



OFFICE OF THE PRINCIPAL
HANDIQUE GIRLS' COLLEGE
GUWAHATI - 781001, ASSAM

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HGC/ESTT/NIQ/2025/273/006
Ref. No. :

20.08.2025
Date :

SHORT NOTICE INVITING QUOTATION

Sealed quotations affixing non-refundable court fee of ₹ 8.25 are invited from registered decorative firm for Pandal etc. for the Sarat Chandra Goswami Memorial Debate Competition to be held on **28th August, 2025** and Freshers' Social on **30th August, 2025** at Handique Girls' College, Guwahati. The rates must be inclusive of all taxes, fares etc. **The pandal must be ready to use before 28/08/2025 and will be used on 28th & 30th August, 2025 only.**

#	Particulars	Qty.
1.	Pandal	50 ft × 60 ft
2.	Stage Decoration & Lighting (Black backdrop)	1 no.
3.	Ceiling fan	20 nos.
4.	Stand fan	02 nos.
5.	Carpet on stage and in front area of the stage	As per requirement
6.	VIP chair	40 nos.
7.	Armless chair	300 nos.
8.	Spot light on stage for 30 th August, 2025 only	01 no.
9.	Air Cooler	02 nos.
10.	Public Address system with stand	01 no.
11.	Podium	02 nos.
12.	Microphone (Wired & wireless)	08 nos.

The Quotation must reach the Office of the undersigned on or before **25/08/2025 up to 02:00 pm** and the tenders will be opened at **03:00 pm** on same day. All necessary deductions will be deducted from the selected bidders while releasing the bill as per the financial rules.

Principal
Handique Girls' College
Guwahati-01, Assam

Memo No.: HGC/ESTT/NIQ/2025/273/006-A, Dated: 20.08.2025

Copy to:

1. Notice board/Website for display.
2. Office file for record.

Principal
Handique Girls' College
Guwahati-01, Assam