



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER: MAJULI
(DEVELOPMENT BRANCH)

No.MDB.01/2024/Tender/6/5630-5639,

Dated-12/12/2024

SHORT NOTICE INVITING QUOTATION

Sealed quotations affixed with non-refundable court fee stamp of Rs 8.25 (Rupees Eight and Twenty Five Paise) only are invited from intending parties/firms/suppliers for videography and still photography as per details given below in connection with conduct of **Panchayat Election in Majuli district.**

Sl. No.	Particulars of the items of Quotation	Unit	Rate to be quoted inclusive of GST
1	(A) Videography Charges (With one operator)	(A) Per day per video camera	Rs.
2	(A) Digital still camera with cameraman	(A) Per day	Rs.
	(B) Print in Good quality photo paper (Colour)	(A) Per copy	1. Rs.....
	1. Size 4x6 Sq.inc		2. Rs.....
2. Passport Size	3. Rs.....		
	3. Stamp Size		

TERMS AND CONDITIONS:

1. Rates of items should be quoted in both figures and words.
2. Tenders shall be accompanied with up-to-date certificate of income tax returns (computerised income tax return) and GST registration certificate.
3. The tender shall be accompanied with self-attested documents of PAN card and bank passbook.
4. The tender shall be accompanied with up-to-date and valid trade licence issued from competent authority.
5. The videography shall have to be done in any place within the jurisdiction of Majuli Election District.
6. Still photographs supplied should be of good quality.
7. The rates should be inclusive of GST.
8. Payment will be made only on the receipt of fund from the Govt. The undersigned will not be responsible for any delay in payment of bills for reason beyond his control/ authority.
9. All supporting documents along with the quotations shall have to be self-attested.
10. The quotations will be received till 26/12/2024 up to 2.00 PM and will be opened on the same day at 3.00 PM in presence of the quotationers. In case that day happens to be a holiday, the quotations will be opened on the next working day.
11. The bidders will have to deposit an amount of Rs. 5,000/- (Rupees five thousand) only as security deposit in the form of Demand draft/Bankers Cheque in favour of "District Commissioner, Majuli" payable at HDFC Bank, Majuli Branch, Garamur, Majuli along with the quotation.
12. Preference will be given to bidder(s) with previous experience of videography/photography in any election.
13. The authority shall not be bound to issue supply orders only to intending quotationers.
14. The undersigned does not bind him to accept the lowest rate and reserves the right to accept or reject any one or all tenders without assigning any reason whatsoever.


District Commissioner
Majuli
Dated-12/12/2024

No.MDB.01/2024/Tender/ 5630-5639
Copy to:

1. The Secretary, Assam State Election Commission, Dispur, Assam for kind information.
2. The DIPRO, Majuli. He is requested to give wide publicity through print media.
3. Office notice board.


District Commissioner
Majuli