



**UNIVERSITY MAHARANI COLLEGE**  
RAM SINGH ROAD, JAIPUR-302001. Phone No. 0141-2373628 Fax No. 0141-2371918  
Email ID- maharanicollegejaipur@gmail.com

No. UMCJ/2025/1838

Dated: 21/02/28

**Letter for Quotation Invitation**

Sealed quotations\* are invited from reputed manufacturers or authorized dealers/ suppliers for the procurement of following services (particular service costing below 1.00 Lac) in the University Maharani College, University of Rajasthan, Jaipur. Interested Firms are requested to quote their rates and give full details viz. specifications etc. on the forwarding basis, to the Principal, University Maharani College, University of Rajasthan, Jaipur-302001 within the prescribed time period.

Last date for quotations submission: Date 01/03/2025... till 12:00 PM

Date and time of quotations opening: Date 01/03/2025... at 02:00 PM

Venue of quotations opening: Principal Chamber of the College

**Item description**

S. No.	Service name	Specifications
1.	AMC (Photography/Videography of Students functions)	Photography (Rate of Half Day) Photography (Rate of Full Day) Videography (Rate of Half Day) Videography (Rate of Full Day)

**\*Terms and conditions:**

1. Rates mentioned should be inclusive of all taxes, C.I.F./ F.O.R. University Maharani College, University of Rajasthan, Jaipur and all other charges.
2. Copy of PAN and GST registration certificate of the reputed manufacturers or authorized dealers/ suppliers should be provided.
3. The rates should be quoted in figures as well as in words, on the price quotation form and duly signed and stamped by the authorized person.
4. Any overwriting/ cutting in the quotation document may lead to rejection of the quotation.
5. Quotations received after due date will not be considered in any case. The college will not be responsible for any delay in offline submission due to any reason.
6. The procuring entity reserves the right to accept or reject any quotation and to cancel the whole process and reject all quotations without assigning any reason at any time. Further, it is not necessary to accept/ select the lowest rate quotation.
7. The provisions of RTTP Act 2012 and rules 2013 thereto shall be applicable for this procurement.
8. Service should be provided as and when requirement.

  
(Principal)

No. UMCJ/2025/1839-1840  
Copy forwarded to: -

Dated:

1. The Director, Infonet center, University of Rajasthan, Jaipur to publish this quotation letter on university website.
2. College notice board.

  
(Principal)



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**Annexure-‘A’**

**Bid Form**

for the service of “Photography and Videography” the University Maharani College, University of Rajasthan, Jaipur.

1. Name of the Bidder/ Firm: .....
2. Name & designation of authorized signatory: .....
3. Full Address: .....
4. Mobile No. ....
5. Email:- .....
6. NIB no. and date: .....
7. Details of the item:

S. No.	Name of Items	Make	Quantity	Base Price per unit (Rs.)	GST Amount (Rs.)	Total Cost Including GST (Rs.) In figures
1.						
2.						
3.						
4.						

I/ We agree to the terms and conditions mentioned in the bid document.

Date:

Place:

Name & Signature of Bidder with Seal