

Government of Bihar  
Art and Culture Department

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27/02/2026

**NOTICE INVITING QUOTATION(NIQ)**

No. — 1/विभाग 1-31/2024 — — — —

Date —

Department of Art & Culture, under the Government of Bihar, invites Sealed Technical & Financial Quotations from empanelled Event Management Agencies of the Department for planning and executing the Department's three-day event at Bihar Diwas, 2026.

**Tender Schedule:**

- **Date of publication of quotation: 27/02/2026**
- **Last date of submission and time: 09/03/2026 up to 3:00 pm only**
- **Opening date and time for technical quotation: 09/03/2026 at 5:00 pm**
- **Opening date and time for financial quotation: 10/03/2026 at 12:00 pm**
- **Address: Under Secretary, Art and Culture Department, 3rd Floor, Vikas Bhawan, New Secretariat, Room no.326, Patna, Bihar**

Detailed requirements and eligibility criteria of NIQ are available at:

<https://state.bihar.gov.in/yac>

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**Under Secretary**

Department of Art & Culture,  
Government of Bihar

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**Government of Bihar  
Art and Culture Department**

Ref No:.....

Dated:27/02/2026

**Sealed technical and financial quotations are invited from empanelled event management agencies for organising Bihar Diwas-2026 celebrations under the Department of Art & Culture, Government of Bihar.**

**1. Background**

The Department of Art & Culture, Government of Bihar is pleased to announce the celebration of **Bihar Diwas-2026**, a three-day festival scheduled from **22<sup>nd</sup> to 24<sup>th</sup> March, 2026** at Gandhi Maidaan, Patna. Bihar Diwas commemorates the rich historical legacy, cultural diversity and artistic excellence of the State, while serving as a vibrant platform to showcase Bihar's identity to citizens, visitors, and stakeholders.

For the 2026 celebration, the Department has been allocated 15,000 sq. ft. of space at the venue to design and implement an integrated exhibition and cultural interface. The space will present the Department's core interventions, flagship schemes, heritage assets, visual and performing arts, traditional crafts, Bihar cinematic landscape and living traditions of Bihar. The initiative aims to promote awareness, encourage public engagement and strengthen appreciation of the State's cultural ecosystem through curated displays, interactive installations, performances, and thematic presentations.

Through this participation, the Department seeks to highlight Bihar's evolving cultural narrative, support artists and artisans, and reinforce the State's commitment to preservation, promotion, and dissemination of its art and cultural heritage.

As part of the preparations for this grand celebration, Art and Culture Department, GoB invite your esteemed agency to submit technical and financial quotation along with a **brief proposal with layout/blueprint** outlining your approach towards the planning, designing, execution, branding and overall management of this event. The proposal should clearly demonstrate how the event will effectively showcase Bihar's rich cultural heritage, artistic diversity, and contemporary vibrancy.

**2. Objectives of the event:**

The Department of Art & Culture, Government of Bihar aims to achieve the following objectives through its participation in **Bihar Diwas-2026** at Gandhi Maidaan, Patna:

1. **Showcase Bihar's Cultural Heritage:** To present the State's rich and diverse heritage, including visual arts, performing arts, traditional crafts, literature, and cultural traditions to a wide public audience.
2. **Promote Government Initiatives in Art & Culture:** To create awareness about the Department's flagship schemes, programmes, and institutional interventions supporting artists, artisans, and cultural preservation.
3. **Strengthen Public Engagement:** To provide an interactive platform where citizens, youth, and visitors can experience Bihar's cultural legacy through exhibitions, live demonstrations, and curated presentations.

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4. **Support Artists and Artisans:** To offer visibility and recognition to local artists, performers, and craftspeople, thereby encouraging livelihood generation and cultural continuity.
5. **Project Bihar's Cultural Identity Nationally:** To position Bihar as a vibrant cultural destination by highlighting its traditions, contemporary creativity, and evolving artistic landscape.
6. **Encourage Cultural Awareness and Pride:** To foster a sense of ownership, pride, and participation among citizens in preserving and promoting Bihar's artistic and cultural heritage.

