RANI RASHMONI GREEN UNIVERSITY
TARAKESWAR, HOOGHLY
West Bengal, India

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Memo No: 514-A/RRGU/Cer. Tender/2026 Date: 12/10/2026

NOTICE

INVITING TENDER FOR SUPPLY & WORK OF LIGHT, SOUND AND ELECTRICAL ARRANGEMENTS FOR CERTIFICATE DISTRIBUTION CEREMONY-2026

Sealed Tenders are invited from reputed and bonafide Organisation / Companies / Agencies for supply of "**Pandal and Decoration Arrangements**" for the **"Certificate Distribution Ceremony 2026"** of Rani Rashmoni Green University, Tarakeswar, Hooghly.

Sl. No.	Particulars	Specifications	Rate per Plate (Including GST)
	Light	1) High-intensity Warm White LED -**12 Nos.** *2)* LED PAR Lights for stage & backdrop colour – ***15 Nos.*** *3)* Sharpies – ***3 Pair*** 4) Halogen & Heavy-duty LED Flood Lights for Pandal, Entrance Gate, and Campus Pathway – ***As Required*** 5) Trussing structure and Console – ***As required in respect of 40 ft.x 24ft main stage.***	
	Sound	*1)* Stage and Side-Fill Speaker System with Sub (JBL / RCF / Bose or equivalent) – ***4 Pair*** 2) Stage Monitor Speakers – ***5 Nos***. ***3)*** Digital Audio Mixer Console – ***As required.*** 4) Podium Microphones System – ***2 Nos.*** 5) Cordless / Wireless Handheld Microphones – ***4 Nos***. 6) Complete auxiliary cabling, mic stands, media playing connectivity, and audio recording output facility	
	Electrical Essential Extra	1) Silent Diesel Generator (DG) Backup Set (Min 62.5 kVA - 80 kVA) with required fuel for uninterrupted power during the full event.	

- **Tender Schedule**

Starting date of Tender submission	12th October, 2026
Last date of Tender submission	30th October, 2026

Sealed envelope super scribed as " **SUPPLY & WORK OF LIGHT, SOUND AND ELECTRICAL ARRANGEMENTS FOR CERTIFICATE DISTRIBUTION CEREMONY-2026**" should be dropped in the Tender Box kept at the Office of the Registrar, Rani Rashmoni Green University, Tarakeswar, Hooghly at its present office at Government General Degree Collage, Singur.

- **Terms & Conditions:**

1. *The entire quoted rate should comply and have to be valid up to April, 2027.*
2. *Bidders must possess a valid Trade License, GST Registration, and PAN card. Bidders must have at least 2-3 years of experience executing professional audio-visual, lighting, and electrical power management for institutional, government or large-scale corporate events.*
3. *The contractor is fully responsible for the structural stability and safe mounting of all light trusses, sound systems, and cabling.*
4. *All electrical wiring must be properly insulated and rubber-sleeved. Provision of functional fire extinguishers near main light distribution boards and generator setups is mandatory.*
5. *Complete electrical wiring, sound testing, microphone setup, and lighting handovers must be tested, finished, and handed over to the university at least 12 hours prior to the start of the event for inspection.*
6. *The vendor must deploy dedicated sound engineers, light technicians, generator operators, and electricians throughout the event to manage audio levels, prevent acoustic feedback, and handle emergency repairs.*
7. *Technical staff must follow university decorum, display proper ID badges, and adhere to venue safety protocols.*
8. *The university takes no responsibility for equipment loss, light/sound fixture damage, or theft. Any damage caused to university property during assembly/dismantling will be deducted from the vendor's bill.*
9. *The financial bid rate must cover equipment rental, transportation, setup, labour, sound engineer fees, generator fuel, dismantling, and applicable taxes. No additional charges will be entertained.*
10. *Payment will be processed within 07–14 days after the event upon submission of valid tax invoices and technical clearance from the event coordinator. No advance payments will be made.*

Documents to be Submitted:

1. Trade License Copy
2. GST Certificate of Company/Individual
3. PAN Card of Company/Individual
4. Aadhar Card of Owner
5. MSME Certificate if available
6. Company Address Proof

12.10.2026

Registrar(Oftg.)
Rani Rashmoni Green University