

CENTRAL RESEARCH INSTITUTE FOR DRYLAND AGRICULTURE

(Indian Council of Agricultural Research)

National Initiative on Climate Resilient Agriculture

(NICRA PROJECT)

TENDER DOCUMENT

(VIDEO FILM MAKING)

Santoshnagar: Hyderabad-500 059

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ANNEXURE-I**GOVERNMENT OF INDIA****CENTRAL RESEARCH INSTITUTE FOR DRYLAND AGRICULTURE****Santoshnagar: Hyderabad-500 059**

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F.No.9-1/(27)/ST-NICRA-TDC//13

Date::11.09.2013

INVITATION FOR BIDS (IFB)

Under the National Initiative on Climate Resilient Agriculture (NICRA Project), sanctioned by the Govt. of India, sealed bids / tenders are invited from eligible bidders/ Tenderers in two envelope system i.e., Technical Bid and Financial Bid as listed below.

S.No.	Particulars	Qty
1.	Video film making on Technology Demonstration Component of NICRA Project	5 Regions.
Earnest Money Deposit (EMD)		₹ 1.25 lakhs
Security Deposit		₹ 2.50 lakhs for the successful bidder after awarding the work order.
Cost of tender document		₹ 1000/- (₹1100/- by post) (Rupees one thousand only) (Non-refundable) through Demand Draft in favor of "ICAR Unit CRIDA A/c." payable at Hyderabad.
Pre-Bid Meeting / Presentation		On 17.09.2013 at 1100 hrs
Date of revised tender schedule placed in web site after incorporation of suggestions/modifications		On 19.09.2013
Sale of tender document		20.09.2013 between 1000 hrs 1600 hrs
Last date of submission of tender requisition		30.09.2013
Date, Time and place of submission of tender document		30.09.2013 upto 1400 hrs Room No.109, Stores Section, CRIDA
Date, time and place of opening of tender		Technical bid opening on 30.09.2013 at 1530 hrs Financial bid opening shall be announced later

The Bid documents can be downloaded from Website # <http://www.crida.in> or www.nicra-icar.in and submitted with tender fee of **₹1000 /- in the form of DD for each item of work** from any nationalized bank/ international bank confirmed by a scheduled commercial bank in India along with bid / tender documents and EMD for each item of work may be enclosed as cost of tender document. The Bidder shall have to enclose the certificate of proof of having successfully completed similar / related works of reasonable amount, solvency certificate one and half time of the cost put to tender, VAT registration certificate, PAN Number, Firm Registration certificate, list of work orders currently being executed work completion certificates, list of infrastructure and full postal addresses along with contact numbers. Apart, if the partners of a firm joined together have a consortium, a proof of documentary evidence legally acceptable document shall have to be enclosed to the tender document. The equipment shall be finalized based on technical qualification and price competitiveness. CRIDA will not be responsible for any loss of time during postal transit. EMD on the quoted value in Indian Rupees on the quoted price should be enclosed with the Bid/Tender document in separate cover, otherwise, the bids will not be considered.

Director

Enclosure-II

Video Film on Technology Demonstration Component of NICRA - Specifications

It is proposed to produce a video film on the initial success of Technology Demonstration Component of NICRA being implemented by KVKs in selected vulnerable districts across the country. This involves shooting of visuals from the selected sites during three cropping seasons spread over a period of one year. The following shall be the final outputs of this exercise.

- Five video films (with voiceover) of 15 min. duration each by shooting and editing visuals from identified sites spread across northern, southern, eastern, western and central regions of India (see table).
- One video film of 20 min duration using the video footages shot from all the five regions to give a national perspective of the project.

