BUDGE BUDGE COLLEGE

7, D B C Road, Budge Budge, Kolkata - 700137

Notice Inviting Quotation (NIQ)

Notice No: BBC/NIT/GEO-EDU TOUR/EXCUR/2026/06

Date: November 02, 2026

Sealed quotations are invited from authorized and experienced Tour and Travel agents / company having at least 25 years of experience in organizing educational excursions for Geography at Honours level for Government and Non-government colleges of West Bengal, to conduct an educational tour / excursion for the students of **Four-Year B.A./B. Sc. Geography Honours, 2023-2027** batch (for their Semester VIII, Paper DSCC – 25), in Ajodhya Pahar and its adjoining areas of Purulia for approximately 5-6 days.

Only eligible Tour and Travel agents / company based on given specifications must submit the tender and only those matching listed requirements will be entertained.

The basic details are mentioned herewith:

Survey Location	C.D. Block Baghmundi, village for detailed survey to be finalized later, Ajodhya Pahar and adjoining areas
Duration	Total 5-6 days approximately (including dates of journey)
Tentative Date	End of November, 2026 / Early December
Total no. of students & staff	10 students: 08 female + 02 male 02 faculty members: 01 female + 01 male 01 staff: 01 male

Tentative Proposed Survey Schedule / Excursion Itinerary:

Day 1	Departure for Purulia
Day 2	Primary data collection: Household Survey and related physical & socio-economic surveys
Day 3	Other surveys e.g. Market, Transport, etc & Office, facilities visits
Day 4	Remaining surveys and visits & Visits to geographically significant sites in adjoining areas
Day 5	Return to Howrah

College authorities reserve the right to change the above schedule in case of exigencies.

The detailed terms & conditions and requirements are as follows:

1.	**The safety and security of all the students should be maintained and is paramount.**	
2.	**All logistics support must be provided in case of exigencies, emergency and health issues (no unnecessary extra amount should be charged for the same).**	
3.	**Accommodation & Lodging**	• In a safe neighbourhood and not in dormitory • Secure, comfortable hotel, preferably near survey area • Clean, Secure Rooms on share basis – maximum three students per double-bedded room • Separate room should be provided for female and male students • Separate room for one male member and staff and separate for female faculty member
4.	**Food**	• Hygienic, good quality of food • Food must not be hotel / hostel but cooked • Food must cater to some specific requirements of students' food habits-traditions • Food must be provided during travel and in case of delay of journey due to unwarranted reasons • Food requirements: Three meals a day, in addition evening snacks& two non-vegetarian main meals a day

5.	**Transport**	• Package should include sleeper class train tickets, as far as possible in the same compartment • Transportation on dates of actual field surveys must be provided and included in the cost • At least one vehicle ideally should be ready for use each day, in case of emergencies
6.	**Academic**	• Relevant Data, maps, mouza maps, etc must be provided and included in the cost • Office visit to block, village panchayat, land records office etc must be arranged where ever required • Introduction to survey site – rural / urban finalized must be arranged • One day / better part of one day must be allocated for visiting natural, geographical locations in surrounding areas
7.	**Payment**	• Payment will be made (i) part through Cheque /account transfer & (ii) part directly by students • Only part payment shall be made before commencement of educational excursion
8.	**Miscellaneous**	**Tour and Travel agents who have the experience of taking Geography Honours students for field trip / educational excursion of more than 10 colleges per year will be highly entertained (please provide supporting documents / details of clientele of last ten years).**

The quotations and relevant documents should be received within **seven (07) days** from the date of invitation / publication of notice, **i.e. by 09th November 2026**. Tender should be submitted **to the email-id of the College** provided below and addressed to **Teacher-in-Charge, Budge Budge College.**

The email id is: budgebudgecollege@gmail.com

Date of opening of Tender is: 10/11/2026.

Quotations should mention the rate per student/staff (include journey to and return), accommodation requirements, food, transport, survey, educational locations, etc. (including entry fees, etc).

Rate parameter is not only the parameter of the selection of the Tour and Travel agents; experience is another important parameter for the selection of the Tour and Travel agents.

Please provide filled up proforma attached below.

Syllabus for reference (Page 61 – 63):
https://www.caluniv.ac.in/ccf-ug/files/syllabus/hns-mdc/GEOG/4-geog-CSR-62.pdf

P Chaudhuri 2/11/26
Teacher in – Charge
Partha Pratim Chaudhuri, Ph.D
Teacher-in-Charge
Budge Budge College

Kashinath Naskar 02/11/2026
Convener, Purchase Committee
Budge Budge College

Tenderer's Profile
(To be filled in by Block Letters)

Name of Tenderer

[Self-authenticated document (Company Registration etc.) must be attached]

Address

(Self-authenticated and valid address proof document must be attached)

PAN

(Self-authenticated and valid document must be attached)

License No.

(Self-authenticated and valid documents must be attached)

Details of Experience (last ten years - enclose separate sheet if required)

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

(Self-authenticated and valid documents must be attached)

Date _____

Signature of the Tenderer
Seal/Rubber Stamp