



## Central University of Himachal Pradesh

(Established under Central Universities Act 2009)

DHARAMSHALA, KANGRA, HP - 176215,

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आजादी का  
अमृत महोत्सव

Ref. No: SoJMC&NM/1-9/CUHP/13/446

Dated: 06.03.2023

### NOTICE INVITING QUOTATION

For and on behalf of the Central University of Himachal Pradesh, Sealed Quotations are hereby invited by the **School of Journalism, Mass Communication & New Media** the undersigned for “**Supply of media lab equipment**” from authorized Dealers/Agencies, as per the schedule attached in Annexure-B. The sealed envelope containing the quotation shall be superscribed with the **Name of the Work, Quotation Enquiry, Ref. No., Date and Contact Number of the dealer/supplier** and shall reach the office of **DEAN, SCHOOL OF JOURNALISM, MASS COMMUNICATION & NEW MEDIA, CENTRAL UNIVERSITY OF HIMACHAL PRADESH, CAMPUS-1, NEAR HPCA STADIUM, DHARAMSHALA, (H.P.) - 176215** by registered post or delivered personally latest by **14.03.2023 up to 11:00 AM** and shall be opened on the same day at **02:00 PM** at CUHP Dharamshala in the presence of the local purchase committee.

**The approximate cost of the material is Rs. 2,40,000/- (Rupees Two Lakhs Forty Thousand only).**

Application for Quotation Document must be accompanied by attested copies of the following qualifying documents:

- 1.) PAN No. (Income Tax).
- 2.) GST certificate.
- 3.) Signed copy of terms & conditions (Annexure-A)
- 4.) Bill of quantities (Annexure-B)

Detailed quotation documents can be downloaded from the University website ([www.cuhimachal.ac.in](http://www.cuhimachal.ac.in) or [www.hpcu.ac.in](http://www.hpcu.ac.in)).

Yours faithfully,

  
Chairman  
Local Purchase Committee, Social Sciences  
CUHP, Dharamshala (H.P.)

Copy:

1. Notice board.

6/3/2023

2. System Analyst, CUHP for uploading on University Website.

## **"Annexure-A"**

### **Terms & Conditions**

1. All materials to be supplied for the work will have to get approved by the Committee.
2. The work/order is of urgent nature and hence the material is to be supplied immediately after issuing the supply order.
3. All Statutory deductions will be made as per prevailing rates.
4. All quantities in the schedule are required as per Annexure B.
5. If all items listed in Annexure B are not available with a single bidder, partial bidding of items available with the bidders is allowed.
6. The prices quoted should be net (inclusive of CP&OH charges, freight, GST and all applicable taxes etc.) and nothing extra is to be paid. The GST will be paid as per applicable rates and needs to be shown separately while raising the bill.
7. Payment shall be made only after the receipt and inspection of the material; no advance shall be paid.
8. The warranty of the product shall be as per the manufacturer's standard warranty.
9. The quotation for the work/supply shall have validity for a period of 180 days from the date of opening of quotations. CUHP shall, without prejudice to any other right or remedy, be at liberty to reject the bid completely if any bidder withdraws his quotation during the validity period or makes any modification in the terms and conditions of the quotation which are not acceptable to the University, or if he/ she fails to commence the work/supply specified in the NIQ (along with changes in scope, if any) in the prescribed time or abandons the work/supply before its completion. The University shall then be at liberty to get the work done from any other source (no payment for part of the work shall be made) at the contractor's risk and the University shall be free to blacklist the firm/suppliers/contractor.
10. In case of any dispute, the decision of the Vice Chancellor, CUHP is final and binding on the contractor.
11. The Central University of Himachal Pradesh reserves the right to accept or reject any or whole quotation/tender without assigning any reason thereof.
12. The firm/contractor shall further keep CUHP indemnified against loss to the CUHP property and assets or loss/damage if any, sustained by the CUHP on account of the failure or negligence of the workers deployed by him in the breach of the contract.
13. The firm/contractor shall be responsible for faithful compliance with the terms and conditions enunciated in this document. In the event of any breach of any of the terms and conditions, the contract may be terminated and further, the work/supply order may be got done/procured from another agency at his risk and cost.
14. Force Majeure: The contractor/authorized dealer shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or another failure to perform its obligations under the Contract is the result of an event of Force Majeure.

