

**OFFICE OF THE ADMINISTRATOR
BARASAT MUNICIPALITY
RISHI BANKIM CHANDRA CHATTERJEE ROAD
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Date: 15/09/2026

Memo No. -123- BM/Electric/2026-2027

From: Administrator,
Barasat Municipality

NOTICE INVITING SPOT QUOTATION

Sealed spot quotations are hereby invited by the Administrator, Barasat Municipality, from reliable, resourceful, and experienced agencies/contractors for the supply, installation, and hiring of illumination materials and LED display screens for the successful organization of the "Seva Sankalp Abhiyan" scheduled to be held on 17/09/2026.

1. Key Schedule:-

- a) **Issue of Quotation:** 15.09.2026
- b) **Submission Deadline:** 16.09.2026 up to 02:00 PM
- c) **Opening of Quotations:** 16.09.2026 at 03:00 PM
- d) **Submission Venue:** Electric Department, Barasat Municipality.

2. Technical & Eligibility Criteria:-

- a) Valid Trade License.
- b) PAN Card and GST Registration Certificate.
- c) Credential Certificate of executing similar event / camp management.

Details of the items required to be executed on a hire basis are listed below:

1. Supply and hiring of LED Strip Lights (Saffron & White)

- a) Quantity: 3500 Meters (1750 mtr white LED strip Light and 1750 mtr saffron LED Light)
- b) Purpose: Illumination of Barasat Stadium and Hastings Bungalow
- c) Duration: For the event day (17/09/2026) including pre-event testing

2. Supply and hiring of LED Strip Lights (Saffron & White)

- a) Quantity: 3500 Meters (1750 mtr white LED strip Light and 1750 mtr saffron LED Light)
- b) Purpose: Illumination of Barasat Stadium and Hastings Bungalow
- c) Duration: For the event day (17/09/2026) including pre-event testing

3. Installation and hiring of Outdoor LED Screens (Size: 8' x 12')

- a) Quantity: 3 Numbers
- b) Locations: 1 no. at Champadali More, 1 no. at Colony More, and 1 no. at Haritala More
- c) Specification: High-brightness outdoor LED display with complete structure, sound system, media player setup, and technical operator
- d) Duration: Full operational live feed/display on 17/09/2026

Terms and Conditions:

1. The rates should be quoted inclusive of all taxes (including GST), installation, transportation, dismantling, and labor charges. No extra payment will be entertained under any circumstances.

2. The agency must ensure complete installation, testing, and commissioning of all lights and LED screens by the evening of 16/09/2026.

3. The selected agency will be fully responsible for the maintenance, continuous power backup (DG set management), and smooth operation of the LED screens throughout the event hours on 17/09/2026.

4. Valid documents including GST Registration Certificate, PAN Card, and Up-to-date Trade License must be submitted along with the sealed quotation.

5. The sealed quotations must be dropped in the designated tender box at the Office of the Administrator, Barasat Municipality, by 2:00 PM on 16/09/2026. The quotations will be opened on the same day at 3:00 PM in the presence of intending quotationers.

6. The Administrator, Barasat Municipality, reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.

ANNEXTURE

SL No.	Description of Amenities	Qty	Unit	Rate per Day	Total Amount
1	Illumination of Barasat Stadium(white & Saffron LED strip light)	3500	meter		
2	Illumination of Hastings Bungalow(white & Saffron LED strip light)	3500	meter		
3	Installation and hiring of Outdoor LED Screens (Size: 8' x 12')	4	nos.		


Administrator
Barasat Municipality

Administrator
Barasat Municipality

Memo No.123(1-6)BM/Electric/2026-2027, dt. 15/09/2026

Copy forwarded for necessary information to:

1. Finance Officer, Barasat Municipality
2. Office Superintendent, Barasat Municipality
3. Head Clerk, Barasat Municipality
4. Member, Tender Committee , Barasat Municipality
5. Office Notice Board, Barasat Municipality
6. O.C,I.T Dept, for publication at Barasat Municipal Website: www.barasatmunicipality05@gmail.com




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