

# Expression of Interest for the Production of Kulgeet Video



**DADA LAKHMI CHAND STATE UNIVERSITY OF PERFORMING & VISUAL ARTS,  
ROHTAK-124001 (Haryana)  
(A State University established by Haryana Government Act No. 24 of 2014)**

**Phone: 01262-242705**

**Email: [registrar@plcsupva.ac.in](mailto:registrar@plcsupva.ac.in)**

**DETAIL NOTICE INVITING TENDER FOR PRODUCTION OF KULGEET VIDEO VERSION**

**e-Tender** is invited for below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>Sr. No</b>	<b>Description of work / Items</b>	<b>Appx. Cost (Rs. In lacs)</b>	<b>EMD to be deposited by Bidder</b>	<b>Tender Document Fee &amp; eService Fee (Rs.)</b>	<b>Start Date &amp; Time of Bid Preparation &amp; Submission</b>	<b>Expiry Date &amp; Time of Bid Preparation &amp; Submission</b>
1.	<b>Production of Kulgeet Video Version of Dada Lakhmi Chand State University of Performing &amp; Visual Arts (DLCSUPVA), Sector-6, Rohtak</b>	<b>Rs. 25,00,000/-</b>	<b>Rs. 50,000/-</b>	<b>Rs 1000/-, -for Tender Document fee &amp; Rs 1000/- for e-Service fee</b>	<b>11-12-2023 at 09:00 AM</b>	<b>Upto 01.01.2024 (05:00 P.M.)</b>

- Detailed notice inviting tender/estimate drawing can be seen at the office of the undersigned during office hours.
- Bidding documents are available on the website <https://etenders.hry.nic.in>
- The bidders would submit bid through e-tendering only on the website i.e. <https://etenders.hry.nic.in>  
Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.
- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through NET BANKING/RTGS/NEFT or OTC Please refer to ‘Online Payment Guideline’ available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of (as mentioned above) towards EMD fee in due course of time. If the intended bidder fails to pay EMD fee with in the stipulated time frame shall not be allowed to submit his / her bid for the respective event / Tenders.

6. The interested bidders must remit the funds at least T+1 working day (Transaction day + One working Day) in advance i.e. on or before (as mentioned above); and make payment via NET BANKING/RTGS /NEFT. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.

7. The interested bidders shall have to pay mandatorily e-Service fee (under non-refundable document fee) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks. The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking. The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:

**Key Dates**

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		<b>Tender Document Download and Bid Preparation/Submission</b>	<b>11-12-2023 at 09:00 AM</b>	<b>Upto 01.01.2024 (05:00 P.M.)</b>
2	<b>Technical Bid Opening/cum Presentation</b>		<b>08-01-2024 at 10:00 A.M</b>	
3	<b>Financial Bid Opening</b>		<b>To be announced later on</b>	

**Important Note:**

- 1) The Applicants/bidders have to complete 'Application / Bid Preparation & Submission' stage at the scheduled time as mentioned above. If any Applicant / bidder fails to complete his / her aforesaid stage with in the stipulated online time schedule for this stage, his / her Application/bid status will be considered as 'Applications / bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.  
The bids shall be submitted online in two separate envelopes:

### **Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

### **Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial Bid.

#### **CONDITIONS: -**

1. The tenderer will keep in touch with the University Web site for any change in the NIT/DNIT till the last date/revised last date of sale of tender and incorporate such changes in NIT/DNIT and the tender bids.
2. DNIT & prequalification criteria can be seen on any working day during office hours in office of the undersigned.
3. Conditional tenders will not be entertained & are liable to be rejected.
4. In case the day of opening of tenders happens to be holiday, the tenders will be opened on the next working day. The time and place of receipt of tenders and other conditions will remain unchanged.
5. The DLCSUPVA, Rohtak reserves the right to reject any tender or all the tenders without assigning any reasons.
6. The tender without earnest money/bid security will not be opened.
7. In case of any dispute, The Jurisdiction of court will be at Rohtak.
8. The tender of the bidder who does not satisfy the qualification criteria in the bid documents is liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
9. The bid for the work shall remain open for acceptance during the bid validity period to be reckoned from the last date of submission of the tender. If any bidder/tenderer withdraws his bid/tender before the said period or makes any modifications in the terms and conditions of the bid, during the fix validity period, the earnest money shall stand forfeited. Bids shall be valid for 120 days from the date of bid closing i.e. from the last date of manual submission of EMD. In case the last day to accept the tender happens to be holiday, validity to accept tender will be the next working day.
10. Any work, here tendered, may be withdrawn from further processing at any stage at the discretion of the competent authority without assigning any reason.
11. The University reserves the right to accept or reject or negotiate any of the tender or conditions/items without assigning any reason.

