

**FILMS DIVISION, MUMBAI**

File No. R-11013/01/2014-RS&P

Dated 28<sup>th</sup> April, 2014

**Subject : Tender for supply of Raw Stock to Films Division.**

The Director General , Films Division, Ministry of Information and Broadcasting, Government of India, 24-Dr.Gopalrao Deshmukh Marg, Mumbai-400 026 invites sealed tenders in two bid system from manufacturer/authorized dealers in India for Annual supply of Raw Stock of the following description:-

S.No.	Description of Raw Film	Annual approximate Requirement	Remarks
1.	35mm Cine Colour Intermediate	25 rolls (each roll of 610 meters)	
2.	35mm Cine Colour Picture Negative Slow /Fast Speed	10 rolls (each roll of 122 meters)	
3.	16mm Cine Colour Picture Negative Slow/Fast Speed	10 rolls (each roll of 122 meters)	
4.	35mm Cine Colour Release Positive	1800 rolls (each roll of 610 meters)	

**Note :-** The quantity may be increased or decreased at the discretion of the Director General, Films Division without any notice to the effect.

For terms and conditions of the tenders, please visit our website [www.filmsdivision.org](http://www.filmsdivision.org)

(A. Subramanian)  
Assistant Administrative Officer

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**Terms and Conditions for submission of tenders are indicated below:-**

1. The brand/ make of the film is to be mentioned compulsorily.
2. Sr. No.4 i.e. 35mm Cine Colour Release Positive Film is to be delivered at the door to various laboratories as per the details given under:
  - (a) Films Division, - 1800 rolls (each roll of 610 mtrs approx)  
24, Peddar Road, Mumbai-26.
3. The 35mm Cine Colour Intermediate/Internegative and the 35mm/16mm Picture Negative Stock i.e. Sr.No. 1 to 3 are to be delivered at the door to Films Division, 24-Peddar Road, Mumbai-26 and Films Division, New Delhi.
4. The tenderer have to quote rates with their specification in the format given in the annexure.
5. Prices should be indicated in Rupees (words and figures). Only those manufactures/distributors who have adequate Cold Storage facilities and related infrastructure should quote the rates.
6. VAT and other taxes/duties livable may be mentioned separately. The bidder should mention their PAN No. and also send a copy of PAN Card along with the tender failing which the tender will not be considered;
7. The bidder should also indicate VAT No. in the Tender filing which, the Tender will not be considered.
8. Any correction made in the tender should be attested by the authorized signatory.
9. No Octroi Duty is liable for the products ordered by Films Division. Being government department, Octroi Exemption Certificate will be made available to the supplier. Rates quoted should not be inclusive of Octroi Duty.
10. Rate which is to be finalized and accepted, should be operative up to one year from the date of acceptance of tender. You may therefore quote your rates as fixed for a period of one year. No variation of rate will be accepted at a later date.

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11. You have to submit a Bid Security of Rs. 5,00,000/-(Rupees Five Lakhs Only) in the form of Account Payee Demand Draft or Fixed Deposit Receipt or Banker's Cheque or Bank Guarantee issued by any commercial Bank in the name of "Accounts Officer, Films Division, Mumbai" along with your tender valid for 45 days beyond the final bid validity period. The tender which is not accompanied by bid security will not be considered.
12. The period of the tender should remain valid for a period of 6 months.
13. The Earnest Money shall be forfeited by Films Division in the following events:
  - i) if tender is withdrawn during validity period or any extension thereon
  - ii) if tender is varied or modified in a manner not acceptable to this organization during the validity period or any extension thereof.
  - iii) if a bidder whose tender has been accepted but fails to furnish the performance security deposit / performance bank guarantee within 14 days of acceptance of tender.
14. The Earnest Money/ Bank Guarantee of unsuccessful bidder will be returned on finalization of the tender. The Earnest Money of successful bidder will be returned on receipt of performance Security Deposit/ Bank Guarantee.
15. The successful Bidder will have to furnish performance Security @ 5% to 10% of the value of the contract in the form of Fixed Deposit Receipt or Account Payee Demand Draft or a Bank Guarantee from any Commercial Bank drawn in favour of Accounts Officer, Films Division, Mumbai. The performance security should remain valid for a period of 60 days beyond the date of completion of Contract period i.e. one year. The Performance Security will be returned after the Contract period is over.
16. The successful bidder will have to enter in to an Agreement with the Films Division for the contract for one year from the date of finalization / awarding of contract and as per the terms and conditions prescribed by this office. However, the contract should be cancelled under Indian Laws if the successful bidder fails to execute the orders within stipulated time and the quality of material is found to be inferior. The contract can be extended by the Films Division beyond the period of one year if agreed upon by the successful bidder.

