

Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati

(Under administrative control of SVNIRTAR, Cuttack, Odisha)

GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032, Website: crcguwahati.nic.in

Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India. Govt. of India

Ref. No. : CRC/GHY/ADMN/2025-26/199

Dated : 26/02/2026

Notice Inviting Tender

Sealed **Notice Inviting Tender (NIT)** in two tier bids form are invited from eligible Service Providers / General Order supplier / Event Management Firms etc. to carry out the undermentioned jobs/works/ supply of items/services in the **Purple Fest** proposed to be held at Boko in the District of Kamrup (Rural), Assam on 14th March, 2026.

Sl. No	Particulars/ Heading in the Envelope	Format of Tender
01	Technical Bid	Format- A
02	Lunch, Tea and Breakfast arrangement for 166 persons (estimated Amount: Rs. 45,000.00)	Format- B
03	Stage set up (Stage with ramps, Sound system. Lights, LED, backdrop. chairs, Tables) and Stalls* (Stalls with chairs, Tables to showcase and sell product made by PwDs. Photography and Videography) (estimated Amount: Rs. 2,02,500.00)	Format- C
04	Vehicle for Movement of Beneficiaries (Kamrup Metro and Kamrup) (estimated Amount: Rs. 90,000.00)	Format- D

Hard copies of the NIT filled up in all respect as per the terms and conditions as mentioned at **Annexure-I** should reach the office of **Composite Regional Centre Guwahati**, GMCH campus Guwahati -32 Assam by 5.00 PM of 08.03.2026. **No NIT shall be entertained under any circumstances after the expiry of the above-mentioned prescribed time.**

The sealed NIT will be opened on 9th March, 2026 at 2.00 pm. Interested Service Providers / General Order supplier / Event Management Firms may visit the official website of the CRC- Guwahati : www.crcguwahati.nic.in

Sd/-
Director

Copy to: 1. Notice Board
2. Website

Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati

(Under administrative control of SVNIRTAR, Cuttack, Odisha)

GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032, Website: crcguwahati.nic.in

Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India. Govt. of India

Annexure-I

Terms & Conditions

1. Each of the NIT shall be submitted along-with a covering letter in letter head with seal and signature of the authorized person Supplier/Firm should shall submit two separate envelops clearly super-subscribing **TECHNICAL BID and FINANCIAL BID**. The information along-with requested supporting documents are to be provided in the- Technical Bid shall be as per **Format- A** and **the same for the Financial Bid** shall be as per Format-B, C & D. **NO NIT OTER THAN PRESCRIBED FORMAL SHALL BE ACCEPTED**. The envelopes containing **Technical Bid** and **Financial Bid** shall be super scribed as "**TECHNICAL BID FOR SUPPLY OF.....**" and "**FINANCIAL BID FOR SUPPLY OF**" respectively and name of the firm/ party should be distinctly written on the envelops. Then both the envelopes i.e. **Technical Bid** and **Financial Bid** shall be put in a bigger envelope.
2. The Technical Bid shall be opened first and those who will qualify in the Technical Bid, their financial bid will be opened.
3. Rate shall be quoted as per the prescribed format specifically mentioning whether the GST or any charges taxes/ charges are included or not. If excluded the rate of GST or any other charges are to be mentioned specifically. It is to be specifically mentioned that the rate quoted shall remain valid for a period of one year from the date of awarding the contract.
4. The Service Providers / General Order supplier / Event Management Firms must have valid PAN and GST registration. Self-attested copies of the documents should be attached with the Technical Bid.
5. The envelopes of Technical Bid should contain all documents in respect of qualifications, mandatory licences viz PAN, GST, BANK Accounts Details, Trade Licence, FISSAI Licence, GEM Registration Documents, Registration with any Govt. Department, Experience Certificates, CA Audited Accounts Copy (For last Three Years), ITR (Last three Years) etc. or any other documents as felt deemed fit in relation to the job, if any. **NO INFORMATION RELATING TO FINANCIAL BID SHALL BE PUT IN THE TECHNICAL BID ENVELOPES**.
6. The arrangement of items have to be made available/delivered at the location of the programme as per mentioned date and time. Any change in venue or date or time shall be notified by the office on time accordingly.
7. TDS and all other statutory deductions as per Rule shall be made at source from the bill amount.
8. The Tendering committee shall exercise the absolute power to accept or reject the rate of the items of the L1 bidder after taking into consideration of the prevailing market rate or any other factors which in the opinion of the committee is most beneficial for the successful completion of the work or any other matter felt deemed fit in comparison to the quoted rate.
9. For any disputes arising out of any clause of the Tender will be subject to the jurisdiction of the Court in Guwahati only and if required ADR mechanism shall be adopted.
10. Payment will be made after satisfactory delivery/arrangement of items within the specified period and on receipt of the confirmation from the programme coordinator.
11. The quality of the items should be best. Supply of inferior quality of items will be rejected on the spot and it should be replaced immediately by the supplier at his/ her own cost.
12. The quoted rate should be reasonable with market rate.
13. The NIT shall be addressed to The Director, Composite Regional Centre Guwahati GMCH campus on or before 5.00 pm 08.03.2026.

Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati

(Under administrative control of SVNIRTAR, Cuttack, Odisha)

GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032, Website: crcguwahati.nic.in

Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India. Govt. of India

FORMAT - A

TECHNICAL BID

Sl. No	PARTICULARS	INFORMATION
01	Name of the Firm/Supplier	
02	Address	
03	Experience	
04	GST IN No	
05	Contact number, Email of the Authorised person	
06	Self Attested copies i. PAN Card ii. GST Regn Certificate iii. Trade License, IV. FISSAI Licence V Bank Detailed (one cancelled cheque), V. Experience Certificate, VI. GEM Registration Documents VII. Registration Certificate (If Registered with any Govt. Department etc.)	
07	Turnover during last three financial year in lakhs (ITR and CA Report to be Enclosed) (Minimum RS. 5.00 Lakh turn over per annum and GEM Registration are essential)	
08	FSSAI certificate details if applicable	

Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati

(Under administrative control of SVNIRTAR, Cuttack, Odisha)

GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032, Website: crcguwahati.nic.in

**Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India. Govt. of India**

FORMAT - B

PRICE BID

(Arrangement of Lunch and Breakfast for Purple Fair)

Name of the Firm/Supplier: _____

Location of Supply: _____

The arrangement of lunch items must be made available on the scheduled date from 1:00 PM onwards at the location specified in the work order.

Note: Glass water containers with paper glasses must be made available at all times during the programme.

Sl. No.	Item Description	Rate per Person (₹)	Quantity	Total Amount (₹)
1	Breakfast Tea Bread Banana Sauce water bottle			
2	Lunch Rice Dal Mix veg Chicken Paneer Salad Papad etc			
	Grand Total			

Date: _____

Place: _____

Seal & Signature of the Supplier/Bidder

Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati

(Under administrative control of SVNIRTAR, Cuttack, Odisha)

GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032, Website: crcguwahati.nic.in

Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India. Govt. of India

FORMAT - C

PRICE BID

(Arrangement of Stage and Other Items)

Name of the Firm/Supplier: _____

Name of the Location: _____

Sl.no	Description (1day)	Quantity Rate Amount
1	Stage with Ramp (22x18 sqft)and Shed arrangement for seating 150 persons:	1
2	LED Backdrop: 18x16 sqft with riser	1
3	Gate	1
4	Banner with Frame : 10x10 sqft	4
5	Side Screen Banner : 11x6 sqft	2
6	Banner with Frame for different location : 10x12 sqft	10
7	Decoration	1
8	Sound System	1
9	Chairs with Cover	300
10	Table with Cover	15
11	Table for stage	5
12	VIP Chair for Stage	20
13	Generator including fuel	1
14	Videography and photography (whole Day)	1
15	Standee	10
16	Accessible Green Toilet	2
17	Stall: Description 8x10 sqft (with 2 table with cover-4chair with cover) 16 x 20 sqft (with 2 table with cover-4chair with cover with carpet)	

Date: _____

Place: _____

Seal & Signature of the Supplier/Bidder

Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati

(Under administrative control of SVNIRTAR, Cuttack, Odisha)

GMCH, Campus, Hostel Road, Bhangagarh, Guwahati-781032, Website: crcguwahati.nic.in

Department of Empowerment of Persons with disabilities (Divyangjan),
Ministry of Social Justice and Empowerment, Government of India. Govt. of India

FORMAT - D

PRICE BID

Vehicle Arrangement

Name of the Firm/Supplier: _____

Vehicle Type	Rate of vehicle per 80km/10Hrs	Rate per km (Beyond 80 km)	Rate per hour (Beyond 10hrs)
Innova / 7 Seater			
Mini Bus 15-17 seater			
Mini Bus 20-24 seater			
Sedan(5 seater)			

Date: _____

Place: _____

Seal & Signature of the Supplier/Bidder
