



Delhi Transport Corporation

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

TenderNo: DTC/Admn/2026/ 484

Dated:- 10.04.2026

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 New e-buses and inauguration of East Vinod Nagar Depot Building at DTC EVN Depot, New Delhi on 17.04.2026

Last Date and time of receipt of quotations on email dtcadmn@gmail.com :-
13.04.2026 (Monday) 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 17.04.2026 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.

Sr. Manager (Admin), HQ

Copy to:

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

M-9217/26/8/3
10/04/2026

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 02 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.	1 Job
7	12000 Sq Feet Red carpeting VIP stage to media, passage from main gate to stage etc.	Sq Feet
8	4000 sqft Side wall all areas covered	Sq feet
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.	In Nos
11	700 chairs with cover.	In Nos
12	40 Sofa sets with covers.	In Nos
13	10 Center Table for front row for VVIP	In Nos
14	20 Desert Cooler	In Nos
15	Two (02) 125 KVA DG set with diesel.	In Nos
16	Sound system with pin-to-pin connectivity as per requirement.	1 Job
17	Vanity Van	In Nos
18	Tent and Catering Arrangements:- Provision of tent along with crockery, 12 round tables, adequate number of tables and chairs with white table covers.	1 Job
19	10 Flex work 12 ft X 10 ft	In Nos
20	100 Hoarding 8'X 3' with installation	In Nos
21	Lighting of Lamp with Material and Lamp (on rental)	1 Job
22	200 Nos Flowers/Gumlas	In Nos
23	Videography and Photography including drone and camera. Also live streaming facility (two way), making of a complete film	In Nos
24	2 Plazma screen(65 inch) for public viewing of event	In Nos

[Signature]
16/04/26