

Ref.: GSIDC/ITEC/14/1034/NIQ -~~56~~/2025-26/ 2075

25th July, 2025

NOTICE INVITING QUOTATION

Goa State Infrastructure Development Corporation Limited (GSIDC) invites sealed quotations under two bid system on **rate contract basis** from the eligible bidders for the work of "*Architectural Photography and Videography of Projects of the Corporation*". The sealed quotations shall be received **upto 15:00 hours on 7th August, 2025** and the same will be opened at **15:30 hours** on the same day.

The Schedule of Quantities including the description of the item is furnished in **Annexure – I** which is enclosed herewith. The terms and conditions is detailed in **Annexure – III**. The bidders shall submit their offer by indicating rates for the items as per the enclosed **Annexure – I & Annexure – III** while submitting the quotation. The bidders shall also enclose self-attested copies indicating experience in similar work detailed in **Annexure – III**. Rates shall be inclusive of all taxes and all other levies except for Goods & Service Tax (GST). The rates shall be quoted in words as well as in figures. In case of discrepancy between the two, the rates in words will prevail over the figures. All the pages of **Annexure – I, Annexure – II & Annexure – III** shall be duly stamped and signed. Offers submitted with any special conditions are liable for rejection.

The quotation shall be accompanied by Earnest Money Deposit (E.M.D.) amounting to **Rs.30,000/- (Rupees Thirty Thousand only)** in the form of Demand Draft from the Nationalised / Schedule Bank drawn in favour of GSIDC Limited, payable at Panaji, Goa along with a covering letter, as per format enclosed at **Annexure – II**, duly typed / handwritten, stamped and signed on the Letter Head of the bidder. The quotation without accompanying the EMD shall be summarily rejected.

Submission of E.M.D in any other mode shall not be acceptable. The E.M.D. of all unsuccessful bidders shall be returned without interest after the evaluation of the Technical Bid. The E.M.D. of all successful bidders shall be retained and shall be returned without interest after completion of contract period of 3 years.

GSIDC shall be at liberty to forfeit the Earnest Money Deposit (E.M.D.):

- a. In case bidder withdraws / does not convey acceptance within 7 days from the date of the issue of the Letter of Acceptance / Work Order.
- b. In case bidder fails to complete the job assignment or withdraw their bid during the contract period.

The bid shall be submitted in two sealed envelopes marked as follows:

Envelope 1 – Technical Bid.

- (i) Self-attested copies of experience certificates / work orders (duly signed and stamped).
- (ii) 10-15 samples of Architectural photography and 4-5 Architectural videography jobs done for whose experience certificates/ work orders copies are being submitted.
- (iii) Original copy of **Annexure – II** on company letter head duly filled, signed and stamped, enclosing **Earnest Money Deposit (E.M.D.)** of **Rs. 30,000/-** in the form of Demand Draft.
- (iv) Original copy of **Annexure – III** duly signed and stamped.
- (v) In case the bidder fails to submit any of the above, the bid shall be liable for rejection.

Envelope 2 – Financial Bid.

- (i) Original copies of **Annexure-I** (obtained from GSIDC office) duly filled, signed and stamped.

The above mentioned envelopes shall be again put together in one common outer cover/envelope and sealed, super scribed in capital letters along with the title “*Architectural*”

Photography and Videography of Projects of the Corporation” and dropped in the Tender Box kept on the 7th Floor, EDC House, Panaji, Goa.

All the **three envelopes** shall be marked on the left hand bottom corner with full name and address of the bidder written or typed on all the envelopes. If all envelopes are not sealed, superscribed or submitted in any other than mentioned format, GSIDC will assume no responsibility and the bid may be liable for rejection.

Bidders in the field of Architectural Photography & Videography may peruse the Schedule of Quotation and obtain the same from the office of GSIDC on all working days free of cost in person or authorized representative only. The last date of issue of bid documents shall be **7th August, 2025 upto 11:00 hours.**

The rates quoted shall be valid for 3 years from the date of issue of letter of acceptance/ work order by GSIDC. The assigned work shall be completed within 15 days for each project after Oral/written communication. In case of delay, the successful bidder shall be liable to pay to the Employer an amount of Rs. 1,000.00/- (Rupees one thousand only) per day as Liquidated Damages for default for every day. However, such total amount as Liquidated Damages shall not exceed 10% of the original quotation price. The bidder may contact GSIDC for any clarifications/information in this matter.

GSIDC reserves the right to accept or reject any or all the quotations in part or full without assigning any reason whatsoever.



(Rohit Kadam)
Managing Director

Enclosure: ANNEXURE – I, II & III.