



# J&K Institute of Management, Public Administration & Rural Development

Regional Centre: Near ASCOMS Sidhra Jammu

## Tender for Photographic Services

Sealed tenders affixed with Rs. 10/- Revenue Stamp are invited from reputed/registered photographers for printing & supply of photo snaps of the dimension of 5"x7", 6"x8", 6"x9", 8"x10", 8"x12", passport size photographs and videography on need basis in connection with training programmes to be conducted by this Institute during the financial year 2020-21. Tender documents are available with Estates Section/System Administrator, J&K IMPA&RD, Jammu against non-refundable cash payment of Rs. 200/- (Rupees two hundred) only or can also be downloaded from official website for which the cost of tender document in the shape of Bank Draft of Rs. 200/- shall have to be deposited at the time of submission of tender document favouring FA&CAO, J&K IMPA&RD along with CDR of Rs. 2,000/-.

Tenders should be properly sealed in double envelopes duly marked "Tender for Printing of Photographs" with sample photographs of having standard quality of photo paper addressed to undersigned to reach this office within 15 days from the date of publication in local dailies up to 03.00 pm. The tenders can be dropped manually in the Tender Box placed in the office room of undersigned upto 03.00 pm. The Tender Box shall be opened on any subsequent date which as may be convenient to the Contract/Purchase Committee in presence of tenderers or their representatives which shall be notified on J&K IMPA&RD website: [jkimpa.nic.in](http://jkimpa.nic.in).

For further details please contact the Estates Officer on Mobile No: 7006472310 or the System Administrator on Mobile No: 9419620607.

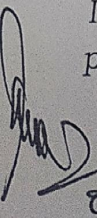
Financial Advisor & CAO,  
J&K IMPA&RD.

No: IMPA/E/Photo/2020/III/ 677-81

Dated: 13.10.2020

## Terms & Conditions

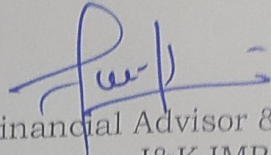
1. The successful tenderer shall have to execute an agreement with the Institute for a period of one year from the date of acceptance of tender and the rates offered shall be valid for one year.
2. The successful tenderer shall be bound to supply the required items in time in accordance with the approved rates/specifications/quality.
3. The CGST & SGST, Income Tax or any other taxes as may be applicable shall be deducted at source from the bills of successful tenderer. The tenderer shall furnish the valid GST/PAN No. along with the tender.
4. The photographer will be liable for action as warranted under rules in case any complaint is received by the Government regarding any violation of any condition/term/specification approved for supply of the Photographs during the contract period.
5. In case the photographer fails to arrange the supply of Photographs etc. to the intending department on the terms and conditions laid down in this tender, the photographer may be blacklisted and the security deposit forfeited to make good the loss which may be caused to the intending department as a result of having obtained the supplies from other source besides taking action under law.
6. During the period of Rate Contract the photographer shall reduce the rates, if there is reduction in rates, however, there shall be no increase in rates during the currency of the contract.
7. The security deposit of the photographer shall be released after successful completion of the contract or expiry of the contractual period provided there is no complaint received from any indenting department about the violation of the terms and conditions of the contract.
8. If any dispute arises between the photographer and the indenting department in respect of this rate contract or any matter related to it, the same shall be referred to any officer of the Government as may be nominated by the Vice Chairman & Director General, J&K IMPA&RD whose order shall be final and binding on both the parties.

  
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9. All legal proceedings if un-avoidable to arise and to institute by either of the parties to this contract, the same shall have to be lodged in courts situated in J&K State only and not elsewhere.
10. The unit rate must not under any circumstances be altered and the rates must be entered in words as well as in figures. Alteration/Addition, if any, must be properly initialed and cello taped.
11. The tenderer shall be deemed to have carefully examined the condition, specifications, size, make etc. of the material goods to be supplied. If he shall have any doubt as to the meaning of any portion of these conditions or of the specifications, size etc, he shall before filling the tender, refer to the FA&CAO, J&K IMPA&RD and seek clarification.
12. The rates quoted must be F.O.R. destinations in the premises of J&K IMPA&RD, Jammu and shall include all charges/expenses /taxes/freight etc. The tenderer shall be responsible for the proper packing so as to avoid any damage during the transportation and delivery of the material in good condition. No extra cost on such account shall be admissible.
13. The tenderer whose tender is accepted shall arrange supplies within a period of one day from the date of photography/snaps are taken according to the requirement of the department. In case he fails to supply the same, the department reserves the right to blacklist the photographer and forfeit its CDR.
14. The contract of supply can be repudiated at any time if the supplies are not made to the satisfaction J&K IMPA&RD.
15. Advance payment will not be made under any circumstances.
16. The validity period and the delivery period can be extended if mutually agreed to.
17. Any other terms and conditions in terms of book of General Financial Rules - 17 shall be applicable at any time.
18. The tenderer shall certify on the body of the bill that the rates charged are lowest rates offered to any other institution.

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19. The tenders quoted on the name of other firms shall not be entertained and rejected without assigning any reasons.

  
Financial Advisor & CAO,  
J&K IMPA&RD.