



**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA, ODISHA- 766 003**

(An Affiliated College of Biju Patnaik University of Technology, Odisha)

At- Bandopala, Po- Bhawanipatna Engg. College S.O., Kalahandi, Odisha- 766003

www.gcekbpn.ac.in, Email:principal@gcekbpn.ac.in

(Quotation Ref. No.: GCEK/160(B)

Date: 29/01/2026)

**QUOTATION CALL FOR PROVIDING ARTISTS FOR CONDUCT OF
ANNUAL CULTURAL FUNCTION-2026**

Sealed quotations are invited from the registered Firms/Bidders having valid GST registration number for arranging **Artists** for organizing the Annual Cultural function- 2026 (Anugoonj 2K26) on 25th and 26th Feb 2026. The details of quotation documents along with terms and conditions may be downloaded from the College website <http://www.gcekbpn.ac.in>.

The approximate cost for the work is Rs. 3, 50,000/- (Rupees Three Lakhs Fifty Thousand only) including all taxes. Quotations call documents must reach the office of the undersigned on or before 19/02/2026 **by 12 Noon** through **Registered / Speed post / Courier services/ By hand etc.** along with Demand drafts of **Rs. 17,500/- (Rupees Seventeen Thousand Five Hundred Only)** towards the Earnest Money Deposit (EMD) in favour of **Principal, Government College of Engineering, Kalahandi, Bhawanipatna** payable at Bhawanipatna. The quotations will be opened on 19/02/2026 at 4.30 PM in the board room.

The undersigned reserves the right to extend the date and accept or reject any or all quotations without assigning any reason thereof.

Sd/-
PRINCIPAL
GCEK, Bhawanipatna

PART-1

1. BIDDER PARTICULARS (To be filled by the bidder in their Letter head)

Sl. No	Particulars	
A.	Name of the Firm :	
B.	Name of the Proprietor/Partner/Director :	
C.	Email address:	
D.	Telephone Number(s):	
E.	EMD, DD No. Date and Bank:	
F.	GSTIN/ Service Tax:	
G.	Permanent Account No.(PAN):	
H.	Firm Registration Certificate:	

2. DOCUMENTS TO BE SUBMITTED:

- i) Self-attested copy of PAN
- ii) Self-attested copy of GSTIN Registration certificate
- iii) Self-attested copy of GSTN clearance certificate / Service Tax Paid Certificate
- iv) Self-attested copy of Experience certificate for doing similar job (at least one year / five events in reputed organizations)
- v) DD of Rs.17,500/- towards EMD
- vi) Tender document signed with seal & date on each page.
- vii) Declaration form duly signed (Annexure-I)

Note: If the above documents are not submitted the tender will be summarily rejected.

3. Terms and Conditions:

- a) The institute reserves the right to reject any or all or part of quotation without assigning any reason thereof.
- b) The institute will not under obligation, give any clarification to the Event Management Firm whose quotations are rejected/not selected.
- c) Rates quoted should be without any condition from the quotation. Conditional offer will be rejected.
- d) A copy of the work order has to be produced as a proof.
- e) The Bidder will provide the list of Artists on 26/02/2026. The programme will commence from 6 PM and will continue up to 12 PM. The stage will be handed over to the successful bidder for organizing the function on 26/06/2026 exactly at 6 PM.
- f) The artist's requirements for band must be provided by the firm. Light and sound will be provided by the College.
- g) The Bidder must guarantee the availability of the artist/star at the time of tender finalization.

