



BERHAMPUR UNIVERSITY  
BHANJA BIHAR: BERHAMPUR-760007 (ODISHA)

No. 8558 /Welfare

Date: 6/12/18

**TENDER CALL NOTICE**

Sealed tenders are invited from registered event management firms to supply and manage the different items for celebration of 53<sup>rd</sup> Foundation Day Function of Berhampur University on 2<sup>nd</sup> January 2019. The details can be seen from the University Website [www.buodisha.edu.in](http://www.buodisha.edu.in). The tenders should reach the undersigned on or before 15.12.2018 by 4.00 p.m.

Memo No. 8559 <sup>(3)</sup> /Welfare

*[Signature]*  
6.12.18.  
REGISTRAR

Date: 6/12/18

1. Copy to the O.I.C. (Publication), Berhampur University for information and necessary action. He is requested to arrange to publish the ordered Tender Call Notice latest by **08.12.2018** in the following newspapers at I & PR rate 8 pt. fonts in one issue only:

- i) *The Dharitri* (All Odisha edition)
- ii) *The Times of India* (All Odisha edition).

2. Copy to the Comptroller of Finance, Berhampur University for information and necessary action.

✓ 3. Copy to Dr. S.N. Tripathy, Lecturer in Computer Science, Berhampur University (Web Administrator, University website) for uploading this Tender Call Notice along with Detailed Tender Notice in the University website.

*[Signature]*  
6.12.18.  
REGISTRAR



**BERHAMPUR UNIVERSITY**  
**BHANJA BIHAR: BERHAMPUR-760007 (ODISHA)**

No. \_\_\_\_\_/Welfare

Date: \_\_\_\_\_

**TENDER CALL NOTICE**

Sealed tenders are invited from registered event management firms to supply and manage the following items for celebration of 53<sup>rd</sup> Foundation Day Function of Berhampur University on 2<sup>nd</sup> January 2019.

Sl. No.	Item	Detailed Specifications
1.	Videography	Full function coverage with one DVD
2.	Photography	100 photographs and 1 Album with Karisma
3.	Gate near Function Site	Decorated Gate with Flex Banner
4.	Stage	Both side walling, red carpet from Auditorium Gate to Stage, blue carpeting on the stage, big flex in auditorium, site coverage, stage chairs, and Sofa set etc.
5.	Flower Decoration	Stage and Gate
6.	Flower Bouquets	Big size 10 nos.
7.	Water Bottle	One cartoon for the Dais
8.	Drinking Water for the Audience inside the Auditorium	Water Jars with Disposable Glass(Paper made) for 750 persons.
9.	Sound and Light inside the Auditorium	Full function coverage
10.	Gen Set	In Auditorium (minimum backup 3 hours)
11.	Taxi for Guests	Innova/Dzire (A/C)
12.	Building Lighting/Illumination	Auditorium and P.G. Departments
13.	Lunch Non-Veg. & Veg. should be quoted separately	For 1200 persons (onsite catering)
14.	Preparation of Badges	Volunteer Badges (100 nos.)
15.	Preparation of Tent for Dining Space with Side Wall	Per Square Feet

The tenders should reach the undersigned on or before 15.12.2018 by 4.00 p.m., which shall be opened on the same day at 4.30 p.m. The bidder or his authorized representative may remain present during the opening of tenders. The Tenderer has to deposit an E.M.D. amount of Rs. 1,000/- (Rupees one thousand only) in shape of SBI-Demand Draft drawn in favour of Comptroller of Finance, Berhampur University.

6.12.18.  
**REGISTRAR**