

# Limited Tender Enquiry

For

Supply, Installation and Commissioning of Video Editing  
Computer, Video Camera 4K (all Accessories), Tripod, Monopod  
Head

At

Centre for Theatre & Film

University of Allahabad, Prayagraj

E. MAIL: [CODFT@ALLDUNIV.AC.IN](mailto:CODFT@ALLDUNIV.AC.IN), [CTFALLAHABAD@GMAIL.COM](mailto:CTFALLAHABAD@GMAIL.COM)

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University of Allahabad, Prayagraj

[www.allduniv.ac.in](http://www.allduniv.ac.in),

[www.eprocure.gov.in](http://www.eprocure.gov.in)

  
Coordinator  
Centre For Theatre and Film  
University of Allahabad  
Prayagraj

## UNIVERSITY OF ALLAHABAD

### Limited Tender Enquiry (LTE)

**Subject:- LTE for supply, installation and commissioning of Video Editing Computer, Video Camera 4K (All Accessories), Tripod, Monopod Head at Centre for Theatre & Film University of Allahabad (UoA).**

Dear Sir/Ma'am,

The Centre for Theatre & Film, University of Allahabad intends to purchase Video Editing Computer, Video Camera 4K (All Accessories), Tripod, Monopod Head Supply, with commissioning and installation at **Centre for Theatre & Film, University of Allahabad**. Kindly send your QUOTATIONS giving lowest rates per unit along with terms and conditions if any in Sealed Covered envelope addressed to **Purchase Officer, Purchase & Stores Department, University of Allahabad, Prayagraj, (UP), Pin-211002**. This has to reach to the office on or before 20/ 12 / 2024 till 5.00 PM. The word "**Quotation for supply, installation and commissioning of Video Editing Computer, Video Camera 4K (All Accessories), Tripod, Monopod Head in Centre for Theatre & Film, University of Allahabad, UoA**" with our reference no. of LTE and date of LTE must be clearly mentioned on the sealed envelope.

**Supply, Installation and Commissioning of Video Editing Computer, Video Camera 4K (all Accessories) , Tripod, Monopod Head at Centre for Theatre & Film, University of Allahabad (UoA)**

S.N.	Equipment Name	Number of Equipment
1)	Video Editing Computer	1 (One)
2)	Video Camera 4K (All Accessories)	1 (One)
3)	Tripod	1 (One)
4)	Monopod	1 (One)

#### **GENERAL TERMS AND CONDITIONS FOR LIMITED TENDER ENQUIRY (LTE)**

1. Mode of submission: Bid documents to be furnished by the bidder in 1 sealed envelope containing following 2 packets:
  - a. Technical bid (All documents other than price bid in sealed envelope).
  - b. Financial bid (Containing price bid in specified format in a sealed envelope)
2. While submitting the quotation following should invariably be mentioned:
  - a. Details of complete specification with model and manufacturer name and address should be given while quoting. Literature / Pamphlets should also be enclosed wherever applicable.
  - b. Lowest rate F.O.R. destination. Period of validity of quoted prices – (Minimum Six Months).
3. If you are manufacturer of the items or if you have proprietary distribution/sales authorization, please mention it in the quotation.
4. For items of equipment nature, the Instruction Manual, Diagram of the circuit drawing, etc must be supplied along with supply without which the delivery shall be incomplete.
5. Please fill in and return the Suppliers Profile Form & Mandate Form annexed at Annexure 'A' and Annexure 'B'.
6. Non Transferable tender:

Neither the contract nor any rights granted under the contract may be sold, leased, sublet, assigned or otherwise transferred, in whole or in part, by the vendor and any such attempts shall be void and of no effect without the advance written consent of the University of Allahabad.
7. The rates quoted by the bidders must be inclusive of supply, installation, commissioning, transportation, insurance, training/support and warranty, taxes and duties.
8. Rates must clearly indicate all taxes and the discounts offered, if any.

  
Coordinator  
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