

Jammu and Kashmir
Institute of Management, Public Administration & Rural Development,
Main Campus, M. A. Road, Srinagar-J&K IMPA&RD .
(Office Phone No.0194-2472564- Fax Number 0194-2472825)

TENDER FOR PHOTOGRAPHY AND VEDIOGRAPHY SERVICES

Sealed Tenders affixed with Revenue Stamp of Rs.10/- are hereby invited from the Registered suppliers of photography and Videography entities on need basis (approximately 200 copies per month) for providing of photographs/ Videography in connection with Training Programmes to be conducted by this Institutes which must reach this office by or before 24-08-2018 up to 03.00 p.m.

The detailed Terms and Conditions of Tender Notice are available at IMPA&RD Website jkimpa.nic.in and with Administrative Officer, J&K IMPA&RD, Srinagar.



Deputy Director,
J&K IMPA&RD.

No. IMPA/Admn/Pur/P-14/12/5062-64
Dated 2-08-2018

TERMS AND CONDITIONS

1. The successful tenderer shall have to execute an agreement with the institute for a period of one year from the date of acceptance of tender and the rates offered shall be valid for one year;
2. Earnest money deposit of Rs.2000/- in the shape of FDR/CDR pledged to the FA & CAO J&K, IMPARD, Srinagar shall be appended with the tender;
3. The successful tenderer shall be bound to supply/print required items in time (maximum 03 days)in accordance with the approved rates/specifications/quality and In case he fails to supply the same, the department reserves the right to blacklist the printer/publisher and forfeit its CDR;
4. The service tax, income tax or any other taxes applicable shall be deducted at source from the bills of successful tenderers. The Tenderer shall furnish the valid TIN/PAN No. along with the tender;
5. The Photographer will be liable for action as warranted under rules in case any complaint is received by the Institute regarding violation of any condition/term/specification approved for supply/printing of the Photographs & videography during the contract period;
6. In case the selected Photographer fails to arrange the supply/printing of photographs and videography to the Institute on the terms and conditions laid down in this tender, the photographer shall be blacklisted and the security deposit forfeited;
7. During the period of Rate Contract the Photographer shall reduce the rates if there is any reduction in the rates of raw material. However, there shall be no increase in rates of during the currency of the contract;
8. The security deposit of the Photographer shall be released only after successful completion of the contract on expiry of the contractual period provided that there is no complaint received from any indenting department about the violation of the contractual terms and conditions;
9. If any dispute arises between the contractor and the intending department in respect of this rate contract or any matter related to it, the same shall be referred to any officer of the Government as may be nominated by the VC & DG, IMPARD whose order shall be final and binding on both the parties;
10. In case of any legal proceedings, the Courts of J&K at Srinagar shall have the jurisdiction;
11. The unit rate must not under any circumstances be altered and the rates must be entered in words as well as in figures. Alteration/addition, if any, must be properly initialled and cello taped, and no increase shall be accepted during the period on rate contract;

 02/08/18

12. The tender shall be deemed to have carefully examined the condition, specifications, size, make etc. of the material goods to be supplied. If he shall have any doubt as to the meaning of any portion of these conditions or of the specifications, size etc. he shall before filling the tender, refer to the department directly and seek clarification;
13. The rates quoted must be F.O.R destination for IMPARD, Srinagar and shall include all charges/expenses/taxes/freight etc. the tenderer shall be responsible for proper packing so as to avoid any damage during the transportation and delivery of the material in good conditions. No extra cost on such account shall be admissible;
14. The contract of supply can be repudiated at any time if the supplies are not made to the satisfaction of J&K IMPARD;
15. The financial quotes submitted in a sealed envelope shall contain:
 - Photography and Print rate for 5" x 7" photographs
 - Photography and Print rate for 6" x 8" photographs
 - Photography and Print rate for 6" x 10" photographs
 - Photography and Print rate for 6" x 12" photographs
(if rates differ for mate/glossy paper, please quote separately)
 - Videography rates for full HD videos – per hour
 - Videography rates for full HD videos – full day (maximum of 5 hours shootings).
 - Digital copies of all video shall be provided Free on CDs in addition for use in Institutes website and publications.
16. Advance payment will not be made under any circumstances;
17. The validity period and the delivery period can be extended if mutually agreed to not more than 3 months at a time subject to maximum by one year;
18. Any other terms and conditions in terms of book of financial code volume I shall be applicable any time;

A handwritten signature in blue ink, followed by the date '02/08/18' written in the same ink.

Deputy Director,
IMPARD, Srinagar