



No. 299 / Date 28/05/2025

**Quotation Call Notice for Video Documentation & Photography of
Vikash Mela-2025**

Sealed quotations are invited from intending firms/ agencies having GST & PAN for the following works of the Vikash Mela-2025 to be organized at Prashasanik Bhawan Ground, Jajpur from 11th to 17th June-2025. The sealed tenders should reach the Zilla Parishad Office, Jajpur through Regd. Post/ Speed Post/ courier up to 10.00 A.M on 04.06.2025 in the Office of the CDO-cum-E.O, ZILLA PARISHAD, Jajpur, which will be opened on 04.06.2025 at 11.00 A.M in the Office of CDO-cum-E.O, Zilla Parishad, Jajpur in presence of the bidder or their authorized representatives. The Envelop of the quotation should super scribe "QUOTATION FOR VIDEO DOCUMENTATION & PHOTOGRAPHY OF VIKASH MELA-2025, JAJPUR". The details nature of works and speciation are annexed at Annexure-I. For convenience and effective delivery, the tender is to be treated as a composite package of services. Evaluation of the competitive bidding price will be made taking into account the sum total amount quoted on the entire items. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

Ashy.
CDO-cum-E.O 28.5.25
Zilla Parishad, Jajpur

Memo No. 295 Date: 28/05/2025

Copy to the Addl. District Magistrate, Jajpur with a request to affix the quotation call notice in the notice board of Collectorate, Jajpur for wide publication and information of the general public.

Ashy.
CDO-cum-E.O 28.5.25
Zilla Parishad, Jajpur

Memo No. 296 Date: 28/05/2025

Copy to the District e-governance Manager, Jajpur for information. He is requested to web- hoist the tender call notice along with tender paper for wide publication and information of the general public.

Ashy.
CDO-cum-E.O 28.5.25
Zilla Parishad, Jajpur

Memo No. 297 Date: 28/05/2025

Copy to the Notice Board of Zilla Parishad, Jajpur & all district offices notice board for wide publicity and information of the general public.

Ashy.
CDO-cum-E.O 28.5.25
Zilla Parishad, Jajpur



Odisha Rural Development & Marketing Society

creating competence and values in rural Odisha
Panchayati Raj & Drinking Water Department
Government of Odisha

ORMAS
JAJPUR

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Annexure-I

Sl. No.	Nature of Work	Unit	Specification	Rate Per Unit (In Rs.)
1	Still Photographs	100 nos.	Size of each photo- 4" x 6" with photo album.	
2	Video document	2 minutes	1 copy edited CD / pen drive for 30 minutes covering the entire event of the Vikash Mela-2025.	

N.B : The Still Photographer & Videographer should remain present at the Control Room of ORMAS from 9.00 AM to 11.00 PM during the Exhibition Period

Seal & Signature of Bidder



**TERMS & CONDITIONS FOR VIDEO DOCUMENTATION & PHOTOGRAPHY
OF VIKASH MELA-20254 TO BE HELD FROM 11TH TO 17TH JUNE-2025 AT THE
PRASHASANIK BHAWAN GROUND, JAJPUR TOWN**

01. The rate of Works should be inclusive of all taxes etc.
02. The quotationers are to enclose the attested copy of the following documents along with the quotation paper and the original certificate is to be produced for verification if felt necessary at the time of finalization in the quotation.
 - (a) Copy of GST registration certificate.
 - (b) Copy of the PAN Card.
 - (c) Copy Similar Work Experience document if any.
03. The sealed quotation should reach the Zilla Parishad Office, Jajpur on or before 04.06.2025 by 10.00 a.m through Registered Post / Speed Post / courier.
04. The quotation paper will be opened by the Tender Committee on 04.06.2025 at 11.00 AM onwards in presence of the quotationers or their authorised agents in the Office of the CDO-cum-E.O, Zilla Parishad, Jajpur.
05. The quotation received beyond the stipulated date and time and without the above required documents should be liable for rejection.
06. **The Photography & videography work will be treated as a package of work. So the lowest quoted cost (all items unit cost) will be taken into consideration while finalizing the bidder.**
07. The rates can be negotiated depending on the situation prevailing at the time of opening and finalization of the quotation.
08. The bidder should have adequate past experience for the above work and submitted documentary evidence for past experience.
09. The payment will be made on successful completion of work as per the Govt. procedure and norms.
10. The contract of tenders should be valid for one year from the date of issue of work order.
11. The undersigned reserves the right to reject or cancel any or all quotations without assigning any reason thereof. Any dispute in this matter will be settled up under the jurisdiction of Jajpur district.

Ash
20.5.25
CDO-cum-E.O
Zilla Parishad, Jajpur