**3. Scope of work:**

The selected empanelled event management agency shall be responsible for the end-to-end design, fabrication, execution, operation, maintenance, and dismantling of the Department of Art & Culture's allotted 15,000 sq. ft. area. The scope of work shall include, but not be limited to, the following:

**1. Concept, Design & Layout Planning**

- Development of overall theme, master layout plan and visitor circulation plan
- Preparation and submission of 3D designs, working drawings, and execution plan for approval
- Design and development of thematic zones/stalls and display concepts

**2. Infrastructure Development & Fabrication**

- Design and construction of a 15,000 square foot German-style structural hangar with complete interior carpeting, including all civil, structural, mechanical, electrical, and finishing works to make the facility complete and ready for use.
- Construction of exhibition structures, thematic stalls, display units, and stage (if required)
- Development of VIP Rooms with essential facilities (seating, cooling arrangements, furnishings, hospitality setup)
- Creation of Temporary Stay Rooms with basic amenities for departmental and deputed staff on night duty
- Provision of furniture, carpeting, partitions, signage, and barricading

**3. Thematic Experience Zones**

- **Cinema Corner** showcasing Bihar's cinema landscape
- **VR Projection Corner** with VR setup and curated content
- **Selfie Point** based on the theme of art and culture of Bihar
- **Heritage Corner** presenting Bihar's historical and cultural legacy
- **Museum Corner** for safe display of antiquities and heritage objects
- **Selling and Purchase stalls** for paintings, textile, handicrafts
- **Live Demonstration Zone** for sculpture, painting, art, craft, and textile traditions of Bihar
- **3D Models of two historic sites/museums**-development and display with light and sound
- **Design and installation of thematic exhibition stalls**
- **Two thematic entry and exit gates** with traditional ambiance depicting art and culture of Bihar

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#### 4. Audio-Visual, Lighting & Electrical Management

- Supply, installation and operation of sound systems, LED screens, Digital backdrop, VR Unit, projection system and thematic lighting design
- Electrical wiring, distribution systems, power backup and load management
- Real Floral decoration and ambient décor

#### 5. Venue Operations, Security & Visitor Services

- Arrangement of inauguration and closing ceremony of the event
- Comprehensive venue management including on-site operations and crowd facilitation
- Deployment and coordination of security arrangements for entire set up along with antiquities displayed
- Establishment and operation of administrative office, reception-cum-help desk
- Housekeeping, maintenance and daily upkeep of the exhibition area
- Maintenance of Feedback register/visitor register
- Medical assistance (first aid)
- CCTV camera installation

#### 6. Branding, Publicity & Programme Promotion

- Creative design, production and installation of branding materials (banners, standees, panels, signage, hoarding, invitation card)
- Program publicity and on-ground promotion as per Department guidelines
- Arrangements of memento, stole and customized gift for VIPs/guest of honour/chief guest
- Press (electronic and print) coverage of the entire event of the department (pre and post)
- Designing of creatives for social media platform promotion

#### 7. Logistics & Technical Manpower

- Provision of technical staff, operators, and coordination team
- End-to-end logistics support and real-time operational management

#### 8. Catering, Refreshments & Hospitality

- Arrangement and management of food, drinking water and beverages for the entire event period (three days)
- Provision of VIP snacks and beverage service in designated VIP Rooms and hospitality areas
  - Catering for departmental staff and deployed officers, including- Lunch, Evening snacks with tea/coffee and Dinner
- Hygienic food and proper token distribution system through designated counters/serving areas, compliance with all food safety and quality standards

#### 9. Documentation

- Professional photography and videography of the entire event (high resolution and best quality)
- Submission of completion report with photo/video documentation in a booklet form

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#### 10. Dismantling & Site Restoration

- Safe dismantling of all temporary structures after the event
- Restoration of the allotted area to its original condition as per venue norms

#### 11. Additional Responsibilities

- Execution of any other tasks assigned by the Department for successful completion of Bihar Diwas-2026
- Compliance with all safety, statutory, and venue regulations
- Establish proper coordination with Education department for essential mandates

#### 4. Documents required for technical qualification:

Sl. No.	Clause	Required Document
1	The agency must possess valid proof of empanelment with the Department	Copy of empanelment letter
2	The agency must have successfully executed at least One (01) government event at the State / Central / National / International level during the last three financial years (2022-23, 2023-24, 2024-25) as per following details  One similar completed event costing not less than amount Rs. 40.00 Lakh OR Two similar completed events not less than amount Rs. 30.00 Lakh OR Three similar completed event costing not less than the amount 20.00 Lakh	Work order/ work completion certificate And Project portfolio with photographs
3	The agency must have an average annual turnover of at least ₹1.00 Crore from event management or related services during the last three financial years (2022-23, 2023-24, 2024-25)	Audited Balance Sheets and Profit & Loss Statements for the last three financial years, certified by a Chartered Accountant with valid UDIN
4	Statutory registration compliance	Copy of Registration Certificate, GST registration and PAN copy
5	Not blacklisted by any government body	Self-declaration on letterhead
6	Acceptance of quotation terms	Signed undertaking on letterhead

#### 5. Financial Bid (Price Bid) Opening & Evaluation Procedure and Letter of Award

- This procurement shall be governed by the provisions of the Bihar Purchase Preference Policy-2024 issued by the Government of Bihar, and eligible local suppliers of Bihar shall

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be granted purchase preference in accordance with the policy, as amended from time to time.”

- Based on the technical proposal submitted by agency, only the agency qualifying in above technical process will be further considered for financial quotation evaluation
- The financial quotation of all the technically qualified applicants shall be opened on the notified date and time in the presence of technically evaluation authorized representatives.
- The price quoted by the respective agency shall first be scrutinized /checked for compliance with the lowest price (L1) offer by the agency for execution of department Bihar Diwas-2026 event.
- If there is a discrepancy between words and figures, the amount in words shall prevail
- In the event that there are 2 or more proposals have offered the same lowest price, process of selection will be through lottery system. The successful Bidder would be awarded the letter of Intent followed by Work Order (s).

**6. Event locations and dates**

- Location: Gandhi Maidaan, Patna, Bihar
- Date: From 22<sup>nd</sup> March to 24<sup>th</sup> March, 2026

**7. Earnest Money Deposit (EMD)**

- The agency shall submit, along with their technical quotation, EMD of INR 1,30,000/- (One Lakh Thirty Thousand Only) only in the form of Demand Draft in the favour of Director Culture, Art and Culture Department, Bihar.
- The quotation submitted without EMD, mentioned above, will be summarily rejected.
- Exemption from submission of Earnest Money Deposit (EMD) shall be provided to eligible bidders in accordance with the Bihar Purchase Preference Policy-2024 issued by the Government of Bihar, subject to submission of valid documentary proof of eligibility
- The EMD may be forfeited:
  - If an agency withdraws its quotation during the period of quotation validity.
  - In case of agency selected as L1, and if agency fails to deliver the output in stipulated timeframe as mentioned in quotation
  - If the agency does not provide required performance guarantee

**8. Quotation Submission Guidelines**

Proposals, including the Technical Proposal and Financial Quote, shall be submitted in two separate sealed envelopes clearly labeled “Technical Proposal” and “Financial Quote.” Both sealed envelopes shall be placed together in a single outer envelope superscribed with the name of the work, quotation reference number, and the agency’s name and complete address.

All submissions must be delivered to the designated office on or before the specified deadline. Late submissions shall not be considered under any circumstances. The Technical Proposal shall contain all required documents, credentials, eligibility proofs, and supporting information as prescribed in the quotation document. The Financial Quote shall contain only the financial quotation in the prescribed format.

The selection committee will evaluate the Technical Proposals first. Financial Quotes of only those agencies who meet the technical and eligibility requirements will be opened subsequently. Agency are expected to ensure completeness, proper sealing, and correct labeling of envelopes. Department of Art and Culture, Bihar reserves the right to reject any submission that is incomplete, improperly sealed, or not in accordance with these guidelines.

Interested empanelled agency are invited to submit detailed proposals, including:

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1. Detailed program outline, specifying the duration of execution of each segment along with the design and layout overview of utilizing 15,000 sq. ft area including walking zone and other aspect as mentioned in scope of work
2. Technical qualification documents
3. Financial proposal with a breakdown of costs.
4. Acceptance of quotation terms and conditions
5. EMD of Rs. 1,30,000/-

**9. Submission date, time and address**

- **Date of publication of quotation:** 27/02/2026
- **Last date of submission and time:** 09/03/2026 up to 3:00 pm only
- **Opening date and time for technical quotation:** 09/03/2026 at 5:00 pm
- **Opening date and time for financial quotation:** 10/03/2026 at 12:00 pm
- **Address:** Under Secretary, Art and Culture Department, 3rd Floor, Vikas Bhawan, New Secretariat, Room no.326, Patna, Bihar

