

Dated 23.05.2016

**Amendments-1**

**NIT No: RECPDCL/Tech/NIT/2016-17/441**

**Dated: 09.05.2016**

Selection of Agencies for production of videos and photography for Rural Electrification Programme under DDUGJY scheme/UE Monitoring

Clause No.	Clause as per tender document	Amendment/Clarification
Eligibility Criteria, Section-IV	<ul style="list-style-type: none"> <li>▪ The Production house/agency shall be empanelled with Directorate of Advertising and Visual Publicity (DAVP) or National Film Development Corporation of India (NFDC) for production of documentary/short film.</li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard. An undertaking shall be submitted in this regard.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Eligibility criteria is revised as per Table-A below</li> </ul>

**Table-A**

Category	Agencies empanelled with Directorate of Advertising and Visual Publicity (DAVP) or National Film Development Corporation of India (NFDC) for production of documentary/short film.	Agencies <b><u>NOT</u></b> empanelled with Directorate of Advertising and Visual Publicity (DAVP) or National Film Development Corporation of India (NFDC) for production of documentary/short film.
Category-A States (As per ANNEXURE-I)	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 5 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard. An undertaking shall be submitted in this regard.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 5 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ The bidder shall have produced at least <b>ONE</b> Short Film/ Documentary of minimum duration of 5 minutes in past 3 years. Bidder should submit copy of Work Order (Mandatory) and any one document from the list below:               <ul style="list-style-type: none"> <li>(i) Payment receipts (ii) Proof of release of performance security after completion of the contract (iii) Proof of settlement/release of final payment against the contract (iv) Certificate for successful completion of work/Performance</li> </ul> </li> </ul>

		<p>report by the client.</p> <ul style="list-style-type: none"> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>
Category-B States (As per ANNEXURE-II)	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 10 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 10 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ The bidder shall have produced at least <b>TWO</b> Short Films/ Documentaries of minimum duration of 5 minutes in past 3 years. Bidder should submit copy of Work Order (Mandatory) and any one document from the list below: <ul style="list-style-type: none"> <li>(i) Payment receipts (ii) Proof of release of performance security after completion of the contract (iii) Proof of settlement/release of final payment against the contract (iv) Certificate for successful completion of work/Performance report by the client.</li> </ul> </li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>
Category-C States (As per ANNEXURE-III)	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 25 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 25 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ The bidder shall have produced at least <b>THREE</b> Short Films/ Documentaries of minimum duration of 5 minutes in past 3 years. Bidder should submit copy of Work Order (Mandatory) and any one document from the list below: <ul style="list-style-type: none"> <li>(i) Payment receipts (ii) Proof of release of performance security after completion of the contract (iii) Proof of settlement/release of final payment against the contract (iv) Certificate for successful completion of work/Performance report by the client.</li> </ul> </li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>

<p>Category-D States (As per ANNEXURE-IV)</p>	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 50 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The bidder shall have average annual turnover of Rs. 50 Lakhs in last four financial years i.e. FY 2012-13, 2013-14, 2014-15 and 2015-16. Audited balance sheet of respective FYs is to be submitted with summary as cover page on company's letterhead.</li> <li>▪ The bidder shall have produced at least <b>FOUR</b> Short Films/ Documentaries of minimum duration of 5 minutes in past 3 years. Bidder should submit copy of Work Order (Mandatory) and any one document from the list below: (i) Payment receipts (ii) Proof of release of performance security after completion of the contract (iii) Proof of settlement/release of final payment against the contract (iv) Certificate for successful completion of work/Performance report by the client.</li> <li>▪ Bidder should not be blacklisted by any Central/ State Government/ Semi Government/ Public Sector Undertaking. An undertaking shall be submitted in this regard.</li> </ul>
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**NOTE:**

- Bidders who have already submitted the tender online, are required to re-submit a fresh tender including **revised financial bid as per FORM-I below** based on meeting eligibility criteria.
- Bidders may participate for **one or more** categories as per meeting minimum eligibility criteria mentioned above.  
For example: Agency eligible for Category-D States is also eligible for Lower Category-A, B and C States but not vice-versa. Similarly, it can be concluded for all other scenarios.

