



Ref No: NIRT/STORES/Photography & Videography/SEAR WS/23-24 Dt.07.11.2023

QUOTATION ENQUIRY

Sub: Photography & Videography for “National Certification workshop for TB Elimination in SEAR Countries” at ICMR-NIRT, Chennai-31-reg.

Sealed quotations are invited on behalf of the Director, ICMR- National Institute for Research in Tuberculosis, Chetpet, Chennai-31 from recognized photography firms/agencies for taking photography & videography for “National Certification workshop for TB Elimination in SEAR Countries” at ICMR-NIRT, Chetpet, Chennai and details are given below

Sl.No	Description	Remarks
1	Photography & Videography	Required for first half (9 AM – 1 PM) on 04.12.2023 & Second half on (1 PM -5 PM) on 08.12.2023

The quotation superscribed as “**Quotation for Photography & Videography for “National Certification Workshop for TB Elimination in SEAR Countries”**” addressed to the Director, ICMR- National Institute for Research in Tuberculosis, No.1 Mayor Sathiyamoorthy Road, Chetpet, Chennai-31(Attention: Administrative Officer – Stores) should be either dropped in the Tender Box kept at Stores & Purchase Department at NIRT or sent through Speed Post / Courier or by E-mail (with signature & seal in company letterhead to [nirtdirector.ps@icmr.gov.in.](mailto:nirtdirector.ps@icmr.gov.in)) latest by **28.11.2023 till 11.30 A.M.**

OTHER TERMS & CONDITIONS

1. This is an enquiry & must not be treated as an order.
2. If any change of venue the same will be informed to the selected firm well before the date of the occasion.
3. All soft copies of photography and videography should be handed over to office in Pen drive (The pen drive should be given by the selected firm only).
4. The selected firm should send good experienced photographer along with high resolution/pixel camera well in time.
5. Interested photography firms/agencies should mention their valid mobile number, mail id and address.
6. Late/ delayed quotations and unsigned quotations will be summarily rejected and will not be considered under any circumstances.
7. No advance payment will be made. The payment will be made on receipt of services availed and satisfactory report of the end users.
8. NIRT will not be responsible for any delay for late receipt of quotations.
9. Any decision taken by the Director, NIRT at any point of time in connection with this process shall be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.



ADMINISTRATIVE OFFICER