**10. General Terms & Conditions**

1. **Right of Acceptance / Rejection:** The Department of Art and Culture, Bihar reserves the right to accept or reject any or all quotations without assigning any reason and shall not be bound to accept the lowest quotations.
2. **Validity period of quotation:** The quotation shall remain valid for a period of 90 days from the last date of submission.
3. **Performance Responsibility:** The selected agency shall be responsible for end-to-end execution and quality assurance of all works and shall ensure that all installations and arrangements are completed at least 24 hours prior to the opening of the event, strictly in accordance with the approved design and scope.
4. **Time Schedule:** The agency must adhere strictly to the timeline prescribed by the department. Delay may attract penalty as decided by the department.
5. **Payment Terms:** Payment shall be released as per approved rates and on actual work execution basis, subject to satisfactory completion of the work and submission of required documents and invoices. The selected agency shall submit all bills and supporting documents within 15 days after completion of the event for processing of payment.
6. **Performance Guarantee:** he selected agency shall furnish a Performance Bank Guarantee (PBG) equivalent to 5% of the Work Order value within three (03) days from the date of issuance of the Letter of Award. The PBG shall remain valid for the entire duration of the work plus 90 additional days. Failure to submit the PBG within the stipulated time may result in cancellation of the award at the discretion of the Art and Culture Department, Bihar.
7. **Penalty Clause:** The Department of Art and Culture, Bihar may impose a penalty up to 10% of the total bill value of the selected agency in case of failure, delay, or deficiency in any of the activities or services specified in the approved scope of work. Such penalty shall be deducted from pending bills and/or performance security/bank guarantee of the agency. This penalty shall be in addition to any deductions made on account of non-payable or incomplete service delivery. In case of delay, deficiency in service, or deviation from approved specifications, the department may impose penalty or deduct payment proportionately.
8. **Damage / Loss Penalty:** The selected agency shall be responsible for any damage or loss caused to the department equipment, installations or materials during execution of the work. In such cases, the department may impose a penalty up to 2% of the Work Order value, in addition to recovery of the actual cost of repair or replacement. Such

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amount shall be recoverable from the agency's pending bills and/or Performance Bank Guarantee.

9. **Termination & Blacklisting:** The department reserves the right to terminate the work order/contract at any stage in case of non-performance, delay, breach of terms, submission of false information, or unsatisfactory execution of assigned work. In such cases, the department may forfeit the performance security, recover any losses incurred, and may also initiate blacklisting proceedings against the agency as per applicable government rules. The decision of the department in this regard shall be final and binding.
10. **Safety & Compliance:** The agency shall comply with all safety norms, statutory regulations, labour laws, fire safety standards, and venue guidelines. Any liability arising from non-compliance shall rest with the agency.
11. **Dispute Resolution:** Any dispute arising during the course of event executions shall first be resolved amicably. If unresolved, it shall be referred to conciliation and then to arbitration under the Arbitration and Conciliation Act, 1996. The venue of arbitration and jurisdiction of courts shall be Patna, Bihar.
12. **Force Majeure:** The department shall not be liable for delay or cancellation due to circumstances beyond control such as natural calamities, law and order issues, or government directives.
13. **Confidentiality:** The agency shall maintain confidentiality of all official information, documents, and materials provided by the directorates.
14. **Final Authority:** The decision of the Department of Art and Culture, Bihar regarding interpretation of terms, execution standards, and evaluation shall be final and binding.

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**Letter of Acceptance of Quotation Terms and Conditions**

To  
The Under Secretary,  
Department of Art & Culture, Government of Bihar  
Patna, Bihar

Subject: Acceptance of Terms and Conditions of Quotation

Sir/Madam,

With reference to the quotation invited for event management services for Bihar Diwas-2026, we hereby accept all the terms and conditions stipulated in the quotation document, scope of work, and associated instructions issued by the Art and Culture Department, Government of Bihar.

We confirm that we have carefully examined all provisions and agree to execute the assigned work strictly in accordance with the approved specifications, timelines, and contractual obligations. We also undertake to comply with all statutory requirements and instructions issued by the department from time to time.

This letter is issued as a formal declaration of our unconditional acceptance of the quotation terms and conditions.

Yours faithfully,

For \_\_\_\_\_  
(Authorized Signatory)  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Date: \_\_\_\_\_  
Seal: \_\_\_\_\_

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Undertaking for Non-Blacklisting

To  
The Under Secretary,  
Department of Art & Culture, Government of Bihar  
Patna, Bihar

Subject: Declaration Regarding Non-Blacklisting

Sir/Madam,

We hereby certify that M/s \_\_\_\_\_ has not been blacklisted, debarred, or banned by any Central Government Department, State Government Department, Public Sector Undertaking, or any other Government agency as on the date of submission of this quotation.

