



Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon ■ कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगांवशी संलग्न

Government College of Engineering, Jalgaon

शासकीय अभियांत्रिकी महाविद्यालय, जळगांव

An Autonomous Institute of Government of Maharashtra ■ महाराष्ट्र शासनाची स्वायत्त संस्था

NAAC Accredited with grade B++ (2024-2029) ■ नेक द्वारा नामांकन ब++ (२०२४-२०२९)

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Outward No. GCOEJ / Ind. Alumni Meet/ 2024/4026

Date: 13.12.2024

To,

Subject: Quotation Enquiry for Photography and Videography Services for Industry Alumni Meet at our institute on 3rd Jan to 5th Jan 2025

Sir/Madam,

You are requested to send a sealed quotation mentioning your lowest and most reasonable rates for providing photography and videography services for Industry Alumni Meet at our institute on 3rd Jan to 5th Jan 2025. The sealed quotation should reach this office on or before 23.12.2024 by 5:00 pm (during working days only). The sealed quotation will be opened on or after 24.12.2024 by 2.00 pm.

Description of Work:

- **Photography:** Two professional photographer required to cover all events and sessions during Industry Alumni Meet from 3rd Jan to 5th Jan 2025
- **Videography:** Two professional Video shooter required to document the entire proceedings of Industry Alumni Meet during 3rd Jan to 5th Jan 2025

Terms and Conditions:

1. **Validity:** The rates should be valid for three months from the date of opening of the quotation.
2. **Service Delivery:** The services should be provided as per the confirmed order from this office. The photographer and videographer must be available on during 3rd Jan to 5th Jan 2025. The final edited photos and videos must be delivered in 03pen drives on same day on the event.
3. **Payment:** Payment will be made after satisfactory completion of the work.
4. **Taxes:** The rates quoted will be considered inclusive of all taxes unless stated separately.
5. **Confidentiality:** All photographs and videos taken during the event must be treated as confidential and not be shared with third parties without prior consent.


6. **Cancellation Policy:** In case of cancellation, the terms mentioned in the quotation will apply.

7. **Rejection of Quotations:**

- Quotations received after the due date will be rejected.
- For any item, if fewer than three quotations are received, it will be rejected.
- The services provided will be rejected if found unsatisfactory or not in accordance with our specifications. The decision of the undersigned in any regard will be final and binding on the service provider.

1. **Right to Reject:** The Principal reserves the right to reject any or all quotations without assigning any reason thereof.

Please note that the selected service provider will be notified promptly. We look forward to receiving your quotation.


13/12/2024

Principal
Government College of Engineering,
Jalgaon

Copy to: 1) Website update In-charge for uploading on website.