



DIRECTORATE OF
SPORTS & YOUTH WELFARE, ASSAM
RUDRA SINGHA SPORTS COMPLEX
DISPUR, GUWAHATI - 781006

No: DSY/S/Quotation/FoR/4/2020/8
Dated: 29th July, 2020

QUOTATION FOR FIXATION OF RATES OF
VARIOUS SERVICES DURING 2020-21

Issued by

Sd/-
Director
Sports & Youth Welfare, Assam

TERMS AND CONDITIONS

- 1) Quotations will be received up to 02.00 pm on 18-08-2020 and will be opened at 04.00 pm on the same day in presence of intending quotationers or their authorized representatives. In case the quotations can not be received and opened in scheduled time due to some unavoidable reasons or holiday etc, the quotations will be received and opened on the next working day at the same time.
- 2) The period of validity of rates quoted will be valid for the financial year, 2020-21 (i.e. up to 31st March, 2021).
- 3) The quotationers must be a registered (under respective authorities) and reputed Company, Firm, Caterer, Event Manager, Hotel/Guest House/Lodge, Tent House, Transport/Travel Agency, Photographer/Videographer, Printer and other Service Provider Firms having establishment in greater Guwahati.
- 4) The Bidders must submit the following documents along with their bids:
 - a. Quotation with Court Fee Stamp of Rs. 8.25;
 - b. Copy of PAN Card;
 - c. Copy of up-to-date GST Registration Certificate;
 - d. Copy of up-to-date Trade License issued by the Competent Authority;
 - e. Registration Certificate issued by the Competent Authority for the shop/show room;
 - f. A Statement declaring last three years' experience in the concerned field of activities;
 - g. Financial Soundness Certificate from a reputed Nationalized / Scheduled Bank;
 - h. IT return for last 3 consecutive years;
 - i. In respect of "Food and Refreshment", quotationers shall have to submit the FSSAI certificate from the competent authority; and
 - j. Labour License shall have to be submitted from competent authority, where necessary.
- 5) The quotationers should mention brand names against the items, where necessary.
- 6) Rate should be quoted inclusive of all taxes and transportation cost in both hard & soft copies in Pen Drive.



- 7) Rate should be quoted in words and figures against each item and any correction should be attested.
- 8) Documents are not transferable and the original quotation papers should be enclosed along with the quotations.
- 9) Taxes & Duties like Income Tax, etc will be deducted at source at the time of making payment.
- 10) The Authority reserves the right to accept or reject any order/quotation(s) without assigning any reasons thereof and is not bound to accept the lowest rate.
- 11) The Director of Sports & Youth Welfare, Assam, if deems fit, reserves the right to invite any bidder for negotiation.
- 12) In case of any dispute/litigation, the matter will be heard in the jurisdiction of Gauhati High Court.
- 13) No quotation will be treated as valid unless it is submitted as per conditions laid.
- 14) All quotation papers should be self-attested by the quotationer concerned.
- 15) The decision of the Scrutiny Committee will be final.

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Director
Sports & Youth Welfare, Assam

