



**HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA**

16 MILE, SHIMLA-MANDI NATIONAL HIGHWAY, GHANDAL

DISTRICT SHIMLA, HIMACHAL PRADESH-171014

Ph. 0177-2779802, 0177-2779803, Fax: 0177-2779802

Website: <https://hpnlu.ac.in>

**Ref no:48-3/25-HPNLU(Tender)/Estt.-24**

**Date: 15.09.2025**

**NOTICE INVITING TENDER**

Sealed quotations are hereby invited for the “Setting up Tent, Seating Arrangements, floral decoration and other arrangements “on the occasion of the HPNLU Foundation day celebration on 26, 27 and 28 September 2025. The bidder is advised to visit the site of work at his own cost and inspect the venue for proper assessment of prospective assignment before submitting the offer.

**Tent and seating arrangement requirements:**

Date of event: 26, 27 and September 2025

Venue: Block C university area

**Scope of services: Details indicated in Annexure-1**

Last date of receiving of bids: 1600 hrs on 21.09.2025

Opening of bids: 1100 hrs on 22.09.2025

**Terms and Conditions:**

1. The quotations should be sent in a sealed cover and addressed to: Registrar, Himachal Pradesh National Law University, Ghandal, Distt. Shimla.
2. Tent, decoration and seating arrangements should be ready by one day in advance on 25.09.2025. The rates should be inclusive of GST/taxes or other charges extra as applicable. Further if bidder has not GST number then in that case the bidder should require providing the turnover certificate.
3. Scope of services is not all inclusive and is only indicative. Additional work if required will have to provide at short notice. Any item may be added or deleted from the list of items.
4. The undersigned reserves the right to accept or reject any quotation without assigning any reason thereof i.e price genuine Clause.
5. Bids will be evaluated on the total cost basis. Rate of individual items will not be considered for evaluation of the proposals.
6. Govt. Notified Statutory Dues will be deducted from the bill.
7. If the opening bid day is a holiday, the bids will be opened on next working day.

**SD/-  
Registrar  
HPNLU, Shimla**

### Annexure-1

#### Stage, tent, Decoration, sound System Requirement for Foundation Day 26, 27<sup>th</sup> and 28<sup>th</sup> September 20205

S. No.	Item	Quantity/Dimensions	Description & Use	Total Cost
1	Tent + Carpets	Covering the Stage ,Aisle and space upto 100 Chairs	Elegant tent of design and colour combination for the main event area for all activities, and carpets covering the whole C Block Parking and the passage starting from the intersection.	
2	Stage	24ft(L) x24ft(W) x2.5ft (H)	Sturdy platform for speeches, performances, and group photos; equipped with steps, stage lights, and other props.	
3	Ramp	10-12ft (L)x4 ft (W)	Ramp for performances and ramp walk event, connected with the stage.	
4	Chairs&Tables	100	Comfortable banquet/cushioned chairs for guest seating.	
5	Decorative Lighting & Stage lights	String lights, lamps, 4 Focused Unit	For tent ambiance and overall decoration, including the entry passage.	
6	Stage Lighting	4focused units	To illuminate the stage for performances, speeches, and photography.	

Name of Firm:.....

Signature with seal:.....

Declaration: I/We do hereby accept all the terms and conditions laid down in the tender document for the above said work/supply.