Proposed sites for Video Filming

Region	KVK / District to be covered
East	Cachar (Assam), Dimapur (Nagaland), Ri-bhoi (Meghalaya), West Tripura (Tripura), South 24 Paraganas and Cooch Behar (West Bengal).
West	Nandurbar, Baramati and Ratnagiri (Maharashtra), Kutch (Gujarat), Bharatpur and Kota (Rajasthan),
North	Kushinagar (UP), Uttarakashi (Uttarakhand), Chamba and Kullu (HP), Fategarh Sahib and Faridkot (Punjab)
South	Srikakulam, Kurnool and Khammam (Andhra Pradesh), Tumkur and Kolar (Karnataka) Namakkal (Tamilnadu)
Central	Gumla (Jharkhand), Datia and Morena (Madhya Pradesh), Saran and Buxar (Bihar), Gondia (Maharashtra)

Details of the job

- All the above video films referred above shall have voiceover in Hindi and English.
- All the identified sites shall be visited to shoot visuals simultaneously during the specified crop seasons in all the regions.
- The firm shall make its own arrangement to reach the sites. The local coordinator shall however facilitate in deciding spots of shooting.
- An edited draft has to be produced as an interim output at the end of each season and the final output has to be delivered within three months of the end of last season.

Delivery of the output

After issuing of the work order and completion of the job, the **firm** shall give the following outputs from time to time as desired by the indenter. The schedule of the payment is linked to delivery of the output from time to time.

- Interim product (without voice over) at the end of each season in AVI format copied on DVD – 10 copies each of edited and unedited versions.
- Raw tapes of the film shot for the entire duration on completion of the job.
- The finished product shall be submitted in AVI format copied on DVDs - Ten copies each of the finished film in Hindi and English.

Support from the organization

- Coordination of logistics with Zonal Project Directors and Programme Coordinators of the KVKs to help the **firm** in scheduling the shooting at the sites.
- Support for developing and finalizing the scripts.
- Reviewing the interim product as well as the final product and give feedback for improvement.
- The **firm** shall submit to the committee improved versions (two to three) to comply with the requirement as suggested by the committee.

Eligibility for bidding: Bidders who wish to submit tenders for this must be:

- a registered firm with annual turnover of at least ₹ 1.5 crores
- experienced in producing video films on agriculture and rural development with production of at least five films in the past 10 years (copies of completion certificate of work order to be provided as evidence)

Bidding process: Will consist of two separate biddings viz. technical bidding and financial bidding through a two cover system. Two separate covers containing technical and financial bids need to be placed in a single large envelope in duplicate.

Pre-bid meeting: Will be held for clarifying issues and clearing of doubts, if any. The date and venue of the pre-bid meeting are as follows:

Venue: CRIDA, Santoshnagar, Hyderabad; **Date:** 17.09.2013 at 1100 hrs

Accessing tender document: Available both in hard and soft formats at a fee of ₹ 1000/-.

Hard copy: Can be obtained in person or by post by contacting the following address along with a DD for ₹ 1000/- drawn in favour of '**ICAR Unit, CRIDA**' payable at Hyderabad.

Assistant Administrative Officer (Stores)

Central Research Institute for Dryland Agriculture

Santoshnagar, Saidabad PO, Hyderabad - 500 059

Soft copy: Can be downloaded from www.crida.in/tenders. Downloaded formats must accompany a DD for ₹ 1000/- drawn in favour of '**ICAR Unit, CRIDA**' payable at Hyderabad.

Technical bidding: Vendors/service providers, hereafter referred to as vendors must make available their products for review by a committee duly appointed by the competent authority. Only those bids that qualify technical bid will be carried forward to financial bidding.

Tenders shall be submitted as: Technical bid consisting treatment and approach to the subject along with one or two copies of some recent works in DVD. The Technical bid shall invariably include details of the agricultural subject matter experts and creative team of the Agency responsible for the work, with a complete profile of each one of them.

Documents to be enclosed in technical bid envelope:

- DD for ₹ 1000/- drawn in favour of '**ICAR Unit, CRIDA**' payable at Hyderabad, if the tender format is downloaded from CRIDA website.
- Copies of Income Tax returns for three consecutive years including the assessment year 2013-14.
- Audited financial statements of the past three consecutive years
- EMD of ₹ 1.25 lakhs drawn in the form of a demand draft payable at Hyderabad to '**ICAR Unit, CRIDA**'. The demand draft should bear a date subsequent to the date of announcement of the bid.
- All such documents, testimonials, list of clients etc. in support of vendor's technical competence.
- **Only one** CD/DVD containing a video film on the related subject (agriculture/rural development) of **not more than 20 minutes**.
- A 500 words script on "*Towards climate resilient agriculture through on-farm technology demonstration*" using the in house technical expertise of the firm. They may also visit NICRA website (www.nicra-icar.in) and other related sites on the subject.

