

Office Order

Department of Economics, University of Rajasthan

S. No _____

Date: 20/02/2024

Subject: Invitation for Quotations for Organizing a One-Day Workshop

The Department of Economics, University of Rajasthan, is pleased to announce a call for quotations for various services required for the organization of a one-day workshop. This workshop is part of an ICSSR-sponsored short-term empirical project- 2023 titled "Addressing the Ignored Vulnerabilities through PMJDY: A Study of Rajasthan and Uttar Pradesh".

The Department is seeking comprehensive quotations from reputable service providers for the following categories:

1. Catering Services: Provision of high-quality vegetarian meal options for approximately 100 participants. This includes breakfast, lunch, and high tea.
2. Sound System: Rental of a professional sound system suitable for speech clarity including microphones, speakers, and technical support throughout the event.
3. Kits or Bags: Supply of kits or bags for participants, which should include notepad, pen, workshop schedule, and any other relevant materials. Please specify the type of bags and content in your quotation.
4. Printing and Designing Services:
 - Flyer and Brochure: Design and print flyers and brochures providing details of the workshop, including the agenda, speaker information, and registration details.
 - Certificates: Design and print participation certificates for attendees.
 - Flex: Design and print flex banners for the event showcasing the workshop theme, date, venue, and sponsors.

Quotation Submission Guidelines:

- All quotations must be submitted in sealed envelopes marked with the category of services being offered.
- Quotations should include a detailed breakdown of costs, delivery timelines, and terms of service.
- Suppliers must have a proven track record of delivering high-quality services for academic or corporate events.
- Quotations must be submitted by 23/02/2024, no later than 5:00 PM.

Submission Address:

Head,
Department of Economics,
University of Rajasthan,
Jaipur,
Rajasthan.

For further inquiries, please contact Dr. Kshipra Jain, Project coordinator at specialcallicssr@gmail.com

Kshipra
20 Feb 2024

Assistant Professor
Department of Economics
University of Rajasthan, Jaipur

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Professor & Head
Department of Economics
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