#### **INSTRUCTIONS TO BIDDER ON ELECTRONIC TENDERING SYSTEM**

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

#### **1. Registration of bidders on e-Procurement Portal:**

All the bidders intending to participate in the tenders' process online are required to get registered on the centralized E-Procurement Portal i.e., <https://etenders.hry.nic.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

**2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

**2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer.

Only upon the receipt of the required documents, a digital certificate can be issued. For more details, please visit the website – <https://etenders.hry.nic.in>.

**2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from M/s Nextenders (India) Pvt. Ltd.

**2.4** The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

**2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).

**2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

**2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

**2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

### **3. Opening of an Electronic payment:**

For purchasing the tender documents online, bidders are required to pay the tender documents fee online using the electronic payments gateway service. For online payments guidelines, please refer to the Home page of the e-tendering Portal <https://etenders.hry.nic.in>

### **4. Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://etenders.hry.nic.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

### **5. Online Viewing of Detailed Notice Inviting Tenders:**

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>.

### **6. Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

### **7. Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting

Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

**8. Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, eService fee, EMD fees.**

**8.1** The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee can be made by eligible bidders/ contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS / NEFT.

The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks. Hence, the bidders have to provide information and credentials related to manual payment submission at single portal e-Procurement system, under Technical Envelope of the respective tenders.

**8.2** The bidders shall upload their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid). The bidders shall quote the prices in price bid format.

**NOTE:**

**(A) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.**

**(B) For help manual please refer to the 'Home Page' of the eProcurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.**

1. The agency shall get the bank Guarantee of Earnest Money verified from the concerned issuing bank branch and submit the Confirmation letter of Bank Guarantee alongwith the bank Guarantee. The Confirmation letter should contain the land line telephone no. Fax No. of the issuing Bank branch and land line telephone No. Fax No., of the regional office of the Bank. The Bank Guarantee should contain full names & designation of the two officers signing the Bank Guarantee alongwith their code number.

**Registrar,  
DLCSUPVA, Rohtak**

**Date:**

## TECHNICAL BID

***Following Documents to be submitted along with the EOI (certified copy):***

<b>Sl. No.</b>	<b>Description</b>	<b>Details at page No.:-</b>
1	Name of the applicant and address with e mail, phone etc.	
2	Certificate of Registration of the firm	
3	Location of Corporate Office /registered office	
4	Brief write up about the Company/ Promoters/LLP Profile/ Firm	
5	Turnover in the last 3 years	
6	Audited Balance Sheet and Profit & Loss Statement for the Year 2020-21, 2021-22 and 2022-23	
7	Copy of latest Income Tax Return and PAN Card	
8	GST number	
9	Self-Attested Solvency declaration certificate	
10	Self-Certification stating that the Company/ LLP/Firm or its Subsidiaries / Individual/ Associates are not Debarred / Blacklisted by any Central / State Governments, Government Departments, Government Bodies or PSUs.	
11	Proof of experience in the concerned sector	
12	Relevant certificates of major projects produced	
13	Any other detail which the Applicant Company/ Firms feels relevant in this regard.	

