



# JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Enterprise)

Khanij Bhawan, Tilak Marag, C-Scheme, Jaipur-302005

Tel. No. 0141-5192134 / 2385791

No.F-4(A-14)/JMRC/Metro-opl/2014-15

Dated: 16.05.2014

## NOTICE INVITING QUOTATIONS FOR PHOTOGRAPHY SERVICES

JAIPUR METRO RAIL CORPORATION LIMITED, JAIPUR invites sealed Quotations for photography Services from well experienced professional agencies/photographers for events and other requirements of JMRC.

The terms and conditions are as under:-

1. The photographer/agency should have experience of professional/ press photography work for at least 3 years. The agency shall submit documents viz experience details & client certificates to substantiate the same.
2. It will be a call based service as per JMRC requirement. Generally 4 calls in a month may be expected.
3. The Photographer/Agency shall be called at any time as per requirement of JMRC and shall be required to report within the time as given by JMRC.
4. The work shall be executed under the supervision of the Public Relations Officer of JMRC or any other person authorized for the same.
5. Reporting point for the photographer shall be at JMRC office or as directed by the Public Relations Officer of JMRC.
6. Photography shall be executed with a professional camera of not less than 16 Mega Pixels with HD video mode facility.
7. The services of photographer/agency include manpower with camera as specified.
8. The photographer/agency shall be expected to conduct self in a well behaved manner while working for JMRC.
9. Although mostly still photographs shall be required, but small duration video clips of up to 10 minutes duration may also be required occasionally.
10. After completion of the work, all photographs/video clips shall be handed over to the Public Relations Officer/other authorized officer JMRC in soft copy. Hard copies of selected photographs shall be supplied as per the demand of JMRC.
11. All photographs/video clips shall be the sole property of JMRC. The photographer/agency shall not be allowed to use these in any form anywhere. Otherwise he/they shall be liable to be prosecuted under the law.
12. The rates are to be quoted in the Bid format annexed herewith.
13. The following slabs will apply to additional hours of photography beyond the first two hours on any given day of work :-

S. No.	Work Details	Quoted Rate
1.	Up to first 2 Hours including 5 Color hard copies (5"x7")	As per quoted rate
2.	Additional photography for 3rd-4th Hour + Addl. 5 Color hard copies (5"x7")	@10% less than the rate quoted for 1.
3.	Additional photography for 5th-6th Hour + Addl. 5 Color hard copies (5"x7")	@ 15% less than the rate quoted for 1.
4.	Additional photography for subsequent every 2 hours + Addl. 5 color hard copies for each 2-hours.	@ 20% less than quoted rate for 1.

14. The rates quoted shall be inclusive of all expenses, no other charges shall be paid by JMRC. However taxes, if any & quoted in the bid shall be paid extra. TDS shall be deducted as per rules.
15. Completely filled and sealed quotations in the prescribed format along with eligibility documents may be submitted up to 3 PM on 27.05.2014 at the office of General Manager (Admin.), IIIrd floor Khanij Bhawan, Tilak Marg, Jaipur and the same will be opened at 3.30 PM on the same day.
16. The decision of JMRC shall be final in regard to this invitation.
17. The contract shall be valid up to 31 March, 2015. But JMRC will be free to terminate the contract at any time, if the quality service rendered by the photographer/agency is not found satisfactory by JMRC.
18. The financial evaluation shall be based on the lowest quote of grand total, as per Sr. No. 5 the Annexed Bid format.

(R.C.Sharma)  
General Manager (Admin.)

Enclosed:-As above

Copy to:-

1.	Khushboo Films, 33 Kalyan Bhawan, Adarsh Basti, Tonk Phatak, Jaipur- 302015
2.	Shubham Mooday Arts, Shop No.10, Opp Postoffice, Shastri Nagar, Jaipur-302016
3.	Jaipur Wedding Photography, 404-405, Akashwani Colony, Vaishali Nagar, Jaipur-302021
4.	Mayur Studio, 194-195, Arya Samaj Road, Raja Park, Jaipur-302004
5.	Super Digital Studio 96, Vishveshrya, Nagar, Tirveni Mode, Near D.C. hospital, Gopal Pura Bypass, Jaipur-302018
6.	Sheel Digital Colour Lab, 155-157, Indira Bazar, Jaipur
7.	Ajay Photos, Opp. Polovictory Cinema, Kanti Nagar, Station Road, Jaipur-302006
8.	Big Boss Studio 5, Govind Marg, Vijay Path Crossing, Raja Park, Jaipur- 302004
9.	Shyam Digitech, Shope. No. 33, Morija Tower, Indira Bazar, Jaipur-202001
10.	Kirti Films, G-8, Major Shaitan Singh Colony, Shastri Nagar, Jaipur- 302016
11.	All Prospective Bidders through Website Notice
12.	ACP(IT), JMRC for uploading on website of JMRC
13.	DGM (HR), JMRC

To,

General Manager(Admin)  
Jaipur Metro Rail Corporation Ltd.  
Jaipur.

Sub:-Your Notice for inviting Quotation for photography work

Ref:- Reference No F4(A-14/JMRC/Metro/ .....Dated.....

Kindly find enclosed here with our quotation for the Photography work as desired vide above referred notice inviting quotation.

S. No.	Work Details	Estimated Quantity (in a year)	Rates *	Total (Rs.) as per-B
A	B	C	D	E=CXD
1.	Photography work upto 2 hours including supply of soft copy of all the photographs and videos + Total 5 Color hard copies (5"x7") of selected Photos	40 Calls		Rs.
2.	Additional hard copies of color photographs (5"x7")	200 Nos.		Rs.
3.	Total (1+2)			Rs.
4.	Taxes @ % (on 1x2 above)			Rs.
5.	Grand Total inclusive of all taxes (for evaluation purpose)			Rs.

\* The rates above mentioned above are inclusive of all expenses

The eligibility documents are enclosed as per following details:-

1. ....
2. ....
3. ....

**Your sincerely**  
**(Authorized signatory)**  
**For M/S.....**