**Synopsis**

**Request for Proposal (RFP)**

**Title: Photography Services**

**RFP Number: LSD-2024-37-SB**

The Judicial Council of California (“Judicial Council”) is the chief policy making agency of the California judicial system. The California Constitution directs the council to improve the administration of justice by surveying judicial business, recommending improvements to the courts, and making recommendations annually to the Governor and the Legislature. The council also adopts rules for court administration, practice, and procedure, and performs other functions prescribed by law. The Judicial Council is comprised of various levels of staff that support and assist the council and its chair in performing their duties.

This Request for Proposal (RFP) describes a project requiring photography services and solicits your proposal to perform the services. The work to be performed consists of photography services that capture a group photo of the Judicial Council (approximately 30 members) and internal committee chairs, individual photos of newly appointed Judicial Council members, Distinguished Service and Aranda awardees, and council directors and management staff, and group photos with awardees and the Chief Justice.

Questions should be directed to [solicitations@jud.ca.gov](mailto:solicitations@jud.ca.gov) and must be received no later than **1:00 pm** Pacific Time, **September 13, 2024.**

Proposals must be received by the Judicial Council no later than **1:00 pm,** Pacific Time, **October 2, 2024.**

Further details regarding the solicitation are set forth in the RFP No. LSD-2024-37-SB and related documents provided below:

Request for Proposal

Attachment 1            Administrative Rules Governing RFPs

Attachment 2            JUDICIAL COUNCIL Short Form Agreement

Attachment 3            Proposer’s Acceptance of Terms and Conditions

Attachment 4            General Certifications Form

Attachment 5            Darfur Contracting Act Certification

Attachment 6            Proposal Form