

VIGYAN PRASAR
Department of Science and Technology

REQUEST FOR PROPOSAL

No: VP/019/57/TV Math/11-12

Dated 31/07/2012

Sub: Invitation to take part in briefing session on the proposed serial Based on Mathematics

1 INTRODUCTION

Vigyan Prasar, an autonomous organisation under the Department of Science and Technology, New Delhi has been undertaking telecast of science serial through Doordarshan , Lok Sabha TV and other channels. Prime Minister of India has declared the year 2012 as Year of mathematics to commemorate the 125th birth anniversary of Indian mathematician Ramanujam. In this context and to meet the transmission demand, VP is proposing to produce

Sl	Tentative title of the project	Estimated cost exclusive of service tax
1	13 part video serial on Mathematics	78 lakhs

Proposal is invited from reputed production agencies/ producers for undertaking the production of above serial. (See Annexure A for brief description of the projects)

1.2 Scope of the work: Production of the video serial complete in all respects for telecast through television channel.

1.2.1 Duration: Each episode is of about 22 to 23 mts duration

1.2.2 Shoot format: Shooting in Digi Beta and mastering in various formats as specified in deliverables.

1.2.3 Language: Both in English and Hindi

1.3 Due Diligence by Applicants: Applicants are encouraged to inform themselves fully about the assignments through personal discussion scheduled on 31st August, 2012 (read 1.8 below)

1.4 Availability of RFP Document: RFP document can be downloaded from the Official website of the Vigyan Prasar (www.vigyanprasar.gov.in)

1.5 Validity of the Proposal: The Proposal shall be valid for a period of not less than 180 days from the Proposal Due Date (the '**PDD**').

1.6 Brief Description of the Selection Process: Vigyan Prasar has adopted a two bid selection process in evaluating the Proposals. Firstly technical evaluation will be carried out as specified in section 4 by an evaluation committees to be appointed by Vigyan Prasar. Based on this technical evaluation, a list of short-listed applicants shall prepared as specified in section 5. Subsequently the financial evaluation will be carried out as specified section 5.

1.7 Communications: All communications including the submission of Proposal should be address to: Registrar, Vigyan Prasar, A50 NCMRWF Campus, Sector 62, NOIDA 201 309 or sent in email to av@vigyanprasar.gov.in

1.8 On 31th August, 2012 (Friday) between 10 am to 1 pm concerned officials of VP will be available at O/o Vigyan Prasar, C 24 ASCI building, Qutab Institutional Area New Delhi 110016 for any personal clarification. Except above, all further clarifications on the RFP may be obtained only by email (email to av@vigyanprasar.gov.in) and the same will be replied with in three working days.

1.9 All communications, including the envelopes, should contain the following information, to be marked at the top in bold letters: **[RFP NOTICE NO VP/019/57/TV Math/11-12**

1.10 The application must be submitted with a **non refundable fee of Rs.5000/-** by way of DD / bank order drawn in the name of "Vigyan Prasar" payable at New Delhi.

1.11 Application should be accompanied by a EMD of Rs.1,00,000/- (One lakh rupees) as separate DD drawn in favour of "Registrar, Vigyan Prasar" payable at New Delhi. The DD 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 15 days of the finalization of the selection and award of the work.

1.12 Last date for the submission of the application, that is Proposal Due Date is 10th September, 2012, 5 pm. The proposals may be submitted either in person or by post.

2 ELIGIBILITY OF APPLICANTS

- 2.1 Applicants must read carefully the Conditions of Eligibility criteria provided herein. Proposal of only those Applicants who satisfy the Conditions of Eligibility will be considered for evaluation.
- 2.2 To be eligible for evaluation of its proposal, the applicant shall fulfill **ALL** the following:
- 2.2.1 Technical Capacity: The Applicant shall have, over the last 3 (THREE) years, Preceding the Proposal Due Date, undertaken similar assignments for production of documentaries and video serials.
- 2.2.2 Availability of Key Personnel: The Applicant shall offer and make available Key Personnel meeting the requirements specified in sub-clauses (2.2.3) below.
- 2.2.3 Conditions of Eligibility criteria for Key Personnel: Each of the Key Personnel must fulfill the minimum Conditions of Eligibility criteria specified below:

Key Personnel	Educational Qualification	Length of Professional Experience	Experience on Assignments
Director	Graduate with 5 years experience in Film/Video/ Production or FTII (equivalent) graduate	10 years	Directed at least 5 films. Experience in directing films related to science/ technology/ education/environment desirable.
Script Writer	Graduate	5 year of experience	He/She should have worked as Script writer of play, drama, video/television serial.
Expert	Post graduation in natural sciences or MBBS or Engineer	At least 5 years of experience in science communication	He/She should have proven experience in science communication/ science popularization

2.3 In case if there is any change in the key personal subsequent to award of the work it would be to the satisfaction of VP. VP may terminate the contract if the replacement is not to the satisfaction of VP. The decision of VP in this regard will be final and binding.

