



Shreemati Nathibai Damodar Thackersey Women's University

1, Nathibai Thackersey Road, Mumbai 400 020

Tel: 26604706/ 22031879/22030948

**Invitation for Quotations
for Purchase of
Tripod System for Video Production setup complete with Head**

Ref No:

Date: August 9, 2018

Sealed Quotations are invited for purchase of **Tripod System for Video Production setup complete with Head** to be installed at eLearning Centre studio at **Juhu campus**. The suppliers are advised to study all technical and commercial aspects, instructions, terms and conditions carefully in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation in whole without assigning any reason thereof.

Name of Item	Quotation for Purchase of about Tripod System for Video Production setup complete with Head
Venue of Submission	Department of Educational Technology, SNDT Women's University, Juhu Road, Santacruz (West), Mumbai 400049
To be Addressed to:	Registrar, SNDT Women's University, 1, N.T. Road, New Marine Lines, Mumbai 400 020
Contact Telephone	022 - 2660 2831, 26604759
Deadline of submission	August 16, 2018 till 4.30 PM

Instructions:

**Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in 'Tenders/Quotations' section on the University website (sndt.ac.in) below the respective quotation.*

To view Quotation Notice, kindly visit following website of **SNDT Women's University, Mumbai:** sndt.ac.in

Quotations should clearly mention all Technical Specifications mentioned in this document. The quotations are invited for the following products:

1. Item 1:

Tripod System for Video Production setup complete with Head

Accepted Makes:

Libec, Sachtler, Miller

Pay Load	:	6 kg
Weight	:	6 kg
Height	:	Max H: 1660 mm, W: 710 mm / Min H: 560 mm, W: 1105 mm
Folded Length	:	L: 855 mm
Camera Plate	:	Sliding Type with Screw attachment with Video Pin
Sliding Range	:	+/- 40 mm
Tilt Angle	:	+ 90 Deg / - 70 Deg
Pan Angle	:	360 Deg
Counter Balance	:	Range: 1.8 – 5.0 Kg (CG 100 mm)
Sections	:	2 Stage Aluminium
Spreader	:	Telescopic, removable
Drag Mode	:	Continuous

The quotations are invited in two parts under Three Envelop System. Technical envelope shall be enclosed and sealed in envelop No.1. Schedule of Rates shall be filled in and enclosed in Envelop No.2. Both the sealed envelopes shall be kept in Envelop No.3 which shall be big enough to contain two envelopes. On each envelop name and address along with contact number of bidder shall be written. On the top of it envelop name of the bidder should be mentioned.

Envelop No.1:

The envelope must contain:

1. Covering letter with details of bidders, address, name of proprietor, telephone number, mobile number, email ID, name, signature and seal. In case of partnership firm- name and address of the partners and copy of Partnership Deed.
2. Type of business entity : manufacturer/authorized dealer, any others (to be specified)
3. Certified copy of GST registration
4. PAN Card No
5. List of main clients (maximum 10)

Envelop No.2:

The envelope must contain:

The financial bid may be submitted in the prescribed format as above on the letterhead of the bidder.

Item (with all specifications, Make and Model no)	Rate per unit (INR)	Taxes (INR)	Qty (total 2)	Total Estimated Cost (INR)
1.				

The rate must be inclusive of all charges. Taxes are to be mentioned clearly in the quotation.

The final quantity may vary at the time of issue of purchase order.

Free delivery, installation is required at the eLearning studio, Department of Educational Technology, SNDT Women's University, Juhu.

The rate validity will be upto 45 days from the date of submission deadline.

All necessary documents, manuals to be handed over to the concerned department, Juhu campus.

Packing and transport charges, transit insurance will be inclusive in the quoted rate.

University will issue Octroi Exemption certificate if required.

Registrar,
SNDT Women's University,
Mumbai