- h) The Firm will be responsible for flights, transport and hotel accommodation of the Artists.
- i) The artists must reach Bhawanipatna on 26/02/2026 before 3 PM. It is sole responsibility of the firm to bring the Artists to College campus on time.
- j) The artists must carry themselves professionally, ensuring their behavior does not tarnish the event.
- k) The Artists generally cannot be substituted without the authority's prior written consent.
- l) The firm must provide a safe environment, security for the artist and their possessions.
- m) Failure to provide the contracted artist can lead to severe penalties or forfeiture of EMD or Performance security.
- n) No extra payment will be made once the bidder is being given the work order based on the quoted price.
- o) The firm required to deposit the EMD of Rs. 17,500/- in the form of demand draft drawn in favor of "**Principal, Government College of Engineering, Kalahandi**" Payable at Bhawanipatna along with quotation. This amount will be treated as performance security for the successful bidder. The EMD amount of the unsuccessful bidders will be refunded immediately after finalizing the quotation.
- p) The authority holds all the rights to offer the assignment to the Bidder having maximum average annual turnover for the last three years in case of equal financial quoted price in the financial bid (tie).
- q) GCEK, Bhawanipatna reserves the right to accept or reject any proposal and to annul the quotation process and reject all proposals, at any time prior to award of work order, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the ground for rejection of any proposal.
- r) The bidders must submit their bids as required in two parts in separate sealed covers prominently super scribed as Part-I "Technical Bid" and Part-II "Financial Bid" and also indicating on each of the covers the "Quotation call Notice Number & Date" and due date and time of submission as mentioned in Quotation Call Notice.
- s) The schedule of the event is tentative and the authority reserves the right to change the date, which will be intimated to the successful bidder before one week.

4. Part-I (Technical Bid)

Except the price schedule, all other documents as mentioned in section 2 (i-vii) along with bidding documents duly signed by the authorized person in each page shall be covered in Part-I (Technical Bid).

5. Part-II (Financial Bid)

All indications of price and tax shall be given in Part-II (Financial Bid).

Both sealed covers Part-I "Technical Bid with Annexure-1" and Part-II "Financial Bid" should be placed in a third cover along with requisite EMD & cost of Tender documents (separately in the form of DD drawn in favour of Principal, GCEK, Payable at Bhawanipatna), others requisite supporting documents etc. and sealed. The sealed cover containing tender documents as per procedure indicated above should be sent to the Office of the Principal, GCEK BHAWANIPATNA by Registered Post/Speed Post/Hand delivery addressing to the Principal, Government College of Engineering Kalahandi within the due date and time as stipulated. The sealed envelope must show the name of

the bidder and firm super scribed as “**Quotation for Event Management for Annual Cultural Function, Anugoonj 2K26**” on the top.

6. All disputes arising out of the contract shall be referred to courts under the jurisdiction of BHAWANIPATNA court only.

Sd/-
Principal
GCEK, Bhawanipatna

PART-II
Financial Bid Format (should be printed in letter head)

Quotation No: Date:
Valid till:

To

The Principal
GCEK, Bhawanipatna
Kalahandi-766003

I/We hereby submit the price for supplying Light, Sound and tent items as per annexure-1.

Sl. No.	Item Name	Price (Rs.)	GST on “A” (Rs)	Total Cost (Rs.)
		A	B	C=A+B
1.	Artists as mentioned in Annexure-1			
Total amount (Rs)				

I/we shall be bound by a communication of acceptance / rejection by GCEK, Bhawanipatna. I/We have understood and agree the terms and conditions mentioned in this quotations notice.

Name of the Bidder:

GSTIN No:

(Attach the photocopy of GST Registration Certificate)

Contact No:

Signature:

(Seal)

Annexure-1
(List of Artist required)

The Bidders are requested to quote their rate as per the following artist requirement

1	DJ:-DJ RISHI / DJ RZ BDK / DJ MAX BBSR	Names proposed by Bidder
2	Singer	UMAKANT BARIK/ SUGYANI MOHAPATRA/ BARNALI HOTA/ ASIMA PANDA/ MANTU CHURIYA
3	Band :-	REQUIRED
4	Dance group :-	REQUIRED
5	Host:-	1 female (TV Anchor)
6	Comedian:-	Standup comedy

Full Signature of Bidder