



Government of Kerala
Information & Public Relations Department
Information Office
Kerala House, 3, Jantar Mantar Road, New Delhi
Tel/Fax: 011-23360349

No.111/PR/2026/IOND

17/10/2026

TENDER NOTICE (1)

Sub:- Information Office, New Delhi-Kerala Piravi Celebrations & Official Language Week-2026-Inviting Tender for Pandal, Stage & Seating arrangements –Reg.
Ref: - Letter No. C1/249/2026/I&PR dated 11/08/2026.

Sealed Tenders are invited for providing and fixing Pandal, Stage & Seating arrangement etc. for the Keralappiravi Celebrations & Official Language week-2026 to be held in Kerala House, New Delhi from 01/11/2026 to 07/11/2026 (7 Days) as per specifications given below:-

Specifications:-

Sl. No.	Specification	Qty	Unit
	Details of Work		
1	Pandal:- Providing and erecting a stable & fully covered Pandal with minimum clear height 18ft. from the floor level and entrance with arch. The Pandal shall be supported on a structurally sound framed steel structure without digging the yard for fixing any structural member. The ceiling shall be constructed using structurally sound bamboo or steel member and covered with decorative brightly coloured Opaque fabric. The pandal should be neatly finished and partially covered on all side with decorative brightly coloured Opaque fabric (Shamiyana)	4500	Sq ft.
2	Stage:- Providing and erecting raised and stable fully covered Stage (28ftx28ft) with platform height of 3-4ft from the ground level supported over steel members and wooden platform having 3 steps/ramps for approach from front and each side of stage with hand rails of 3-4ft. height and covers on all sides of steps except on front. There shall be a horizontal projection of size 8ft x8ft on each side of the front area of stage. Each side of the stage should be covered with brightly coloured fabric except front side and vertically operating front curtains with designed opaque fabric	840	Sq ft.
3	Providing and erecting one food stall (10ft.x10 ft.) including serving tables with cover and decorative frills and a dustbin.	1	No.

4	Providing and making green rooms for men & women with 15ft. floor height using good quality thick opaque curtains attached to stage. NB:- Women green room should have single entrance with two partitions inside (waiting room & dressing room)	2	Nos.
5	Wooden Table with White Cover	6	nos.
6	Chairs with White Cover	400	nos.
7	Providing good quality (2 Seater) sofa set with cover	6	nos.
8	Pedestal Fan	8	Nos.
9	Cartage + Labour/Cleaning Charges		LS

- The Pandal should be cleaned on a daily basis. The agency should provide manpower in the site to attend the problem immediately throughout the function time.
- Above mentioned all items of work should be completed in all respect before 3.00pm on 31/10/2026 and should be cleared from the premises within one day of completion of the program.
- The bidder must mention GST registration number. The rate must be quoted including GST in the schedule.
- The agency may check the feasibility of each item of work at site before submitting the tender schedule. The payment shall be done in terms of actual work done. Any additions to quantities of above items shall also be charged at the quoted rate and will be based on the work order.
- The selected bidder should provide the required manpower and materials in connection with Kerala Piravi Celebrations 2026 at Kerala House, New Delhi as and when demanded by the undersigned.

The tender shall reach the following address on or before **5 PM on 25/10/2026**. The tenders received shall be opened at **11.30 AM on 26/10/2026** in the presence of bidders present. The tenders received shall be evaluated by a committee constituted for the purpose and its decision will be final. All or any of the quotation can be rejected by the undersigned without assigning any reason.

Address:-

Information Officer

Information Office, Information & Public Relations Department

3-Jantar Mantar Road, Kerala House, New Delhi-110001

Tel: 011-23360349



[Handwritten signature]

Information Officer

**Information Office,
I & P R D-Govt. of Kerala
Kerala House
3-Jantar Mantar Road,
New Delhi-110001**

Copy to:-

CA/PA to the Resident Commissioner, Kerala House, New Delhi
Director, I&PRD, Govt. Secretariat, Thiruvananthapuram
Notice Board- Kerala House/Cochin House, New Delhi
Press Release, SF/OC/Website