## FINANCIAL BID

Tender Inviting Authority: Registrar, DLCSUPVA, Rohtak						
Name of Work: Production of the Kulgeet Video Version of Dada Lakhmi Chand State University of Performing and Visual Arts, Rohtak						
Contract No:						
Name of the Bidder/ Bidding Firm / Company :						
<b>PRICE SCHEDULE</b>						
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Unit RATE with taxes In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT With Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	13	53	55
1	Production of the Kulgeet Video Version of Dada Lakhmi Chand State University of Performing and Visual Arts, Rohtak	1.00	No.		0.00	INR Zero Only
<b>Total in Figures</b>					<b>0.00</b>	INR Zero Only
<b>Quoted Rate in Words</b>		<b>INR Zero Only</b>				



## **I) DISCLAIMER**

- a) This EOI document is not an agreement and is not an offer or invitation by DLC SUPVA to any party other than the Bidders.
- b) DLC SUPVA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in the EOI. The information that DLC SUPVA is in a position to furnish is limited to this EOI and the information available at the contact addresses given herein along with any amendments/clarifications thereon.
- c) The information contained in the EOI or subsequently provided to Bidders, whether verbally or in documentary form by or on behalf of DLC SUPVA, is provided to the bidders on the terms and conditions set out in the EOI and any other terms and conditions subject to which such information is provided.
- d) The purpose of the EOI is to provide the bidder(s) with information to assist the formulation of their bids. The EOI does not purport to contain all the information each Bidder may require. The EOI document may not be appropriate for all persons, and it is not possible for DLC SUPVA to consider the investment objectives, financial situation and particular needs of each eligible party who reads or uses the EOI document.
- e) Each Bidder should check the accuracy, reliability and completeness of the information in the EOI and wherever necessary obtain independent advice from appropriate sources. DLC SUPVA makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI. Each Bidder should conduct its own studies and analysis and is advised to collect and obtain any other information that may be necessary for preparing the Bid, at its own responsibility. The Bidder shall be deemed to have satisfied himself before submitting his Bid, as to the risks, contingencies and all other circumstances, which may influence or affect his Bid.
- f) Mere submission of a responsive Bid does not ensure selection of the Bidder. DLC SUPVA reserves the right to select the Bidder meeting the eligibility criteria. The selected bidder will be intimated in due course of time.

## **II) ABOUT DLC SUPVA**

Dada Lakhmi Chand State University of Performing and Visual Arts (DLCSUPVA), hitherto established as Integrated Campus of the Government Technical Institutions, namely, State Institute of Fine Arts (SIFA), State Institute of Design (SID), State Institute of Film & Television (SIFT) and State Institute of Urban Planning & Architecture (SIUPA), came into existence in 2014, by Haryana Government Act No. 24 of 2014 with the objective to facilitate and promote studies and research in emerging areas of higher education with focus on new frontiers of Design, Fine Arts, Urban Planning and Architecture and Film & Television and also to achieve excellence in these and connected fields. DLC SUPVA has been modelled on national and international institutions of excellence. Campus and infrastructure wise, the university stands among top 10 institutions in India.

## **III) ABOUT THE PROJECT**

DLC SUPVA invites proposals from reputed production agencies/producers for undertaking the production of an audio-visual rendition of DLC SUPVA's pre-recorded Kulgeet (University Anthem). The AV shall be five-minute duration, in view of the span of the Kulgeet.

## **IV) EXPRESSION OF INTEREST (EOI)**

DLC SUPVA invites EOIs from reputed Films Production Agencies (Proprietorship Firm/ Partnership Firm/ a Company incorporated under the Companies Act 1956/2013) for production of high-quality film of five-minute duration. Agencies having experience in production of films as described in the document only need to apply.

## **V) SCOPE OF WORK**

The detailed scope of the assignment is outlined as follows:

- Collection & Compilation of information and material available with DLC SUPVA (available sources) and other sources
- Preparation of tentative storyboard and receiving the approval from DLC SUPVA
- Development of Audio-visual Content, scene coverage, voice & text/graphic input to support the theme.

- Capturing High Definition (HD) video, still photographs of the establishment/DLC SUPVA facilities and outdoor locations including outstation ones as per the decided content
- Composition/Editing of the captured videos, audios, still photographs to develop the film
- Production of film in desired format (of about 5 minutes with song and music in HD digital format) on 10 Flash Drive

## VI) DELIVERABLES

- One mixed master in HD and one Master DVD,
- One unmixed master in HD, at least 4 DVDs for previews and a mixed master on DV tape should be made available in an external hard disk

- (i) Master DVC pro -50 – two copies
- (ii) Master HD format at two copies
- (iii) Flash Drive – 10 copies
- (iv) Hard copy of the final scripts in print form (one copy) and in MS-word orrtf file format in CD format.

