



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ**

Rajendranagar, Hyderabad – 500 030

\*\*\*\*\*

**NOTICE**

**Quotation for photography/ videography services – Reg.**

\*\*\*\*\*

National Institute of Rural Development & Panchayati Raj (NIRD&PR), Rajendranagar, Hyderabad-500 030 requires the services of "Photography/ Videography" to cover the important events of the Institute from time to time.

In this regard a Local Purchase Committee (LPC) is constituted in NIRDPR to survey the market and obtain quotations/ rates to ascertain the reasonableness of the rates for identifying suitable service provider for photography/ videography services at NIRDPR for a period of 04 months.

Interested service providers are requested to quote their rates in **enclosed Proforma** to the Local Purchase Committee of NIRDPR through e-mail at **upenrana.nird@gov.in** latest by 22.02.2023.

To,  
**NIRDPR**  
**Rajendranagar, Hyderabad-500 030**

**FINANCIAL BID**

I / We hereby offer the following rates for taking photographs / videography at NIRDPR and supply of different size photographs as indicated below:

Sl. No	Description of the item	Qty.	Rate quoted (Rs.)	
			In figures	In words
<b>A. In house i.e. NIRDPR photographer will take photograph – only printing needs to be done by the vendor)</b>				
1.	Printing and supply of different size photographs			
1.1	-4”X6” size	1		
1.2	-8”X12” size	1		
1.3	-12”X10” size	1		
1.4	-12”X18” size	1		
2	Printing of digital / negative 4”X6” size	1		
3	Passport size 4 copies	4		
4	Charges extra passport size photos (4 copies)			
5	Video coverage with 3 CCD FHD cameras / 4k cameras (FHD or UHD quality) – editing, titles, dubbing for event/half day coverage – final output should be delivered in FHD or 4 k format in DVD or hard Disk3			
5.1	Rate for one hour			
5.2	Rate for half a day			
5.3	Rate for full day			
6	3 CCD camera FHD quality / 4k cameras – editing, titles, dubbing for event/full day coverage) – final output should be delivered in FHD or 4k format in DVD or hard Disk.			
<b>B. Both i.e. Vendor will take photograph and printing also needs to be done by them</b>				
1.	Printing and supply of different size photographs			
1.1	-4”X6” size	1		
1.2	-8”X12” size	1		
1.3	-12”X10” size	1		
1.4	-12”X18” size	1		
2	Printing of digital / negative 4”X6” size	1		

3	Passport size 4 copies	4		
4	Charges extra passport size photos (4 copies)			
5	Video coverage with 3 CCD FHD			

	cameras / 4k cameras (FHD or UHD quality) – editing, titles, dubbing for event/half day coverage – final output should be delivered in FHD or 4 k format in DVD or hard Disk3			
5.1	Rate for one hour			
5.2	Rate for half a day			
5.3	Rate for full day			
6	3 CCD camera FHD quality / 4k cameras – editing, titles, dubbing for event/full day coverage) – final output should be delivered in FHD or 4k format in DVD or hard Disk.			

We undertake to provide services even at a short notice.

SIGNATURE OF THE BIDDER AND SEAL

Name of the Firm:

Address:

Contact Number:

GST No.:

PAN No.:

Date:

Place: