



**DEPARTMENT OF GEOGRAPHY, DIAMOND HARBOUR WOMEN'S UNIVERSITY**

**DIAMOND HARBOUR ROAD, SARISHA, SOUTH 24 PARGANAS, WEST BENGAL-743368**

Telephone: (+91) (31) 7424-5801 • Web: [www.dhwu.ac.in](http://www.dhwu.ac.in) • E-mail: [dhwugeo@gmail.com](mailto:dhwugeo@gmail.com)

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Ref. No.: *DHWU/REG/LTI/02/2017*

25 September 2017

Sealed quotations are invited from reputed tour operators to conduct an Educational field tour for the Dept. of Geography to be held tentatively during 2<sup>nd</sup> week of November, 2017 for 53 number of Female students and 3 Faculty members for 7 days to the state of Meghalaya. Quotation must be submitted to the Office of the Registrar within 10.10.2017.

**1. Places to be covered:** *Shillong, Mawlynnong Village, Nongriat Village, Cherapunjee, Umiamake, Mawsmi Cave, Dowki*

**2. Number of heads:**56

**3. Requirements:**

- a) To and fro journey by Train in Sleeper Class
- b) All transport facilities as per itinerary
- c) Standard accommodation
- d) Food: Breakfast, lunch, Eve. Snacks & Dinner (Veg/ Non Veg)
- e) Tour manager (For guidance and Assistance)

**Tour operators are required to submit the following documents:**

- i. Credential certificates/ letters related to educational institutions
- ii. Trade license and registration numbers.
- iii. Income Tax clearance certificates
- iv. Company Registration/ partnership deeds etc.
- v. Service tax registration number

All payments will be made on completion of the tour. Last date of submission of tenders and opening of tenders: 10.10.2017 at 12.30 pm at the office Registrar.

Registrar