

**No.A-11011/2/2014-General-I**  
**Films Division**  
**Ministry of Information and Broadcasting**  
**Government of India**

**24- Dr. G. Deshmukh Marg, Mumbai-26**

**Dated the 24<sup>th</sup> September, 2014**

**PUBLIC ANNOUNCEMENT**

Director General, Films Division, Ministry of Information & Broadcasting, Govt. of India, hereby announces the hiring charges for hiring out the multipurpose J.B.Hall & RR-III Theatre located at 24-Dr. Gopalrao Deshmukh Marg, Mumbai-400026 for use by public as well as Documentary & Short film makers in our country as per the details/Terms and Conditions etc., given in the annexure-I, to this announcement.

(A. Subramanian)  
Assistant Administrative Officer  
For Director General

**Encl.:- As above.**

**1. HIRE CHARGES FOR J.BHAVNAGARY MULTI PURPOSE HALL ONLY FOR CORPORATE MEETINGS,SEMINARS, EXHIBITIONS ETC:**

- a. For 4 hours : Rs.15,000/- plus tax as admissible under the rules.
- b. For 8 hours : Rs.25,000/- plus tax as admissible under the rules.
- c. Beyond 8 hrs :Rs.35,000/- per day ( for maximum 12 hours) plus tax as admissible under the rules.
- d. For continuous 2 days of hiring: Rs.30,000/-per day ( maximum 7 days of continuous hiring for maximum 12 hrs per day will be allowed)

**2. HIRE CHARGES OF J.BHAVNAGARY MULTI PURPOSE HALL ONLY FOR SHOOTING OF DOC .FILM, Short Films, Feature Films as well as T.V.Serials, Ad Films etc.**

- A) For 8 hrs.30,000/- plus tax as admissible under the rules.
- B) For 2 to 7 days 40,000/- per day plus tax as admissible under the rules. ( Maximum 7 days of hiring will be allowed with conditions as applicable)

**3.** The hiring charges of the J.Bhavnagary multi purpose hall or RR.III of Films Division will be hired out to other media units of the Ministry of Information & Broadcasting @ 50%of the general rates plus tax applicable with the general terms & conditions.

**4.** The hiring charges of J.Bhavnagary Hall or RR.III will be 25% of the general rates for the Doc. Films/ short film makers who are registered in the panel of Films Division ( with the general terms & conditions) for use in connection with documentary, short & animation films.

**Terms & Conditions:**

1. The party hiring the hall is required to submit a security deposit of Rs.50,000/-for 1 day and Rs.1,00,000/- for 2 days in the form of DD or Pay Order drawn in the name of “Accounts Officer, Films Division, Mumbai payable at Mumbai” which is refundable at the time of vacating and handing over the hall in its original condition. In case any damages to the property, furniture/fixture occurs, then the same will be made good out of the security deposit.
2. The hiring charges are to be paid in advance by DD or Pay Order drawn in favour of “Accounts Officer, Films Division, Mumbai”. All payments are to be deposited with the Cashier in Cash Section in Phase I building and receipt obtained for the same. The hiring charges payment terms are as under:-
  - i. 10% Advance at the time of booking the hall.
  - ii. 40% one week before the date of event date.
  - iii. Balance 50% before the start of the event date.
3. J.Bhavnagary hall has basic lighting for stage. Sound system & projection are not included in the charges.( but projection/sound system with operator is included in the charges for theatre.) . In case any technical support for projection or sound is required, it can be provided by Films Division at extra cost for J.Bhavnagary hall .
4. The hiring of hall is restricted to the interiors and no external area of Films Division will be allowed to be used for any purpose.
5. Cooking is not permitted in the interior of the hall
6. Requisite permissions for the activity from statutory authorities concerned if required shall be arranged by party hiring the premises and Films Division shall not be responsible for the same.

**5. HIRING CHARGES FOR RR III THEATRE AT 10th FLOOR OF FILMS DIVISION PHASE I BUILDING**

- A) Rs.8,000/- per hour plus tax as applicable
- B) Rs.20,000/- for 3 hours plus tax as applicable
- C) Rs.25,000/-for 4 hours plus tax as applicable
- D) Rs.40,000/-for 8 hours plus tax as applicable
- E) Rs.50,000/-for maximum 12 hours a day plus tax as applicable

**TERMS & CONDITIONS :-**

1. Films Division staff will handle the equipments installed in the RR-III Theatre.
2. Full advance payment by Demand Draft /Pay Order taken on any nationalized bank drawn in favour of "Accounts Officer, Films Division, Mumbai payable at Mumbai". All payments are to be deposited with the cashier in cash section in Phase-I building & receipt obtained for the same.
3. Decision of Films Division is final & binding relating to hiring / cancellation of show.
4. A refundable deposit of Rs.5000/- is to be kept with the officer-in-Charge of Films Division Theatres , Mumbai as security against damages to premises / equipment in the form of Demand Draft /Pay order taken from any nationalized bank drawn in favour of "Accounts Officer, Films Division, Mumbai, payable at Mumbai" which is refundable at the time of vacating & handing over the RR-III Theatre in its original condition.
5. 3-D Glasses ,if required, can be provided by Films Division @Rs.50/- each. The hiring party will be responsible to return the 3 -D glasses in good condition. If a glass is damaged, a sum of Rs.700/- will be deducted.

**GENERAL TERMS & CONDITIONS FOR J.BHAVNAGARY HALL & RR-III THEATRE :-**

1. Hiring rates are subject to revision from time to time without prior intimation.
2. All Levies & taxes will be charged extra.
3. Consumption of alcohol is prohibited in the above premises including J.B.Hall & RR-III Theatre .
4. The condition of the J.B.Hall & RR-III theatre is to be restored back to its original position / condition at the time of vacating & handing over to Films Division.
5. The parking of vehicles will be charged extra at the prevailing rates of Films Division.

## **6.Sound system**

Jehangir Bhowmagary Hall has basic P.A. System which will be chargeable.

## **7.Stage Lighting**

Basic stage lighting equipments is also provided, However, any specialized lighting related equipment, if any, will have to be hired by party at their cost.

## **8.Adherence to Government laws**

All events conducted are subject to adherence to the laws of the Government of India & the Government of Maharashtra

## **9.Liability Clause :-**

The client is fully responsible & accountable to incident of any kind which may occur during the course of the event taking place in the J.B.Hall & RR-III Theater in & outside Films Division Complex, causing damage of any kind including property , life etc.

## **10.Cancellation Charges:-**

If for any reason the event is cancelled/postponed/delayed by the party, the Films Division reserves the right to levy the following charges :

- a. 10% of the main booking amount if the event is cancelled/postponed one month before the event date.
- b. 20% of the main booking amount if the event is cancelled/postponed after receipt of cheque by Films Division and up to 48 hours before the event date.
- c. 100% of the booking amount if the event is cancelled/postponed within 48 hours before the event.