Clause No.	Clause as per tender document	Amendment/Clarification
Section-V, Clause-2 (A)	<ul style="list-style-type: none"> <li>▪ Separate uncut videos of duration approx. 15 minutes or as per requirement of REC/RECPDCL for pre and post electrification scenario of each UE village shall be submitted.</li> <li>▪ Final edited video with suitable background score/ jingle/ song of duration approx. 7-10 minutes or as per requirement of REC/RECPDCL covering both pre and post electrification</li> </ul>	<ul style="list-style-type: none"> <li>▪ Separate uncut videos of duration approx. 15 minutes or as per requirement of REC/RECPDCL for pre and post electrification scenario of each UE village shall be submitted.</li> <li>▪ Final edited video with graphics and background/stock music/voice over etc. of duration approx. 7-10 minutes or as per requirement of REC/RECPDCL covering both pre and post electrification scenario of each UE village shall be submitted.</li> <li>▪ In addition to above, tentatively TWO nos. of Films/ Documentaries (number may increase or decrease) with suitable background score/</li> </ul>

	<p>scenario of each UE village shall be submitted.</p> <ul style="list-style-type: none"> <li>▪ Videos shall be produced in progressive HD format.</li> <li>▪ Videos should have an important element of Music and Sound supporting the visuals, hence the filmmakers need to have an expertise on both Audio and Visual aspects that including music and sound-design.</li> <li>▪ The filmmakers will themselves arrange a recognized anchor/singer for the purpose of recording the background score/ jingle.</li> <li>▪ Videos shall be delivered on Hard Drive/ Pen Drive/ CD/ DVD etc. and through online file transfer links or any separate upload link provided by REC/RECPDCL.</li> <li>▪ Videos should be compatible to be run on internet, mobile phones, TV &amp; cinema etc. as per requirement of REC/RECPDCL.</li> <li>▪ As and when required, videos should be dubbed in various state/regional languages etc. as per requirement of RECPDCL.</li> </ul>	<p>jingle/ song, script and voice over of duration approx. 7-10 minutes or as per requirement of REC/RECPDCL shall also be prepared for each state or nationwide with the help of earlier captured videos or new videography.</p> <ul style="list-style-type: none"> <li>▪ Videos and Films/ Documentaries shall be produced in full HD format.</li> <li>▪ Videos and Films/ Documentaries should have an important element of Music and Sound supporting the visuals, hence the filmmakers need to have an expertise on both Audio and Visual aspects that including music and sound-design.</li> <li>▪ The filmmakers will themselves arrange a recognized anchor/singer for the purpose of recording the background score/ jingle for Videos/Films/ Documentaries as per requirement of REC/RECPDCL.</li> <li>▪ Videos and Films/ Documentaries shall be produced in Hindi/ English as per requirement of REC/RECPDCL.</li> <li>▪ Testimonials/ Interviews in regional languages shall be subtitled with Hindi/ English language as per requirement of REC/RECPDCL.</li> <li>▪ Videos shall be delivered on Hard Drive/ Pen Drive/ CD/ DVD/ Cassette etc. and through online file transfer links or any separate upload link provided by REC/RECPDCL.</li> <li>▪ Videos should be compatible to be run on internet, mobile phones, TV &amp; cinema etc. as per requirement of REC/RECPDCL.</li> <li>▪ As and when required, videos should be dubbed in various state/regional languages etc. as per requirement of RECPDCL.</li> </ul>
Section-V, Clause-2 (B)	<ul style="list-style-type: none"> <li>▪ Sufficient nos. of photos of pre-electrification and post-electrification scenario shall be submitted for each village as per requirement of REC/RECPDCL.</li> <li>▪ Photos shall be produced in progressive HD format through still photography.</li> <li>▪ Photos should be compatible for internet, mobile phones, TV &amp; cinema etc. as per requirement of REC/RECPDCL.</li> </ul>	<ul style="list-style-type: none"> <li>▪ 20 nos. of photos each of pre-electrification and post-electrification scenario shall be submitted for each village as per requirement of REC/RECPDCL.</li> <li>▪ Photos shall be produced in full HD format through still photography.</li> <li>▪ Photos should be compatible for internet, mobile phones, TV &amp; cinema etc. as per requirement of REC/RECPDCL.</li> <li>▪ Photos shall be delivered on Hard Drive/ Pen Drive/ CD/ DVD etc. and through online file transfer links or any separate upload link provided by REC/RECPDCL.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Photos shall be delivered on Hard Drive/ Pen Drive/ CD/ DVD etc. and through online file transfer links or any separate upload link provided by REC/RECPDCL.</li> </ul>	
Section-V, Clause-3	<ul style="list-style-type: none"> <li>▪ Table at page no. 8 of the tender document reflecting state wise list of total no. of UE villages.</li> <li>▪ <i>NOTE: Videos/ photos of only post-electrification scenario shall be produced for those UE villages which are already electrified.</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ Category and state wise list of total no. of UE villages along with no. of villages already electrified as on 20.05.2016 is furnished in ANNEXURE-I, II, III &amp; IV.</li> <li>▪ <i>NOTE:</i> <ul style="list-style-type: none"> <li>○ <i>Videos/ photos of only post-electrification scenario shall be produced for those UE villages which are already electrified.</i></li> <li>○ <i>Figures of already electrified UE villages may change later on as electrification gets completed in more villages.</i></li> </ul> </li> </ul>
Section-IX, Clause-4.2	<ul style="list-style-type: none"> <li>▪ Bidder shall quote lump sum rate Per Shoot Day inclusive of all costs involved such as logistics, travelling, production charges, equipment's etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Bidder shall quote as per following: <ol style="list-style-type: none"> <li>1. <b>For shooting and post-production of videos/ films/ documentaries and photography:</b> Lump sum rate Per Village Per Visit basis inclusive of all costs involved such as logistics, travelling, lodging, equipments, editing, graphics, background music, voiceover etc.</li> <li>2. <b>For script and Jingle/Song by reputed singer and required mixing/editing for films/ documentaries of 5 minute duration:</b> Lump sum rate per Film/Documentary of 5 minute duration inclusive of all costs involved. For Film/Documentary of duration more than 5 minutes, payment will be calculated on pro rata basis.</li> </ol> </li> </ul>
Section-IX, Clause-2 (a)	<ul style="list-style-type: none"> <li>▪ No advance payment shall be made.</li> </ul>	No Change
Section-IX, Clause-2 (c)	<ul style="list-style-type: none"> <li>▪ Payment shall be made on quarterly basis based on successfully completed shoot days and number of successfully completed villages on pro rata basis as per scope of work with</li> </ul>	<ul style="list-style-type: none"> <li>▪ Payment shall be made on quarterly basis based on successfully completed villages on pro rata basis as per scope of work with deliverables subject to acceptance by REC/RECPDCL in that particular quarter. However, it will be responsibility of the agency to complete all</li> </ul>

	<p>deliverables subject to acceptance by REC/RECPDCL in that particular quarter.</p>	<p>desired shooting and photography etc. of a village in a single visit for pre-electrification scenario and in another single visit for post-electrification scenario. Accordingly, payment will be made per visit basis for a successfully completed village irrespective of no. of days taken by the agency to accomplish the task pertaining to that village.</p>
Section-VII, Clause-9	<ul style="list-style-type: none"> <li>▪ RECPDCL reserves the right to modify, expand, split, restrict, scrap, re-float the tender without assigning any reason for the same</li> </ul>	<ul style="list-style-type: none"> <li>▪ RECPDCL reserves the right to modify, expand, split, restrict, scrap, re-float the tender without assigning any reason for the same. Further, RECPDCL does not guarantee any award of work either in part or full regarding this tender.</li> </ul>
Last date of submission of bid	24.05.2016 up to 15:30 hrs	27.05.2016 up to 15:30 Hrs
Section-I, Important Information	<p># <b>The EMD</b> (Earnest Money Deposit) is to be submitted by all the participating bidders of an amount as mentioned in clause no. 5 under section-IX in the form of irrevocable Bank Guarantee (BG) from a nationalized/scheduled Bank as per Performa enclosed as "<b>Annexure-VII</b>" or Bank Demand Draft drawn in favour of REC Power Distribution Company Limited payable at New Delhi. The EMD of unsuccessful bidders will be returned within 90 days from the award of contract and EMD of successful bidder will also be returned after acceptance of work order and submission of PBG (Performance Bank Guarantee) of requisite value</p>	<p>Those agencies exempted by NSIC/MSME against submission of EMD are no need to submit the EMD, however, related document / certificate from NSIC/MSME need to be submitted.</p>

**ANNEXURE-I**

<b>S. No.</b>	<b>State</b>	<b>No. of UE Villages</b>	<b>No. of Electrified villages as on 20.05.2016</b>
<b>Category-A States</b>			
1	Himachal Pradesh	35	8
2	Mizoram	58	16
3	Nagaland	82	0
4	Tripura	26	9
5	Uttarakhand	76	0
6	West Bengal	22	8
7	Karnataka	39	0
<b>Total-A</b>		<b>338</b>	<b>41</b>

**ANNEXURE-II**

<b>S. No.</b>	<b>State</b>	<b>No. of UE Villages</b>	<b>No. of Electrified villages as on 20.05.2016</b>
<b>Category-B States</b>			
1	Jammu & Kashmir	134	27
2	Madhya Pradesh	472	258
3	Manipur	276	86
4	Rajasthan	495	217
<b>Total-B</b>		<b>1377</b>	<b>588</b>



**ANNEXURE-III**

<b>S. No.</b>	<b>State</b>	<b>No. of UE Villages</b>	<b>No. of Electrified villages as on 20.05.2016</b>
<b>Category-C States</b>			
1	Arunachal Pradesh	1578	260
2	Chhattisgarh	1080	434
3	Meghalaya	912	1
4	Uttar Pradesh	1529	1348
<b>Total-C</b>		<b>5099</b>	<b>2043</b>

**ANNEXURE-IV**

S. No.	State	No. of UE Villages	No. of Electrified villages as on 20.05.2016
<b>Category-D States</b>			
1	Jharkhand	2525	849
2	Odisha	3474	1307
3	Bihar	2747	1824
4	Assam	2892	1135
<b>Total-D</b>		<b>11638</b>	<b>5115</b>

**NOTE:**

- Total no. of UE villages in all four categories of states (A+B+C+D) = 18,452
- Total no. of UE villages already electrified as on 20.05.2016 (A+B+C+D) = 7,787
- For updated figures of electrified UE villages please visit at [www.garv.gov.in/dashboard](http://www.garv.gov.in/dashboard)

## Financial Bid

Name of the Bidder: \_\_\_\_\_

## Category-A States

S. No.	Description of work	State	No. of UE Villages	Lump sum rate Per Village Per Visit for shooting and post-production of videos/ films/ documentaries and photography inclusive of all costs involved such as logistics, travelling, lodging, equipments, editing, graphics, background music, voiceover etc. (in ₹)		Lump sum rate per Film/Documentary of 5 minute duration for script and Jingle/Song by reputed singer and required mixing/editing inclusive of all costs involved. (in ₹)		Weighted average of rate quoted in column 4 and 6 (for bid evaluation purpose only)
				(A)	(B)	(6)	(7)	
(1)	(2)	(3)	In figures (4)	In Words (5)	In figures (6)	In Words (7)	In figures (8)	
1	Production of short documentary film/ video and photos as per scope of work.	Himachal Pradesh	35					
2		Mizoram	58					
3		Nagaland	82					
4		Tripura	26					
5		Uttarakhand	76					
6		West Bengal	22					
7		Karnataka	39					

**Category-B States**

S. No.	Description of work	State	No. of UE Villages	Lump sum rate Per Village Per Visit for shooting and post-production of videos/ films/ documentaries and photography inclusive of all costs involved such as logistics, travelling, lodging, equipments, editing, graphics, background music, voiceover etc. (in ₹)		Lump sum rate per Film/Documentary of 5 minute duration for script and Jingle/Song by reputed singer and required mixing/editing inclusive of all costs involved. (in ₹)		Weighted average of rate quoted in column 4 and 6 <i>(for bid evaluation purpose only)</i>
				(A)		(B)		(C)
(1)	(2)	(3)	In figures (4)	In Words (5)	In figures (6)	In Words (7)	In figures (8)	
1	Production of short	Jammu & Kashmir	134					
2	documentary film/ video and	Madhya Pradesh	472					
3	photos as per	Manipur	276					
4	scope of work.	Rajasthan	495					

**Category-C States**

S. No.	Description of work	State	No. of UE Villages	Lump sum rate Per Village Per Visit for shooting and post-production of videos/ films/ documentaries and photography inclusive of all costs involved such as logistics, travelling, lodging, equipments, editing, graphics, background music, voiceover etc. (in ₹)		Lump sum rate per Film/Documentary of 5 minute duration for script and Jingle/Song by reputed singer and required mixing/editing inclusive of all costs involved. (in ₹)		Weighted average of rate quoted in column 4 and 6 <i>(for bid evaluation purpose only)</i>
				(A)		(B)		(C)
(1)	(2)	(3)	In figures (4)	In Words (5)	In figures (6)	In Words (7)	In figures (8)	
1	Production of short	Arunachal Pradesh	1578					
2	documentary	Chhattisgarh	1080					
3	film/ video and	Meghalaya	912					
4	photos as per scope of work.	Uttar Pradesh	1529					

**Category-D States**

S. No.	Description of work	State	No. of UE Villages	Lump sum rate Per Village Per Visit for shooting and post-production of videos/ films/ documentaries and photography inclusive of all costs involved such as logistics, travelling, lodging, equipments, editing, graphics, background music, voiceover etc. (in ₹)		Lump sum rate per Film/Documentary of 5 minute duration for script and Jingle/Song by reputed singer and required mixing/editing inclusive of all costs involved. (in ₹)		Weighted average of rate quoted in column 4 and 6 (for bid evaluation purpose only)
				(A)	(B)	(B)	(C)	
(1)	(2)	(3)	In figures (4)	In Words (5)	In figures (6)	In Words (7)	In figures (8)	
1	Production of short documentary film/ video and photos as per scope of work.	Jharkhand	2525					
2		Odisha	3474					
3		Bihar	2747					
4		Assam	2892					

**Note:**

- Bidder shall quote lump sum rate in column 4 and 6 of respective categories as per meeting eligibility criteria mentioned in Table-A.
- Work shall be awarded to L-1 bidder separately for each state based on weighted average of rate quoted in column 4 and 6 which shall be calculated as below:

$$C = (0.998 \times A) + (0.002 \times B)$$

- The above calculation is only for bid evaluation purpose. However, payment shall be made to L-1 bidder based on the rate quoted in column 4 & 6.
- The prices shall remain FIRM till entire contract period /completion of the Assignment.
- In case of discrepancy between the value indicated by the bidder "In Figures" & "In Words", the value indicated at "In Figures" shall prevail.
- The prices to be quoted would be inclusive of all taxes & duties exclusive of service tax which shall be payable extra as applicable.
- Price quoted by bidders with any deviation or any conditionality, the offer will be treated as incomplete and will be rejected.

8. Any variation in rates, prices or terms during validity of the offer shall lead to forfeiture of the EMD/PBG of said bidder.
9. The bidder may submit the bid for one or more states.
10. For each state for which bidder is participating has to submit EMD of value mentioned in above table.

Financial bid to be uploaded in the specific format designed which may be downloaded from website [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) and after filling the form it is to be uploaded through digital signature