



Government of West Bengal
Office of the Principal
Cooch Behar Government Engineering College
Vill.-Harinchawra, Post.- Ghughumari, Dist.-Cooch Behar-736170.

Memo No.:49/CGEC/2026

Dated:28.01.2026

Notice Inviting Quotation for supply of various items for CGEC Annual Sports Meet 2026.

The Sports and Games club of Cooch Behar Government Engineering College, CGEC is going to organize the Annual Sports Meet 2026. In this regard items, logistics, sports equipment's are required. Therefore, Quotations are hereby invited from reputed and experienced vendors regarding supply of supply of various items for CGEC Annual Sports Meet 2026 at Cooch Behar Govt. Engineering College in the form of open tender in SEALED ENVELOPE as mentioned in "Annexures" in the table below.

SL NO.	Brief Description of Works	Annexures	Last Date and Time of Quotation Submissions	Date and Time of Opening of Quotation
1	Ground Preparation and Track Accessories	Annexure -I	16.02.2026 (Monday, Upto 5PM)	17.02.2026 (Tuesday)
2	Sports, Games and Athlete Items	Annexure -II		
3	Hiring of Referee and Manpower	Annexure -III		
4	Prize: Medals, Trophies, Mementos	Annexure -IV		
5	Public Addressing System	Annexure -V		
6	First Aid and Medical Support	Annexure -VI		
7	Refreshments for Officials and Participants	Annexure -VII		
8	Publicity: Banners, Posters, Logo and Certificate Printing	Annexure -VIII		
9	Uniforms for Organizing Committee Members	Annexure -IX		
10	Miscellaneous / Contingency	Annexure -X		

Terms & Conditions:

1. DEPOSITTING THE TENDER/Quotation.

Bidders need to deposit their quotation in SEALED ENVELOPE super scribng "supply of various items for CGEC Annual Sports Meet 2026 at College Campus vide notice no. 49/CGEC/2026, Dated: 28.01.2026 deposit box in Cooch Behar Govt. Engineering College.

2. Bidders need to enclose following documents along with their offer in their envelope

- Quotation in letter head/office pad (Self-attested with Seal & Signature).
- GST Reg. certificate (Self-attested with Seal & Signature).
- PAN photocopy (Self-attested with Seal & Signature).
- Trade Licence (Self-attested with Seal & Signature).

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3. Bidders may quote price as mentioned in specific format.
4. The items must be of best quality. Any compromise on quality will be taken seriously and the bidder will be liable for black listing and other penal actions.
5. The rate as quoted by the bidder shall be inclusive of all taxes.
6. Each item should carry a minimum warranty period of one year, subject to replacement of faulty pieces and also the items must be having its expiry date intact (if applicable).
7. The bidder must indicate the GST at the time of billing.
8. GST and Income tax deductions will be made from this end at the time of payment.
9. Billing must be made in proper format having seal, stamp pad, letter head, indicating memo/ref/challan number etc.
10. Items carrying company manuals/ warranty card etc should be handed over to college officials at the time of delivery.
11. The selected bidder shall be obliged to supply the items in the office as and when asked in the work order. The transportation cost thereof shall be borne by the supplier.
12. Supply must be made within 30 days of issuing work order from this end.
13. There shall be separate/ individual work order based on the necessity of the college/.
14. The bidder shall be obliged to supply the items on the same rate as quoted in the tender.
15. The supplier must get the acknowledgement of their supply from the concerned official of the Cooch Behar Govt. Engineering College and that acknowledgement have to be attached at the time of payment.
16. The Quotation inviting authority will not be responsible for delay in payment. However, the payment will be done as per the work order issued.
17. The Quotation inviting authority has every right to cancel/postpone/reject the tender at any time without assigning any reason to the bidders.
18. Any false untrue, suppresses more than reveals, even at a later stage of the of any documents already submitted by the said Bidder and in case the Bidder the applicant shall be liable to be debarred from taking up of any work in the Organization apart from cancellation of the order issued, if any. The authority may also initiate other legal actions and measures under the law.
19. Applications received without the specified certificated/documents shall be rejected.
20. Any conditional and incomplete bid shall be rejected. Any deviation from conditions specified herein shall not be allowed. Any condition or qualification or any other stipulation contained in the bid offer which is found to be inconsistent with the terms of the bid documents, shall be summary rejected.
21. However, validity may be extended by mutual consent Upon acceptance of the offer of a bidder.
22. The Cooch Behar Govt. Engineering College does not bind it to accept the lowest rate offered and reserves the right to reject in part or in full all bids received, without assigning any reason. Bidders shall not be entitled to get any compensation for rejection of any such offers by the authority. If any bidder withdraws his offer before acceptance or refuses to carryon/execute the work order within a Reasonable period of time, without assigning any satisfactory explanation acceptable to the authority for such withdrawal, the said bidder may be disqualified by the authority to participate in other bidding process.

