

No.A-11011/1/2015-Gen.I
Films Division
Ministry of Information & Broadcasting
Government of India

24-Gr.G.Deshmukh Marg,Mumbai:-400026
Dated 18th June,2015

C I R C U L A R

Subject :- Rate for hiring charges of Studio (RR-II) at 6th floor, Phase-II Building of Films Division Mumbai.

Fixation of rate of hiring charges of Studio (RR-II) at 6th floor, Phase-II Building of Films Division Mumbai is circulated herewith for information .The rate and terms & conditions are as under :-

HIRE CHARGES FOR STUDIO (RR-II) AT 6TH FLOOR, PHASE-II BLDG.

1.Per Hour	Rs.2000/- Plus taxes as admissible under the rules
2.For 3 hours	Rs.6000/- Plus taxes as admissible under the rules
3. Up to 8 hours	Rs.12000/- Plus taxes as admissible under the rules
4.Beyond 8 hours	Rs.15000/- Plus taxes as admissible under the rules

Note :-

1.The hiring charges of Studio (RR-II) of Films Division will be hired out to other media units of the Ministry of Information & Broadcasting @50% of the general rates plus taxes as admissible under the rules with terms & conditions.

2.The hiring charges of Studio (RR-II) of Films Division will be @25% of the general rates for the Doc. Films/Short Film makers who are registered in panel of Films Division plus taxes as admissible under the rules with terms & conditions.

Terms & Conditions :-

1. 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.
2. A refundable deposit of Rs.5,000/- is to be kept with the Officer In charge of Studio (RR-II) Films Division , Mumbai as security against damages to premises/equipments in the form of Demand Draft / Pay order taken from nationalized bank drawn in favour of "Accounts Officer, Films Division, Mumbai payable at Mumbai which is refundable at time of vacating & handing over the Studio (RR-II) in its original condition.
3. Decision of Films Division is final & binding relating to hiring
4. Hiring rates are subject to revision from time to time without prior intimation.
5. All levies & taxes will be charged extra.
6. Consumption of alcohol is prohibited in the above premises.
7. The condition of the studio is to be restored back to it original position/ condition at the time of vacating & handing over to Films Division.
8. The parking of vehicles will be charged extra at the prevailing rates of Films Division.

9. The hiring of studio is restricted to interiors and no external area of Films Division will be allowed to be used for any purpose
10. Requisite permission if any from authorities concerned shall be arranged by party hiring the studio and Films Division shall not be responsible for the same.

Adherence to Government laws:

All job done is subject to adherence to the laws of the Government of India & the Government of Maharashtra.

Liability Clause:-

The client is fully responsible & accountable to incident of any kind which may occur during the course of work job done in the studio & outside Films Division Complex, causing damage of any kind including property, life etc.

Cancellation Charges

If for any reason the job 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 job cancelled/postponed one month before the date.

- b. 20% of the main booking amount if the job cancelled / postponed after receipt of cheque by Films Division and upto 48 hours before the scheduled
- c. 100% of the booking amount if the job cancelled/ postponed within 48 hours before the scheduled time.

BOOKING

For booking please contact General- I Section, 5th floor, Phase-I Bldg., Films Division, 24-Dr.G.Deshmukh Marg, Mumbai-26. Telephone No.23515824/23551337.

(Sulakshana B. Wagh)
Asstt. Administrative Officer
For Director of Administration

Copy to:-

- 1.All Officers/Section in Main Office
- 2.The Dy.Director General(I/c),Films Division, New Delhi
- 3.The Dy.Director General(I/c),Films Division, SRPC,Bangalore
- 4.The Dy.Director General(I/c),Films Division.ERPC, Kolkata
- 5.All Sr.Branch Managers & Branch Managers
- 6.All Chief Camerman
- 7.Nodel Officer(I.T) for upload the same of Films Division website.