



बागवानी महाविद्यालय
COLLEGE OF HORTICULTURE

(केंद्रीय कृषि विश्वविद्यालय)
(Central Agricultural University)
बर्मिक, - 737134 सिक्किम
Bermiok, - 737134 (Sikkim)

Email: dean.coh-sik@gov.in

COH/SKM/1/2/Inauguration-68/25/ २१०

Dated: 01-08-2025

To

All Interested Bidders

Subject: Limited Tender Enquiry for Setup of Pandal and Food Court during the Inaugural Ceremony of the College of Horticulture, Bermiok

Dear Sir/Madam,

On behalf of the Dean, College of Horticulture, Bermiok, sealed quotations are hereby invited for the *Designing and Fabrication of Pandal and Food Court* on the occasion of the Inaugural Ceremony of the College scheduled for **27th August, 2025**, as per the terms and conditions outlined below:

Terms and Conditions

1. The tender should be submitted by Speed Post or by hand in a sealed envelope clearly superscribed as:
"Limited Tender for Designing and Fabrication of Pandal and Food Court", along with the reference number and date.
2. The filled-in quotation must reach **The Dean, College of Horticulture, Bermiok – 737134**, on or before **21.08.2025 by 5:00 PM**. Tenders will be opened on the next working day during office hours at the Dean's office.
3. Quotations that are unsealed, improperly superscribed, received after the due date, or unclear in content will be summarily rejected.
4. The total area for the **pandal** is approximately **7500 sq. ft. (150 ft x 50 ft)**.
5. A stage of approx. **800 sq. ft. (20 ft x 14 ft)** must be set up. The layout and dimensions may be adjusted at the discretion of the organizers.
6. Seating arrangements must include **100 VVIP chairs** and **2000 normal chairs**, subject to change by the organizers.
7. **Three entrance gates** must be installed with the following dimensions:
 - o Main Gate (1 No.): 20 ft x 15 ft x 4 ft
 - o Side Gates (2 Nos.): 12 ft x 10 ft x 2.5 ft
8. Good quality **furniture (tables and chairs)** and a **sound system** must be arranged.
9. All tables and chairs must be **neatly covered with white cloth**.
10. The pandal must be made **fully waterproof** using appropriate materials.
11. **Three sides** of the exhibition compound must be enclosed with **white cloth**, and the **entire floor** must be covered with **red-coloured carpet**.



बागवानी महाविद्यालय
COLLEGE OF HORTICULTURE

(केंद्रीय कृषि विश्वविद्यालय)
(Central Agricultural University)
बर्मिोक, - 737134 सिक्किम
Bermiok, - 737134 (Sikkim)

Email: dean.coh-sik@gov.in

12. **Adequate lighting and fans** must be installed to ensure a comfortable environment for dignitaries, exhibitors, and visitors.
13. For the **food court**, the area shall be approx. **2800 sq. ft. (70 ft x 40 ft)**. Two buffet counters (36 ft x 4 ft x 3 ft each) must be set up, and **300 chairs** must be arranged.
14. Adequate lighting and fans must also be arranged in the food court.
15. A **power backup system** must be provided by the agency.
16. The college reserves the right to **accept or reject** any or all quotations without assigning any reason.
17. All communications must be addressed to:

The Dean, College of Horticulture, Bermiok.

18. All arrangements must be completed for **one day only (27.08.2025)**. Rates should be quoted accordingly.
19. Rates must be quoted **clearly in both figures and words**. Any overwriting/corrections must be duly initialed.
20. The quoted rates shall remain **firm and fixed** during the entire contract period. No escalation on account of labour or material will be entertained.
21. An **Earnest Money Deposit (EMD) of 2%** of the basic estimate must be submitted along with the quotation. Tenders without EMD will be rejected.
22. EMD of unsuccessful bidders will be **refunded** after finalization of the tender or on expiry of validity, whichever is later.
23. The successful bidder must enter into a **contract agreement** on a non-judicial stamp paper of Rs. 10/-, the cost of which shall be borne by the agency.
24. In the event of any dispute, the decision of the **Dean, College of Horticulture, Bermiok**, shall be final and binding.
25. **Payment** will be released **only after certification** of satisfactory work completion by the Food Committee.
26. Payment shall be made **within 7 days** after the event.
27. Payment will be made through **Account Payee Cheque**. Bank account details must be provided.
28. Copies of the **PAN Card and Income Tax Certificate** must be submitted. Otherwise, **TDS** will be deducted as per prevailing rates.
29. Any legal disputes will fall under the **jurisdiction of Namchi, Sikkim**.
30. The agency shall be responsible for **prompt rectification** of any defects in pandal, food court, lighting, etc., during the event.
31. The agency must make its own arrangements for **accommodation, transportation, manpower, equipment, and materials**.
32. The agency shall ensure **safety equipment** for all workers. In case of any accidents, full responsibility lies with the agency.
33. Setup of pandal and food court must be **fully completed by 25.08.2025**, at the agency's cost.
34. **Arrangement of all furniture and lighting** is the agency's responsibility.



बागवानी महाविद्यालय
COLLEGE OF HORTICULTURE
(केंद्रीय कृषि विश्वविद्यालय)
(Central Agricultural University)
बर्मिक, - 737134 सिक्किम
Bermiok, - 737134 (Sikkim)

Email: dean.coh-sik@gov.in

-
35. The agency shall ensure **cleanliness** during and after the event. All waste must be removed post-event.
36. All necessary **equipment and services** must be provided by the agency at the venue.
37. College officials may inspect the setup to verify **quality compliance**.
38. Items must be supplied strictly as **per approved quantity and specifications**.
39. The agency must provide **clean covers** for all tables and chairs in both the pandal and food court.

Yours faithfully,

[Handwritten signature]
01.8.2025

Dean
College of Horticulture, Bermiok