

FILM AND TELEVISION INSTITUTE OF INDIA
LAW COLLEGE ROAD, PUNE - 411 004



TENDER DOCUMENT

Tender No.: D-21013/PN/1902/2018-19 Dated 16th October, 2018

Empanelment of Agency for Hiring of Lights and Other Equipments and Transportation with Manpower, etc.

Bid Evaluation will be based on Technical and Commercial bid

[All correspondence ie Postal and e-mail from tenderer shall be made only to the Purchase Authority, who has issued this tender otherwise it will not be accepted]

Film and Television Institute of India, Pune, invites bids in two bid format for **EMPANELMENT OF AGENCY FOR HIRING OF LIGHT AND OTHER EQUIPMENT AND TRANSPORTATION WITH MANPOWER .etc.** with the acceptance letter on your official letter head stating that you are technically qualified to bid for the "Tender".

Last date for submission of tender is 30.10.2018 by 3.00p.m.

Contact No. – 020-25580028
020-25580029

E-mail : purchase@ftiindia.com
website: <http://www.ftiindia.com>

Fax No. : 020-25580151

FILM & TELEVISION INSTITUTE OF INDIA
LAW COLLEGE ROAD, PUNE 411 004

INVITATION TO BID

On behalf of the Director, Film and Television Institute of India, Law College Road, Pune - 411 004, sealed tenders are invited by this Organization in the prescribed Bid forms. The details of the Tender are given in the schedule below:

1		Tender No. & Date	D.21013/PN/1902/2018-19/PS, 16.10.2018
2		Issue of Tender Forms	From 16.10.2018 to 30.11.2018 download from website only
3		Last Date of Receipt of Tender	30.10.2018 before 03.00 p.m.
4		Date of opening of Technical Bid	30.10.2018 at 3.30 p.m.
5		Description of stores and quantity	As per Annexure
6		Delivery period	Immediate from the date of shooting
7		Earnest Money Deposit EMD	Rs. 50,000/- (Rs. Fifty Thousand) only
8	i)	Bid bond Validity	90 days beyond bid validity
	ii)	Bid Validity upto	One year from the date of Work order
9		Warranty	As per Tender Document
10	i)	Performance Bank Guarantee / Security Deposit	Rs. 1,00,000/- (Rs. One Lakh) only
	ii)	Validity	90 days from the date of expiry of contract
11		Correspondence Address	Purchase Officer, Film & Television Institute of India, Law College Road, Pune 411004. Ph. No. (020) 25580028 Fax : (020) 25430416
12		Paying authority	Accounts Officer, FTII, Pune 411 004
13		Documents to be submitted alongwith Technical Bid	1. Shop act licenses/ Incorporation Certificate 2. GST Registration 3. Last three years IT returns 4. Present and Past Client List 5. List of Lights and other equipments and transportation with manpower at present available with your firm. 6. Other documents as per our terms and conditions

Terms & Conditions

1. Quotation must be submitted by bearer or sent by post so as to reach the office latest by 30.10.2018 at 3 PM in a sealed envelope addressed to the Purchase Officer, Film & Television Institute of India, Law college road, Pune dully accompanied by the following.
 - (I) Forwarding letter on the **Official letter head** of the firm/agency/Vendor.
 - (ii) Supporting documents of **previous experience** in the related field.
 - (iii) Supporting **technical literature/brochure** on the brand items for which the rate are Quoted.
2. The tender documents can be downloaded from the websites of Central Public Procurement Portal as well as www.ftiindia.com from dt. 16.10.2018 to 30.10.2018 (upto 3:00 pm).
3. Loss or **delay in postal**/courier transit will not be considered as valid reason for non-receipt of the tender in time.
4. Quotation should indicate the '**rates per shift (12 hours)**' basis and shall be **INCLUSIVE OF ALL APPLICABLE TAXES**.
5.
 - a) Rates offered should remain **valid** for at least **12 months** from the closing date of the Tender.
 - b) In case of failure of the L1 tenderer to execute the order within scheduled time, then order would be placed with the respective L2 tenderer if the later is agreeable to as per the rate of L1 Tenderer.
6. Valid GST and other taxes, documents relating to the financial position i.e. balance sheet, profit and loss account of last three years and IT returns.
7. **EMD of Rs.50,000/-** shall be deposited along with the Quotation in the form of the Bankers Cheque / Draft from any scheduled bank drawn in favour of Accounts Officer, Film & Television Institute of India payable at Pune. The EMD amount will be refunded to the unsuccessful tenderer without interest after finalization of the tender. In case of the successful tenderer the EMD amount will be returned after deposition of the security deposit within 15 days. Quotation will be rejected if EMD is not attached with tender.
8. The successful tenderer shall have to deposit a sum of **Rs.1,00,000/- as Security deposit within 15 days** through Banker's Cheque/ Demand Draft/ FDR/ Bank Guarantee from any scheduled bank, drawn in favour of Accounts Officer, Film & Television Institute of India payable at Pune which will be retained by FTII without interest till the completion of bid validity period. Hiring of track & trolley, lights and grip equipments, transport should be deliver at the Location of shooting. In the event of the vendor falling to execute the orders without sufficient reasons acceptable to FTII, the Security Deposit will be forfeited and compensation as per the clause 12 of Terms and Conditions will apply.