3 APPLICATION PROCEDURE

- 3.1 The proposals should be in the prescribed format appended herewith. Proposals not in the format will be rejected.
- 3.2 The proposer must submit its Technical Proposal (part 1 to 5) and Financial Proposal (part 6) in two separate 'sealed envelopes' (duly super-scribed "Technical Proposal" and "Financial Proposal" on the each envelope). Both these sealed covers should be enclosed in an outer cover and submitted to VP. All covers MUST have the full address of the applicant.
- 3.3 The proposer will not vary/modify any aspect of the proposal/ budget etc during the validity period or any extension thereof.
- 3.4 The technical proposal must be accompanied with:-
 - (a) Documentary proof in support of business done in the field of film/Audio Visual production related to science and technology communication and/or development related programmes done in the past/being done with Departments of the Central/State Government, Corporate Houses and Television companies including DD. Enclose copy of the work orders for last three years (DO NOT enclose the originals).
 - (b) Registered company/Production houses with 3 years working experience in the field of production of science or environment or developmental or social sector television programmes (Enclose Company registration certificate, memorandum & articles of association and work orders as evidence- DO NOT enclose the originals) would be entertained.
 - (c) Attach copy of Audited Annual Accounts for last 3 years, showing total turnover of the Company/firm.
 - (d) Registered Company/Production houses should have service tax, Pan number for last 3 years.(Enclose certificates and copy of last three years Income Tax returns, PAN and Service Tax numbers- DO NOT enclose the originals).
- 3.5 In absence of any of the documents mentioned in 3.4 above, technical proposal of the proposer shall be rejected and the proposer shall be disqualified.

3.6 The technical proposal should contain following

Sl	Form	Number of copies to be submitted
1	Part 1 + enclosures	One Copy
2	Part 2 + enclosures	Four Copies
3	Part 3+ enclosures	Four copies
4	Part 4+ enclosures	One copy + DVD of your past work
5	Part 5 + enclosures	One copy

3.7 The financial proposal that is Part – 6 of the application form- Budget for each project should be placed and submitted in a separate sealed cover. The cover should contain following label

Enclosed form 6: Budget for the project (write the name of the project): Submitted by (name of the firm) Signature of the proposer/authorised signatory :
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4 EVALUATION PROCESS

- 4.1 Vigyan Prasar shall open the proposal at 11.30 hours on **13th September, 2012** at the O/o Vigyan Prasar, A 50, Sector 62, NOIDA 201309 UP and in the presence of the Applicants who chose to attend. The packets marked “Technical Proposal” shall be opened first. The packed marked “Financial Proposal“ shall be kept sealed for opening at a later date.
- 4.2 Vigyan Prasar shall subsequently examine and evaluate the Proposals in accordance with the provisions set out in section 4 and 5.
- 4.3 To facilitate evaluation of Proposals, Vigyan Prasar may, at its sole discretion, seek clarifications in writing from any Applicant regarding its Proposal.
- 4.4 Test of responsiveness: Prior to evaluation of Proposals, Vigyan Prasar will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive only if the proposal:
 - it is received as per the formats (Technical Proposal- part 1 to 5) and (Financial Proposal part 6)
 - it is received by the Proposal Due Date (PDD) including any extension thereof pursuant.

- it is signed, sealed and marked as stipulated in the format.
- The Financial proposal is in a separate sealed cover.
- It contains all the information (complete in all respects) as requested in the RFP:
- It contains information in the formats specified in this RFP; and
- It does not contain any condition or qualification
- It is not non-responsive in terms hereof.

