

CET/3019/2024-P1

18-11-2024

**QUOTATION NOTICE**

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| <b>Quotation Number</b>   | 28//24/P1/CET  |
| <b>Due date and time for receipt of quotations</b>  | 26/11/2024, 11 AM  |
| <b>Date and time for opening of quotations</b>  | 27/11/2024, 3 PM   |
| <b>Date up to which the rates are to remain firm for acceptance</b>   | 27/09/2024   |
| <b>Designation and address of officer to whom the quotation is to be addressed</b>  | The Principal, College of Engineering<br>Trivandrum, Thiruvananthapuram-16.<br>GSTIN:32AAAGC0358L1ZP |
| <b>Superscription : Video recording of NBA Accreditation visit during 06-08 December 2024 (*3 days) in this institution</b> |  |

Sealed quotations are invited for the **Video recording of NBA Accreditation visit during 06-08 December 2024 (\*3 days) in this institution** specified in the list attached given below/overleaf. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted above. Any quotation received after the time fixed on the due date is liable to be rejected.

The acceptance of the quotations will be subject to the following conditions.

- 1. Preference is given to videographers having prior experience in taking video recording of NBA visit in government institutions ( copy of the same conducted can be attached along with the quote)**
2. Withdrawal from the quotation after it is accepted or failure to complete the work within the specified time or according to the demand of the concerned will entail cancellation of the order and if the work is to be got done by others all such expenses should be met by the defaulting party and any loss incurred thereby being payable by the defaulting party. In such an event the Institution/Government reserves the right to ban the defaulter from engaging any Government work permanently or for a specified number of years.
3. No representation for enhancement of price once accepted will be considered during the currency of the contract.
4. Any attempt on the part of tenderers or their agents to influence the Officers concerned in their favour by personal canvassing will disqualify the tenderers.
5. If any license or permit is required, tenderers must specify in their quotation and also state the authority to whom application to be made.

6. The tenderers may quote also the percentage of rebate (discount) offered by them in case the payment is made promptly within fifteen days/within one month of taking delivery of stores.
7. Any sum of money due and payable to the successful tenderer or contractor from Government shall be adjusted against any sum of money due to Government from him under any other contracts.
8. Special conditions, if any, printed on the quotation sheets of the tenderer or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchases.
9. GST number must be mentioned in the quotation. The firm under composition scheme must mention the words "Composition taxable person" in their quotation and should submit proof for that.
10. The work should be done at various departments of this institution
11. The unit price, all other charges, and GST must be shown separately in the quotation.

| <b>Departments</b>                        | <b>Name of PG Program</b>               | <b>*Number of videographers required for the department or program per day</b> | <b>Hard drives/Pen drive to the Visiting Expert</b> | <b>Soft copy of the video recording</b>   |
|---|---|--|---|---|
| Mechanical Engineering                    | Industrial Engineering                  | 1  | 2 hard drives or 12 pen drives                      | A copy of the video recording is required to upload in google drive of mail ID of CET and link must be provided |
| Electrical Engineering                    | Guidance and Navigation Control         | 1  |   |   |
| Electronics and Communication Engineering | Robotics and Automation                 | 1  |   |   |
| Civil Engineering                         | Hydraulics Engineering                  | 1  |   |   |
| Chairman                                  | General Facility and Institution Files. | 1  |   |   |