9. The Supplier shall have to apply for the refund of Security Deposit along with Original receipt against the Security Deposit. Before releasing the Security Deposit the Firm/Supplier shall also have to submit a certificate that they have no claims against FTII under this order in the following format:
I hereby certify that there are no claims against FTII under Tender No. ----
and you are requested to release the Security Deposit as soon as possible.
10. Director, FTII, Pune, reserves the right to cancel the tender at any time or amend/withdraw any of the terms and conditions contained in the Tender Document, without assigning any reason, there for.
11. Any dispute arising out of order the purchase shall be subject to the exclusive **jurisdiction** of court in Pune City Only.
12. **Compensation of Time:** In case the supply of hiring of track & trolley, lights and grip equipments,, transportation with manpower is not completed as per requirement the aforesaid stipulated period i.e. on or before the shooting date and incase shooting could not take place as scheduled due to equipment are not made available on time and in not working condition. The approximate expenditure for days shooting for dialogue and Diploma Film varies from Rs. 50,000/- to Rs.1,00,000/- including direct and indirect Expenses i.e. Cancellation in Dialogue Exercise or any Studio based exercise, Compensation of Rs50000/- will be recovered from the vendor and cancellation of Diploma Film or any other outdoor shooting compensation of Rs.1,00,000/- per day will be have to be bound by the vendor which needs to be deposited in FTII Account within 8 days or will be recovered from the Security Deposit submitted by the vendor after awarding the contract. If the shooting schedule is for 10days in that case the maximum compensation could go upto Rs.10,00,000/- for which separate Bank Guarantee has to be submitted by the vendor after the award of the contract if required.
Note: This clause will be invoked provided list of items required for shooting had been communicated 3 days in advance as per clause 15 and material is not available in time.
13. Tenderer may please note that non-submission of any of the aforesaid documents might lead to **disqualification** of their offer. The Tenderer shall be required to produce documents as mentioned above in original, as and when called for by FTII Purchase Authority.
14. Shooting distance within 200km radius from FTII, Pune
15. List of items required for shooting will be communicated before 3days through email/ telephone/ on paper.
16. The vendor should sign and stamp the Terms and Condition of this tender.

Place:

Date:

Signature of Owner/Proprietor/Authorized
(Signatory of Agency/firm with company seal on all tender document sign)

Hiring of Light Equipments and Transportation with Manpower

No.	Name of Lights	Approx. Rate per shift. In Rs.
A	HMI	
	6 kw. Hmi cine par flicker free with booster- Arri	2500
	4 kw. Par Light with stand and lenses	1000
	2.5 kw. Hmi cine par flicker free with booster- Arri	1500
	1.2 kw. Hmi cine par flicker free with booster- Arri	1200
	575 HMI	750
	2 kw. Softy	200
	650 with soft box	200
	DVR 1000 with soft box	600
	Softy 4 KW	400
	Softy 1 KW	200
	Softy 300W	100
B	KINO FLO	
	10 bank Kino flo	1000
	8 Bank Kino flo	800
	4x 4 Bank Kino flo with day / night tubes	750
	2 x 4 bank Kino flo with day / night tubes	600
	12" Mini kino flo kit. Day/ Night tubes (Ac/Dc Operation)	500
C	LED.	
	1X1 Led panel battery powered Day / Tungsten	1000
	Led Kino	700
	DMX Led light	300
D	TUNGSTEN	
	5 kw. Solar	200
	2 kw. Solar	100
	1 kw. Baby	50

	650 w. Baby	50
	2 kw. Multi twenty	50
	1 kw. Multi Ten / Hard soft	50
E	Dedo Light Kit with stand and accessories – Kit	1000
F	JOKER LIGHTS	
	200 w Joker kit with accessories.	800
	400 w Joker kit with accessories.	1000
	800 w Joker kit with accessories.	1200
G	PAR CAN AND ACCESSORIES	
	Power pack- 12 kw.	1000
	Power pack-24 kw.	1500
	UV. Lights	200
	Par can bunch	150
	Led Par can	300
H	FRAMES	
	20X20	1000
	12X12	300
	10x10	300
	8x8	200
	6x4	200
	4x4	100
I	DIFFUSIONS and FABRICS	
	Grid 6x4	200
	Grid 8x8	200
	Grid 10x10	300
	Grid 12x12	300
	Grid 20X20	800
	Satin 6x4	200
	Satin 8x8	200
	Satin 10x10	300
	Satin 12x12	300
	Satin 20X20	800
	Muslin 6x4	200

