



**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH**  
**TOURISM & CULTURE DEPARTMENT**

**Phone No: 01982 - 257561, Fax No 257435 Email: comrsecy-ladakh@gov.in**

**Notice for Empanelment of Professional Photographers to cover Various event and Sites for Tourism Department of Union Territory of Ladakh (TDL)**

Tourism Department of UT, Ladakh (**TDL**) invites Expression of Interest (**EOI**) from professional photographers for empanelment:

**Summary of proposal:**

Provide professional on-call photography services to the Tourism Department of Union Territory of Ladakh (**TDL**).

**Scope of Work:**

- At the request of the **TDL** Office, photo document official event, monuments, sites and project activities ensuring that a photo collection provides a comprehensive visual report of the photo opportunity.
- Consider travelling throughout Union Territory of Ladakh, if requested by the assignment. Travel expenses will be covered by **TDL**.
- Process photo materials and deliver them to the tour recorded on a drive in the time-frames set by the **TDL**.
- Ensure the high quality and high resolution of the photo materials suitable for printing, publishing and web design purposes.
- Use his/her own professional equipment for taking, processing and recording photos.
- Abide with the **TDL** copyright rules and regulations. Refrain from providing any photo materials taken under the **TDL** assignment to any media outlet, publishing agency, organization or personality.

**Outputs:** High quality photo collections suitable for printing, publishing and web design purposes.

**Eligibility Criteria:**

- "Long experience of Photography with SLR Cameras, to be showcased in form of print or digital portfolios".

## **TERMS & CONDITIONS:-**

In order to assess the suitability of these providers, an application for empanelment is to be sent along with the following documents:-

- a) All providers must submit their applications for registration on their letterheads with complete office address, phone and fax numbers as well as email and website addresses.
- b) Proof of satisfactory supply of services and related experience during the last 3 years with proof of commendation, if any.
- c) If the service provider is registered or on the panel of the Government Organizations, it should be clearly mentioned and supported by certificates/ letters.
- d) A presentation has to be made by all the interested professionals before an evaluation committee on their professional credentials, relevant past experience and their innovative ideas for showcasing tourism products. The details of the date and venue will be intimated to the concerned photographers meeting the eligibility criteria.
- e) Expression of interest will be submitted at the address mentioned below within **20 days i.e. by or before 10<sup>th</sup> of February, 2020.**
- f) Panel of Photographers out of those who have expressed their interest will be shortlisted by evaluation committee of **TDL.**
- g) The shortlisted photographers will be asked to give their price bid after conducting pre-bid conference.

**Sd/-**  
**(Rigzian Sampheal)IAS**  
**Commissioner /Secretary**  
**Tourism and Culture Department**

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Website: <http://ladakh.nic.in>

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The Union Territory of Ladakh

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