


OFFICE OF THE DEPUTY CHIEF EXECUTIVE OFFICER
J & K KHADI AND VILLAGE INDUSTRIES BOARD KASHMIR DIVISION
Old Secretariat Srinagar

SHORT TERM QUOTATION

The Implementing Committee for Sukhnag Sozni Embroidery Heritage Cluster Rugbugh Budgam is inviting Short Term Quotations for Inaugural Function (including other necessary arrangements***) of CFC Building at Rudbugh Budgam which is scheduled to be held on 24th of July 2019.

In this regard, short term quotations are invited from registered Event Management Agencies and same may be submitted to the office of Deputy Chief Executive Officer KVIB Kashmir Division by or before 20th July, 2019 and same shall be opened on 22nd July, 2019 at 11:00A.M. in the same office.

***The details of the arrangements besides organization of inaugural function shall be obtained from the office or website of the Board


(Muzaffar Allaqband),
Deputy Chief Executive Officer.


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Detail of other necessary arrangements

S.NO.	PARTICULARS/ITEMS	QUANTITY	REMARKS
1	Tent for Participants (30x40)	01	
2	Tent White House Shamiyaana for VIPs (15x20)	01	
3	Carpet Matting	12	
4	Red Runner	20	As per requirement
5	Sofa Set (3+1+1 set)	2	
6	Tables	3	
7	VIP Chairs	10	
8	Audio System with speakers	01	
9	Dias/Podium	01	
10	Gen Set with required fuel	01	
11	Plastic Chairs for participants	300	
12	Refreshment for participants	300	Tea with Shirmal
13	High Tea for VIPs	20	Tea with Plum Cake
14	Lunch for VIPs	20	
15	Water Bottles etc	20	
16	Banners and Hoardings (8x4)	03	
17	Photography and Videography of full event	X	As per requirement

Any other item required for the event shall be made available as per requirement.


(Muzaffar Allaqband),
Deputy Chief Executive Officer.
KVIB (KD), Srinagar.