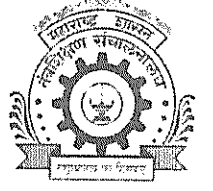


Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon ■ ज्ञानविषयी कठिणाचार्यी चोवकी उ चर महाराष्ट्र विद्यापीठ, जळगावचे संलग्न

## Government College of Engineering, Jalgaon

शासकीय अभियांत्रिकी महाविद्यालय, जळगांव

An Autonomous Institute of Government of Maharashtra ■ महाराष्ट्र सरकारची स्वायत्त संस्था  
NH53, Jalgaon, Maharashtra, PIN 425 002 INDIA ■ राष्ट्रीय महामार्ग ५३, जळगांव, महाराष्ट्र, पिन ४२५ ००२ भारत  
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Vision: Globally Accepted Engineers with Human Skills ■ DTE Code: 5004 ■ Website: <https://www.gcoej.ac.in>



Outward No. GCOEJ/NAAC/2843-A

Date:30/08/2024

To

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**Subject:** Quotation Enquiry for Photography and Videography Services for NAAC Team  
Visit on 13th and 14th September 2024

**Sir/Madam,**

You are requested to send a sealed quotation mentioning your lowest and most reasonable rates for providing photography and videography services for the NAAC Team Visit scheduled on the 13th and 14th of September 2024 at our institute. The sealed quotation should reach this office on or before 06/09/2024 by 5:00 PM (during working days only). The sealed quotation will be opened on or after 07/09/2024 by 2:00 PM.

**Description of Work:**

- **Photography:** One professional photographer required to cover all events and sessions during the two-day NAAC visit.
- **Videography:** One professional video shooter required to document the entire proceedings of the NAAC team's visit.

**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 both 13th and

14th September 2024. The final edited photos and videos must be delivered in 5 pen 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.
8. **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.



**Principal**  
**Govt. College of Engg., Jalgoan**

**Copy to:** 1) Website update incharge for uploading on website.