

Bidhan Chandra Krishi Viswavidyalaya

Central Library

From,
DR KANKAN KR CHOWDHURY
Librarian



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Ref. No: Lib/ 1234 / 2025-26

Date: 30.10.2025

Notification

Sealed quotations are invited from the interested, experienced and efficient vendors for the entire coverage along with the preparation of an edited film and still photography of the event of ensuing XXIII- Convocation of Bidhan Chandra Krishi Viswavidyalaya (BCKV), to be held at Mohanpur Campus on 13-11-2025.

The detailed break-up of the works involved are outlined below:

1. Arrangement of high resolution Camera equipped with finest camera accessories & operator for the on-stage coverage of the whole programme for you-tube live streaming.
2. Arrangement of multiple cameras with proper accessories should be fitted for back-up sequences covering both On-stage and surroundings.
3. Arrangement for still photography should be done with a dedicated and well-organized set up with a well-trained camera person.
4. A Drone arrangement should be there for the aerial photography along with an efficient and dedicated person having both drone control knowledge and photographic efficiency.
5. The post-production process i.e. editing, mixing, graphics etc. should be up to the mark to reflect the essence of the whole programme. The output should be technically reached at the satisfactory level of the university authority.
6. The total output package should be delivered in 02 (two) different pen-drives.
7. Each and every photographic output should be shown by the vendor in detail and that may require to be modified, if necessary.
8. Any expert/team of expert from the university authority can provide their expert opinions regarding modifications if necessary.

Terms & Conditions:

1. Quotation in sealed cover should reach to the 'Librarian, Central Library, BCKV, Mohanpur, Nadia – 741252, West Bengal' within 07 (seven) days from the date of issuance of this notification.

Kankan Kr Chowdhury
30/10/25

2. The sealed envelope should superscripted as 'Quotation for videography & photography – XXIII Convocation, BCKV'.
3. The quoted price should be inclusive of all taxes/GST.
4. The vendor should have previous experience of wide scale photography and videography works in the university level. Photocopy of such credentials should be attached with bidding documents.
5. The vendor should attach photocopies of PAN and other relevant documents.
6. The authority reserves the right to cancel any quotation without assigning any reason whatsoever.

[Signature]

Librarian

30/10/2025

Submitted to the
Registrar, BCKV for
his kind endorsement
for publication of the
tender notice in to
the university website.

[Signature]
30/10/25

Registrar Sir please

[Signature] 30/10/25

Librarian