Financial bidding: Only those firms that qualify in the technical bid shall participate in the financial bid. Bids will be opened in presence of the participating firms. Financial bids will be opened on a specified day shortly after the tender closing date with intimation to the bidders.

Financial bid indicating cost break up under following heads : materials, payment to cast and crew, equipment rentals, post editing and post production, travel board and lodging, production house margin and administrative and miscellaneous expenses with time schedule in weeks for pre-production, script, filming, editing postproduction and rough cut, final version and final deliverables.

Wherever applicable item wise costing need to be provided.

Submission of bids: Two separate envelopes (sealed) one each for technical bid and financial bid duly super scribed on the envelope shall be enclosed in a large envelope and submitted on or before the **30.09.2013 (due date) in duplicate.**

Opening of tenders: The envelopes containing **technical bid will be opened at 1530 hrs on 30.09.2013 at 1530 hrs** (date) at the office of the Director, CRIDA. Interested bidders may participate in this event. Financial bids will however be opened after the review of the technical bids is completed. The date, time and venue will be intimated to all the qualifying bidders to enable them to participate in the event, if firms are interest.

Payment schedule: No advance shall be paid up-front.

Payment shall be made within 15 days from the date of satisfactory completion of the job and submission of all relevant material as agreed. The following details must be furnished along with the financial bid in order to enable electronic funds transfer: Name of the account holder; Name of the bank and branch; Type of account; Account number, IFS Code and PAN Number.

Earnest Money/Security Deposit, Contract Bond: Each tender must accompany an earnest money of ₹ 1.25 lakhs (Rupees one lakh and twenty five thousand only) without which no tender shall be considered and will be disqualified. The earnest money will be refunded to all the unsuccessful bidders. EMD for the successful bidder will be returned after submission of Security Deposit and awarding the work order. However, successful bidder shall have to deposit a security deposit of ₹ 2.50 lakhs (Rupees two lakh and fifty thousand only) within 10days from the date of award of contract which will be released after successful completion of the job.

Penalty: The vendor shall pay a fine of 5% of the outstanding due if the delivery of the final product is delayed beyond a month. The fine shall compound for delay of every fortnight thereafter beyond the agreed date of delivery of the final product.

Copy right: CRIDA shall be the only and sole owner of the raw tapes and the finished products of this job. No vendor shall use the visuals captured while fulfilling the obligations of the bid for any other purpose without the written permission of the competent authority of CRIDA.

Jurisdiction: All questions, disputes or difference under out or in connection with the contract, if concluded shall be subject to the executive jurisdiction of the court within the local limits of Hyderabad.

General terms and conditions:

- The rates once quoted are final and cannot be changed at any stage until the completion of the job.
- Director, CRIDA has the right to extend the period of the job based on genuine reasons, if necessary.
- The Director, CRIDA reserves the right to award the work to one firm or a panel of firms at the same rates as may be finally approved, if the demand of the work so warrants.
- In case of any dispute, the decision of the Director, CRIDA shall be final and binding on all concerned.
- In the event of lockout/closure on account of liquidation, strike, fire accident, or any other circumstances the Director, CRIDA reserves the right to withdraw the job, at whatever stage it be, without any obligation of payment or reimbursing, expenditure in respect of work done and also to withdraw / take possession of the manuscript, photograph, illustration, videow footage, CDs/Tapes etc supplied in connection with the job.
- Director, CRIDA reserves the right to accept or reject any or all tender(s) without assigning any reason thereof.
- All transactions shall be subject to the legal jurisdiction of Hyderabad only.
- The rates must be quoted both in figures and words in the space provided in tender document.