

**Delhi Tourism & Transportation
Development Corporation Ltd.**

(A Government Undertaking)

Events/375/1/DTTDC/2012 / 2584 R&I
Dated 14/10/2014

As per list attached



18-A, D.D.A. SCO Complex,
Defence Colony, New Delhi-110024
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Sub : Hiring charges of Octonom stalls during events of DTTDC

Dear Sir,

DTTDC organizes series of events on behalf of Govt. of NCT of Delhi. In these events Octonom stalls are erected for 2-3 days. The specifications of the stalls are - 10ft X 6ft along with 02 tables. 02 chairs, 02 flood lights, two wall shelves one fan and front fascia with the name of stall owner.

The minimum number of stall for the festival is 30-35. The number of stalls can also be increased depending upon response of booking of stalls. We request you to kindly quote your rates for hiring of octonom stalls as per enclosed format on rental basis. The rates quoted shall be valid for two years.

The successful agency who is awarded the job of setting up of octonom stall on rental basis will have to deposit the security deposit of Rs.10,000/- in the form of DD/Pay Order in favor of DTTDC.

The last date of submission of quotation is 23/10/2014 and the same shall be opened in the presence of parties at 4.00 P.M. on 23/10/2014.

The quotation may be delivered in sealed cover to the Office of undersigned at DTTDC Head Quarters 18-A, DDA, SCO Complex, Defence Colony, New Delhi – 110 024 latest by 3.00 P.M. on 23/10/2014.

Yours faithfully,

(Ashok Gupta)
Manager (Events) o) L

Encl. As above

Annexure I

Rates to be quoted in following format

Sl. No	Name of the item	3 days rates	2 days rates	1 days rates
	Octonom stalls 10ft X 6 ft 2 tables, 2 chairs, 2 floodlights and 2 wall shelves and front fascia with vinyl cut letters including transportation /installation and dismantling after the event (Rates to be quoted in lump sum).			
Additional items rates on per day basis				
1.	Octonom stalls per sq. feet			
2.	1 Table			
3.	1 chair			
4.	1flood light			
5.	1 glass shelves			
6.	1 wooden shelves			
7.	1 fan			
8.	2 seater sofa set			
9.	1 Central glass table			
10.	Carpeting per sq.feet			
11.	Top stall covering with flex on iron frame/available infrastructure (rate per sq ft.)			

Remarks: VAT/Service Tax may be mentioned separately

Name

Name of the agency

Address

Signature with Seal