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17. The tender should be on Letter Head of the tenderer and should be in double cover. The outer cover should be in a SEALED COVER(waxing seal etc.) and marked as “TENDER ENQUIRY FOR SUPPLY OF 35MM CINE COLOUR INTERMEDIATE/RELEASE POSITIVE AND PICTURE NEGATIVE and should be addressed to the **Director General, Films Division, 24-Dr.Gopalrao Deshmukh Marg, Mumbai 400 026. The tender should be deposited in the Tender Drop Box kept near the entrance of Films Division, Main Gate of this Division by 1.00 pm. on 26<sup>th</sup> May 2014.** The tenders received after the stipulated date and time will not be considered.
18. The tenders will be opened at **3.00 pm on 26<sup>th</sup> May 2014** in the presence of the representatives of the tenderer who may be present.
19. The Director General, Films Division reserves the right to accept, reject or split any tender without assigning any reason.
20. Any disputes arising out of the tender notice, process and finalization of this tender shall be subject to jurisdiction of the High Court of Mumbai.

Yours faithfully,

**(A. Subramanian)**  
Assistant Administrative Officer  
For Director General

**Copy to** Nodal Officer (IT), Films Division, Mumbai for information and necessary action. It is requested that the bid may be uploaded on official website of the Films Division and copy of the same may be sent to this section for records.

(A. Subramanian)  
Asstt. Administrative Officer  
For Director General

**Annexure – I**

**Format for Technical Bid**  
**Description of Raw Stock**

<b>Sr. No.</b>	<b>Specification of Goods</b>	<b>Quantity</b>	<b>Specification offered by bidder</b>
<b>1.</b>	<b>35mm Cine Colour Intermediate</b>	<b>25 rolls (each roll of 610 meters)</b>	
<b>2.</b>	<b>35mm Cine Colour Picture Negative Slow /Fast Speed</b>	<b>10 rolls (each roll of 122 meters)</b>	
<b>3.</b>	<b>16mm Cine Colour Picture Negative Slow/Fast Speed</b>	<b>10 rolls (each roll of 122 meters)</b>	
<b>4.</b>	<b>35mm Cine Colour Release Positive</b>	<b>1800 rolls (each roll of 610 meters)</b>	

(\* ) (Quantity of all the items specified in the bid is subject to change at the discretion of the Director General, Films Division without any notice to the effect).

Signature of authorized signatory

**Format for Financial Bid**

Name of the company/firm/Individual \_\_\_\_\_

VAT /Service Tax Registration No. \_\_\_\_\_

PAN Number \_\_\_\_\_

<b>Sr. No.</b>	<b>Item</b>	<b>Per roll / linear meter cost</b>	<b>Taxes, if any</b>	<b>Total Cost of per roll</b>
1.	<b>35mm Cine Colour Intermediate</b>			
2.	<b>35mm Cine Colour Picture Negative Slow /Fast Speed</b>			
3.	<b>16mm Cine Colour Picture Negative Slow/Fast Speed</b>			
4.	<b>35mm Cine Colour Release Positive</b>			

Films Division is exempted from payment of Octroi Duty and necessary certificate will be issued, if required.

Company Rubber Stamp/Seal  
Of the firm/Company with date

**Signature of authorized signatory**