**“Annexure-B”**

S.No.	Description of the Items	Quantity	Rate (Rs.)	Amount	Remark
1	<p>Three-point lighting soft-box kit</p> <ul style="list-style-type: none"> <li>• Tripod Stand for the light should be included</li> <li>• Power source - Corded (with charger and battery if battery operated)</li> <li>• Accessories to be supplied</li> <li>• Colour Temperatures should be Adjustable</li> <li>• Soft-box should be included</li> <li>• Reflectors should be included</li> </ul>	1			
2	<p>Professional backdrop stand for studio photography and videography</p> <ul style="list-style-type: none"> <li>• Pole Height - 8-10 feet (approx.)</li> <li>• Cross-bar length - 9-12 feet in 3 bar segments (approx.)</li> <li>• Cover to be supplied</li> </ul>	1			
3	<p>Green screen curtain</p> <ul style="list-style-type: none"> <li>• Material – wrinkle-free cloth (preferable)</li> <li>• Color – Green</li> <li>• Height - 8-10 feet (approx.)</li> <li>• Width - 10-12 feet (approx.)</li> <li>• Cover to be supplied</li> <li>• Application - Professional Photography greenscreen background, photo video studio greenscreen backdrop</li> </ul>	1			
4	<p>Grey / White solid colour backdrop</p> <ul style="list-style-type: none"> <li>• Material – wrinkle-free cloth (preferable)</li> <li>• Colour – White / Grey</li> <li>• Height - 8-10 feet (approx.)</li> <li>• Width - 10-12 feet (approx.)</li> <li>• Cover to be supplied</li> <li>• Application - Professional Photography greenscreen background, photo video studio greenscreen backdrop</li> </ul>	1			
5	<p>Wireless Lapel microphone</p> <ul style="list-style-type: none"> <li>• Form Factor - Collar (Lapel)</li> <li>• Internal lithium-ion battery required</li> <li>• Polar pattern – Omnidirectional</li> <li>• Input - 3.5mm microphone input (transmitter)</li> <li>• Output - 3.5 mm receiver</li> <li>• Accessories - Pouch, data cable, windshield for the microphone, SC2 wire</li> </ul>	1			
6	<p>Fluid head heavy duty Tripods for video camera</p> <ul style="list-style-type: none"> <li>• Product description - Two-Stage Tripod</li> <li>• Type of head - Two-Way Fluid Head / 360° Pan and tilt Range</li> </ul>	2			

	<ul style="list-style-type: none"> <li>Adjustable length</li> <li>Carrying case included</li> </ul>				
7	<b>Phone Gimbal</b> <ul style="list-style-type: none"> <li>Built in Image and video stabilization</li> <li>Lithium-ion battery</li> <li>Bluetooth compatibility - Bluetooth 5.0</li> <li>Single handed operation</li> <li>Pan - 160° to 170° (approx.)</li> <li>Roll - 130° to 190° (approx.)</li> <li>Tilt - 100° to 240° (approx.)</li> </ul>	1			
8	<b>DSLR Camera Gimbal</b> <ul style="list-style-type: none"> <li>Three-Axis Motorized Gimbal Stabilizer</li> <li>Built in image and video stabilization</li> <li>Single handed operation</li> <li>Should be compatible and be able to fit a DSLR camera</li> <li>Lithium-ion battery</li> <li>USB Type C, Bluetooth</li> <li>Pan axis - 180°/s (approx.)</li> <li>Roll axis - 180°/s (approx.)</li> <li>Tilt axis - 180°/s (approx.)</li> </ul>	1			
9	High speed UHS SD card for DSLR cameras	10			

Name (CAPITAL LETTERS): \_\_\_\_\_

Address:

Contact no

Date:

Stamp and signature of the supplier/ bidder

(i) For purposes of this Clause, "Force Majeure" means an event beyond the control of the contractor and not involving the contractor's fault or negligence and is not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

(ii) If a Force Majeure situation arises, the contractor shall promptly notify CUHP Dharamshala in writing of such conditions and the cause thereof. Unless otherwise directed by the University in writing, the contractor shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**Chairman**  
**Local Purchase Committee, Social Sciences**  
**CUHP, Dharamshala (H.P.)**

I acknowledge that I have read, and do hereby accept the terms and conditions contained in this quotation document.

Signature with the date

(Bidder)

Name (CAPITAL LETTERS): \_\_\_\_\_

Address:

Contact no

**Date:**

**Stamp and**  
**signature of the supplier/ bidder**