



NAVSARI AGRICULTURAL UNIVERSITY

Dr. T. R. Ahlawat

PI & NODAL OFFICER

NAU-CAAST, NAHEP

NAVSARI AGRICULTURAL UNIVERSITY

ERU CHAR RASTA, NAVSARI, GUJARAT-396 450

Contact: 02637- 283452
Email: caastnau@gmail.com

NAU/DR/CAAST/NS-I/

1822

/2019

Date: 13/11/2019

To,

.....
.....
.....

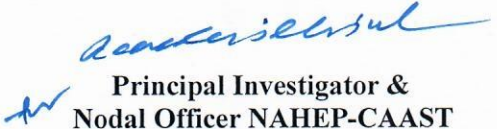
Dear Sir/Madam,

Subject: Invitation of quotations for photography, videography work and video screen for display

The Principal Investigator and Nodal Officer, NAHEP-CAAST Sub-Project, Navsari Agricultural University, Navsari invites most competitive quotations in sealed envelope under National Agricultural Higher Education Project (NAHEP) CAAST sub-project entitled **“Establishment of Secondary Agriculture Unit for Skill Development in Students and Farmers at NAU, Navsari”** for below given from reputed sellers. You are invited to submit your most competitive sealed quotation for **photography, videography work and video screen for display**

Particular	Specifications
1. Photography work with Photographer - DSLR	
	Digital photography with Editing
Print of Photos	4x6"
	5x7"
	6x8"
	8x12"
2. Videography work with Cinematographer (2 Nos.) – DSLR	
	Videography with Editing and Dubbing
	Preparation of Video DVD
3. 55" Plasma TV Screen	Plasma TV screen with stand and frames for display on rental basis

1. The quotation should be as per enclosed terms and conditions forwarded by hand/post/courier on/or before the closing date in the name of Principal Investigator and Nodal Officer, NAHEP-CAAST Sub-Project, Navsari Agricultural University, Navsari – 396 450, Gujarat. **Please mention “Quotation for photography and videography work (NAU-CAAST)” on the top of the envelope.**
2. Government of India has received a financing from the International Bank for Reconstruction and Development (IBRD) in various currencies towards the cost of the National Agricultural Higher Education Project (NAHEP) and intends to apply part of the proceeds of this Loan to eligible payments under the contract for which this invitation for quotations is issued.
3. Payments will be done through Cheque/PFMS after selection of **photography and videography work** and bill in favour of the billing firm.


Principal Investigator &
Nodal Officer NAHEP-CAAST
Sub-Project

Terms and Conditions

1. Bid Price

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable on the Equipment and components shall be included in the total price.
- c) Taxes in connection with the sale shall be shown separately.
- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) The prices shall be quoted in Indian Rupees only.

2. Each bidder shall submit only one quotation.

3. Validity of Quotation

Quotation shall remain valid for a period not less than 30 days after deadline date specified for submission.

4. Evaluation of Quotations

The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which

- a) are properly signed; and
- b) Conform to the terms and conditions and specifications.

The quotation would be evaluated for all the items together.

Sales tax in connection with sale of goods shall not be taken in to account in evaluation.

5. Award of contract

The purchaser will award the contract to be bidder whose quotation has been determined to be substantially responsive and who has offered the evaluated quotation prices.

5.1 Notwithstanding the above, the Purchaser reserves the right to reject all quotations at any time prior to the award of contract.

5.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

6. Payment shall be made immediately after delivery after goods.

7. Bank Account Details

The Supplier is required to provide the following mentioned information

Name of the Bank and Branch:

Postal Address (with PIN Code):

E-mail and Phone:

Bank Account No:

Account Type:

IFSC Code:

8. All supply above items should be consigned to "The Principal Investigator and Nodal Officer, NAHEP-CAAST Sub-Project, Office of Directorate of Research and Dean PG Studies, Navsari Agricultural University, Near Eru Char Rasta, Navsari-396450 (Gujarat)" by Courier/in Person. However, the preferred mode of delivery is in person by hand against duly signed and stamped delivery-challan at above mentioned address only.

9. Original dispatch documents are to be forwarded by way of recorded delivery i.e. Registered post/Speed post/Courier in the above mentioned address only.

10. Supplier should submit the pre-receipted bill in triplicate mentioning the purchase order number, date and delivery challan number and date along with the supporting documents if any, such as photo copy and signed by the supplier concerned, as per institute book purchase rule. Each of the Invoice/Bill of the Vendor/Supplier concerned must bear the PAN number (i.e Permanent Account Number) and Xerox copy of the PAN Card duly signed with seal of the Vendor/Supplier, if not furnished earlier.


11. The bidder is at liberty to be present or authorize a representative to be present at the time of opening of quotation at the time and date as specified in the schedule. The name and address of the representative, who would be attending the opening of the quotation on the bidder's behalf, should be indicated in his/her quotation. Please also state the name and address of the permanent representative, if any.

12. While the purchaser and the vendor shall make every effort to resolve disputes amicably by direct informal negotiation, even then in any disagreement or dispute arising between them under or in connection with the contract shall be settled under the court of law within its jurisdiction at Navsari, Gujarat. The resultant contract will be interpreted under Indian laws.

13. All rights are reserved with the University Authority to accept or reject the Item without assigning any reasons thereof.

14. **You are requested to provide your offer latest by 17:00 hours on 23/11/2019.**

15. **We look forward to receiving your quotations and thank you for your interest in this project.**


for **Principal Investigator &
Purchaser: Nodal Officer NAHEP-CAAST
Sub-Project**

Letter for Quotation

To,

The Principal Investigator and Nodal Officer
NAHEP-CAAST Sub-Project
O/o Directorate of Research, University Bhavan,
Navsari Agricultural University
Eru Char Rasta, Navsari- 396450

Subject: Quotation photography, videography work and video screen for display

Reference: No. NAU/DR/CAAST/NS-I/1822 /2019 on Dated: 13/11/2019

Dear Sir,

In response to above referred subject, we are submitting our offer for photography and videography work

The details are as under:

1. Name of the bidder:
2. Complete address of the Bidder:
3. Bank Name: 4. A/C No.:
5. Name of Branch: 6. IFSC Code:
7. PAN Number: 8. Account Type:
9. GSTIN:

OUR BEST PRICE TO PHOTOGRAPHY AND VIDEOGRAPHY WORK

Particular	Specifications	Rate
1. Photography work with Photographer - DSLR		
	Digital photography with Editing	
Print of Photos	4"x6"	
	5"x7"	
	6"x8"	
	8"x12"	
2. Videography work with Cinematographer (2 Nos.) – DSLR		
	Videography with Editing and Dubbing	
	Preparation of Video DVD	
3. 55" Plasma TV Screen	Plasma TV screen with stand and frames for display on rental basis	
Note: Quoted price should include GST/VAT/any other taxes or Transport, Installation and training if any pertaining to quoted prices		

Gross Total Cost: Rs.

We agree to supply the above goods/service in accordance with the technical specifications for a total contract price of Rs. (Amount in figure) (Rs. amount in words) within the period specified in the Invitation for Quotation.

We also confirm that the normal commercial warrantee/ guarantee of months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier