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QUOTATION NOTICE

No. KITTS/22/2026

Date: 10/09/2026

Sealed quotations are hereby invited from reputed and experienced agencies/firms for the **fabrication and setting up of the KITTS Stall at the Kerala Travel Mart (KTM) 2026**, scheduled to be held from **24th to 27th September 2026**.

KITTS has been allotted **Stall No. G-06** at the Kerala Travel Mart 2026. The selected agency shall undertake the complete fabrication, installation, finishing and related works for setting up the KITTS Stall at the allotted space, as per the requirements and specifications of KITTS.

1. Details of the Work

Sl. No.	Particulars	Details
1	Name of Event	Kerala Travel Mart (KTM) 2026
2	Date of Event	24th – 27th September 2026
3	Stall allotted to	Kerala Institute of Tourism and Travel Studies (KITTS)
4	Stall No.	G-06
5	Nature of Work	Complete fabrication and setting up of KITTS Stall
6	Space handover for fabrication	19th September 2026 at 10.00 a.m.
7	Completion and handover of stall	22nd September 2026 by 6.00 p.m.
8	Last date and time for submission of quotation	16th September 2026 at 12.00 noon

2. Scope of Work

The work shall include, but shall not necessarily be limited to:

1. Complete fabrication and installation of the KITTS stall at the allotted space **G-06**.
2. Provision of all required structural, decorative and finishing works as per the approved stall design.
3. Provision and installation of necessary panels, branding elements, lighting, electrical fittings and other related requirements, as specified by KITTS.
4. Proper finishing and presentation of the stall suitable for a professional tourism exhibition.
5. Transportation, loading, unloading, installation and dismantling, wherever applicable,

shall be the responsibility of the selected agency.

6. The agency shall provide all materials, labour, tools, equipment and technical manpower required for completing the work.
7. The agency shall coordinate with the Kerala Travel Mart authorities and comply with all rules and regulations prescribed for stall fabrication.
8. The completed stall shall be ready in all respects and **handed over to the KTM authorities on or before 6.00 p.m. on 22nd September 2026, without fail.**

Submission of Quotation

Interested and eligible firms/agencies may submit their sealed quotation clearly indicating the **total consolidated amount for the complete fabrication and setting up of the KITTS Stall at G-06**, inclusive of all applicable taxes, transportation, labour, materials, installation, electrical works and other incidental expenses.

The sealed quotation superscribed “**QUOTATION FOR FABRICATION AND SETTING UP OF KITTS STALL – KTM 2026 – G-06**” shall reach the office of the undersigned on or before:

16th September 2026 at 12 noon

Quotations received after the stipulated date and time shall not be considered.

General Conditions

1. The quotation shall be submitted in a sealed cover with the name, address and contact details of the firm/agency clearly mentioned on the cover.
2. The bidder shall have adequate experience in exhibition stall fabrication and related works.
3. The bidder shall clearly mention the applicable **GST and other taxes**, if any.
4. The quoted amount shall be inclusive of all expenses required for satisfactory completion of the work.
5. KITTS reserves the right to accept or reject any quotation, either in full or in part, without assigning any reason.
6. KITTS also reserves the right to cancel the quotation process or negotiate with the lowest responsive bidder, if considered necessary.
7. The selected agency shall strictly adhere to the time schedule prescribed by KITTS and KTM.
8. Any damage caused to the venue or property during fabrication, installation or dismantling shall be rectified at the cost of the agency.
9. The selected agency shall comply with all safety requirements and instructions issued by the Kerala Travel Mart authorities.
10. Payment shall be released subject to satisfactory completion of the work and submission of the required documents/bill, as per the terms and conditions of KITTS.

11. The decision of KITTS regarding selection of the agency shall be final and binding.

Interested agencies/firms are requested to inspect the requirements, if necessary, and submit their most competitive quotation within the stipulated time.

Director