## VII) TIMELINE

Sl. No.	Activity	Date
1	Tender Floated	11-12-2023
2	Last Date for Submission	01-01-2024
3	Evaluation of Bid	09-01-2024
4	Screening (Technical Presentation)	To be communicated later on

## VIII) TERMS OF PAYMENT

The payment shall make on the basis of the delivery milestones as specified in the following table.

	<b>Work Component</b>	<b>Payment</b>
1	On the receiving of the work allotment letter from DLC SUPVA	50%
4	After completion and delivery of the project satisfactorily	50%

**Note: Approval of the university is required at every step.**

## IX) ELIGIBILITY CRITERIA

The Bidder shall have to meet all the below mentioned criteria:

- 1) The bidder needs to have produced a minimum of five full-length documentaries/short films/feature films of five minutes or more for Government/ non-government entities.
- 2) The bidder needs to have professional experience of 20 years or more as a Film/Short film Producer.
- 3) The bidder needs to have a Cumulative Turnover of a minimum of Rs. 100 Lakhs over the last three financial years (2020-21, 2021-22,2022-23).
- 4) Financial bid of the technically qualified bidders will only be considered.
- 5) Production Company/Agencies/Producers shall furnish an undertaking that they have the required experience of making corporate films (of over 5-minute duration) and also state the names and submit actual films created by the organization. At least two actual films should be submitted with the proposal and the same should be presented during the technical presentation.

6) The Production Company/Agencies/Producers should have well trained production team and each of following key personnel must fulfill the minimum conditions of eligibility criteria specified below. The required experience of the key personnel is given hereunder:

<b>SN</b>	<b>Key personnel</b>	<b>Length of Professional Experience</b>
1	Director	20 years
2	Choreographer	20 years
3	Director of Photography	20 years
4	Sound Designer	15 years
5	Art Director	10 years

**Note 1:** *The Experience Certificate and Work Profile of above said Director, Choreographer, Director of Photography, Sound Designer and Art Director must be submitted/enclosed.*

**Note 2:** *In cases if there is any change in the key personnel subsequent to award of the work it would be with the prior approval of DLC SUPVA. DLC SUPVA may terminate the contract if the replacement is without the approval of DLC SUPVA. The decision of DLC SUPVA in this regard will be final and binding. The three key personnel / positions can be a single individual provided he/she fulfills the above-mentioned experience. EOI to be submitted in the following Format duly signed by the authorized representative of the applicant with copy of resolution or power of attorney:*

## **X) BIDDING PROCESS**

DLC SUPVA has adopted a two-bid selection process in evaluating the proposals. Firstly, technical evaluation will be carried out as specified in evaluation procedure by committees appointed by DLC SUPVA. Based on this technical evaluation, a list of qualified bidders will be prepared and subsequently the financial evaluation will be carried out.

The technical proposals would be evaluated in two stages. In the first stage, the written technical proposal would be evaluated on the basis of relevant documents submitted by the firm. Then, a presentation will be made by the bidder, outlining the proposed concept, methodology and the production team for the project. All the received proposals will be scrutinized by the committee appointed by DLC SUPVA for opening the tender.

## **XI) HOW TO APPLY**

- (i) The bidder must submit its **Technical Proposal and Financial Proposal** online. All the documents uploaded online must be marked and indexed.
- (ii) Please refer to the 'Detailed notice for tender' and 'Instructions on electronic tendering system' filing the tender.
- (iii) The technical proposal submitted online must be accompanied by sending hard copies of the required documents along with proof of similar work done by the bidder (in a pen drive) in an envelope addressed to the following within seven days of the last date of the tender: "The Registrar, DLC State University of Performing & Visual Arts, Rohtak-124001."
- (iv) The proposer will not vary/modify any aspect of the proposal/budget, etc. during the validity period or any extension thereof.
- (v) Application should be accompanied by an EMD equivalent to 2% of the bid value. The amount will be subsequently adjusted against performance guarantee to be submitted by the successful applicant and in the remaining cases the amount will be returned within 30 days of the finalization of the selection and award of the work.
- (vi) The online bidding must be completed on or before 01/01/2024 before 5 p.m.

