

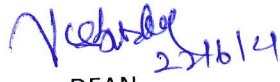

OFFICE OF THE DEAN,
Pt. J. N. M. MEDICAL COLLEGE, RAIPUR (C.G.)

No. MC/PS/2020-21/ 8225

Raipur, Date 22/6/21

//Tender Notice for Making Short Film//

Proposal is invited from The film Production Company/Agency/ specializing in Making of short film. The last date/time of submission of the proposal/documents in sealed envelope) is 30th June 2021 at 3:00 pm and bid/proposal opening meeting will be held on 30th June 2021, 4:00 pm at The Dean Office, Raipur. The detailed Tender documents are made available on payment of ₹500.00 (not refundable) & EMD amount ₹20,000.00 to be deposited with the proposal in favour of undersigned. The advertisement is also available in our website <http://www.ptjnmmcraipur.in>.


DEAN
Pt. J. N. M. Medical College
Raipur (C.G.)


**OFFICE OF THE DEAN
PT.J.N.M.MEDICAL COLLEGE, RAIPUR (C.G.)**

TENDER DOCUMENT FOR PRODUCTION OF SHORT FILM

Pt. JNM Medical College, Raipur intends to produce a 10 Short films on Psychosocial Support to HCW during Covid19.

In order to promote the same, it is proposed to prepare a 05- 07 minutes film/DVD. The **film Production Company /Agency** may submit bids as per following guidelines:

Eligibility Criteria

- a) The Company should have been in existence for a minimum of Three years. Proof of the same to be submitted along with the technical bid.
- b) The Company should have experience of making at least three short films/ DVD of either State or National or International.
- c) The Company should have a well-trained in-house production team. Proof of the same to be submitted along with the technical bid.
- d) The company should have turnover of **Rs.10 lakhs** for each of the last two financial years (2018-19, 2019-20). A certificate from the Chartered Accountant clearly specifying the turnover for each year must be submitted in this regard.
- e) The bidder must submit a self certificate that it has not been blacklisted by any Govt. agency since its inception.

The bidder must ensure that the documentary proofs to substantiate clauses (a) to (e) above are given in their technical bid otherwise the bid shall not be considered for evaluation.

(A) Scope of Work

- a) The duration of film / DVD is to be of 05 -07 minutes
- b) Master production of HD format short film with duration of 05-07 minutes.
- c) The film/DVD shall contain different aspects of **Psychosocial Support for Health Care Workers during Covid.**
- d) Concept is to be provided by the Institute around which the entire films would be based.
- e) 10 nos. of films in Hindi on different aspects of the topic are to be made.
- f) The voice over shall be in Hindi language.
- g) **Shooting must be by high end HD camera.**
- h) The project must be completed within 30 days from the release of work order.

(B) The work/ cost include:

- a.) Script, background music.
- b.) Hiring of all necessary equipment for shooting of this short film.
- c.) Hiring of Narrator / Anchor.
- d.) Will be responsible for post production
 - i). Studio hire for editing charges
 - ii). Animation charges
 - iii). Music compositions and voice over charges
 - iv). Any other charges.

e.) Delivery in the format: 2 Digi Beta (PAL), 2 Digi Beta (NTSC) & 10 DVD.

(C) Submission of Tender Fee /EMD

- (i) The non refundable tender fees of ***Rs.500 (Rupees Five hundred only)*** must be submitted in the form of Cash/Demand Draft drawn on a scheduled commercial bank in favour of "Dean, Pt. JNM Medical College" payable at Raipur for purchase of tender document.
- (ii) EMD- A refundable EMD fees of Rs 20,000 (Rupees Twenty thousand only) in the form of FDR/ DD drawn on a scheduled commercial bank in favour of "**Dean, Pt. JNM Medical College**" payable at Raipur must be submitted along with the tender. Firms with MSME certificate are exempted from EMD submission. Certificate in this regard must be submitted to claim EMD exemption.

(D) Guidelines for Submission of Bids:

Interested agencies with requisite experience, may submit required documents in two packets (Technical and Financial packets) as per given details below:

Packet-1 (Technical Bid)

The agency has to submit all required documents for the above assignments along with the technical expertise, experience, proof for similar assignment handled in the past and other relevant details as a part of Technical bid along with the format-

Packet-2 (Financial Bid)

The agency has to submit the financial bid for implementing the assignment as per the format enclosed as ***Annexure B***.

Both the packets should be put in an envelope sealed and super scripted as "***Proposal for Production of Short Film on Psychosocial support for HCW***" and the envelope should carry the name, address, telephone no. e-mail address of the Agency. The envelope should be submitted to the Dean, Pt. JNM Medical College Raipur, Chhattishgarh.

E- Bid Validity

The bid must be valid for the **period of 120 days** from the date of tender opening for placing in the work order.

F- Procedure for opening the bids.

- a- Institute shall open the technical packets on date and time as mentioned in this document. Bidder's representative can remain present during the bids opening process.
- b- Financial Bids of only technically short listed bidders will be opened on a date and time duly notified to them. One of their representatives can remain during the financial bid opening session.

[Handwritten signatures and dates: 22/6/14, 21.06.21]

G. Payment Term

- a- Payment will be made only after satisfactory completion of work.
- b- Payment shall be subject to deduction of any amount for which the bidder is liable as per the penalty clause of this tender document.

