



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

TenderNo: DTC/Admn/2026/ 361

Dated:-17.03.2026

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 flagging off 200 new EV Buses and foundation laying ceremony for Temporary Modular Building for DTC HQ at I.P. Depot, DTC on 20.03.2026 (Tentative).

Last Date and time of receipt of quotations on email dtcadmn@gmail.com :-
18.03.2026 (Wednesday) upto 1200 hrs

Term 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 20.03.2026 by 06:00AM.
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.

Copy to:

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

Sr. Manager (Admin), HQ

17/03/26

for n.p.s.

Scope of work

S.No.	Description and quantity of items	Unit/No
1	German Hanger for main Pandal 15 mtr X 45 mtr. with light and fabric arrangement.	Sq Meter
2	Tent for High Tea arrangement 10 mtr. X 30 mtr. with light and fabric arrangement.	Sq Meter
3	VIP Stage 20 ft X 40 ft with 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.	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.	Per Unit
7	10,000 Sq Feet Red carpeting VIP stage to media, passage from main gate to stage etc.	Sq Feet
8	Side wall all areas covered.	Per Unit
9	Flower decoration work at designated place on given date main gate work, stage, VIP/media stage etc. passage at side wall area etc.	1 Job
10	15 VIP chairs with white towels and center table with Flower Vask.	Per Unit
11	500 chairs with cover.	Per Unit
12	20 Sofa sets with covers.	Per Unit
13	10 Center Table for front row for VVIP	Per Unit
14	20 Desert Cooler	Per Unit
15	Two(02) 125 KVA DG set with diesel.	Per Unit
16	Sound system with pin-to-pin connectivity as per requirement.	1 Job
17	Flex work 12 ft X 28 ft	Per Unit
18	Tent and Catering Arrangements:- a) Provision of tent along with crockery b) Round tables c) Adequate number of tables d) Chairs with white table covers.	Per unit
19	Flex board (6'X3') with Standees with installation	Per Unit
20	Hoarding 8'X 3' with installation	Per Unit
21	200 Nos Flowers/Gumlas	In Nos
22	Arrangement of Photography & videography including drone Camera and making of a complete film for uploading on social media. Also live streaming facility (two way) making of a complete film.	1 Job