Sd/-

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Cooch Behar Govt. Engineering College

Memo No.49/(4)/CGEC/2026

Dated:28.01.2026

Copy To: -

1. Accounts Officer, CGEC,
2. College Website, Cooch Behar Government Engineering College.
3. Notice Board/Advertisement Copy
4. Office Copy



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Annexure -I: Ground Preparations and Track Accessories

Table 1: Annexure -I: Ground Preparations and Track Accessories

SL. No	Item	Quality/Brand	Area/Purpose	Quantity	Rate (Rs.)	Total (Rs.)
1.	Labour for Landscaping of Ground	As Required	CGEC/ Big Playground	As Required		
2.	Labour Preparation of Ground	As Required	Track Events, Long Jump & High Jump	As Required		
3.	Chuna Powder (Athletics)	Best Quality	Track Marking	100 Kg		
4.	Jute Rope	Best Quality	Track Preparation	200 Mtr		
5.	Fuel (Mobil)	As Required	For Grass Cutting Machine	As Required		
6.	Measurement Tap	Best Quality	Track Measuring	1		
7.	Bulb Setup for Badminton Ground	Best Quality	Badminton Court Lighting	1 setup		
8.	Yellow Paint	Asian Paints	Badminton Court Marking	2 Kg		

Annexure – II Sports, Games and Athletes Items

Table 2: Annexure – II Sports, Games and Athletes Items

SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	Badminton Rackets	Yonex, Kamachi, Li-Ning, X-Force	4		
2.	Shuttle Box	Yonex, Adrenex, Mavix, Rokky	3		
3.	Badminton Net	Best Quality	1		
4.	Volleyball	Mikasa, Adidas, Nivia	2		
5.	Cricket Balls	Khanna	6		
6.	Cricket Wickets	Best Quality	6		
7.	Volleyball Net	Best Quality	1		
8.	Carrom Board	SISCAA, SURCO	2		
9.	Carrom Coins	CIKO Wooden	4		
10.	Chess Board (Wooden)	Berkeley, Regency	6		
11.	Tug of War Rope 10m	Standard	1		
12.	Wooden Clapper	Vigour Natural Wood	2		
13.	Plastic Cones	Best Quality	10		
14.	Colorful Flags	Cavler	20		
15.	High Jump Stand & Rod	Nelco	1		
16.	Javelin 800 gm	Nelco	1		

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Annexure – III: Hiring of Referee and Manpower

Table 3: Annexure – II Sports, Games and Athletes Items

SL. No	Item	Quality/Brand	Area/Purpose	Quantity	Rate (Rs.)	Total (Rs.)
1.	Hiring of Referee		Conduct Track & Field Event	6		

