



**Demonstration Multipurpose School**  
Regional Institute of Education  
[A constituent Unit of N. C. E. R. T, New Delhi]  
**Bhubaneswar-751022**  
Phone No-0674-2541516, Fax-No-0674-2543782

Ref No:-

7289

Dated.: 15/10/19

To

M/s.....

.....

.....

Sub : Submission of quotation of rates for still and video photography.

Sir,

You are requested to quote the rate for still and video photography which will be done for four days (i.e. 5<sup>th</sup> to 8<sup>th</sup> November 2019) with given specification including all the charges and taxes (like transportation, GST etc).

- (a) Still photos :  
1. 6 inches x 4 inches size (300 copies)
- (b) Video photography:  
Covering all events of INDEM and preparing four duly edited CDs (Four Sets)  
Duly edited CD/DVD with mixing of recorded voice to give it a form of documentary.
- (c) 24 inches x 36 inches photo print and chemical lamination – 04 nos

Your quotation in a sealed envelope superscribing 'Quotation for INDEM-2019 (Still photos and video)' should reach HM, D.M. School, Regional Institute of Education, Bhubaneswar latest by 18.10.2019.

Tentatively the services will be required between 04<sup>th</sup> (A.N) to 08<sup>th</sup> November 2019.

- \*You must mention your GSTIN Number.  
\*Actual requirement may vary as per need.

Yours sincerely

  
15/10/19  
Headmaster

Copy to:

1. Committee members to collect quotations from Local Market
2. INDEM File