

FILMS DIVISION, MUMBAI

F. No. R-11013/2/2015-RS&P

Dated the 15th July, 2015.

Subject : Tender for supply of 35mm Sound Negative 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:-

| Sr. No. | Description of Raw Film | Annual approximate Requirement | Remarks |
|----------------|--------------------------------|--|----------------|
| 1. | 35mm Sound Negative | 3 rolls (each roll of 655 meters) | |

Note:-The quantity may be changed 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

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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. Raw stock is to be delivered on door to Films Division, Ministry of Information & Broadcasting , 24- Dr. G. Deshmukh Marg, Mumbai-26 as per the requirement.
3. The tenderer have to quote rates with their specification in the format annexed.
4. Prices should be indicated in words and figures. Only those manufactures/distributors who have adequate Cold Storage facilities and related infrastructure should quote the rates.
5. VAT and other taxes/duties levible 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;
6. The bidder should also indicate VAT No. in the Tender failing without which the Tender will not be considered.
7. Any correction made in the tender should be attested by the authorized signatory.
8. No Octroi Duty is liable to be paid by Films Division. Octroi Exemption Certificate will be made available to the supplier. Rates quoted should not be inclusive of Octroi Duty.
9. 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.
10. You have to submit a Bid Security of Rs.2,000/- (Rupees Two Thousand only) 2% to 5% of Total Contract in the form of Account Payee Demand Draft or Fixed Deposit Receipt or Banker's Cheque or Bank Guarantee from 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.
11. The period of the tender should remain valid for a period of one year.
12. 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.

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13. The Earnest Money/ Bank Guarantee of unsuccessful bidder will be returned on finalization of tender. The Earnest Money of successful bidder will be returned on receipt of performance Security Deposit/ Bank Guarantee.
14. 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.
15. 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.
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 or period of one year if agreed upon by the successful bidder.
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 SOUND 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 General II Section on 3rd floor of Phase I Building of this office by 1.00 pm. On 06.08.2015.** The tenders received after the stipulated date and time will not be considered.
18. The tenders will be opened at **3.00 pm on 06.08.2015** in the presence of the representatives of the tenderer who may be present.

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19. The Director General, Films Division reserves the right to accept, reject 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,

(Akhilesh S. Srivastav)
Assistant Administrative Officer
For Director General

Format for Technical Bid

| Sr. No. | Specification of Goods | Quantity | Specification offered by bidder |
|----------------|--------------------------------|--|--|
| 1. | 35mm Sound Negative | 3 rolls (each roll of 655 meters) | |

(*) (Quantity of the item 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 _____

| Sr. No. | Description of Raw Stock | Per roll / linear meter cost | Taxes, if any | Total Cost |
|----------------|---------------------------------|-------------------------------------|----------------------|-------------------|
| 1. | 35mm Sound Negative | | | |

(*) 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