

To

Sub. : Hiring of Equipments for Live Coverage.

Dear Sir,

Sealed quotations are invited from the vendors for the Hiring of following Equipment's for Live Coverage of **24th Prof. G. Ram Reddy Memorial Lecture on 2nd July 2019** at Convention Centre, IGNOU, Maidan Garhi-68.

| Sl. No. | Items | Qty |
|---------|---|---------|
| 1. | LED Video Wall (8X6 feet) indoor P3 or better | 02 Nos. |
| 2. | LED TV 40" with stand and accessories | 02 Nos. |
| 3. | Gooseneck Mike | 02 Nos. |

Terms & Conditions:

1. The service tax, transportation & installation charges on site should be included in the rates.
2. Installation & testing should be done latest by 8:30 a.m. or previous day evening by the firm itself and will be checked by the Engg. Unit, EMPC. The LED wall will be placed at least 4" height.
3. All hiring equipment must be Professional Grade Broadcast Quality.
4. All firms should have clearly mentioned details of providing equipments on hire basis in their quotation.
5. Operation of hiring equipments will be done by firm.
6. TDS will be deducted as per rules.
7. The Engineering section EMPC, will inspect the equipment in advance before placing the order.
8. All the other term & conditions of GFR shall be applicable

Sealed quotations should be addressed to the Director, Electronic Media Production Centre, IGNOU, Maidan Garhi, New Delhi – 110068 must reach the undersigned on or before 15.00 hrs. on 26th, June, 2019 which shall be opened on the same day at 15.30 hrs.

The envelop may be superscribed as **“Quotation for Hiring of Equipments for live coverage of 24th Prof. G. Ram Reddy Memorial Lecture ”.**

Yours faithfully,

**Assistant Registrar, (P)
EMPC**