## XII) EVALUATION OF TECHNICAL BID

The Technical Bid document along with the supporting documents submitted by the bidder shall be scrutinized on the basis of the Eligibility Criteria as specified in this document. The Technical bids not satisfying the criteria shall be rejected and shall not be considered for further evaluation. Technical Evaluation shall also involve detailed either **Online** or **In-person** Technical Presentation by the Bidder before the committee constituted by DLC SUPVA. The technical Bid evaluation Criteria is specified in the following table.

Sl.	Evaluation Criteria	Scoring Methodology	Maximum Marks
<b>1</b>	<b>Technical Capacity of the Bidder</b>		<b>40</b>
1.1	No. of Projects undertaken	The marks will be awarded based on the following criteria:	
		<b>No. of Projects</b>	<b>Marks</b>
		5 Projects	5
		6-7 Projects	10
		8 or more Projects	20
1.2	Relevant Experience	<b>Year of Experience</b>	<b>Marks</b>
		10 Years	5
		11-12 Years	10
		13 Years or more	20
<b>2</b>	<b>Creative/Conceptualization Capacity of the Bidder (Presentation)</b>		<b>60</b>
2.1	Concept	Mark shall be awarded on the creative route and treatment ideas as shared by the bidder in the form of a presentation to the committee	25
2.2	Production Methodology	Mark shall be awarded on the basis of uniqueness, efficacy and practicality of the production technology in line with the emerging trends used by the bidder	10
2.3	Production Team	Mark shall be awarded on the basis of the profile of all key personnel as submitted by the bidder	25

The bidders scoring minimum 60 marks out of 100 in the Technical Evaluation shall be declared as the Technically Qualified bidder. The marks secured by the Technically Qualified bidder shall be considered as the Technical Score (TS).

### **XIII) EVALUATION OF FINANCIAL BID**

The Financial bids shall be opened only for the Technically Qualified bidders. The authorized representatives of the technically qualified bidders may be present during the financial bid opening. The financial bids shall be scrutinized for their conformity to the specified formats and authorized signature of the bidder. The work will be awarded to the suitable bidder. DLC SUPVA reserves the right to accept or reject any or all tender documents without assigning any specific reason.

### **XIV) COPYRIGHT**

DLC SUPVA shall hold proprietary rights on the use, marketing contents, and intellectual etc. of the final edited film and all shooting material. This shall be confirmed in writing before the award of work.

### **XV) ARBITRATION**

If any dispute, difference, question or dis-agreement shall at any time, hereafter arise, between the parties hereto or the respective representatives or assigns in connection with or arising out of the contract or duties of the said parties hereunder or any matter whatsoever incidental to his contract or otherwise concerning the works of execution or failure to execute the same whether during the progress of work or stipulated/extended periods or before or after the compilation or abandonment thereof, it shall be referred to the sole arbitrator appointed by the Vice-Chancellor, DLC SUPVA, Rohtak.



## **XVI) OTHER TERMS AND CONDITIIONS**

The theme and topic of the film should conform to the programme briefs provided by DLC SUPVA from time to time. The production should be of high-quality. Competent and approved artists should be used. Appropriate use of modern editing techniques including rendering of text/visuals, multi-layering, compositing, chromo key, special effects, etc. should be made to make the film visually very rich.

- a.** The Proposal shall be valid for a period of not less than 180 days from the Proposal Due Date (the 'PDD').
- b.** The dummy version and later final version of the video shall be submitted by the selected firm after a specific time period (as deemed fit by DLC SUPVA) post the issuance of the Work Order.
- c.** DLC SUPVA reserves the right to accept or reject any or all tender(s) without assigning any reason thereof.
- d.** The selected bidder shall submit final deliverables as per the work schedule mentioned in the work order
- e.** DLC SUPVA may extend the period of job based on genuine reasons if necessary.
- f.** Penalty of 1% of total project cost will be charged per week for delay beyond the agreed date of delivery subject to a ceiling of 10% of Total Project Cost.
- g.** Successful proposal will have to sign an agreement with DLC SUPVA which will include General Terms & conditions & penalty clause, time frame.
- h.** No TA / DA will be admissible; applicant will have to bear their expenses to attend the presentations.
- i.** The Experience Certificate and Work Profile of the said Director, Choreographer, Director of Photography, Sound Designer and Art Director must be submitted/ enclosed.