

**NGT(PB)/41/Store/2014  
National Green Tribunal  
(Principal Bench)**

Dated 22.01.2016

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited by the undersigned on behalf of National Green Tribunal (Principal Bench), New Delhi for the work of Forthcoming International Conference on Global Environmental Issues and South Asia Workshop on Compliance and Enforcement of Multilateral Environmental Agreement at Vigyan Bhawan, New Delhi on 4<sup>th</sup> to 6<sup>th</sup> March, 2016 upto 3.00 PM on dated 28.01.2016.

The quotation will be opened at 3.30 PM on 28.01.2016.

**Name of Work :** International Conference on Global Environmental Issues and South Asia Workshop on Compliance and Enforcement of Multilateral Environmental Agreement on 4<sup>th</sup> to 6<sup>th</sup> March, 2016 and Videography and Photography work to be covered during the conference from 4<sup>th</sup> to 6<sup>th</sup> March, 2016.

Sr. No.	Description	Unit	Rate (Rs.)	Amount
<b>Audio Video</b>				
1	<b>Dated : 04.03.2016 (from 2pm to 6pm)</b>  <b>Inaugural Session at Plenary Hall –</b> <ul style="list-style-type: none"><li>• 4 Video HD Video Multi Setup</li><li>• 4 Plasma 52 inches in Plenary Hall</li><li>• Switcher</li><li>• Cabling</li><li>• UPS 1 KVA</li><li>• One Laptop with MS Office</li></ul>			

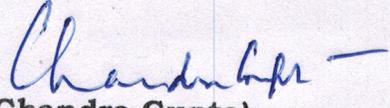
	<ul style="list-style-type: none"> <li>• Offline editing video in DVD</li> </ul>			
<b>2</b>	<p><b>Dated : 05.03.2016</b> <b>(Full Day)</b></p> <p><b>Session Coverage with Plenary Hall for three Parallel Session :</b></p> <ul style="list-style-type: none"> <li>• 4 Video HD Video Multi Setup</li> <li>• 8 Plasma 52 inches in three Halls</li> <li>• 2-Side Screen with Projector</li> <li>• Switcher</li> <li>• Cabling</li> <li>• UPS 1 KVA</li> <li>• Offline editing video in DVD</li> <li>• One Laptop with MS Office</li> </ul>			
<b>3</b>	<p><b>Dated : 06.03.2016</b> <b>(from 9am to 2pm)</b></p> <p><b>Valedictory Session :</b></p> <ul style="list-style-type: none"> <li>• 4 Video HD Video Multi Setup</li> <li>• 4 Plasma 52 inches in Plenary Hall</li> <li>• 2-Side Screen with Projector</li> <li>• Switcher</li> <li>• Cabling</li> <li>• UPS 1 KVA</li> <li>• Offline editing video in DVD</li> <li>• One Laptop with MS Office</li> </ul>			
<b>Still Photography</b>				
<b>4</b>	<p><b>Dated : 04.03.2016</b> <b>(from 2pm to 6pm)</b></p> <p><b>Inaugural Session includes:</b></p> <ul style="list-style-type: none"> <li>• 4 (Four) Digital Still Photographers per day for whole events</li> <li>• All soft copies with high resolution files will be provided in DVD</li> <li>• Print out not included</li> </ul>			
<b>5</b>	<p><b>Dated : 05.03.2016</b> <b>(Full Day)</b></p> <p><b>Session Coverage</b> <b>For three Parallel Session includes:</b></p> <ul style="list-style-type: none"> <li>• 4 (Four) Digital Still Photographers</li> <li>• per day for whole events</li> </ul>			

	<ul style="list-style-type: none"> <li>• All soft copies with high resolution files</li> <li>• will be provided in DVD</li> <li>• Print out not included</li> </ul>			
<b>6</b>	<p><b>Dated : 06.03.2016</b></p> <p><b>Valedictory Session includes:</b></p> <ul style="list-style-type: none"> <li>• 4 (Four) Digital Still Photographers per day for whole events</li> <li>• All soft copies with high resolution files will be provided in DVD</li> </ul> <p>Print out not included</p>			
<b>7</b>	<p><b>Collage Design Album including designing, Printing and Binding rates as follows:</b></p> <p>10 x 15 Collage design page with back to back pasting and printing containing 2 to 8 pics per page Charges as follows:</p>			
<b>8</b>	<p><b>Dated : 04.03.2016</b></p> <p><b>Inaugural Session includes:</b></p> <ul style="list-style-type: none"> <li>• 50 Sheets Approx. Pages of Back to Back Album</li> <li>• One Photo Album Cover</li> </ul> <p>Approx. 150 Photographs included in 50 sheets</p>			
<b>9</b>	<p><b>Dated : 05.03.2016 (Full Day)</b></p> <p><b>Session Coverage:</b></p> <ul style="list-style-type: none"> <li>• 60 Sheets Approx. Pages of Back to Back Album</li> <li>• One Photo Album Cover</li> <li>• Approx. 200 Photographs included in 60 sheets</li> </ul>			
<b>10</b>	<p>Dated : 06.03.2016</p> <p><b>Valedictory Session :</b></p> <ul style="list-style-type: none"> <li>• 50 Sheets Approx. Pages of Back to Back Album</li> <li>• One Photo Album Cover</li> <li>• Approx. 150 Photographs included in 50 sheets</li> </ul>			

	Album Photo cover for 10 x 15 Collage Design			
11	<b>Dated : 04.03.2016 (Dinner Function)</b> <b>Digital Video &amp; Still Photography</b> <b>(from 7pm onwards)</b>			
<b>Installation Charges of all above Live equipment to be set up one day prior to the event.</b>				

**Terms & Conditions:**

1. Work will be carried out as per requirement of International Conference and directions of the Competent Authority.
2. The contractor should quote his rates on the schedule itself in figures and words.
3. Competent Authority reserves the right to **ACCEPT/REJECT** the quotations.
4. Duration of Work – 4<sup>th</sup> to 6<sup>th</sup> March, 2016.
5. Quoted rates shall be inclusive of all taxes.
6. General conditions of contract shall be applicable.
7. Those bearing experience of covering International Conference will be given preference and are also requested to furnish experience certificate.
8. Payment for the work shall be made after the satisfactory completion and delivery of the work.

  
**(Chandra Gupta)**  
 Registrar General  
 NGT(PB)

**Contractor :**

**Copy to:**

1. DR-cum-PPS to Hon'ble Chairperson, NGT for information.
2. Ld. Dy. Registrar (Judicial), NGT
3. Section Officer, Store Section, NGT
4. DCA, Account Section, NGT
5. Notice Board, NGT