

BIJOY KRISHNA GIRLS' COLLEGE

DEPARTMENT OF GEOGRAPHY

PG STUDENTS' FIELDWORK -CUM- EDUCATIONAL TOUR

Duration of Fieldwork- 4 days; Local Sightseeing- 1 day; Up and Down journey- 2 days)

Place for Fieldwork: Gangtok city and surrounding areas

Tentative Schedule: 4th Week of March to 2nd Week of April, 2020

Specifications for Quotation:

Total number of Students and Staff – 28

Total number of Students- 24

Number of Teachers – PG Tour: 03 (01 Male and 02 Female)

Number of Non-teaching Staff – 01 (Male)

The tour agency/vendor should make provisions of the following items:

1. Specific number of days and nights, with detailed itinerary per day
2. Train journey: 3-Tier AC seats/berths or AC Chair Car (without auto-upgradation), preferably within a single coach; issuing of tickets without students' concession
3. Double-bed room (on sharing basis) for three students; two staff in double-bed room (on sharing basis)
4. Food and Drinking Water to be served in the train (during upward and downward journey)
5. Standard quality of food must be served while maintaining proper hygienic norms
6. Accommodation must be arranged within a single hotel within premises
7. Local maps, reports and other published/unpublished documents should be arranged, if possible

The tour agency/vendor should also note the following:

1. Quoted amount must include-
 - i) GST details
 - ii) Local transport charges (during local sight-seeing; field survey, emergency cases etc.)
2. Payment for the assigned work will be done through cheques in three installments.

Pala
29/02/2020
(Head)

Do.
31/3/2020
(Principal/Secretary)
Principal / Secretary
Bijay Krishna Girls' College
5/3, M. G. Road, Howrah-1