

**Tender Notice**

Competitive quotations are invited from interested firms inside Kerala for providing services for Geo-tagging of rooms (Classrooms, Libraries, Laboratories, Seminar Halls and other infrastructures) of the Teaching Departments/Centres of University of Kerala in accordance with the specifications appended herewith and adhering to the following conditions:

- a. The rate quoted should be inclusive of Tax, transportation charges, and any other charges.
- b. Data Damage, if any, with the items supplied should be rectified to the satisfaction of the University by the suppliers at their own cost.
- c. Full payment will be made only after the supply of the items and approved by authorized committee of IQAC.
- d. The undersigned reserves the right to reject/accept any quotation without assigning any reason.
- e. The firm should prove their competency in taking Geo tagged photos.
- f. The proposed assignment shall be completed in a time period of 20 days from the date of acceptance of work order.
- g. Clarification, if any, may be sought from Director, IQAC, University of Kerala (team.iqac@gmail.com).

The sealed quotations should be addressed to the undersigned superscribing as '**Quotations for Geo-tagging of rooms of the Teaching departments**'. The last date of receipt of quotations is at **3:00 p.m. on 11.08.2021 (Wednesday)**. The quotations will be opened at 3:30 p.m. on the same day in the presence of the representatives of vendors then present.

Sd/-  
**Registrar**

**30.07.2021**

### Guidelines for Geo-tagging:

Kindly follow the following steps to obtain a Geo-tagged photo:

- (1) While setting your digital camera, set the location on.
- (2) If you are taking photos using a smart phone, then set the location on. The list of the documents is only suggestive. If the Institution has any other relevant documents besides those mentioned by NAAC, the same may be uploaded.
- (3) Take pictures only after setting the 'location on' mode.
- (4) Download the pictures on to a computer system and examine the properties. In properties, click on the details tab, scroll down to see GPS: you will see a picture as shown below, the value entries for latitude and longitude will determine the location where the photo is taken.