- 4.5 Vigyan Prasar reserve the right to reject any Proposal which is non-responsive and no request for alternation, modification, substitution or withdrawal shall be entertained by Vigyan Prasar in respect of such Proposals.
- 4.6 Vigyan Prasar would subsequently examine and evaluate the proposals in accordance with the Selection Process specified at section 4 and section 5. Only those proposals that are found to meet the test of responsiveness would be evaluated.
- 4.7 After the technical evaluation Vigyan Prasar would prepare a list of qualified shortlisted applicants (as specified in 5.5) for opening of their Financial Proposals. A date, time and venue will be notified to all shortlisted applicants for announcing the result of evaluation and opening of Financial Proposals. Before opening of the Financial Proposals, the list of qualified Applicants along with their Technical Score will be read out. The opening of Financial Proposal shall be done in presence of respective representative of applicants who choose to remain present. Vigyan Prasar will not entertain any query or clarification from Applicants who fail to qualify at any stage of Selection Process.
- 4.8 Applicants are advised that selection will be entirely at the discretion of Vigyan Prasar. Applicants will be deemed to have understood and agreed that no explanation or justification on any aspect of the Selection Process or Selection will be given.
- 4.9 Any information contained in the Proposal shall not in any way be constructed as binding on Vigyan Prasar, its agents, successors or assigns, but shall be binding against the Applicant if any work is subsequently awarded to it under the Selection Process on the basis of such information.
- 4.10 Vigyan Prasar reserves the right not to proceed with the Selection Process at any time without notice or liability and to reject any Proposal without assigning any reasons.

5 EVALUATION PROCEDURE AND CRITERIA

- 5.1 The technical proposals would be evaluated in two stages. In the first stage the written technical proposal would be evaluated and scores would be assigned. In the second stage short listed firms would be invited for a presentation and combined technical scores would be prepared.
- 5.2 In the First Stage, the Technical Proposals will be evaluated on the basis of Applicant's experience in production of science films/ science and development video series, experience of key persons, proposed methodology and proposed treatment/script.

5.2.1 The Scoring criteria to be used for evaluation shall be as follows.

Items Code	Criteria	Marks
1.a	Firm's Relevant Experience in Science Film Making	10
1.b	Relevant Experience of the Key personnel	10
2.	Sample Work submitted (in the form of CD)	20
3.	Sample Script/ Treatment (documents submitted under form 3)	40
	Grand Total	80

5.2.2 Vigyan prasar will nominate TWO committees consisting of not less than three members each to evaluate and score the written technical proposals for item 1 (a&b) and 2 above. At least two of the three members will be external experts. The sample script/ treatment would be sent to two experts for blind review (that is the name of the proposer would not be disclosed to the reviewer to avoid bias/ prejudice).

5.2.3 Only those Applicants whose Technical proposals score 50 points or more out of 80 shall be shortlisted for the second stage. If the number of the proposals so short listed are less than three, then the proposal that have received top three rank, would be considered for second stage.

5.3 All those shortlisted vide 5.2.3 above would be invited to make a presentation before an expert committee nominated by VP at a time and place decided by VP.

5.3.1 The short listed applicant or authorized representative would be permitted to make the presentation on the proposed treatment. No TA/DA will be admissible to the proposers/ applicants. Proposer or authorized representative will attend the presentation at their own cost.

5.3.2 The expert committee will award maximum of 20 marks for each project based on the presentation and discussion thereof.

5.3.3 The expert committee will consist of three external expert members nominated by Dir VP, representative of DD/ LSTV, Coordinator of AV division and a representative of registrar.

5.4 The combined scores of 5.2.2 and 5.3.2 would be made for the shortlisted proposals. This combined score would be the technical score (S_T)

5.5 Evaluation of Financial Proposal: In the next stage, the financial evaluation will be carried out as detailed below by an evaluation committee. The evaluation committee will consist of three people. The purchase committee chairperson will be the chair and AO or appropriate nominee of Registrar and another official nominated by Director will be members.

5.6 All those short listed applicants (vide 5.2.3) would be assigned financial score. For financial evaluation, the total cost indicated in the Financial Proposal, excluding Service Tax, will be considered. Proposers who have quoted more than the estimate budget will be rejected. Each Financial Proposal will be assigned a financial score (S_F) as detailed below in 5.8.

5.7 The Evaluation Committee will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services (excluding Service Tax). Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfill its obligations as per the TOR within the total quoted price shall be that of the applicant.

5.8 The lowest financial proposal (F_M) will be given financial score (S_T) of 100 points. The financial scores of other proposals will be computed as follows:

$$S_F = 100 \times F_M / F \quad (F = \text{amount of Financial Proposal})$$

5.9 Proposals will finally be ranked according to their combined technical (S_T) and financial (S_F) scores as follows:

$$S = S_T \times T_W + S_F \times F_W$$

Where, T_W and F_W are weight assigned to technical and financial Proposals that shall be 0.7 and 0.3 respectively.

