ICMAI
भारतीय लागत लेखाकार संस्थान
THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA
Statutory Body under an Act of Parliament
(Under the Jurisdiction of Ministry of Corporate Affairs)
SOUTHERN INDIA REGIONAL COUNCIL

"CMA Bhawan", No: 4, Montieth Lane,
Egmore, Chennai - 600 008
Tel : 044-2855 4443 / 2855 4326
Email Id: sirc@icmai.in
www.icmai.in/ www.sircoficmai.in

TENDER NOTICE

Ref.: SIRC/Photography & Videography/10/2026
Date: 30th October, 2026

Sub.: Quotation for Photography and Videography Services for the Campus Placement Programme – Reg.

Reputed and experienced vendors engaged in providing photography and videography services are invited to submit their quotations for covering the **Campus Placement Programme** to be organised by the Southern India Regional Council (SIRC) of ICMAI at No. 4, Montieth Lane, Egmore, Chennai – 600 008, on **25th, 26th and 27th November, 2026**.

TERMS AND CONDITIONS OF CONTRACT

1. Photography and videography services shall be provided throughout the Campus Placement Programme scheduled to be held on **25th, 26th and 27th November, 2026**, as per the requirements of the Institute.

2. The selected vendor shall ensure that adequate photographic and videographic coverage is provided during the programme.

3. The bills shall be settled after verification and certification by the competent authority.

4. Payment shall be released through cheque or NEFT after deduction of all applicable taxes, as per the prevailing rules.

5. In the event of unsatisfactory performance, the Institute reserves the right to cancel the contract at any time by giving written intimation to the selected vendor.

6. If the selected vendor wishes to terminate the contract for any reason whatsoever, prior written notice shall be given to the Institute well in advance.

For further details, please contact **Shri B. Surendran, Assistant Administrative Officer / Shri Deepak S, Deputy Superintendent**, during office hours on any working day.

Sealed quotations, duly signed and submitted on the vendor's business letterhead, with the subject **"RATE FOR PHOTOGRAPHY & VIDEOGRAPHY"** clearly mentioned, should be submitted to the Office of SIRC of ICMAI, No. 4, Montieth Lane, Egmore, Chennai – 600 008, or sent through email to **sirc@icmai.in** on or before **20th November, 2026, up to 5.00 p.m.**

The Institute is not bound to accept the lowest quotation and reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.

P. Balamurugan
Dy. Director