I- Penalty Clause

- a- The successful bidder shall not refuse to accept the work order under any pretext. The work order can be collected from the Purchase Section, Pt. JNM Medical College, Raipur or if convenient to the bidder, it can be mailed to them. The bidder shall start the work within 7 days of the date of the work order.
- b- If at any time during performance of the work order, the bidders encounter condition impeding timely performance of the ordered service, the bidder shall promptly notify in writing of the fact of the delay, its likely duration and its cause (s).

Special Clause:

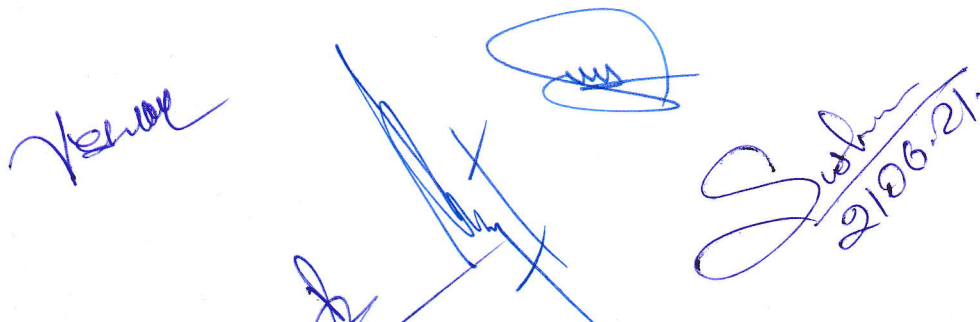
The master copies of the film and the edited short film will be the sole property of Pt. JNM Medical College which would not be used by the bidder in any form without permission from Dean, Pt. JNM Medical College.

J- Arbitration

Pt. JNM Medical College and bidder will make every effort to resolve amicably, by direct negotiation, if any disagreement or dispute arises between them under or in connection with the work order. If any dispute will arise between parties on aspects not covered by this agreement, or the construction or operation thereof, or the rights, duties or liabilities under these expect as to any matter the decision of which is specially provided for by the general or the special conditions, such dispute will be referred to two arbitrators, one appointed by each party and the third to be appointed by the Dean, Pt. JNM Medical College and the awards of the arbitration, as the case may be, will be final and binding on both the parties. The arbitration proceeding will be held in Raipur.

K- Applicable Law

The bidders shall be governed by the law and procedures established by Govt. of India within the framework of applicable legislation and enactment made from time to time concerning such financial dealings/processing.



Handwritten signatures and dates in blue ink at the bottom of the page. The signatures are stylized and appear to be in blue ink. One signature is on the left, another in the center, and a third on the right with the date '21/06.21' written below it.

L- Tender Document

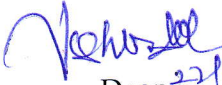
The Tender Document can be collected from the Purchase Section, Pt. JNM Medical College , Raipur on or before **30th June, 2021 (before 3.00PM)** on payment of **Rs. 500/-** in Cash/DD drawn in favour of Dean, Pt. JNM Medical College.

M- Last date of submission

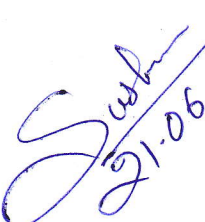
30th June 2021 at 03.00 PM. Tender will be opened at 4.00 PM on the same day. Dean, Pt. JNM Medical College is authorized to reject any or all offer without assigning any reason thereof.

N- Rejection of Tender

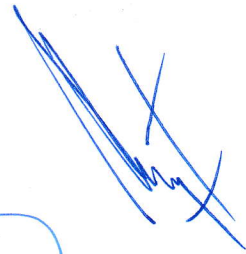
Tender will be automatically stood cancelled if any undue influence or canvassing for selection is made by the bidder.


Dean 22/6/21

Pt. JNM Medical College, Raipur


21-06-21.







TENDER NOTICE FOR PRODUCTION OF SHORT FILM

TECHNICAL BID

Sr. No	Particulars	
1	Name of the Production company	
2	Details about office of the agency Address Phone no.: E-mail ID: Contact Person: Mobile no. of contact person:	
3	Details of registered office of the company and contact person	
4	Status of the applicant (partnership firm/ Pvt. Ltd. Co. / Public Ltd. Co.)	
4	Total Experience of the agency	
5	Turn Over in Rs. as per CA Certificate.	2018-19
		2019-20
6	PAN no. (copy to be attached)	
7	Service Tax registration (Copy to be attached)	

Signature & Seal of the

Bidder

Date:

Sudh
21-06-21

[Signature]

[Signature]

Vishal
22/6/21

Annexure-B

TENDER NOTICE FOR PRODUCTION OF SHORT FILM

FINANCIAL BID

Sr. No	Particulars	Amount Rs.
1	<ul style="list-style-type: none">Master Production cost Concept, script, back ground music Location / Studio / setting cost Stock and processing Camera and other equipment hire Post production cost Narrator / anchor / costumes / make up etc. (per Film)Cost of making Ten films	
2	All applicable taxes	
	Total Cost	

Signature & Seal of the Bidder
Date:

Sushu
21.06.21

[Handwritten signature]

Vishal
22/6/21