



OFFICE OF THE MANAGING DIRECTOR  
ASSAM STATE TRANSPORT CORPORATION,  
PALTANBAZAR, PARIBAHAN BHAWAN, GUWAHATI- 781008

Ref No. ASTC/HO/Purchase/Event Management/289/2020-21/753 Dtd: 27/12 /2023

Short Notice Inviting Quotation

Sealed quotations are invited from interested Event Management Services for a having experience in executing similar nature of following work

Name of the Work	N.I.Q No
Organizing events related to Inauguration program of EV Charging Station at Rupnagar campus, by Hon'ble Chief Minister, Assam, to be held on 01 <sup>st</sup> Jan 2024.	ASTC/HO/Purchase/EventManagerment/289/2020-21/

Terms & Condition

1. The registered Event Management Services has to submit photocopy & self attached of the following document with Seal & Sign
  - a. PAN Card
  - b. GST Registration Certificate
  - c. Firm Registration Certificate
  - d. Address Proof.
2. The rate of Items should be inclusive of GST & Other taxes as applicable.
3. The BoQ of Item has mentioned in **Annexure A**
4. Rates should be quoted in figures as well as in words. No quotation with price variation clause will be entertained. Claim of transportation charges & other charges if any will not be entertained.
5. The decision of the Managing Director, ASTC will be final & binding to all.
6. ASTC reserves the right to accept/reject any/all proposals without assigning any reason thereof.
7. Bidders are requested to download Notice Inviting Quotation & BOQ of Work either form departmental website: [www.astc.com](http://www.astc.com) or to collect physically from the office of the undersigned **Managing Director, ASTC, Paltanbazar, Guwahati-8** on or before 27<sup>st</sup> December 2023 up to 2:00 P.M.
8. The last date of submission of quotations at the office of the Managing Director, Assam State Transport Corporation, Paltan Bazar, Guwahati is 30<sup>th</sup> December 2023, 12:00 P.M. The bids will be opened on the same day at 3:00 P.M.

This is issued as per approval of MD, ASTC

Chief Engineer (C)  
ASTC, Guwahati-08

Memo No.: ASTC/HO/Purchase/Event Management/289/2020-21/753 Dtd: 27/12 /2023

Copy to:

1. The Chief Account Officer, ASTC, H.O for favour of your kind information.
2. The Law & Claim Officer, ASTC, H.O for favour of your kind information.
3. The Secretary to MD, ASTC, H.O for favour of your kind information.
4. Office Notice Board & Office Web Site.
5. Office Copy

Chief Engineer (C)  
ASTC, Guwahati-08

## Annexure A

In connection with launch ceremony of EV Buses & charging Station at Rupnagar ASTC Campus, Guwahati on 1st Jan 2024					
Sl. No.	Description of Service	Qty	Unit	Rate in (Rs.)	Amount
1	Installation & erection, fitting and fixing of steel tubular structure (Hangar) made with 30 mm dia Aluminium section Truss framed along the truss with bolt & nut including carriage of Materials at site and removing the same after the function is over as directed and specified and complete.	1450	sq.ft		
2	Fitting and fixing PVC fire resistant tarpaulin over the roof truss frame (hanger) and plastic rope netting and tying the tarpaulin with plastic rope with the frame including carriage of materials at site and removing the same after the function as directed and specified. (All the materials are contractors property) Including Distribution Counter Food Court etc.	1450	sq.ft		
3	Kutchi design cloth decoration in ceiling of the pandel and side decoration of the pandal with kutchi design cloth both inside and outside and removal of the same after the function. (All materials are Contractor's property).	1675	sq.ft		
4	Construction of stage of 1.00m high with 50mm dia steel pipe, fixing with cross pipe with bolt and nuts, the posts are at a distance of 1.20m apart and the platform with 25mm thick plywood board over the frame, fixing with bolt and nuts including steel frame staircase as directed by the department. (the materials are contractors property).	1200	sq.ft		
5	Carpet	8000	sq.ft		
6	Wooden flooring	1200	sq.ft		
7	Flower Decoration	8	job		
8	Temporary Electrification	1	job		
9	Back Drop LED	1	job		
10	PA System	1	job		
11	Generator	1	nos.		
12	View cutter	1400	sq.ft		
13	Banquet chair	16	nos.		
14	Stage odience chair	300	nos.		
15	Centre table	4	nos.		
16	Flower tub	40	nos.		
17	Table bouquet	4	nos.		
18	Podium	1	nos.		
19	Still Photography/videography	1	job		
20	Temporary Toilet	4	nos.		
21	Light lamp	5	nos.		
22	Flex Gate	1	nos		
23	Hoarding -- ....nos)	800	Sqft		
24	Stande with iron frame including Flex printing (Size? nos)	600	Sqft		
25	Anchor	1	Job		
26	Hi tea	1	Job		
27	Acrylic Sigage	56	Sqft		
28	Cultural Troop	1	Job		
				<b>Total</b>	-
				Taxable Value	-
				ADD CGST 9%	-
				ADD SGST 9%	-