

**E-PROCUREMENT TENDER NOTICE
DIRECTOR GENERAL, FILMS DIVISION
24 G. DESHMUKH MARG, MUMBAI- 400 026
TELE NO. 022- 23523454**

File No. D-21013/10/2014-S

Dated: 14/07/2014.

On behalf of the DIRECTOR GENERAL, FILMS DIVISION invites e-procurement tenders under Two Bids System i.e. Technical Bid & Financial Bid for :

“Recording devices for Films Division, Mumbai and Regional Production Centers at Bangalore and Kolkata.”

The details given in the schedule and appendices of this Tender Enquiry:-

Earnest Money : Rs. 50,000/-

CRITICAL DATE SHEET:

Published Date	14.07.2014	17.00 Hrs.
Bid Document download Start Date	14.07.2014	17.00 Hrs.
Bid submission Start date	15.07.2014	10.00 Hrs.
Bid submission End date	05.08.2014	17.00 Hrs.
Bid opening date	06.08.2014	15.00 Hrs.

NOTE:-

1. The complete Tender Document can be downloaded from Films Division website www.filmsdivision.org and <http://eprocure.gov.in/eprocure/app>. Any Change/ modification in the tender enquiry will be intimated through above websites only.
2. Bidder are therefore, requested to visit our websites regularly to keep themselves updated.
3. Bidders must submit their bids online through <http://eprocure.gov.in> portal.
4. For submission of e-bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app> in website along with class II/class-III digital signature certificates issued by CCA under IT Act-2003.
5. All documents (except BOQ) submitted by the Tenderers should be legible and In PDF format, otherwise, it shall be liable to be rejected.
6. The tenderer should meet all the requirements as mentioned in the tender document floated in <http://eprocure.gov.in>

Subject :-**Tender for Recording devices for Films Division, Mumbai & Regional
Production Centre Bangalore and Kolkata.**

Director General, Films Division, Ministry of Information and Broadcasting, Government of India, 24-Dr. Gopalrao Deshmukh Marg, Mumbai – 400 026 invites sealed bids from reputed firms/suppliers in two bid system i.e. Technical and Financial Bid from agencies/firms for procurement of Recording devices for Films Division, Mumbai.

Chapter-I- Instructions to bidder :

1. The firms/suppliers interested to supply the requisite material/equipments as mentioned in **Annexure-I** can consult Chief Recordist, (022-23523454) Films Division for clarification/specification, on any working days viz. Monday to Friday from 11.00 am to 5.00 pm(except holidays) in the office of Films Division, Ministry of Information and Broadcasting, Government of India, 24-Dr. Gopalrao Deshmukh Marg, Mumbai – 400026. The details of this bid notice including specifications of the equipment etc. are available on the official website of Films Division i.e. www.filmsdivision.org
2. Possession of valid Digital Cinema Certificate (DSC) of the bidders are prerequisite for e-tendering. DSC (applicable to Class-II / Class – III with signing key usage) issued by sify /TCS / nCode / eMudra or any others certifying authority recognized by controller of certifying authority (CCA) India on e-Token/ Smartcard are valid to e-Tendering .
3. All the above documents should be self attested by an authorized signatory of the bidder and should be on the letter head of the bidder. All the above items should be placed in a cover superscribed “**Recording devices” for Films Division, Mumbai** “.
4. The bidder except those who are registered with the Central Purchasing Organization, National Small Industries Corporation (NSIC) must enclose with their Technical Bid (Hardcopy) an Earnest Money (Bid Security) for **Rs.50,000/-** in the form of either cross Demand Draft, Fixed Deposit Receipt, Banker’s Cheque (Pay order) or Bank Guarantee from any of the Commercial Bank drawn in favour of “**Accounts Officer, Films Division, Mumbai**” valid for a period of 45 days beyond the final bid validity period. The Original DD of the EMD should reach at Director General, Films Division Mumbai before bid opening date otherwise the bid will be rejected. The final bid validity period is 90 days.

5. The Bid which is not accompanied by Earnest Money will not be considered. The Bidder who are exempted submission of bid security must produce the Exemption Certificate issued by the concerned authority like NSIC.

6. The Earnest Money (Bid Security) may be forfeited by Films Division in the following events :-

- i) If bid is withdrawn during validity period or any extension thereon.
- ii) If bid 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 bid has been accepted but fails to furnish the performance security deposit, performance bank guarantee within 30 days of acceptance of bid.

7. The Earnest Money (Bid Security) of unsuccessful bidders will be returned on finalisation of bid. The Earnest Money of successful bidder will be returned on receipt of performance security deposit/bank guarantee.

