

GOVERNMENT OF WEST BENGAL  
KALYANI GOVERNMENT ENGINEERING COLLEGE  
KALYANI-741235, NADIA

Enquiry No. KGEC/ STAGE /2025-26/ ০১/ ০১

Date: .02.01.2026

To

All interested Suppliers

Sub: Invitation to Tender for Stage Setup, Lighting and Sound System for **Literary Fest.**

Sir/ Madam,

Sealed Quotations are invited from Bonafide Decorator / Agency /Contractors for Stage Setup, Lighting and Sound System for Literary Fest organized by the Literature Club 'LITMUS-KGEC' of the Institute as per details given below:

Sl. No.	Item description with specification	Quantity
1.	Metal Open Stage (28' x 24')	01 job
2.	Sound System input & output for Stage & Ground.	01 job
3.	Boundaries with Bamboo & Cloth for Fest ground (150 m x 80 m) with 13 nos. stall (10' x 10')	01 job
4.	Light System (Stage) with LED Screen	01 job
5.	Truss	As per requirement
6.	Decoration for Fest Ground	As per requirement

**TERMS & CONDITIONS:**

- Quotations should be submitted along with the relevant documents (**self-attested**) i.e. (a) Valid PAN Card (b) GST registration certificate, if applicable (c) Trade license in relevant field (d) Past experience undertaking similar type of work (e) Income Tax Return Acknowledgement.
- The Bidder shall give the total **composite price (comprehensive price) inclusive of all** taxes, levies & duties, transportations, packing, forwarding and insurance Charges, if any. The lowest quoted total price (i.e. L1 bidder) should be considered on turnkey basis. The rates should be quoted both in figures and words. Request for inclusion of any tax/levy at a later stage will not be entertained.
- No advance payment can be made. Payment will be made after completion of work.
- The work may be completed within 3(three) days after receiving the work order.
- Bills in Triplicate should be presented for payment within 15 days of completion of work.
- The Order No. is to be noted on Bill. Bill is to be accompanied by Copy of the Work Order.
- Interested bidders may visit the site before submitting quotation.

**General Information**

- Quotation as per prescribed Format is to be submitted in sealed cover.
- The Tender documents may be downloaded from the college website [www.kgec.edu.in](http://www.kgec.edu.in).
- The sealed quotations are to be submitted /reached to the office of the Principal, Kalyani Government Engineering College by 09.01.2026 up to 12.00 noon.



4. Quotation will be opened on 09.01.2026 at 12.10 p.m. in the Conference Room of the college.
5. The college reserves the right to reject/cancel any/all bid(s)/tender(s) without assigning any reason.



Principal

Enquiry No. KGEC/ STAGE /2025-26/ 01/01 (05)

Date: .02.01.2026

Copy forwarded for necessary circulation please —

1. The District Magistrate, Nadia, Krishnanagore, Dist.: Nadia, Pin Code: 741101.
2. The Sub-Divisional Officer, Kalyani, Nadia.
3. The Executive Officer, Kalyani Municipality, Kalyani, Nadia
4. The Accounts Officer, Kalyani Govt. Engineering College, Kalyani, Nadia.
5. Guard file.



Principal  
Dr. Sourabh Kumar Das  
Principal  
Kalyani Govt. Engineering College  
Kalyani- 741 235, Nadia, W.B

**FORMAT OF QUOTATION \***

Sl. No.	Description of work	Quantity	Quoted Unit Rate in Rs.	Total Amount	
				In Figures	In Words
Grand Total (Rs.)					

We agree for Decoration of Stage for Annual Cultural programme as mentioned in the quotation for a total contact price of Rs. .... (amount in figures ) (Rs. .... amount in words) within the period specified in the Invitation for Quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier