



**UNIVERSITY OF CALCUTTA
DEPARTMENT OF SPORTS**

Ref. No. CUSD/ Quotation/1395/25-26

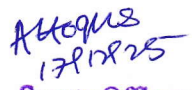
Date – 17.12.2025

Notice inviting Quotations for the Hiring of Decorator Work, Sound System

Sealed Quotations from the related service providers are invited by the Department of Sports, University of Calcutta for the forth coming Inter University Sporting Event will be held at various places of Kolkata as per the below described details:

Serial	Item Name	Item Description	Quantity Required (approx.)	Rate/day
1	Hiring of Decorator Work, Sound System & light fitting including LED	1. (A) Three sides open, base covered, shaded stage (24ft X 12ft & height 3 ft) with well-furnished carpet covered, Glass center table (7 pc), steel chairs with cover (15 pc), podium (1pc), flower vases (2pc), Stage decoration with backdrop, artificial flowers and related materials, 150ft X 6ft synthetic mat, 40 plant tubs (B) Sound System – Including JBL, Chong, Mixture, Micro phone (cordless/With cord, Battery/Power back up-Generator and others material related to sound system (C) Entrance gates for both the venues. (Bamboo with wooden beam) fitting road side gate total gate 140 square feet	Required for 4 days	
		1. 6 nos. shaded for player's bench (12ft X 4ft), each include three covered plastic tables, fifteen covered plastic chairs 2. 2 nos. of shed (8ft X 4ft) for officials with 8 steel chairs (covered) and 2 covered tables in each. 3. 80 plastic chairs, 10 covered plastic tables, 20 garden umbrellas, 3 pc waste bin, 6 pc water dispensers for 4 different places	Required for 10 days	
		1. 2 shamiana (30ft X 15ft) with 150 plastic chairs (out of which 30 will be covered), 15 covered plastic tables, Garden Umbrella 10 pc	Required for 5 days	

- The bidders are requested to submit their **Quotations (In their company letter head) with relevant papers (including PAN, GST, Trade License, Professional Tax, with related credentials etc.) & Quotation reference number should be clearly written on the top of the envelope.**
- The bidders are also requested to submit the quotation at lowest basic price i.e. incl. taxes applicable
- The rates will be effective from the date of quotation and will be valid till 31.03.2026


 Sports Officer
 University of Calcutta

- The tenders will be received by the office of the undersigned at **Sports Department, Ground Floor of Centenary Building, 87/1 College Street, Kolkata - 700073** up to **29.12.2025** on all working days from **12 pm to 4 pm** and the same will be opened **29.12.2025 at 04:30 pm**
- The bidders are requested to send their representative accordingly.
- The Authority reserves the right to accept or reject any tender without assigning any reason.

A. H. G. 17/12/25
Sports Officer

University of Calcutta

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