8. All leviable taxes/duties, including Sales Tax, Value Added Tax and Service Tax etc., if any may be mentioned separately. If these details are not indicated, it will be assumed that the rate is inclusive of all the taxes excluding Octroi.

9. At the first instance the Technical bids will be opened by the Department and the same will be evaluated by the Competent Committee or Authority. The bidder may be required to arrange a demonstration/presentation of the products offered. At the second stage, Financial bids of only the Technically acceptable offers will be opened for evaluation and ranking before awarding the contract.

10. The successful bidder will furnish a **Performance Security Deposit at the rate of 10% of the value of the total equipment** in the form of Demand Draft/ Pay Order or Fixed Deposit Receipt or Bank guarantee from any commercial Bank drawn in favour of "Accounts Officer, Films Division, Mumbai" within 30 days of the receipt of supply order. The Performance Security Deposit will remain with the Films Division, till the warranty period of the equipment is covered.

Chapter-II-Terms and conditions

1. The successful bidder will be required to supply and install equipments within one month of the placement of work order.

2. There shall be no negotiations in general. Even in exceptional circumstances, negotiations will be carried out only with the lowest evaluated responsive bidder.

3. The 50% payment will be made/released after the supply of the equipment. 25% on installation of the equipment and balance 25% on commissioning and successful running of the equipment for about a month. No advance payment will be made under any

: 3:

circumstances. The equipment has to be delivered/installed/commissioned at Mumbai and prices should be inclusive of same.

4. Right to accept, reject, split the entire Bid or any part thereof without assigning any reason rests with the Director General, Films Division, Mumbai and his decision in this regard is final and binding.

5. Income Tax/Service Tax or any other taxes will be deducted from the bill at source as per Government orders.

6. Any disputes arising out of the bid notice, process and finalization of this bid shall be subject to jurisdiction of the High Court of Mumbai.

Chapter-III - Schedules of Requirement :

1. The equipment has to be delivered/installed/commissioned at Mumbai and prices should be inclusive of same.

2. The successful bidder will be required to supply and install equipments within one month of the placement of work order. The 50% payment will be made/released after the supply of the equipment. 25% on installation of the equipment and balance 25% on commissioning and successful running of the equipment for about a month. No advance payment will be made under any circumstances.

3. The supplier should offer a minimum warranty period for **12 months** for the equipments from the date of its supply.

Chapter-IV- Specification and allied Technical bid

1. As in the **Annexure-I**

Chapter-V- Price Schedule

1. As in the **Annexure-II**

Yours faithfully,

(A Subramanian)
Assistant Administrative Officer
For Director General

Encl. : As above.

Format for Technical BidTECHNICAL REQUIREMENTS AND SPECIFICATIONS FOR Recording Devices for Films Division .

SR.NO.	ITEMS	Make / Model / No.- or equivalent	Quantity	TECHNICAL SPECIFICATION OFFERED BY BIDDER
1.	5.6 Multi Track Digital Audio Recorder.	Sound devices- 788T	1	
2.	Cable- For connecting the Microphone to Recorder	XLR Female Connector to TA3 Female connector.	4	
3.	5.1 Surround Microphone	DPA 5100	1	
4.	Microphone Stand(Straight)	K &M 2600-300-01 or equivalent	4	
5.	Wind Jammer-	DPA Wj5100	4	
6.	Universal Joint	K&M 19695 or equivalent.	4	
7.	Head Phone.	Sennheiser HD 380 Pro	1	
8.	Gun mike	Sennheiser- MKH-70.	5	
9.	Wind Jammer For MKH-70 Gun Mike	Rycote Wind Jammer	6	
10	Handy Recorder	Zoom H6	1	

The quantity can be increased or decreased as per requirement.

Annexure-II

Financial Bid for PROCUREMENT OF Recording devices

Name of the company/firm/Individual _____

VAT /TAN/Service Tax Registration No. _____

PAN Number _____

Sr. No.	Item	Specification/ Model No.	Per Unit cost	Taxes, if any	Total Cost
1	Multi Track Digital Audio Recorder-788T				
2	Mike Cable-XLR Female Connector to TA3 Female Connector				
3	5.1 DPA-5100-Surround mike				
4	Microphone Stand(Straight)- K&M 2600-300-01 or Equivalent				
5	Wind Jammer-DPA WJ 5100				
6	Universal Joint –K&M 19695 or equivalent				
7	Sennheiser HD 380 Pro Head Phone.				
8	M.K.H. 70 Sennheiser Gun Mike				
9	Rycote Wind Jammer for MKH-70 Gunmike				
10	Zoom H6 Handy Recorder				

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

