

# 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](http://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/2025-26/201

Dated : 09/03/2026

## Notice Inviting Tender

### NOTICE INVITING TENDER FOR SUPPLY OF FOOD and STAGE/DECORATION ITEMS .

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 Foundation Day of CRCSRE-Guwahati at GMCH Auditorium on 19<sup>th</sup> March 2026

Sl. No	Particulars/ Heading in the Envelope	Format of Tender
01	Technical Bid	Format- A
02	Lunch for 500 persons (estimated Amount: Rs. 67500.00)	Format- B
03	Decoration, Stage, Sound System, Building Decoration, banners Gate, LED Wall, Backdrop, VIP Chairs & Dais. (estimated Amount: Rs. 90000.00)	Format- C

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 13.03.2026. No NIT shall be entertained under any circumstances after the expiry of the above-mentioned prescribed time.

The sealed NIT will be opened on 16<sup>th</sup> March, 2026 at 2.00 pm. Interested Service Providers / General Order supplier / Event Management Firms may visit the official website of the CRCGuwahati : [www.crcguwahati.nic.in](http://www.crcguwahati.nic.in)

Sd/-  
Director

Copy to: 1. Notice Board  
2. Websit

# **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](http://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**.
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. TDS and all other statutory deductions as per Rule shall be made at source from the bill amount.
6. 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..
7. The quoted rate should be reasonable with market rate.
8. The Technical bids forwarded by the bidders will be evaluated by the office with reference to the eligibility criteria mentioned in the tender. The Technical Bids of only those Bidders will be opened whose Technical Bids would clear the technical evaluation. The Technical bid(s) of the technically unsuccessful bidder(s) will be kept unopened.
9. The bidder will be decided upon the lowest acceptable price quoted by the particular bidder as per the Financial Bid Format. All taxes and duties quoted by the bidders will be taken into account. The ultimate cost to the office would be the deciding factor for ranking of bids.
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.

# 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](http://crcguwahati.nic.in)

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

## 2. TECHNICAL BID

Sl. No	PARTICULARS	INFORMATION
01	Name of the Bidder	
02	Address	
03	Experience	
04	GST IN No	
05	Contact number, Email of the Authorised person	
06	<b>The bidder must submit self-attested copies of the following documents along with the Technical Bid:</b> <b>i. PAN Card</b> <b>ii. GST Registration Certificate</b> <b>iii. Valid Trade License</b> <b>iv. Authorized Service Certificate from the respective company/manufacturer</b> <b>v. Any other relevant statutory document, if applicable</b>	

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 B

## 3. Financial Bid:

(Arrangement of Lunch for Foundation Day)

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	Description	Quantity	Rate	Amount	Rate of GST	Total Price (Incl. GST)
01	Lunch, arrangement for 500 persons (estimated Amount: Rs. 67500.00)					
	Decoration, Stage, Sound System, Building Decoration, banners Gate, LED Wall, Backdrop, VIP Chairs & Dais. (estimated Amount: Rs. 90000.00)					

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](http://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

## 3. Financial Bid:

(Arrangement of Decoration, Stage, Sound System, Building Decoration, banners Gate, LED Wall, Backdrop, VIP Chairs & Dais.)

Name of the Firm/Supplier: \_\_\_\_\_

Location of Supply: \_\_\_\_\_

Sl. No	Description	Quantity	Rate	Amount	Rate of GST	Total Price (Incl. GST)
	Decoration, Stage, Sound System, Building Decoration, banners Gate, LED Wall, Backdrop, VIP Chairs & Dais. (estimated Amount: Rs. 90000.00)					

Seal & Signature of the Supplier/Bidder

\_\_\_\_\_