	Muslin 8x8	200
	Muslin 10x10	300
	Muslin 12x12	300
	Muslin 20X20	800
	Ultra Bounce 6x4	300
	Ultra Bounce 8x8	300
	Ultra Bounce 10x10	500
	Ultra Bounce 12x12	500
	Ultra Bounce 20X20	1000
	Chimera 6x4	200
	Chimera 8x8	200
	Chimera 10x10	300
	Chimera 12x12	300
	Chimera 20X20	800
	Black Skimmer Fabrics 6x4	200
	Black Skimmer Fabrics 8x8	200
	Black Skimmer Fabrics 10x10	300
	Black Skimmer Fabrics12x12	300
	Black Skimmer Fabrics 20X20	700
	Chroma cloth- Green / Blue 20 x 20	700
J	GRIPS	
	Track and Trolley-straight track- 20-24 fit. Detachable tracks with accessories. (for practicles only)	500
	Track and Trolly- Circular Detachable tracks with accessories	500
	Car Mount and suction pad with aluminium rods. Car rig.	2000
	PGS Clamps	40
	C- Clamp	10
	Trafa cutter	10
	Flag 1x1.5	10
	Flag 2x1.5	10
	Flag 2 x 1.5	10
	Flag 2x3	10
	Flag 3x3	10

	Flag 4x3	10
	Flag 4 x 4	10
	C stand with Arm rods- small 24 inch	50
	C stand with Arm rods - Big 30 inch	50
	Grip Pad	50
	Jumbo stand with holder head 12 ft. Steel double height.	30
	Jumbo stand with holder head 18 ft. Steel triple height.	50
	Double extension Boom rod (Light weight)	50
	Honey comb 10 x 10	400
	Honey comb 12x12	400
	T bracket for stands	50
	Gags	10
	Sockets	10
	Boom rod- Steel	50
	Extension Rod- 1 fit	10
	Extension Rod- 2 fit.	10
	Diffusion frame aluminium 4 x 4	10
K	GLASS MIRROR WITH FRAME	
	Glass mirror frame 4x4- with stand	300
	Glass mirror frame3x3	300
L	KING POLE	
	08 fit.	100
	10 fit.	100
M	CRANE	
	22 fit.	1200
	35 fit	2000
	8 fit. Panther	1000
N	OTHER LIGHTS EQUIPMENTS AND ACCESSORIES	
	Dinky light 300w. / 650w.	100
	Reflector 4x3 or 3x2	100
	Rostrum – 30 fit.	1200
	Dimer 3 kw.	300
	Dimer 5 kw.	300

	Ladder	300
	Generator- 5kva.(excluding fuel)	1500
	Generator- 7.5kva (excluding fuel)	2000
	Main cable-100 mit	100
	Cutter adopter	10
	Cutter stand	10
	Holders for Thermocol	10
O	TRANSPORT for LIGHTS, CRANE AND OTHER	
	Local Transport up to 20 km. One side- drop or pick up	2000
	Local Transport up to 20 km.Both side- drop and pick up.	4000
	Up to 100 km.-Both side	6000
	Up to 150 km.- Both side	8000
	Up to 200 km.- Both side	10000
P	MAN POWER	
	Electrician	900
	Crane operator	1000
	Light Man	800
	Rostrum attendant	800
	Attendant for car mount	1200
	Crane attendant	800
Q	Others	
	Electric Trolley Board	200
	Socket	10
	Extra Electric Cable- 100 feet (Trolley Board cable)	200
	Generator on Van- 50 KVA (Including – Man power) (Excluding Fuel) for local only. For outside shooting van fuel should be bear by Production house.	3000

Please Note:

1. The quantity of the above equipment as shows 1 each but it can be increased any number of quantity as per requirement of the project/ practicals. Detail requirement of the equipment will be provided by Production Head well in advance. i.e. 3days before the shooting dates through email/ telephonic / on paper

Bid Format to be submitted on Company's Official Letter Head as per this format only

Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST Amount in INR Rs. P	Freight Charges (Unloading & Stacking) in Rs. P	Any Other Taxes in Rs. P	TOTAL AMOUNT Without Taxes Rs. P	TOTAL AMOUNT With Taxes Rs. P	TOTAL AMOUNT In Words
1	2	4	5	6	7	8	9	10	11	12
1										
2										
3										
Total amount in words :										