



Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon ■ कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगांवशी संलग्न

Government College of Engineering, Jalgaon

शासकीय अभियांत्रिकी महाविद्यालय, जळगांव

An Autonomous Institute of Government of Maharashtra ■ महाराष्ट्र शासनाची स्वायत्त संस्था

NAAC Accredited with grade B++ (2024-2029) ■ नेक द्वारा नामांकन ब++ (२०२४-२०२९)

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Outward No. GCoEJ / Ind. Alumni Meet/ 2439

Date: 01.12.2025

To,

Subject: Quotation Enquiry for Photography and Videography Services for Industry Alumni Meet at our institute from 3rd Jan to 4th Jan 2026.

Sir/Madam,

You are requested to send a sealed quotation mentioning your lowest and most reasonable rates for providing photography and videography services for the Industry Alumni Meet at our institute on 3rd to 4th Jan 2026. The sealed quotation should reach this office on or before 15.12.2025 by 5:00 pm (during working days only). The sealed quotation will be opened on or after 16.12.2025 by 3.00 pm.

Description of Work:

- **Photography:** Two professional photographers required to cover all events and sessions during the Industry Alumni Meet from 3rd to 4th Jan 2026.
- **Videography:** One professional videographer required to document the entire proceedings of the Industry Alumni Meet during 3rd to 4th Jan 2026.

Terms and Conditions:

1. **Validity:** The rates should be valid for three months from the date of opening of the quotation.
2. **Service Delivery:** The services should be provided as per the confirmed order from this office. The photographer and videographer must be available from 3rd Jan to 4th Jan 2026. The final edited photos and videos must be delivered in the 02 pen drives on the same day of the event.
3. **Payment:** Payment will be made after satisfactory completion of the work.
4. **Taxes:** The rates quoted will be considered inclusive of all taxes unless stated separately.
5. **Confidentiality:** All photographs and videos taken during the event must be treated as confidential and not be shared with third parties without prior consent.
6. **Cancellation Policy:** In case of cancellation, the terms mentioned in the quotation will apply.

7. Rejection of Quotations:

- Quotations received after the due date will be rejected.
- For any item, if fewer than three quotations are received, it will be rejected.
- The services provided will be rejected if found unsatisfactory or not in accordance with our specifications. The decision of the undersigned in any regard will be final and binding on the service provider.

8. Right to Reject: The Principal reserves the right to reject any or all quotations without assigning any reason thereof.

Please note that the selected service provider will be notified promptly. We look forward to receiving your quotation.

AM
01/12/2015

**Principal
Government College of Engineering,
Jalgaon**

Copy to: 1) Website update In-charge for uploading on website.