiling of Maharshi Karve Statue, foundation day & Innovation Mahakumbh 2.0
Event Dates	5th and 6th July, 2026
Services Required	Sound, Light, Furniture, decorations, Ac, Coolers etc.
Venue of Submission	SNTD College of Home Science, SNTD Women's University, Pune Campus, Karve Road, Pune – 411038
To be Addressed to	The Registrar, SNTD Women's University, Pune Campus, Karve Road, Pune – 411038
Contact Telephone	9762141515, 8380017888
Deadline of Submission	<b>01<sup>th</sup> July, 2026 up to 5.00 PM</b>

**Instructions**

1. Dates mentioned herein are scheduled dates for the **unveiling of Maharshi Karve Statue and Innovation of Mahakumbh 2.0**. Any changes in the dates of submission and processing shall be notified in the Quotations / Tenders section on the University website.
2. Quotations should clearly mention all the **technical specifications, Exhibition details, rates, taxes and terms & conditions** mentioned in this document.
3. To view quotation notices, kindly visit the official website of **SNTD Women's University, Mumbai: [www.sntd.ac.in](http://www.sntd.ac.in)**

**The quotations are invited for the following services:**

**Various Services:**

The quotations are invited in **two parts under the Three Envelope System**. The **Technical Bid** shall be enclosed and sealed in **Envelope No. 1**.

The **Financial Bid / Schedule of Rates** shall be filled in and enclosed in **Envelope No. 2**.

Both the sealed envelopes shall be kept in **Envelope No. 3**, which shall be large enough to contain both envelopes.

On each envelope, the **name and address of the bidder**, along with the **contact number**, shall be clearly written. The **name of the bidder / Event Management firm** should be mentioned on the top of the envelope. The number of participants may vary at the time of placing the final order.

**Envelope No. 1: The envelope must contain:**

1. **Covering letter** with details of the bidder / catering service provider, including:
  - o Name of firm / proprietor
  - o Full address
  - o Contact number / mobile number
  - o E-mail ID
  - o Signature and sealIn case of a partnership firm, the name and address of partners along with a copy of the **Partnership Deed** should be enclosed.
2. **Type of business entity:** Authorized Service Provider / Event Management / Event Setup / Any other (to be specified)
3. **Certified copy of GST Registration Certificate**
4. **PAN Card Copy**
5. **List of major clients / institutions served** (minimum 3)
6. **Work Experience Certificate / Work Orders / Service Completion Certificate** (at least from one client)
7. The details about the Sound, Light, Furniture decorations, Ac, Coolers, **unveiling of Maharshi Karve Statue, Foundation Day and Innovation of Mahakumbh 2.0** should be submitted in the prescribed format on the letterhead of the bidder or with the bidder's seal and signature as follows:

**Description :**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Units</b>
01	<b>SOUND ITEMS (Reputed brand 3 way sound system (JBL Vertec / RCF TTL series or equivalent))</b>		
1.1	PA Top Line Array	06	Nos
1.2	Delay speakers/top with stands	04	Nos
1.3	PA Side Fills	02	Nos

1.4	PA Front Fills	02	Nos
1.5	PA Bass	04	Nos
1.6	Digital Mixer 64 channel B	01	Nos
1.7	Amp/ Cabling / Racks	01	Job
1.8	Artist tech rider as per Requirement.	02	Job
1.9	Power Amplifiers & Crossover (as per requirement)	01	Job
1.10	DI box (as per requirement)	01	Job
1.11	Cordless Microphone with similar configuration as that of Shure/Sennheiser	06	Nos
1.12	Central PA Sound system for entire venue and parking with suitable sound outreach at all places	01	Job
1.13	Sound technician	04	Nos
02	<b>D. LIGHTS ITEMS</b>		
2.1	Box truss for lights of 20 ft. height with proper base and support	-	Job
2.2	Beams Sharpy Beam 200	08	Nos
2.3	Profile Lights	04	Nos
2.4	LED par 32	05	Nos
2.5	LED par 64	05	Nos
2.6	LED Beam par	05	Nos
2.7	4 way Molex	08	Nos
2.8	Avolite Pearl for controlling the light set up (as per requirement)	01	Nos
03	<b>Electrical and Electronic Arrangements</b>		
3.1	15A power sockets (with 3 pins) giving connection with safe wiring and insulation as per IS standards and specifications as required in Food Stalls and Kitchen area	30	Nos
04	<b>ELECTRICALS &amp; GENSETS</b>		

4.1	Power distribution with armored cables from main panel board & generator up to stage/all hangers/food area and all over the ground & sub distribution with main panel switch board & sub main panel board.	01	Job
4.2	Power Back-up noise free Gernator for Venue area of required capacity (250 KV) for 2 Days	01	Job
4.3	MSEB Commercial Meter for Two Day Event (University will provide NOC for the Same)	01	Job
4.4	Metal/flood lights for all over the venue including installation	50	Nos
4.5	Halogen Lights of 500 Watts in Food Courts, Parking, at entrance and if required in main stalls. Minimum 10 numbers	10	Nos.
05	<b>Required Furniture</b>		
5.1	<b>VIP Lounge</b> – Sofa 2 Three Seater Sofa, 4 Two Seater , 3 One seater, 4 Coffee Tables/ Corner Tables, Kettle (With Switch Soket for Boul water) Red Carpet Tower AC.	-	Job
5.2	<b>Main Stage Setup – Red Stage</b> carpeting, VIP chairs (10 + 2 VVIP seating), 2 podiums, 4 Center tables/teapoys for front seating, Tower AC	-	Job
5.3	<b>Seating Arrangement</b> - Front-row sofa seating arrangement for approximately 50 persons with 2 and 3 Seater Sofa, Center tables/teapoys for front seating	-	Job
5.4	<b>Audience Seating</b> - capacity for approximately 500 participants Covered chairs with proper layout arrangement, 6 Tower Coolers and Floor Carpeting, Barricading	-	Job
06	<b>Decoration</b>		
6.1	<b>Stage Decoration</b> with formal decent real flowers (running 40 feet	01	Job
6.2	Maharshi Karve Statue Decoration with marigold garlands arraound 12 feet round and 10 feet hight	01	Job
6.3	Large size har garland for Maharshi Karve Statue, 6 medium size garland,	07	Nos
6.4	8 executive Bouquet, to welcome the Dignitaries	08	Nos
6.5	12 Table Bouquet,	12	Nos

6.6	Landscaping with good quality natural potted plants in entire Pandal Area ,	50	Nos
07	<b>SECURITY, CCTV &amp; FIRE SERVICES</b>	-	Job
7.1	Security guards Male-02, Female - 02 (9.00 a.m. to 9.00 p.m.) One Day	04	Nos
7.2	Security Supervisor Male-1, Female-1 ((9.00 a.m. to 9.00 p.m.) One Day	02	Nos
7.3	Firemen well Trained (Day & night)	02	Nos
7.4	DFMD machines with staff with auto entry counting facility	02	Nos
7.5	Providing of Fire extinguishers in exhibition area ABC type cylinders with sand buckets (CO2 Water and Powder mix with Refilling Dates). Sufficient equipment to be placed at various locations as per directions of Fire Department.	05	Nos
7.6	CCTV Cameras set up all over the venue, cameras shall have night vision with operator & technician	10	Nos
7.7	LCD Monitors for CCCTV camera	01	Nos
7.8	Recording Pen-drive	03	Nos
7.9	Box type Flex Gate	02	Nos

#### **Additional Technical Requirements**

The bidder should clearly mention the following in the Technical Bid:

#### **Technical Bid:**

- **The following documents are required to be submitted under technical bid.**
- The Company/Firm/Holding Company should have experience in respect of the Venue Setup / Event management services to educational institutions or universities.
- Any special arrangements for conference guests / dignitaries, if applicable
- Safety Purpose : Stability Certificate of Stage and Pandal should be obtained from PWD or any other Government agencies for safety purpose by the selected vendor without any extra cost.

#### **Envelope No. 2: The envelope must contain:**

The **Financial Bid** shall be submitted in the prescribed format on the **letterhead of the bidder**.

#### **Financial Bid Format**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	Rate Per Person / Unit (INR)	Taxes (INR)	Approx. Quantity / No. of Persons	Total Estimated Cost (INR)
01	<b>SOUND ITEMS (Reputed brand 3 way sound system (JBL Vertec / RCF TTL series or equivalent))</b>					
1.1	PA Top Line Array	06				
1.2	Delay speakers/top with stands	04				
1.3	PA Side Fills	02				
1.4	PA Front Fills	02				
1.5	PA Bass	04				
1.6	Digital Mixer 64 channel B	01				
1.7	Amp/ Cabling / Racks	01				
1.8	Artist tech rider as per Requirement.	02				
1.9	Power Amplifiers & Crossover (as per requirement)	01				
1.10	DI box (as per requirement)	01				
1.11	Cordless Microphone with similar configuration as that of Shure/Sennheiser	06				
1.12	Central PA Sound system for entire venue and parking with suitable sound outreach at all places	01				
1.13	Sound technician	04				
02	<b>D. LIGHTS ITEMS</b>					