5.10 Generally, the successful Applicant shall be the Applicant having the highest combined score. The second highest Applicant shall be kept in reserve and may be invited for negotiations in case the first-ranked Applicant withdraws or is not selected for any reason.

6 TERMS AND CONDITIIONS

- 6.1 The theme and topic of the episodes should conform to the programme brief provided by VP (enclosed as annexure A).The production should be of high quality meeting the industry standards. Competent and approved talent/voices should be used. Appropriate use of modern editing techniques including rendering of text/ visuals, multi-layering, composting, chromo key, special effects etc should be made to make the film visually very rich. The video film should meet the international telecast standards of all public and private channels.
- 6.2 The deliverables for each episode are:
- i. Telecast master DVC pro -50 - two copy
 - ii. Telecast master HD format -two copy
 - iii. Hard disc (MOV or empg2 format) - one copy
 - iv. Digi beta (un mix master- international trak) - one copy
 - v. Beta –telecast master - one copy
 - vi. Beta – un mix international track - one copy
 - vii. DVD copies - 10 copies
 - viii. VCD copies -10 copies
 - ix. Inlay card for the DVD/VCD design (in psd format) and jewel case design (in psd format)
 - x. Hard copy of the final script in print form (one copy) and in ms-word or rtf file format in CD format
- 6.3 The select agency should submit detailed script inclusive of visuals proposed. Only on approval of the script/outline shooting should be undertaken. The content development would be undertaken by the selected producer with the guidance of the Head, Audio visual division. VP.
- 6.4 Each episode will be previewed by a nodal officials/ experts (including head AV division) nominated by VP for this purpose. The decision of the expert/ nodal officer will be final.
- 6.5 The selected proposer will have to enter into an agreement with Vigyan Prasar and a Bank Guarantee (from a Nationalized Bank) in the prescribed format for 5% of the contract value to be advanced to it as performance guarantee (only applicable for selected proposer/ firm for whom work order is issued)
- 6.6 The selected applicant/ proposer shall submit ALL the episodes within the last date mentioned below. Failure to do so will attract penalty as stipulated in 6.9

:-

Sl	Tentative title of the project	Last date for delivery of the deliverables
1	13 part video serial on Mathematics	Script: 120 days from the date of issue of work order Rough cut : 180 days from the approval of the script Final product: 45 days from the approval of the rough cut

6.7 Extension of the time may be permitted by VP at its own discretion for not more than two times, however the total period of extension shall not exceed 90 days.

6.8 The selected proposer shall indemnify Vigyan Prasar and telecaster against any litigation or dispute that may arise out of the content of the said programmes/ serials.

6.9 FAILURE AND TERMINATION CLAUSE: Time, date of delivery and quality of production shall be essence of the contract. If the contractor fails to deliver the services within the period fixed for such delivery in the schedule or at any time repudiates the contract before the expiry of such periods the organization may without prejudice to any other right or remedy, available to it to recover damages for breach of the contract:-

- (a) Recover from the Contractor as agreed liquidated damages and not by way of penalty, a sum equivalent to 0.5 % per week delay or part thereof from the date of delivery as started in clause 6.7 but not exceeding 10% of value of the work order for such delay (this is an agreed, genuine per-estimate of damages duly agreed by the parties) which the contractor has failed to deliver thereof is accepted after expiry of the aforesaid period. The organization will be free to encash bank guarantee of the proposer in addition to recovery of aforesaid liquidated damage if the contract continued to fail to provide the services within the delivery period.
- (b) The output should meet Broadcast standards and is liable to be rejected alongwith imposition of penalty equivalent to one episode fee in case of poor quality of work.

6.10 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 completion or abandonment thereof, it shall be referred to the sole arbitrator appointed by Director Vigyan Prasar. It will be no objection to any, such appointment that the arbitrator so appointed is an employee of this Organization or that he had to deal with the matters to which contract relates and that in the course of his duties as this Organization employees he had expressed views on all or any of the matters in dispute of difference.

6.11 Payment will be made in stages.

6.11.1 5% of the contract value (plus service tax thereof, less deductions if any) would be released on initiation (that is submission of EMD and the letter accepting the terms and conditions)

6.11.2 30% of the contract value (plus service tax thereof, less deduction if any) would be released on submission of the scripts, duly accepted by VP (of all the episodes)

6.11.3 40% on submission of the rough cuts for preview (plus service tax thereof, less deduction if any). This stage of the release may be made pro- rata basis for the episodes submitted.

