NIDM/Admn/Maint/EAS-ERR/2014-15 National Institute of Disaster Management (Ministry of Home Affairs) 5B, IP Estate, Ring Road, New Delhi-110002

November 10, 2014

Quotation Notice

Sealed quotations are invited on behalf of Executive Director, NIDM for arrangement of AESM-EAS Round Table Meeting at Vigyan Bhawan New Delhi on 4th & 5th December, 2014 for the following items to NIDM by 17.11.14 upto 11.00 a.m. from the reputed firms (earlier worked in Vigyan Bhawan).

S.No.	Description	Qty.	Rate	Amount
1	Backdrop size 16' x 12' for hall no. 5 & 6	2 nos.		
2.	Welcome Panel			
	16' x 8' (East Gate, West gate)	2 nos.	1	
	8'x4' (VIP and Security Gate)	2 nos.		
3.	Direction Panel 6' x 3'	6 nos.		
	Podium Panel	2 nos.		
4. 5.	Round about Panel 16' x 8'	4 nos.		
6.	Alighting Signage 6' x 4'	2 nos.		
7	Car Parking Panel 6' x 4'	2 nos.		
8.	Seating Plate/ Name Plate	100 nos.		
9.	Badges with soft holder & nylon strap with clip etc.	600 nos.		
10	Car Parking Labels (three colours, size 4" x 6")	600 nos.		
11	Anchor (for inauguration and Valediction)	1 no.		
12	Ushers	4 nos.		
13	LCD Projector with screen for hall no.	4 nos.		
14	Plazma T.V. for hall no. 5	2 no.		
15	Laptop	2 no.		
16	Still Photocopy Video Photography	for two days		

Terms and condition:

- Quotation should be free from correction and erasers.
- Quotation received after the specified time and date will not be entertained.
- We reserve to ourselves unfetter right to reject any or all suppliers without assigning any reasons thereof or only to buy a part of the materials included in quotation invited.
- All prices quoted must be firm and no revision in the price quoted is allowed after quotations are opened.
- 5. Price quoted should be inclusive of transportation charges, printing of logos etc., and all other taxes and this should be clearly specified in quotations. In the absence of any such stipulation, it will be presumed that the rates quoted are inclusive of all taxes.
- 6. Successful bidder is required to get sample/design approved by the Competent Authority before supplying the above items.
- Payment will be made after satisfactorily completion of the work.

Yours truly,

(Ramesh Kumar) Accounts Officer