NOTICE INVITING QUOTATIONS

For Audio-Visual Support Services

The National Institute of Social Defence (NISD), Ministry of Social Justice & Empowerment, Government of India, invites sealed quotations/proposals from reputed and experienced firms/agencies for providing Audio-Visual Equipment, Photography and Videography Services for an **MOU Signing Event** scheduled to be held on **21st November, 2026** at **NISD, Sector-10, Dwarka, New Delhi – 110075**.

Scope of Work / Requirements

The selected agency shall be required to provide the following equipment and services for the event:

S. No.	Description of Items/Services	Quantity
1.	Sound System with Speakers	2 Nos.
2.	Mixer with Amplifier	1 Set
3.	Podium MIC	2 No.
4.	Cordless MIC	2 No.
5.	Photography (HD Camera)	1 No.
6.	Videography Services, including Live Streaming & Recording of the Event	1 No.
7.	LED Screens (Minimum 55 inches) along with suitable stands	3 Nos.

Terms and Conditions

1. All equipment provided must be of good quality, in proper working condition and suitable for professional event coverage.
2. The agency shall be responsible for the transportation, installation, operation and dismantling of all equipment.
3. Technical staff must remain available throughout the event to ensure uninterrupted operation of the equipment and live streaming.

4. The photography and videography services must ensure proper coverage of the entire event.
5. The quotation should clearly indicate item-wise rates, applicable taxes and the total cost.
6. The agency shall ensure timely installation, testing and readiness of all equipment before the commencement of the event.
7. NISD reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Submission of Quotations

Interested and eligible firms/agencies are requested to submit their detailed quotations/proposals, along with relevant experience and firm details, to NISD within the stipulated deadline.

Last Date and Time for Submission: 19-11-2026 (02:00 PM)

Email for Submission: ddadmn@nisd.gov.in

Address for Submission:
National Institute of Social Defence (NISD),
Sector-10, Dwarka, New Delhi – 110075.

For any further clarification, interested agencies may contact the Institute during working hours.

Vivek Kumar
DD Admin & Planning