

TENDER COST = Rs 500/-

ARMY PUBLIC SCHOOL, DAGSHAI
DISTT- SOLAN (HP)

TENDER DOCUMENT: (FINANCIAL BID)

PHOTOGRAPHY SERVICES FOR FY 2024-25 AS PER LIST ATTACHED AT APPX 'A'.

Terms and Conditions

1. The rates should be FOR APS Dagshai and should include excise duty, entry tax, barrier tax, GST, freight charges and all other taxes or imposition whatever liable to in respect of the service of photography. The school shall not be liable to pay any tax, freight etc.
2. The photographer will abide to supply photographs and provide services as per the school requirement on the rates approved by the board of officers after negotiation.
3. The contract can be cancelled by the school authority if the photographer fails to provide these services within given time or the quality of photographs is not of desired standard.
4. No advance payment will be made. The payment will be made through local cheque within 15 days after inspection and acceptance of the photographs by the school. Photographs of poor quality will not be acceptable and rejected.
5. The photographer will ensure that no photo will be handed over to the students directly. The photographer will hand over all photos to the librarian along with the bills.
6. The approved contractor will be required to deposit a sum of Rs 2,500/- at the time of signing of contract against security. This deposit will be refundable without any interest thereon after the successful completion of the contract period but is liable to be forfeited if the contract has to be terminated due to non-performance by the contractor.
7. The rates are also applicable to the school staff for personal photographs.
8. The contract period will be one year ie. from 01 Apr 2024 to 31 Mar 2025.
9. Contract will be awarded to the lowest quotee. However, the School reserves the right to enter into higher rate considering better service.
10. In case, you are interested, you may send your tender in sealed envelope to reach the school latest by 25 Jan 2024.



Principal
APS Dagshai

ARMY PUBLIC SCHOOL DAGSHAI**FINANCIAL BID OF PHOTOGRAPHY AND I CARD FOR FINANCIAL YEAR 2024-25**

SR. NO.	ITEMS	Rates	Remarks
1	Pass port (four copies)		
2	Stamp size photo (four copies)		
3	4" x 6" (each)		
4	5" x 7" (each)		
5	8" x 10" (each)		
6	16" x 20" (each)		
7	20" x 24" (each)		
8	16" x 20" with lamination		
9	20" x 24" with lamination		
10	20" X 24" with border lamination		
11	Video Film coverage		
	(a) Half day including CD		
	(b) Full Day including CD		
12	Photograph album 200 pages (4x6 inches)		
13	Photograph album 100 pages(5 x 7 inches)		
15	Photograph album 50 pages (4x6 inches)		
16	Photograph album 25 pages (4x6 inches)		
17	Identity Card		
18	Videos CDs for students		
19	Photo Framing per inch		
	(i) 4x6 inches		
	(ii) 5x7 inches		
	(iii) 6x8 inches		
	(iv) 8x10 inches		
	(v) 8x12 inches		
	(vi) 12x15 inches		
	(vii) 16x20 inches		
	(viii) 20x24 inches		
	(ix) 10x14 inches		
20	Photography (Soft copy only)		

Conditional rates will neither be acceptable nor applicable.

Signature of tenderer _____

Name

Name & address of firm with seal

 Email address _____

Contact No. _____

GENERAL INFORMATION

1.	Name of Applicant / Company	
2.	Address for correspondence	
3.	Contact Person: _____ Telephone No. _____ Mobile _____ Email ID _____	
4.	Type of Organization: (a) An individual (b) A proprietary firm	
5.	Place and Year of Incorporation	
6.	GST No.	Attach photocopy
7.	PAN No	Attach photocopy

DETAILS OF ITEMS/SERVICES SUPPLIED/PROVIDED DURING THE LAST 3 YEARS
(DETAILS TO BE FURNISHED IN THE FOLLOWING FORMAT)

S.N o.	Name of contract	Name & Address of the client	Remarks

Seal and Signature of Applicant