

DELHI TRANSPORT CORPORATION  
I.P. ESTATE, NEW DELHI-110002

Tender No: DTC/Admn/2026/1068

Dated:-09.10.2026

**NOTICE FOR INVITING QUOTATIONS**

Quotations are invited for the following work on behalf of the MD DTC from the registered vendors having work experience with Govt. Departments.

**Description of work:** Tentage and Catering services for the function of inauguration of new EV buses, 05 public EV Charging stations (Anand vihar ISBT, RHN-37 depot, Nangloi depot, Nand Nagri Depot and Keshopur Depot) by Hon'ble Chief Minister, GNCTD is scheduled to be held on 13.10.2026 at Anand Vihar ISBT.

**Last Date and time of receipt of quotations on email [dtcadmn@gmail.com](mailto:dtcadmn@gmail.com) :- 12.10.2026 (Monday) upto 1000 hrs**

**Terms and conditions:**

1. The work shall be carried out as per DTC specifications and on the basis of directions received from the concerned department/officials.
2. The program may have addition/deletion of any item and change of schedule as per necessity and directions of Competent Authority which will be communicated in due course of time.
3. Necessary recoveries may be made as per applicable rules from the gross amount of bill, if required.
4. The work shall be executed round the clock till the completion of allotted tasks for which nothing extra shall be paid.
5. Any damage to existing systems/structure or to any human being occurred during execution shall be the responsibility of the agency. All precautions shall be taken, Safety equipment shall be used to protect the work from electricity, height, chemicals and welding raised at the cost of the contractor. Rates quoted shall include cost of these measures.
6. The work shall be done in the presence of authorized representative of the contractor.
7. All structure shall be firmly grounded and stable against wind force, live load and dead loads.
8. Structures shall be designed and executed considering adverse weather conditions and as per laid down norms of the government.
9. Joinery and supports should be properly engineered, firm and with good furnish.
10. All the furniture should be firm, comfortable and as per requirement.
11. No material, Labour or Tools & Plants will be issued by the department to the agency.
12. The time allowed for completion of the work is 13.10.2026 by 07:00 AM.
13. Payment will be made as per used inventories and on submission of duly verified bill as per the allotted work order.
14. The Competent Authority reserves the right to cancel/withdraw this Notice at any stage without assigning any reason thereof and without prior notice.

*Ashish kr.*  
Manager (Admin), HQ

**Copy to:**

1. Manager (IT, HQs) - for uploading the NIQ on DTC website
2. Notice Board
3. Master file

*Siddharth*

*(A)*

**SCOPE OF WORK**

| Sl. No. | Description and quantity of items                                                                                                                                                                                                                                 | Rate per Unit/No. |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 1       | German Hanger (waterproof) for main Pandal 22mtr X 55 mtr. with light and fabric tent arrangement                                                                                                                                                                 | Sq Meter          |
| 2       | German Hanger (water proof) for High Tea arrangement 10 mtr. X 15 mtr. with light and fabric tent arrangement along with new Red Carpet (VIP arrangement).                                                                                                        | Sq Meter          |
| 3       | VIP Stage 30 ft X 50 ft with 03 nos of Podium with Mics and Stage Backdrop LED Wall- 12 ft X 32 ft P 2.9V.                                                                                                                                                        | Sq Feet           |
| 4       | Stage for Media person 16 ft X 28 ft. With chunnat roofing                                                                                                                                                                                                        | Sq Feet           |
| 5       | All area centralized package AC in main pandal and High Tea area and water proofing on roof.                                                                                                                                                                      | In Nos            |
| 6       | VIP stage chunnat and backside side wall with tress framing.                                                                                                                                                                                                      | 1 Job             |
| 7       | 15000 sq ft Red carpeting VIP stage to media, passage from main gate to                                                                                                                                                                                           | Sq Feet           |
| 8       | Side wall all area (3500 sq ft) covered as per requirement                                                                                                                                                                                                        | Sq Feet           |
| 9       | VVIP Vanity Van                                                                                                                                                                                                                                                   | In Nos            |
| 10      | Flower decoration work at designated place on given date (main gate work, stage, VIP/media stage, passage at side wall area etc.)                                                                                                                                 | 1 Job             |
| 11      | 15 VIP chairs with white towels and center table with Flower Vase.                                                                                                                                                                                                | In Nos            |
| 12      | 800 chairs with white cover.                                                                                                                                                                                                                                      | In Nos            |
| 13      | 40 Sofa sets with covers.                                                                                                                                                                                                                                         | In Nos            |
| 14      | 15 Center Table for front row for VVIP                                                                                                                                                                                                                            | In Nos            |
| 15      | 20 Desert Cooler                                                                                                                                                                                                                                                  | In Nos            |
| 16      | Five (02) 125 KVA DG set with diesel.                                                                                                                                                                                                                             | In Nos            |
| 17      | Sound system with pin-to-pin connectivity as per requirement.                                                                                                                                                                                                     | 1 Job             |
| 18      | 25 Nos of Flex work 12 ft X 08 ft.                                                                                                                                                                                                                                | In Nos            |
| 19      | Tent and Catering Arrangements: - Refreshment for 250 VIPs along with provision of tent (as per Sr. No.2) with crockery, adequate round tables, 20 VIPs sofas & adequate numbers of tables and chairs with white table covers, 600 refreshment box for attendees. | 1 Job             |
| 20      | 30 Flex board (6'X3') with Standees with installation                                                                                                                                                                                                             | In Nos            |
| 21      | 100 Hoarding 8'X 3' with installation                                                                                                                                                                                                                             | In Nos            |
| 22      | 200 Nos Flowers/Gumlas                                                                                                                                                                                                                                            | In Nos            |

*Ashish kr.*

| Sl. No. | Description and quantity of items                                                                                                                  | Rate per Unit/No. |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 23      | Arrangement of Photography & videography including drone & camera and making of a complete film for uploading on social media. Also live streaming | In Nos            |
| 24      | 3 Plazmascreen (65 inch) for public viewing of event                                                                                               | In Nos            |
| 25      | Waterproof Flag off stage 10 ft X 12 ft                                                                                                            | Sq feet           |
| 26      | Lightening Lamp with material and lamp (on rental)                                                                                                 | 1 Job             |
| 27      | 30 Bollard Queue Manager                                                                                                                           | In Nos            |
| 28      | 5000 sq ft Mojo Barricading                                                                                                                        | Sq feet           |
| 29      | Internet Uninterrupted Lease Line 100mbps speed wifi + land for live                                                                               | 1 Job             |

*Ashish k.*