



KATWA COLLEGE

(Affiliated to the University of Burdwan)

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN- 713 130, India.

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Ref. No.: 144/Stage/KC/PC/2025

Date: 19/12/2025

Invitation of Quotation for Construction of Temporary Stage, Katwa College

Sealed Quotations are hereby invited by the undersigned for the construction of **temporary stages for sports events** at the playground of Katwa College as per terms & conditions mentioned below. The filled quotations along with the entire required document must reach in the office of the undersigned **on or before 03/01/2026, 3:00p.m. (Including holidays).**

Requirements

- **Duration:** Four days (19, 20, 21, 22 January 2026)
- **Stage-1:** 20ft X 60ft (With carpeted)
- **Stage-2:** 20ft X 30ft (With carpeted)
- **Shed (roofing):** 15ft X 20ft
- **2 (two) Greenrooms:** 12ft X 10ft
- **Steel Chair:** 90 pieces
- **Plastic Chair:** 150 pieces
- **Plastic Table:** 35 pieces
- **Tea Table:** 3 pieces
- **White Towel:** 40 pieces
- **2 (two) Carpets:** 24ft X 25ft
- **Bedding:** 100 sets

Before submitting the tender, you must obtain all the detailed information from Principal, Katwa College

Terms & Conditions:

- The quotations received after this deadline & unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this Institute will not be responsible. **The offer Submitted Fax/Email shall not be considered and no correspondence will be entertained in this matter.**
- Quotations must be in the enclosed prescribed Performa on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or their authorized representative, In case of signing of quotation by the authorized representative letter of authorization must be attached with the quotation. **Quotation must be dropped in "Quotation Box" located in Administration Block of Katwa College, Katwa.**
- **Rates must be quoted in Indian rupees** and as per the format specified taxes extra if any must be written separately.
- Rates must be quoted for basis (including Freight charges, Insurance, installation, GST etc.).
- No overwriting or cutting is permitted in the rate. If found, the quotation shall be summarily rejected.
- **The rates quoted must be valid for 90 days minimum** from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- Delivery Period: **Construction should be completed before two days of spots events.**
- Payment Terms: Payment will be made only after satisfactorily delivery / commissioning of material and after inspection by the Katwa College.
- The latest / revised version shall be supplied.
- **The qualifying bidder should supply all items which are listed in awarded purchase order.**

Sd/-
Principal,
Katwa College