

62nd INSTITUTE DAY EXHIBITION 2017

CMET/Ins.Day/2017/Signages

Dated: 04/09/2017

Subject: Short rate inquiry for providing signage.

On behalf of Director, AIIMS sealed quotations are invited from the reputed event/exhibition organizers for undertaking various jobs related to the making & installation of signages for the Institute Day Exhibition 2017, 25 to 27 September 2017 (three days). The venue of the exhibition is the foyer of Jawahar Lal Auditorium (ground and first floor) and the Conference Hall of AIIMS. The quotations must reach on or before 11/09/17 at 12.00 Noon at K L Wig CMET, Near B B Dixit Library, AIIMS New Delhi – 110608 and will be opened on same day at 4.00 pm.

1. The specification of jobs for flex printed signage of the following sizes and locations for installation: -

S.No.	Size in feet	Number	Location of the signage
1	30W x 4H	2	Entrance of Jawahar Lal auditorium, Fixing on metal frame
2	5W x 9H	2	Gd. Floor outside J L Auditorium and Director Office
3	4W x 6H	20	Near various canter of AIIMS
4	2W x 6H	4	As indicated at various places
5	5W x 9H	4	At various gates of AIIMS
6	2Wx4H	1	Cultural evening board at podium
7	20Wx6H	1	Guest lecture, Backdrop in auditorium stage
8	2W x 4H	28	Flex without frame on the polls near around the central park
9	5W x9H	20	To be hanged on road near Administration Block & Library in calendar style

2. Quote the rate including the designing, printing, transportation, installation and removal after the end of the exhibition, on per sq. feet basis.
3. Content will be provided by CMET in PowerPoint or MS word file.
4. Exhibition committee will have the right to increase or decrease the number of signage.
5. All the signage needs to install by 10.00 am on 24 September 2017 positively.
6. If the work found not satisfactory/ delayed, the penalty will be imposed accordingly.
7. The firm should have GST/service tax registration; otherwise their quotation will be rejected.
8. Exhibition committee reserves the right to increase and decrease the number of item.

Thanking you,

Chairman
Institute Day Exhibition Committee 2017.