2.1	Box truss for lights of 20 ft. height with proper base and support	-				
2.2	Beams Sharpy Beam 200	08				
2.3	Profile Lights	04				
2.4	LED par 32	05				
2.5	LED par 64	05				
2.6	LED Beam par	05				
2.7	4 way Molefay	08				
2.8	Avolite Pearl for controlling the light set up (as per requirement)	01				
03	<b>Electrical and Electronic Arrangements</b>					
3.1	15A power sockets (with 3 pins) giving connection with safe wiring and insulation as per IS standards and specifications as required in Food Stalls and Kitchen area	30				
04	<b>ELECTRICALS &amp; GENSETS</b>					
4.1	Power distribution with armored cables from main panel board & generator up to stage/all hangers/food area and all over the ground & sub distribution with main panel switch board & sub main panel board.	01				
4.2	Power Back-up noise free Gernator for Venue area of required capacity (250 KV) for 2 Days	01				

4.3	MSEB Commercial Meter for Two Day Event (University will provide NOC for the Same)	01				
4.4	Metal/flood lights for all over the venue including installation	50				
4.5	Halogen Lights of 500 Watts in Food Courts, Parking, at entrance and if required in main stalls. Minimum 10 numbers	10				
05	<b>Required Furniture</b>					
5.1	<b>VIP Lounge</b> – Sofa 2 Three Seater Sofa, 4 Two Seater , 3 One seater, 4 Coffee Tables/ Corner Tables, Kettle (With Switch Soket for Boul water) Red Carpet Tower AC.	-				
5.2	<b>Main Stage Setup – Red</b> Stage carpeting, VIP chairs (10 + 2 VVIP seating), 2 podiums, 4 Center tables/teapoys for front seating, Tower AC	-				
5.3	<b>Seating Arrangement</b> - Front-row sofa seating arrangement for approximately 50 persons with 2 and 3 Seater Sofa, Center tables/teapoys for front seating	-				
5.4	<b>Audience Seating</b> - capacity for approximately 500 participants Covered chairs with proper layout arrangement, 6 Tower Coolers	-				

	and Floor Carpeting, Barricading					
06	<b>Decoration</b>					
6.1	<b>Stage Decoration</b> with formal decent real flowers (running 40 feet	01				
6.2	Maharshi Karve Statue Decoration with marigold garlands arraround 12 feet round and 10 feet hight	01				
6.3	Large size har garland for Maharshi Karve Statue, 6 medium size garland,	07				
6.4	8 executive Bouquet, to welcome the Dignitaries	08				
6.5	12 Table Bouquet,	12				
6.6	Landscaping with good quality natural potted plants in entire Pandal Area ,	50				
07	<b>SECURITY, CCTV &amp; FIRE SERVICES</b>	-				
7.1	Security guards Male-02, Female - 02 (9.00 a.m. to 9.00 p.m.) One Day	04				
7.2	Security Supervisor Male-1, Female-1 ((9.00 a.m. to 9.00 p.m.) One Day	02				
7.3	Firemen well Trained (Day & night)	02				
7.4	DFMD machines with staff with auto entry counting facility	02				
7.5	Providing of Fire extinguishers in exhibition area ABC type cylinders with sand buckets (CO2 Water and Powder mix	05				

	with Refilling Dates). Sufficient equipment to be placed at various locations as per directions of Fire Department.					
7.6	CCTV Cameras set up all over the venue, cameras shall have night vision with operator & technician	10				
7.7	LCD Monitors for CCCTV camera	01				
7.8	Recording Pen-drive	03				
7.9	Box type Flex Gate	02				

### Financial Bid Terms & Conditions

1. The rate quoted should be **inclusive of all charges**, including preparation charges, serving charges, manpower / service staff charges, transportation charges, packing charges, utensils / disposable items / eco-friendly serving material (if applicable), and any other incidental expenses.
2. The total cost, including GST, shall not exceed ₹9,75,000/- (Rupees Nine Lakh Seventy-Five Thousand only).
3. **Taxes / GST**, if applicable, should be **clearly mentioned** in the quotation.
4. The **final number of participants/quantity** may vary at the time of placing the final work order.
5. The quoted rates shall remain **valid for 45 days** from the date of submission deadline.
6. The University reserves the right to accept or reject any quotation, wholly or partly, without assigning any reason; increase or decrease the quantity / number of persons; and finalize the order as per institutional requirements.
7. **Preference** will be given to Pune vendors, considering the event venue at Pune.

#### Envelope No. 3

Envelope No. 3 shall contain:

- **Envelope No. 1 – Technical Bid**
- **Envelope No. 2 – Financial Bid**

The superscription on Envelope No. 3 should be:

**“Quotation for Catering Services for unveiling of Maharshi Karve Statue and Innovation of Mahakumbh 2.0 (5<sup>th</sup> & 6<sup>th</sup> July, 2026)”**

**Prof. Vilas Nandwadekar  
Registrar,  
SNDT Women’s University,  
Churchgate, Mumbai -20.**

