

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



**E-TENDER DOCUMENT**

Tender No.: D-21013/PN/1422/2017-18  
Dated 22nd December, 2017

**EMPANELMENT OF AGENCY FOR HIRING OF TRACK AND TROLLEY LIGHTS AND GRIP EQUIPMENTS, TRANSPORTATION WITH MANPOWER FOR ONE YEAR**

**Bid Evaluation will be based on Technical and Commercial bid**

[e-Tender through Central Public Procurement Portal (CPPP)]

[All correspondence i.e. 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 TRACK AND TROLLEY LIGHTS AND GRIP EQUIPMENTS, TRANSPORTATION WITH MANPOWER with the acceptance letter on your official letter head stating that you are technically qualified to bid for the "Tender".

Price bid should be submitted in the BOQ format only otherwise quotation will be liable to be rejected without assigning any reason to the concerned Firm / Agency.

FTII reserves the right to accept or reject any or all the bids without assigning any reason.

Last date for submission of tender is 09.01.2018 by 3.00p.m.

Contact No.: 020-25580028  
020-25580029

E-mail : [purchase@ftiindia.com](mailto: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/1422/2017-18/PS, 22.12.2017
2		Issue of Tender Forms	From 23.12.2017 to 09.01.2018 download from website only
3		Last Date of Receipt of Tender	09.01.2018 before 03.00 p.m.
4		Date of opening of Technical Bid	10.01.2018 at 3.30 p.m.
5		Date of opening of Commercial Bid	11.01.2018 at 3:30 p.m. (tentative)
6		Description of stores and quantity	As per Annexure
7		Delivery period	As per requirement
8		Earnest Money Deposit EMD	Rs. 10,000/- (Rs. Ten thousand) only
9	i)	Bid bond Validity	90 days beyond bid validity
10	ii)	Bid Validity upto	One year from the date of P.O.
11	i)	Performance Bank Guarantee / Security Deposit	Rs. 20,000/- (Rs. Twenty thousand) only
12	ii)	Validity	90 days from the date of expiry of contract
13		Correspondence Address	Purchase Officer, Film & Television Institute of India, Law College Road, Pune 411004., Ph. No. (020) 25580028 Fax : (020) 25580151
14		Paying authority	Accounts Officer, FTII, Pune 411004
15		Documents to be submitted alongwith Technical Bid	1. Shop act licenses 2. GST 3. Last three years IT returns 4. Present and Past Client List

<b>TERMS &amp; CONDITION:-</b>	
1	Quotation must be submitted through CPPP(e-tender) latest by <b>09.01.2018 before 3.00 PM</b> to Film & Television Institute of India, Law college road, Pune dully accompanied by the following.
2	Quotation should indicate the ' <b>rates per shift (eight hours)</b> ' basis and shall be <b>INCLUSIVE OF ALL APPLICABLE TAXES..</b>
3	a) Rates offered should remain <b>valid</b> for at least <b>12 months</b> 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.
4	Valid GST and other taxes, documents relating to the financial position ie balance sheet, profit and loss account of last three years and IT returns.
5	<b>EMD of Rs.10,000/-</b> 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 through A/C payee cheque after finalization of the tender and against surrender of the original money receipt towards EMD. 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.
6	The successful tenderer shall have to deposit a sum of <b>Rs.20,000/- as Security deposit within 15 days</b> through Banker's Cheque/ Draft 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 FTII only. In the event of the vendor falling to execute the orders without sufficient reasons acceptable to FTII, the Security Deposit will be forfeited.
7	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.
8	FTII Administration <b>reserve the right</b> to accept or reject any or all the Quotation without assigning any reason and modify the total requirement at any stage.
9	Any dispute arising out of order the hiring shall be subject to the exclusive <b>jurisdiction</b> of court in Pune City Only.
10	<b>Liquidated Damage:</b> 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 liquidated damages @ 0.1% of the total value of order for delay of per day or part there of subject to deduction of maximum 10% of the value of order or cancellation of order.
11	Tenderer may please note that non-submission of any of the aforesaid documents might lead to <b>disqualification</b> 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.

### Hiring of Equipments

Sr. no.	Equipments	Qty	Per Shift charges in Rupees
1.	Track and Trolley- Straight track 20 to 24 fit. And Circular Detachable track with accessories	1	500=00
2.	Frame 15'X15'	1	800=00
3	Frame 12'X12'	1	200=00
4	Frame 8'X8'	1	100=00
5	Frame 6'X4'	1	100=00
6	Grid 6'X4'	1	200=00
7	Grid 8'X8'	1	300=00
8	Grid 12'X12'	1	300=00
9	Grid 15'X15'	1	500=00
10	Muslin 6'X4'	1	200=00
11	Muslin 8'X8'	1	300=00
12	Muslin 12'X12'	1	400=00
13	Muslin 15'X15'	1	300=00
14	Ultra bounce 6'X4'	1	500=00
15	Ultra bounce 8'X8'	1	600=00
16	Ultra bounce 12'X12'	1	800=00
17	Ultra bounce 15'X15'	1	1000=00
18	PJS Clamps	1	40=00
19	Flag 4X4	1	10=00
20	Flag 3X3	1	10=00
21	King Pole 10fit	1	100=00
22	King Pole 12 fit	1	100=00
23	DVR 1000 with soft box.	1	1500=00

Note : The quantity of the above equipment as shows 1 each for the BOQ purpose only, but it can be increased any number of quantity as per requirement of the project/practices. Detail requirement of the equipment will be provided by Production Manager well in advance.