6.11.4 25% of the contract value (plus service tax thereof, less deductions if any) along with the EMD would be released on submission of the final deliverables of all the episodes.

At all the stages the statutory taxes, levies and government deductions will be made as per the rules.

6.12 The programmes will adhere to the broadcast code including broadcast code of Doordarshan/ Government of India.

(Dr. T V Vankateswaran)
Registrar & Scientist - E

Submit one copy

VIGYAN PRASAR
Part - 1
Proposer's Information

1 Name

of the proposer : _____

of the Company : _____

2 Contact Information

Address : _____

Pin _____

Telephone:

Office 1 : _____

Office 2 : _____

Mobile : _____

Home : _____

Fax : _____

3. Educational Qualifications: _____

4 Legal status of Organization:

a) Is it a registered firm/company? : Yes/No

(Photocopies of the certificate of registration should be attached)

b) Is your organization a proprietorship : Yes/No

Firm, partnership firm or company? (Attach Document)

(If a partnership firm, state the name/s and address/es of your partners. If company, state the names and Addresses of Directors)

c) State whether the proprietor/ any of the Partners/Directors is/are retired Government officials. (If yes, the date of his/ her/ their retirement and the Department from which retired) Yes/No

5 Copies of Income Tax returns as accepted by the Income Tax Department of preceding three years with PAN Number and service tax number:

6 Brief Description of the Proposer's Activities

	2007	2008	2009	2010	2011
Number of films/programmes produced					

7 Experience in the production of video serial on Mathematics, if any

	2007	2008	2009	2010	2011
Number of films produced on Science, Technology, Mathematics, health, environment, agriculture etc					

8 Has the Agency/its its sister concern/any director ever been blacklisted/defaulted by any organization?: Yes/No (If yes, give details)

9 Enclosed please find a DD for ` 5000 (Rupees..... DD No..... dateddrawn on bank..... being non-refundable application fee for 1 proposal being submitted by us.

10 Any other relevant information:

SIGNATURE----- (of authorised signatory)

Full Name and designation-----

DECLARATION

- (i) I.....(authorised signatory for the proposer) solemnly affirm that the facts stated above are correct and nothing has been withheld. If any information submitted above, is found to be false or fabricated, I may be liable to be suspended and /or debarred from empanelment.
- (ii) I permit Vigyan Prasar to inspect my studio facilities & other records to ascertain the above facts.
- (iii) I permit Vigyan Prasar to cross check the above facts from any other source.

- (iv) I or my authorized representative, if required by Vigyan Prasar would make presentation before Selection Committee at my own cost.
- (v) I will apropos ale by the decision of Director Vigyan Prasar in regarding allocation of works.
- (vi) Here by I declare that I shall adhere to the terms and conditions mentioned in RFP.

Signature-----

Full Name-----

Date-----

(Seal of organization)

Submit four copies

VIGYAN PRASAR
Part – 2
Proposer's experience

1 Brief Description of the Proposer's Activities related to video production
(Attach Separately) in the last five years

S.N	Name of Production	Year of production on	Format	Duration	Language	Organization for which produced	Copy of the work order/ documentary proof placed at
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2 Experience in the production of science /education video films, if any
(Attach separately) in the last three years

S.No.	Name of Production	Year of production	Format	Duration	Language	Organization on for which produced	Copy of the work order/ documentary proof placed at
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(attach additional sheets if needed)

3 Awards, certificates and accolades received for video production/
programmes

4 Any other information

SIGNATURE OF THE PROPOSER

Submit four copies

VIGYAN PRASAR

Part – 3

Programme specification:

(Treatment & approach and script for episode 1)

Instructions:- a) Present the treatment and approach to be adopted for the serial. Give a detailed description of how a typical episode would look like. Give time breakups for each segment. The treatment should not exceed 3 pages. b) List suggested topic/theme for 13 episodes (you can include more than 13 titles; give a brief description of what you would like to cover in these episodes – not more than 20-50 words for each episode. c) Enclose a detailed script including description of visuals, music and time breakups for the Episode 1 proposed (On the topic :- **Numbers & Numerals**; number systems of the world, Indo-Arabic numerals, India and zero etc).

IMPORTANT NOTE:

The applicant should enclose both a, b & c above. Encl (a) is a general treatment for all the 13 episodes proposed whereas encl (b) is a list with brief description and (c) is a sample script on the specific topic **“Numbers&Numerals”**

Submit one copy

VIGYAN PRASAR

Form - 4

Sample programme of earlier programme produced by the applicant

I/we enclose a sample programme produced by our firm/ agency titled
..... in DVD format.

