



PONDICHERY UNIVERSITY

HORTICULTURE WING

PU/Hort/F. 25th Convocation - Floral decoration work /17-18/

Dt. : 12.07.2017.

NOTICE INVITING ESTIMATE

In view of forthcoming 25th Annual Convocation, it is proposed to attend the work of floral decoration at Admn. building, J.N. Auditorium and Convention Cum Cultural Centre as per Annexure – I enclosed, it is requested that necessary item wise estimate inc. labour charges, material cost & transportation etc., as mentioned in the Annexure – I for completing the said floral decoration work may be furnished to this Office on or before **21.07.2017** positively.

OFFICE ADDRESS:

**The Horticulturist,
Horticulture Wing,
Pondicherry University,
Kalapet,
Puducherry – 605 014.
Phone no. 0413 – 2654266 /270**

It is also requested that the envelope containing estimate / tender should be superscribed on the left hand top corner as **“Tender for Flower Decoration Work**. Any additional requirement, if necessary, during the time of said function may also be provided as directed by the Undersigned.

Any further information / clarifications in this regard may be obtained from the Horticulturist, Pondicherry University, Puducherry.

**R. V. Nagar, Kalapet,
12.07.2017**

**Horticulturist,
Pondicherry University**



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ANNEXURE – I

I. Floral decoration places at Admn. building and J.N. Auditorium:

- | | | |
|---|-----|------------------------|
| a. Admn. building main entrance (one side) | --- | Natural flowers |
| b. Finance Section entrance (one side) | --- | ” |
| c. P.R.O., S.O. & SC/ST Cell entrance | --- | ” |
| d. Garland for Gandhi Statue, Ambedkar Statue, Ambedkar photo and displaying flowers | --- | ” |
| e. Main entrance one side decoration of Auditorium (from Admn. building) | --- | ” |
| f. Decoration of Auditorium entrance – 2 nos. | --- | ” |
| g. Dias podium – 2 nos. | --- | ” |
| h. Floral decoration at Gandhi Statue | --- | Bangalore item flowers |
| i. Floral decoration inside the Auditorium Pillars (3 nos.) | --- | ” |
| j. Fixing bouquets & cut flowers around the Auditorium side wall Portion | --- | ” |
| k. Floral decoration behind the Dias portion wall | --- | ” |
| l. Flower vase at Dias (3 nos.) | --- | ” |
| m. Floral decoration in the length wise beam Below Ambedkar photo of Admn. building main entrance | --- | ” |
| n. Rangoli works with flower petals (2 nos.) | | |
| o. Cut flowers (Rose) for reception | | |

II. At Convention Cum Cultural Centre for Cultural Programme: (if necessary)

- | | | |
|--|-----|---|
| p. Main entrance (glass door) | --- | ” |
| q. Auditorium entrance inside (2 nos.) | --- | ” |
| r. Podium (1 no.) | --- | ” |
| s. Auditorium entrance outside (1 no.) | --- | ” |
| t. Auditorium stage | --- | ” |
| u. Both side of Auditorium stage (wooden blocks) | --- | ” |
| v. Flower vase at Dias (2 nos.) | --- | ” |

III. Executive Council Hall at Admn. building: (if necessary)

- | | | |
|--|-----|------------------------|
| w. Main entrance decoration | --- | Bangalore item flowers |
| x. EC Hall side wall (both side) each side 4 bouquets - wall mounting type | --- | ” |
| y. EC Hall stage back drop 4 bouquets - wall mounting type | --- | ” |
| z. Flower vase at Dias (2 nos.) | --- | ” |

Horticulturist



PONDICHERRY UNIVERSITY

HORTICULTURE WING

PU/Hort/F. 25th Convocation - Shamiana/17- 18/

Dt. : 12.07.2017

NOTICE INVITING ESTIMATE

In view of forthcoming 25th Annual Convocation, it is proposed to provide shamiana, serving table & chairs at Admn. building, J.N. Auditorium lawn site and front side of new Examination Wing building and Executive Council hall as detailed below:

1. Auditorium lawn site – 40' x 80' with side wall coverage with one partition to a size of 10' x 10' with serving table covered by white cloth.
2. Shamiana with side wall coverage (two side) to a size of 20' x 150' divided into 3 partitions and providing 4 serving table covered with white cloth and 30 pvc chairs and 2 drinking water cans in each counter (3 counters).
3. White cloth covered with sprill type over the already existing meeting table at University Executive Council hall.

Hence, it is requested that necessary item wise estimate for providing fancy type / ordinary type shamiana inc. labour charges, material hire charges & transportation, etc., for providing the above said items may be furnished to this Office on or before **21.07.2017** positively.

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Pondicherry University,
Kalapet,
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Phone no. 0413 – 2654266 /270**

It is also requested that the envelope containing estimate / tender should be superscribed on the left hand top corner as **“Tender for Shamiana and Table & chairs”**. Any additional requirement, if necessary, during the time of said function may also be provided as directed by the Undersigned.

Any further information / clarifications in this regard may be obtained from the Horticulturist, Pondicherry University, Puducherry.

**R. V. Nagar, Kalapet,
12.07.2017**

**Horticulturist,
Pondicherry University**