We further declare that no proceedings for blacklisting or debarment are pending against our firm. In the event that the above declaration is found to be false or incorrect at any stage, the Department of Art and Culture, Bihar shall have the right to take appropriate action, including cancellation of our quotation/work order and forfeiture of performance security, as deemed fit.

This undertaking is submitted in compliance with the quotation requirements.

Yours faithfully,

For \_\_\_\_\_  
(Authorized Signatory)  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Date: \_\_\_\_\_  
Seal: \_\_\_\_\_

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**Format for Submission of Relevant Experience**  
(To be filled by the agency and supported with documentary proof)

The agency must have successfully executed at least three (03) government events at the State / Central / National / International level during the last two financial years (2023-24, 2024-25), where each event had a minimum financial outlay of ₹30 lakh or above.

Sl. No.	Name of Event	Client Department / Organization	Level (State/Central/National/International)	Financial Year	Work Order Value (₹)	Date of Completion	Documentary Proof Attached (Yes/No)-Page number
1							
2							
3							

**Note:**

1. Attach copies of Work Orders/Completion Certificates for each event.
2. The value and year of execution must be clearly mentioned in the supporting documents.
3. Additional rows may be added, if required.

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**Format for Submission of Financial Turnover**

*(To be filled by the agency and supported with documentary proof)*

The agency must have an average annual turnover of at least ₹1.00 Crore from event management or related services during the last three financial years (2022–23, 2023–24, 2024–25).

Sl. No.	Financial Year	Turnover from Event Management / Related Services (₹)	Audited Statement Attached (Yes/No)
1	2022–23		
2	2023–24		
3	2024–25		

**Average Annual Turnover (₹):** \_\_\_\_\_

**Note:**

1. Attach audited Balance Sheet and Profit & Loss Statement for each financial year.
2. The turnover must be certified by a Chartered Accountant with UDIN
3. Self-certified summary sheet may be enclosed along with supporting documents.

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**Financial Quotation / Price Quotation**

(On the letter head of Company)

To  
The Under Secretary,  
Department of Art & Culture, Government of Bihar  
Patna, Bihar

**Subject: Submission of Financial Quotation / Price Quotation**

Respected Sir/Madam,

We are pleased to submit our financial quotation for the execution of three days event of department on occasion of Bihar Diwas-2026 as per the required specifications of quotation invited. As per your requirement, we have enclosed the detailed item-wise cost quotation covering fabrication, installation, logistics, manpower and operational support for the proposed setup in detailed financial format.

The total quoted amount for the complete scope of work is:

₹ ..... (Rupees Only in words)  
(Inclusive of all taxes and GST)

We confirm that the quoted rates are inclusive of all materials, labor, transportation, installation and dismantling required for successful execution of the project.

We assure you of our best services and timely completion of the work. We look forward to your kind consideration.

Thanking you.

Yours faithfully,

For \_\_\_\_\_ (Company Name)

Authorized Signatory

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

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### Line-item wise financial price/ Price Quotation

(On the letter head of Company)

