

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

**File No. D-21013/3/2013-S**

**Dated: 5/11/2014.**

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

**“Digital HD Camcorder for Films Division, Mumbai”**

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

Earnest Money : Rs. 50,000/-

**CRITICAL DATE SHEET:**

Published Date	06.11.2014	09.30 Hrs
Bid Document download Start Date	06.11.2014	09.30 Hrs
Bid submission Start date	06.11.2014	09.30 Hrs
Bid submission End date	27.11.2014	13.00 Hrs
Bid opening date	27.11.2014	15.00 Hrs

**NOTE:-**

1. The complete Tender Document can be downloaded from Films Division website [www.filmsdivision.org](http://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>

To

**Subject :** " Procurement of Digital HD Camcorder for Films Division, Mumbai

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 , Director Cameraman(022-23524042) Films Division for clarification/specification, on any working day 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](http://www.filmsdivision.org)
2. Possession of valid Digital Signature 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 other certifying authority recognized by controller of certifying authority (CCA) India on e-Token/ Smartcard are valid for 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 "**Digital HD Camcorder 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 the Director General, Films Division Mumbai before bid opening date otherwise the bid will be rejected. The final bid validity period should be 90 days from the date of opening of the bid.

: 2 :

5. The companies manufacturing or dealing in equipment of reputed/specified brands may only apply and each specification of such cameras should at least match to the minimum acceptable specifications mentioned in the Annexure-I of the tender document.

6. The bidder who are authorized to represent the original manufacturers of cameras (Branded) should produce a authorization certificate for distribution in India issued by such original manufacturers.

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

8. 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.

9.. 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.

10. 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.

11. 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.

12. 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. Failure to deliver in given timelines may attract a penalty of 2% per week of the order value.
2. There shall be no negotiations in general. Even in exceptional circumstances, negotiations will be carried out only with the lowest evaluated responsive bidder as suggested by the evaluation committee in their report.
3. The 75% payment will be made/released after the supply of the equipment. balance 25% on commissioning and successful running of the equipment. No advance payment will be made under any circumstances. The equipment has to be delivered/ installed/tested and commissioned at Mumbai and prices should be inclusive of same.
4. The successful bidder has to impart the training for the Films Division's Cameraman by a Technical Expert on a convenient date which will be intimated after delivery of the Cameras.
5. 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.
6. Income Tax/Service Tax or any other taxes will be deducted from the bill at source as per Government orders.
7. 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 at Mumbai and prices should be inclusive of same.
2. The successful bidder will be required to supply equipments within one month of the placement of work order. The 75% payment will be made/released after the supply of the equipment. Balance 25% on commissioning and successful running of the equipment.
3. The supplier should offer a minimum warranty period for **one year** for the equipments from the date of its installation or manufacturer's warranty whichever is more.

**Chapter-IV- Specification and allied Technical bid**

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

**Chapter-V- Price Schedule**

1. As in the **BOQ**

Yours faithfully,

(A Subramanian)

Assistant Administrative Officer  
For Director General

Encl. : As above.

Format for Technical BidTECHNICAL REQUIREMENTS AND SPECIFICATIONS FOR Digital HD Camcorder

SR.NO.	ITEMS	Minimum acceptable specification	Qty	TECHNICAL SPECIFICATION OFFERED BY BIDDER
1	Body Type (Panasonic/Sony/Canon/JVC)	Shoulder mount Camcorder with SSD recording ,Interchangeable lens with View finder.	2	
	<b>Pick up Devices</b>	Image Sensor 2/3 inch x 3 or above, (MOS/CMOS/CCD)		
	Recording format Rate	100 Mbps, 10 Bit or above  1920 x 1080 with simultaneous proxy Recording, Min 2 recording slots		
	Video In/Out	SDI in – BNC x 1 SDI out x 2, HD SDI ; HDMI out, Composite out : BNCx1		
	Audio In/Out	3 Pin XLRx2,Mic in -5 Pin XLRx1		
	LCD	Built in LCD Monitor		
<b>2</b>	<b>Accessories</b>			
i)	Recording Storage Media	Solid State Memory Card 64GB Professional Broadcast quality	4	
ii)	Battery	14.8Volts, 9.8ah, wh 146, Lithium Battery or equivalent .	2	
iii)	Charger	2 Channel Simultaneous Charger cum Power adopter	2	
iv)	Card Reader	Card reader with USB 3.0 interface	2	
v)	Software	Application software(Content Management Utility)		
vi)	Cables	All type of required power cord, connecting Cables, Cables for speedy transfer of data with HDMI cable		
vii)	Carrying Case	Soft carrying case	2	

: 2 :

viii)	<b>Zoom Lens</b> (Fujinon/Canon/Carl zeiss/ Angenieux)	Focal Length wide -angle 8mm (Apaerture F/1.8) or below.Telephoto, 130 mm or above. Extender-2x, with servo control	2	
3	<b>Optional</b>			
	Recording Storage Media	Solid State Memory Card 64GB Professional Broadcast standards	4	
	Battery	14.8 Volt, 9.8ah, wh 146 Lithium or Equivalent	4	
	Extended Warranty ; 2 Years	Beyond the warranty provider by OEM, to be quoted on a per year basis.		

(The quantity can be increased or decreased as per requirement.)

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

**Signature of authorized signatory**

