



Ref: WIRC/ICMAI/Campus Placement/2026

17th April 2026

Tender for Air-Conditioned Rooms and Food Arrangements for Campus Placement – December 2025 Term

The Western India Regional Council of the Institute of Cost Accountants of India (ICMAI-WIRC) invites sealed tenders from reputed institutes/organizations/hotels for providing air-conditioned rooms and food arrangements for conducting our Campus Placement Programme scheduled from 11th to 13th May 2026.

Requirement

Venue Facilities:

- 20 Air Conditioned Rooms – for conducting interviews.
- 3 Rooms – for Group Discussions (GD).
- 1 Auditorium or Large Conference Hall – for corporate presentations, with adequate seating capacity and equipped with: IT infrastructure, Projector and screen, Microphones and audio system, High-speed Wi-Fi connectivity

Food Arrangements:

For Company Delegates: Snacks, tea/coffee, drinking water, and meals for approximately 50 delegates per day. (Final count to be confirmed one day in advance.)

For Student Participants: Lunch Packets for approximately 300–400 candidates per day. (Final count to be provided two days in advance.)

IT and Technical Support:

Laptop, projector, screen, and Wi-Fi connectivity on all floors of the campus.
Microphones and audio setup for presentations and online interviews.

Instructions for Bidders

- √ Any arithmetical error i.e. discrepancy between unit price and in total, error in total corresponding to the addition or subtraction of subtotals, discrepancy between words and figures shall be corrected by tender committee.
- √ Bidders shall bear all costs associated with the preparation and submission of its bid.



ICMAI
THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA
भारतीय लागत लेखाकार संस्थान
Statutory Body under an Act Of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)
WESTERN INDIA REGIONAL COUNCIL



Address : Rohit Chambers, 4th Floor,
Janmabhoomi Marg, Fort, Mumbai 400 001.

E-Mail : wirc.admin@icmai.in
wirc@icmai.in

Website : www.icmai-wirc.in

Terms & Condition

- √ The price quoted by the bidder should remain valid for 60 days
- √ Period of Contract – “ONE TIME” –
- √ Canvassing in any form in connection with the contracts is strictly prohibited –

Payment: –

- √ Payment will be made after completion of satisfactory supply and submission of invoice / bill in hard copy.
- √ Taxes will be extra as applicable
- √ The Payment will be made in electronic mode only after submission of bills

Interested institutes/organizations/hotels are requested to submit their quotations with detailed breakup of charges and facilities offered, in a sealed cover addressed to: Western India Regional Council of The Institute of Cost Accountants of India, 4th Floor, Rohit Chambers, Janmabhoomi Marg, Fort, Mumbai – 400001. The last date for submission of quotations will be 8th May 2026 (up to 5:00 p.m.)

For any queries, please contact Mrs Gauri Phadke (Mob: 9819187416) during office hours of any working days for inspection.

Gauri Phadke

Authorised Signatory
The Institute of Cost Accountants of India
Western India Regional Council

