

LBS INSTITUTE OF TECHNOLOGY FOR WOMEN, POOJAPPURA
THIRUVANANTHAPURAM

QUOTATION NOTICE

No. LBT/LITAA/Convo24/C04

Dated: 13.09.2024

Sealed competitive quotations are invited for the conduct of convocation ceremony which is tentatively scheduled on 19-10-2024. Super scribing quotations for the service against quotation LBT/LITAA/Convo24/C04 will be due on 30.09.2024, 2 PM. Quotations received after the time fixed on the due date is liable to be rejected.

The prices quoted should be inclusive of all taxes, duties etc. The quotation shall also quote the percentage of rebate/discount if any offered by them against the service.

Special conditions if any or printed on quotation notice will not be applicable to the contract unless they are expressly accepted in writing by the undersigned.

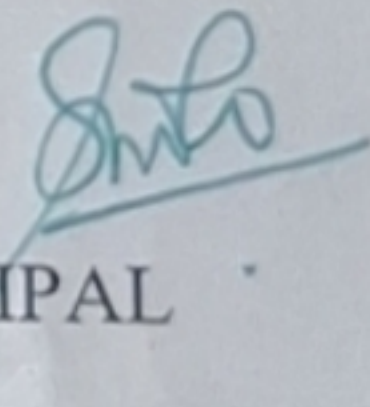
Due date and time for Receipt of Quotation : 30.09.2024 at 2 pm

Date and time of opening the Quotation : 30.09.2024 at 3 pm

The Designation and address of the Officer : The Principal

To whom the Quotation is to be addressed : LBS INSTITUTE OF TECHNOLOGY
FOR WOMEN, POOJAPPURA,
THIRUVANANTHAPURAM

Place: Poojappura
Date: 13.09.2024


PRINCIPAL



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LBS Institute of Technology for Women
Poojappura
Thiruvananthapuram-695012

Mandatory Items

1. Designing and Printing

- Logo design
- Brochure design
- Invitation card design & printing
- Video editing

2. Graduation Accessories

- Certificate - including medal frame
- Mementos for chief guest
- Gowns for Chief guests and Dignitaries

3. Media Coverage

- Live Photos
- Candid photos
- Full length video
- Program highlights

4. Stage Decoration

5. Professional Sound System

6. Professional Light Work

7. LED Wall

8. Generator with fuel

9. Other infrastructure for the audience

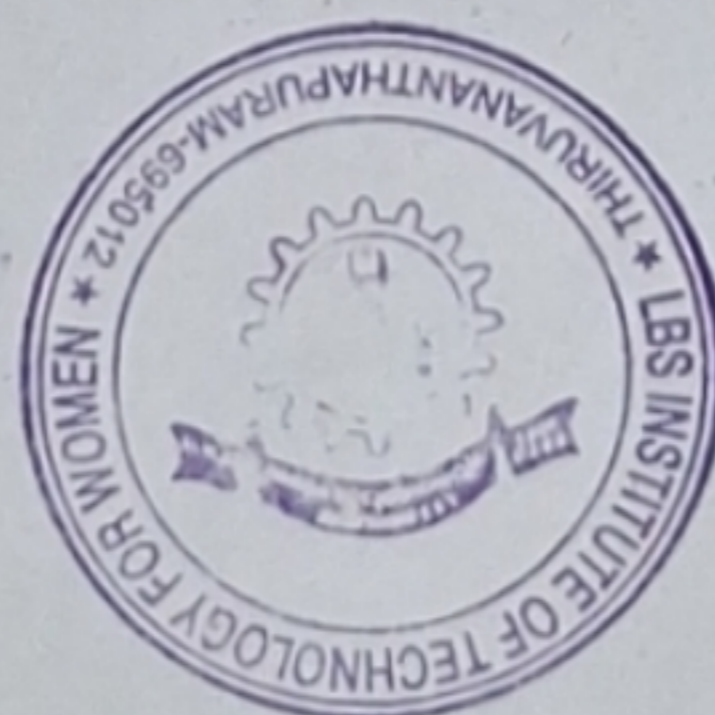
- Chairs
- Pedestrian fan etc

10. Food

- Juice
- Tea – Snacks
- Veg/Non Veg Main Course
- Deserts
- Infra-structure and Man power for supplying food

11. Music Band for Procession

Swth
13/9/24



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