LIST OF SERVICES

Sl. No.	Particulars	Rate (Inclusive of all taxes)
	<i>Food and Refreshment</i>	
1	Meal (Vegetarian & Non- Vegetarian) for players and officials (Breakfast, Lunch, Evening Tiffin, Dinner) (Per person per day)	Rs
2	Refreshment Packet for players and officials (Tea, Sweets, Salted Items, etc) (Per person)	Rs
3	Refreshment Packet for Guest (Tea/Coffee/Cold Drink, Vegetable Sandwich, Roasted Cashew Nut, Sweets, Salted Items (Per person)	Rs
4	Tea and Biscuit (Per person)	Rs
5	Vegetarian Lunch (General) (Rice, Dal, Mixed Vegetable, Paneer Item, Salad, Pickle, Curd/Sweet) (Per person)	Rs
6	Vegetarian Lunch (VIP) (Roti, Rice, Dal, Mixed Vegetable, Dry Vegetable, Paneer Item, Salad, Pickle, Curd/Ice-Cream/ Sweet) (Per person)	Rs
7	Non-Vegetarian Lunch (General) Rice, Dal, Mixed Vegetable, Salad, Pickle, Curd/Sweet with (i) Mutton (ii) Chicken (iii) Fish (Per person)	(i) Rs (ii)Rs..... (iii)Rs
8	Non-Vegetarian Lunch (VIP) Roti, Rice, Dal, Mixed Vegetable, Salad, Pickle, Curd/Ice-Cream/Sweet) with (i) Mutton (ii) Chicken (iii) Fish (Per person)	(i) Rs..... (ii)Rs..... (iii) Rs.....
9	Vegetarian Dinner (General) (Rice, Dal, Mixed Vegetable, Paneer Item, Salad, Pickle, Curd/Sweet) (Per person)	Rs
10	Vegetarian Dinner (VIP) (Roti, Rice, Dal, Mixed Vegetable, Dry Vegetable, Paneer Item, Salad, Pickle, Curd/Ice-Cream/ Sweet) (Per person)	Rs
11	Non-Vegetarian Dinner (General) Rice, Dal, Mixed Vegetable, Pickle, Curd/Sweet with (i) Mutton (ii) Chicken (iii) Fish (Per person)	(i) Rs (ii) Rs (iii) Rs.....
12	Non-Vegetarian Dinner (VIP) Roti, Rice, Dal, Mixed Vegetable, Dry Vegetable, Salad, Pickle, Curd/Ice-Cream/Sweet with (i) Mutton (ii) Chicken (iii) Fish (Per person)	(i)Rs (ii)Rs (iii)Rs
	<i>Tent House Materials</i>	



13	Pandal (Per square feet)	Rs
14	Hire charge of Plastic Chair (Each per day)	Rs
15	Hire charge of Plastic Table (Each per day)	Rs
16	Hire charge of VIP Chair (Each per day)	Rs
17	Hire charge of VIP Table (Each per day)	Rs
18	Hire Charge of Pedestal Fan (Each per day)	Rs
19	Hire charge of PA System for general function (Per set per day)	Rs
20	Hire charge of PA System for VIP function (Per set per day)	Rs
21	Hire charge of Generator Set of different capacities with POL (Per set per day)	Rs
	<i>Accommodation</i>	
22	Hire charge of rubberized Mattress (Each per day)	Rs
23	Hire charge of Bed Sheet (Each per day)	Rs
24	Hire charge of Pillow with Cover (Each per day)	Rs
25	Hire charge of Blanket (Each per day)	Rs
26	Accommodation for Players and Team Officials at budget hotel/guest house/lodge (Per person per day)	Rs
27	Accommodation for Technical Officials at deluxe category hotel (Per person per day)	Rs
28	Accommodation for Guests at 3 Star category Hotel (Per person per day)	Rs
	<i>Transportation for Players & Officials</i>	
29	Hire charge of Hatch-back Car with POL (Each per day within City)	Rs
30	Hire charge of Sedan Car (AC) with POL (Each per day within City)	Rs
31	Hire charge of Sedan Car (AC) with POL (Each per day outside City)	
32	Hire charge of SUV (AC) with POL (Each per day within City)	Rs
33	Hire charge of SUV (AC) with POL (Each per day outside City)	
34	Hire charge of 34 seater Bus with POL (Each per day within City)	Rs
35	Hire charge of Pick-up Van with POL (Each per day within City)	Rs
36	Hire charge of Mini Truck with POL (Each per day within City)	Rs
37	DA to Driver (Per head per day)	Rs
38	DA to Handyman (Per head per day)	Rs
	<i>Branding & Publicity</i>	
39	Installation of Hoardings of different sizes (Per square feet)	Rs
40	Installation of Standee of different sizes (Per square feet)	Rs
41	Installation of Kiosk of different sizes (Per square feet)	Rs
42	Cost of Back Drop with installation (Per square feet)	Rs
43	Cost of Banner (Per square feet)	Rs
44	Cost of Videography along with editing and production (Per day)	Rs
45	Cost of Photography (Per day)	Rs
46	Cost of Photograph (Each different sizes)	Rs
47	Hire charge of Computer Set with Operator (Each per day)	Rs
48	Hire charge of Printer (Laser/Ink-Jet) (Each per day)	Rs
49	Cost of Gamocha (General) (Each)	Rs
50	Cost of Gamocha (Guest) (Each)	Rs
51	Cost of Flower Bouquet (Each)	Rs
52	Cost of Tray (Each)	Rs
53	Cost of Table Cloth (Each)	Rs
54	Cost of Towel (Small, Medium, Big) (Each)	Rs
55	Cost of Xorai (Small/Medium/Large) (Each)	
56	Cost of Japi (Small/Medium/Japi)	