1 Name of the programme:

2 Year of Production:

3 Brief description of the programme(| not more than 200 words):

4 Awards / accolades won by the film:

5 Any other information

SIGNATURE OF THE PROPOSER

[Check the DVD being sent by you. In particular check if the DVD is played in a DVD player (and not just in computer). In case the DVD fails to play the onus would on the applicant and VP will reject the proposal]

One copy

VIGYAN PRASAR

Part - 5

Key personals for the projects applied for

- 1 Name of the Director
- 2 Name of the script writer(s)
- 3 Name of the subject expert(s)

*

One copy

VIGYAN PRASAR

Part – 5 (a)

Consent letter from the Director(s) / Exe Director(s)
(if more than one, pl attach separate sheets in the same format)

1. Name

of the Director : _____

of the Company : _____
(If applicable)

2. Contact Information

Address : _____

Pin _____

Telephone:

Office : _____

Mobile : _____

Home : _____

Fax : _____

e-mail : _____

3. Educational Qualifications : _____

4. Brief Background of the Director including filmotography (Attach Separately)

I _____, hereby give my consent to be the
director
(Name of the Expert)
of the _____ for _____
(Name of the programme) (Proposer's Name)

I also understand that I would be solely responsible for direction of the
above serial and for the adherence of the broadcast code.

Signature

One copy

VIGYAN PRASAR

Part – 5 (b)

Consent of script writer

(if more than one, pl attach separate sheets in the same format)

1. Name

of the Expert : _____

of the Company : _____
(If applicable)

2. Contact Information

Address : _____

_____ Pin _____

Telephone:

Office : _____

Mobile : _____

Home : _____

Fax : _____

e-mail : _____

3. Educational Qualifications : _____

4. Brief Background of the Expert (Attach Separately in the enclosed format)

I _____, hereby give my consent be the script
writer

(Name of the Expert)

of the _____ for _____

(Name of the programme) (Proposer's Name)

I also understand that I would be solely responsible for content development and preparation of the script .

Signature
One copy

VIGYAN PRASAR
Part – 5 (c)
Consent of subject expert

(if more than one, pl attach separate sheets in the same format)

1. Name

of the Subject Expert : _____

of the Company : _____

2. Contact Information

Address : _____

Pin _____

Telephone:

Office 1 : _____

Office 2 : _____

Mobile : _____

Home : _____

Fax : _____

e-mail 1 : _____

e-mail 2 : _____

Website : _____

3. Educational Qualifications : _____

4. Biodate (Attach Separately)

I _____, hereby give my consent to be the subject
expert

(Name of the expert)

_____ for _____
(Name of the location) (Proposer's Name)

For the project _____

Signature of the expert

Submit only one copy in a separate sealed cover

(one copy in a separate sealed cover)

Form 6 (Budget quote)

We offer to undertake the project to **produce 13 part video serial on Mathematics (in English and Hindi)** as per the RFP **VP/19/57/TV Math/11-12** dated **31.07.2012** for a total cost of Rs _____ (Rupees.....)
exclusive of the service tax.*

Name of the Proposer

Name of the Company

Date

Place

Signature of the authorized signatory

*** NOTE:** The cost mentioned here would be considered as the final quote from the firm. No change would be accepted.

Submit only one copy in a separate sealed cover

Annexure A

The proposed 13 part video serial is aimed at reaching to general public through television. The serial should strive communicating how mathematics has been playing a crucial role in our daily life, especially modern day society. The serials should not be a pedagogic film aimed at class room teaching, but an edutainment film communicating various aspects and facets of mathematics. The treatment should be engaging and creative. Large size models, animations, graphics overlay could be used to communicate complex concepts.

Check list of documents to be submitted

Sl	Form	Number of copies to be submitted	Yes or No
1	Part 1 + enclosures (IT returns, PAN no etc)	One Copy	
2	Part 2 + enclosures	Four Copies (for each project applied for)	
3a	Part 3A + enclosures (Treatment of the serial + Script for episode 1)	Four copies	
4	Part 4+ enclosures	One copy + DVD of your past work	
5	Part 5 and 5(a), (b), (c) + enclosures	One copy (for each project applied for)	
6	Part 6	One copy each in separate cover with proper label as stated in 3.7 on the cover	

(the above is indicative and the application should contain all the documents sought for at appropriate places)