

**OFFICE OF MUNICIPAL COUNCIL THEOG,
DISTRICT SHIMLA.**

No.MCT-FAIR/2025/-

DATED: -

NOTICE INVITING QUOTATION

Sealed quotation is hereby invited by the undersigned for purchasing/hiring of the following articles/services for the successful organization of Distt. Level Theog Utsav, 2025 scheduled to be held w.e.f. 15.08.2025 to 16.08.2025.

Sr. No.	Particulars	Rate Quoted Per Hrs
1.	1.Hiring of Videography (Per Hour) for Auction Process and Opening of Tenders	

The sealed quotation should reach in the office of the undersigned on or before 7th day of August, 2025 5:00 PM and shall be opened on 8th day of August, 11:00 AM onwards in the presence of intending renderers of their authorized representatives.

INSTRUCTION FOR BIDDERS

1. Rates should be quoted separately for each item and inclusive of all taxes/depicting separate component of applicable taxes.
2. The suppliers/service provider shall make his own arrangements for the boarding and lodging of all his workers/staff, if any, during the course of the event.
1. The rates shall be treated as F.O.R. and the Mela Committee shall not liable for any additional cost on account of transportation/delivery/loading/unloading/packing/ unpacking/setting up of facilities at the site, if any required.
2. Any loss during the transit shall be borne by the supplier /service provider.
3. The supplier/service provider shall be himself responsible for the safe custody of his wares/goods, if any, during the event.

4. The quantities mentioned in the tender document/work release order are tentative/indicative only and the final payment shall be made only as per the actual requirements and usage by the Mela Committee.
5. The Final Payment shall be made only after successful delivery of the goods/services and proper verification thereof by the concerned Mela Sub-Committees.
6. The Substandard goods/ services shall not be accepted and shall be replaced at the cost of the supplier/service provider.
7. The bill/invoice should clearly mention all the items in a legible handwriting/font.
8. The bill/ invoice should be on firm's own letterhead and should be duly signed /stamped by the supplier/service provider and should also be mention proper Bank/PAN/GSTIN details.
9. The Authority reserves the right to cancel the tender or to extend the dates on administrative grounds without assigning any reason thereof.

C/20/20/20
EO MC Theog cum Member Secretary,
Distt Level Theog Utsav,
Distt. Shri. (H.P.)

Dated: 5/8/25

Endst. No. As Above. 571

Copy forwarded to:-

1. Notice Board of this office/website

C/20/20/20
EO MC Theog cum Member Secretary,
Distt Level Theog Utsav,
Executive Office,
Municipal Council,
Distt. Shri. (H.P.)