

COURT RECEIVER, HIGH COURT, BOMBAY
NOTICE INVITING QUOTATIONS

The Court Receiver, HIGH COURT, Bombay invites sealed quotations from service providers for videography at following sites:-

- Sites:-
- 1) Aamby Valley City
At Tal. Mulshi, Lonawala, District : Pune.
 - 2) Aamby Valley Limited property
At village Dabhedabheghar, Tal. Mahabaleshwar,
Dist. Satara
 - 3) Aamby Valley Limited property
At village Sambhukhed, Tal. Mhaswad , Dist. Satara
 - 4) Aamby Valley Limited property
At village Yerphale, Tal. Patan, Dist. Satara

<i>Sr. No.</i>	<i>Particulars</i>	<i>Required days</i>	<i>Dates</i>
1	Audio Videography	1 Day – for site no.1	11 th December, 2017 10.00 a.m till end of work (date may change)
2		2 Days- for sites no. 2 to 4	12 th December, 2017 and 13 th December, 2017 10.00 a.m till end of work (dates may change)

General Terms And Conditions

The Envelope for quotation should be superscribed with the words “Quotations for Videographer and addressed to the “COURT RECEIVER, HIGH COURT, BOMBAY” BANK OF INDIA BUILDING, 2ND FLOOR, M.G.ROAD,FORT, MUMBAI-400023.

- 1) The Quotations should reach on or before 8th December, 2017 by 12.00 noon with all details as required in sealed envelope by Post, Courier or personally. The quotations sent through email will not be accepted. The quotations will be opened on 8th December, 2017 at 1.00 p.m.
- 2) The rates quoted should be inclusive of taxes/duties, levies or other traveling/ transportation charges, lodging and boarding.
- 3) The 25 % Payment will be made, in advance if required, by NEFT and 75 % payment, by NEFT, after completion of work subject to the satisfaction of the Court Receiver.
- 4) The service provider should possess sufficient experience of videography. Preference will be given to a professional who possesses an experience in government organizations.
- 5) The camera for audio video recorder should be high definition digital with superior resolution. The service provider should carry extra equipments, storage media, for the Audio-Video recording like card or hard-disk , SD card , batteries, etc.
- 6) Equipments should be adjustable with any needful focus for HD resolution. Camera should be secured from all types of malfunctioning, transferring of data via any media.

- 7) Equipment should contain Time, Date and requisite stamp over the recorded video, clip duration and other important information.
- 8) Equipments should be adjustable with any needful focus for HD resolution.
- 9) The indoor and outdoor audio-video recording will be for maximum 15 hours in a day excluding journey period.
- 10) The recording media should be original and must be removable (external media). No internal memory should be used. The removed card or media should be immediately handed over to the authorized office person.
- 11) The recorded video should be in a format that can be played in all tools available.
- 12) There should be absence of facilities to delete, add or alter the recorded clips, video or audio. No webcasting or streaming is permitted.
- 13) The service provider who will record or carry out audio and videography may require to file an affidavit for the compliance of conditions and compliance of provisions in Information Technology Act.

- 14) The Court Receiver reserves rights to accept or reject any/all quotations, that too, without assigning any reason whatsoever and/ or amend the terms and conditions.

Note: The service provider shall attend with sufficient assistants so as the recording work should not be hampered in any condition. It is a quotation only for audio video recording.

Sd/-

**COURT RECEIVER,
HIGH COURT, BOMBAY**

Date:- 7th December, 2017