

# Atma Ram Sanatan Dharma College, Dhaula Kuan, New Delhi-21

Ref. No. ARSD/TF/2019

Date: 04.12.2018

## SHORT TERM TENDER NOTICE FOR THEATRE FESTIVAL

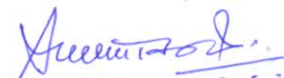
Sealed quotations are invited from reputed and experienced Event Management Firms, for the supply of following items related to Theatre Festival to be organised by the Dramatic Society of the College "Rangayan" on 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> January, 2019.

- 1 Set making for three plays on 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> January, 2019 at Sri Ram Centre, Mandi House, New Delhi
- 2 Light Designing and control with light equipment's for three plays on above days i.e. 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> January, 2019.
- 3 Music Direction with instruments for three plays on above days. i.e 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> January, 2019.
- 4 Costume for 100 actors approx. for three plays – Rehearsal and Main Play
- 5 Make-up for three plays – Rehearsal and Main Play
- 6 Printing and designing of banners (size 10x5 with frame – 10 Nos.), posters (100 Nos.) souvenirs (1000 Nos.) invitation cards (1000 Nos.), certificates (300 Nos.), etc and stationary for entire festival.
- 7 Photography – 8 days and Video Recording – 4 days with Double Camera
- 8 Interiors and decoration at Sri Ram Centre and College premises (5 days)
- 9 Tent and accessories for 2 days for street play competition to be organized in the College premises on 19<sup>th</sup> January, 2019 and prelims (date will be declared later on).
- 10 Choreography for three plays.
- 11 All props to be provided by the Event Manager.
- 12 Lunch and Refreshments for 200 artists and back stage members for three plays to be provided at Sri Ram Centre and refreshment for 350 team members of various street play teams in the College premises by Event Manager.

### Terms & Conditions

- (i) The College reserves the right to reject any or all quotations without assigning any reason whatsoever in this regard.
- (ii) The Event Management firms must have minimum experience of 4 years of organising such Theatre Festival. The firm must attach the proof of their GST and PAN Nos.

Your quotation complete in all respects **on your letter head** and enclosed in a sealed envelope superscribed "Quotation for Theatre Festival - 2019" and addressed to **Principal, Atma Ram Sanatan Dharma College, (University of Delhi), Dhaula Kuan, New Delhi – 110021**, must reach to College latest by **12<sup>th</sup> December, 2018 (Wednesday)** by 1:00 P.M

  
PRINCIPAL