S. No.	Description of Work / Article	Specification / Area	Amount (₹)
1	German Hanger with two gate-entry and exit	15,000 Sq. Ft	
2	Hanger Carpeting	15,000 Sq. Ft	
3	<b>VIP Room Setup</b> <ul style="list-style-type: none"> <li>• Fully enclosed, air-conditioned structure</li> <li>• Premium carpet flooring</li> <li>• Proper lighting (ambient + task lighting)</li> <li>• Sound insulation / noise control</li> <li>• Power points &amp; extension boards</li> <li>• Backup power connection</li> </ul>	40× 60 Sq. ft with: <ul style="list-style-type: none"> <li>○ Premium Sofa (2 seater)-6</li> <li>○ AC- (1.5 ton )-2,</li> <li>○ Centre table-3</li> <li>○ Side table/corner table-3</li> <li>○ Executive Chair-06</li> <li>○ Bio-toilet (Attached or nearby VIP toilet-1, Wash basin with mirror, Tissue, towel, soap, sanitizer, Proper ventilation)</li> <li>○ Comfort &amp; Hospitality: Packaged drinking water, Tea / coffee service setup, Refreshment counter, Dustbins (covered), Air freshener</li> <li>○ Technology &amp; Communication-LED TV / display screen, Wi-Fi connectivity, Public address / intercom access, Mobile charging station</li> <li>○ Branding &amp; Presentation-Thematic interior décor, Fresh flower arrangements, Department / event branding panels, Name signage outside</li> <li>○ Security &amp; Access Control-Restricted entry system, Security personnel, CCTV coverage, Fire extinguisher</li> </ul>	
4	Admin Office with Fixtures <ul style="list-style-type: none"> <li>• Modular enclosed structure (weatherproof)</li> <li>• Premium carpet / vinyl flooring</li> <li>• Interior wall panelling / partitioning</li> <li>• Proper lighting (LED panel lights)</li> <li>• Electrical wiring with distribution board</li> </ul>	30 ft × 40 ft	Proposed area enclosed weatherproof structure, finished flooring, interior panelling, ceiling, LED lighting, complete electrical wiring with distribution board and power points, air-conditioning provision, executive tables, staff workstations, chairs, storage cabinets, printer/computer provision points, signage, curtains/blinds, drinking water arrangement and safety equipment (fire extinguisher, emergency lighting), complete in all respects., reception should be decorated on traditional art and culture theme.
5	Thematic Reception Area	18 ft × 12 ft	
6	Power Supply	125 KVA Genset (1 Units) with fuel for three days event	
7	Real Flower Décor	VIP Room, entry and exit gate, Stall Entry, reception, admin office	
8	Film Corner with 2 LED + Camera + Crew	Demo setup, digital backdrop-1, thematic appearance, 2 VR projection unit display Bihar historical sites, museum, shooting location, etc with two staff for three days handling and guidance	
9	Art Demo Platform with Backdrop	12 ft × 10 ft (4-5 Units) of different art and craft	
10	Main Stall with Full Setup	10,000 Sq. Ft (Complete infrastructure-Wooden platform (plyboard on frame), Raised flooring with leveling support, MS / aluminum frame structure, Wall	

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		<p><b>&amp; Paneling</b>-Plywood paneling (8-12 mm), Laminate / flex / vinyl graphic finish, MDF / sunboard display panels, Carpet flooring (standard / premium), Vinyl flooring (if required), <b>Ceiling &amp; Lighting</b>-Fabric / panel ceiling finish, LED spotlights / panel lights, Concealed wiring, <b>Branding &amp; Display</b>-Printed flex branding, Acrylic / sunboard logo cut-outs, Display shelves / product platforms, <b>Electrical</b>-Power points &amp; switches-6, Distribution board, Cabling and load management, <b>Finishing</b>-Paint / polish work, Edge finishing and trims, Skirting and corner protection, <b>Safety</b>-Fire extinguisher provision-6, Proper cable insulation, Stable structural anchoring, CCTV-2, executive chair-10, table-2, 3d Model of two historic locations, Selfi point-2 in 3D design, visitor register)</p>	
11	Food & Water	VIP-5 per day & Department Team-25 per day (lunch, evening snacks, tea/coffee) water-25 lit per day	
12	Hanger Fascia Drop (Both Sides)	With department name and punchline, logos	
13	Program Promotion & Media	<ul style="list-style-type: none"> <li>Videography of the event- 20 short clips of 12-15 sec of different aspects of our participation and one 10 min video covering the glimpse of entire event</li> <li>Photography- 50 high resolution image album in hard copy and 100 image covering entire events in soft copy -pen-drive</li> <li>Banners (6X12 ft each at 4 prominent location inside the venue)</li> <li>Hoardings (20X10 ft each at 6 prominent locations in Patna)</li> <li>Invitation Card designing and printing-50 nos</li> <li>Mementos, stole and customised gift-10@1500 per gift hamper</li> </ul>	
14	Service Support	<ul style="list-style-type: none"> <li>Dedicated attendant / hospitality staff-4 per day</li> <li>Housekeeping support-4 per day</li> <li>Maintenance standby-2 per day</li> </ul>	
15	Miscellaneous	Any other essential work as per the needs of an hour or as directed by the department competent authority-Director culture via email of WhatsApp	
<b>SUB TOTAL</b>			Rs.

2. Financial Summary

Description	Amount (₹)
Subtotal	
Taxes (GST if applicable)	
Grand Total	

**Declaration**

We hereby confirm that the above rates include all materials, labor, transportation, installation, and operational requirements for successful execution of the project as per specifications.

**Authorized Signatory**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Company Seal & Signature

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