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	<i>Honorarium/Wages for various services</i>	
57	Honorarium to Anchor (Per day)	Rs
58	Honorarium to Doctor (Per day)	Rs
59	Honorarium to Physiotherapist (Per day)	Rs
60	Honorarium to other Para-medical Staff (Per day)	Rs
61	Honorarium to Technical Official (Per day)	Rs
62	Honorarium to Supporting Official (Per day)	Rs
63	Honorarium to Coach (Per day)	Rs
64	Hire charge of Stretcher (Each per day)	Rs
65	Cost of Ice Box (Each)	Rs
66	Cost of Ice Pack (Each)	Rs
67	Wages to Selector (Per day)	Rs
68	Honorarium to Volunteer (Per day)	Rs
69	Honorarium to Ball Boy (Per day)	Rs
70	Wages to Worker (Per day)	Rs
71	Wages to Sweeper (Per day)	Rs
72	Wages to Grounds Man (Per day)	Rs
	<i>Printing and Stationeries</i>	
73	Printing of certificate (standard size) (Each)	Rs
74	Printing of Invitation Letter (Each)	Rs
75	Printing of different Forms for different Games (Each)	Rs
76	Printing of Identity Card (Each)	Rs
77	Cost of Identity Card Jacket (Each)	Rs
78	Printing of Accreditation Card with Ribbon (Each)	Rs
79	Pen (Blue / Black / Red) (Each)	Rs
80	Pencil (Each)	Rs
81	Eraser (Each)	Rs
82	Sharpener (Each)	Rs
83	Scale (Each)	Rs
84	Marker Pen of different points (Each)	Rs
85	File Cover (Each)	Rs
86	File Board (Each)	Rs
87	Tag – Cotton (Per bundle)	Rs
88	Paper (Legal, A4 etc) (Per pkt)	Rs
89	Fevistick (Each)	Rs
90	Gum (Per Tube)	Rs
91	Adhesive Tap (Per pkt)	Rs
92	Calculator (Each)	Rs
93	Stapler of different sizes (Each)	Rs
94	Staple (Per pkt)	Rs
95	Clip Board (Each)	Rs
96	Aalpin (Per pkt)	Rs
97	Clip of different sizes (Per pkt)	Rs
98	Poker (Each)	Rs
99	CD (Per pkt)	Rs
100	Plastic Folder (Each)	Rs
101	Drawing Paper (Each)	Rs
102	Computer Cartridge (HP / Epson / Canon)	Rs.

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Sports & Youth Welfare, Assam

<i>Suggested Menu for Meal for Players and Officials per head per day</i>		
Sl No	Item	Quantity
1.	Morning Tea	i. 1 cup black tea with 2 pcs branded Biscuits
	Breakfast	i.4 pcs Puri, Vegetable Curry, 1 boiled Egg, 1 ripe Banana/Apple, a glass of 200 ml Milk or ii.6 pcs Bread with Butter and Jam, 1 boiled Egg, 1 ripe Banana/Apple, a glass of 200 ml Milk
2.	Lunch	i. Rice/Roti ii. Dal iii. Mixed Vegetable iv. Dry Vegetable v. Salad, Pickle vi. Curd/Ice-Cream
3.	Evening Tiffin	i. Tea ii. Vegetable Soap/Suji/Bakery Item
4.	Dinner (Non-Veg)	i. Rice/Roti ii. Dal iii. Chicken/Mutton/ Fish (150 grms) iv. Mixed Vegetable v. Dry Vegetable vi. Salad/Pickle vii. Sweet
5.	Dinner (Veg)	i. Rice/Roti ii. Dal iii. Paneer Item iv. Mixed Vegetable v. Dry Vegetable vi. Salad/Pickle vii. Sweet

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