Annexure-IV: Prizes: Medal, Trophies, Mementos

Table 4: Annexure-IV: Prizes: Medal, Trophies, Mementos

SL NO.	Prize Category	Details	Quantity	Rate (Rs.)	Total (Rs.)
1.	Badminton Mementos	Male Single (2), Male Doubles (4), Female Double (4), Mixed Doubles (4)	14		
2.	Volleyball Medals	Champion Team (10), Runners Up (10)	20		
3.	Volleyball Trophies	Champion, Runners Up	2		
4.	Carrom Mementos	Champion (2), Runners Up (2)	4		
5.	Chess Mementos	Champion (1), Runners Up (1)	2		
6.	Male Athletics Mementos	9x3 positions	27		
7.	Relay Race Medals	4x3 positions	12		
8.	Female Athletics Mementos	9x3 positions	27		
9.	Faculty/ Staff Athletics Mementos	9x3 positions	27		

Annexure- V: Public Addressing System

Table 5: Annexure- V: Public Addressing System

SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	Stage 25 ft x 15 ft	Best Quality	1		
2.	Sound System with Mic	Best Quality	1		
3.	Chairs	Best Quality	30		
4.	Tables	Best Quality	8		

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Annexure- VI: First Aid and Medical Support

Table 6: Annexure- VI: First Aid and Medical Support

SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	First Aid Box	Standard	4		
2.	Glucon-D Orange 1 Kg	Standard	2		
3.	Dettol 500 gm	Standard	1		
4.	Cotton Rolls	Standard	5		
5.	Gauge Pad	Standard	1		
6.	Adhesive Bandage	Standard	50		
7.	Crepe Bandage	Standard	5		
8.	Volini Spray 40 gm	Standard	5		
9.	Ice Pack	Standard	10		
10.	ORS Packets	Standard	20		
11.	Bandage	Standard	10		

Annexure- VII: Refreshments for Officials and Participants

Table 7: Annexure- VII: Refreshments for Officials and Participants

SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	Tiffin for Heat and Final Meet Day	Best Quality	300		
2.	Tea & Snack for Heat and Meet Day	Best Quality	300		
3.	Lunch for Organizing Committee, Faculty and Staff	Best Quality	100		

Annexure-VIII: Publicity, Banners & Certificate

Table 8: Annexure-VIII: Publicity, Banners & Certificate

SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	Meet Flex Printing 10 ft x 8 ft	Best Quality	1		
2.	Meet Flex Printing 6 ft x 4 ft	Best Quality	2		
3.	Invitation Card Printing	Best Quality	5		
4.	Certificate Printing A4 Size	Best Quality	100		

Annexure-IX: Uniform for Organizing Committee Members

Table 9: Annexure-IX: Uniform for Organizing Committee Members

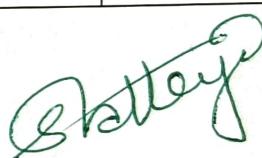
SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	Uniform for Sports Committee Members & Volunteers	Best Quality	40		
2.	Caps for Sports Committee Members & Volunteers	Best Quality	50		

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Annexure- X: Miscellaneous / Contingency

Table 10: Annexure- X: Miscellaneous / Contingency

SL No.	Item	Quality/Brand	Quantity	Rate (Rs.)	Total (Rs.)
1.	Rectangul Colorful Flag Big (2 ft x 3 ft)	Best Quality	40		
2.	Triangle Flag Small	Best Quality	70		
3.	Red Ribbon 50 ft	Best Quality	1		
4.	Art Paper	Best Quality	10		
5.	Safety Pin Box	Best Quality	1		
6.	Double Sided Tape	Best Quality	15		
7.	Balloon Pumping Machine	Best Quality	1		
8.	Scissor	Best Quality	2		
9.	Coloring Balloon	Best Quality	200		
10.	Glass	Best Quality	150		
11.	Pen Red and Blue (10 each)	Best Quality	20		
12.	Marker	Best Quality	12		
13.	Decoration Ribbon	Best Quality	30		
14.	Flower Bouquet	Best Quality	3		
15.	Clip Board	Best Quality	4		
16.	Plastic Bucket Medium	Best Quality	1		



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