

REQUEST FOR PROPOSAL

VP/19/AH3-LSTV/25/10-11

Dated: 10th November 2010

Sub: Proposal for Packaging of AISA HI HOTA HAI Video Series

Proposals are invited for repackaging 42 episodes of AISA HI HOTA HAI (in Hindi) to be telecasted on Lok Sabha Television (LSTV). The half-an-hour programme essentially includes a programme segment of 21 minutes.

The work would involve packaging and capsuling programme for LSTV with preparation of opening montage, creation and insertion of break bumpers, insertion of other relevant clips, promos, insertion of contests and other related information and making corrections, if any required, to the audio-video material etc. The agency selected would have to deliver well in advance the telecast tapes that meet the technical standards as defined by LSTV. Subsequent to packaging, the telecast tape in DVC pro (as per LSTV standards) would be submitted for telecast. The selected agency will have to deliver 1 DVC pro, 2 copies of Betacam (telecast master), one unmixed master (with international track) and 1 DigiBeta, 20 VCDs, DVDs for each episode as deliverables.

The estimated budget is Rs 15,000/- per Episode (exclusive of taxes).

Selection Procedure:

Two bid system (Technical and Financial bid) will be adopted for the selection of agency. The video programme producers are advised to enclosed both the bids separately i.e Technical and Financial Bid and both these envelopes be put in third envelope and should be super scribed "**Proposal for Packaging of AISA HI HOTA HAI Video Series**". The selection would be based upon competence of the video programme maker's artistic and aesthetic aspects of the sample submitted by him and the cost quoted by him. Financial bids of technically qualified bidders only be opened and considered.

The proposals should be submitted along with the following: -

- 1) Budget break up (Financial Bid) should be in a separate sealed cover (in the enclosed format part-2). Application received with Budget break up not in separate envelope shall be rejected.
- 2) Profile of the firm clearly indicating past experience in undertaking such work, and liaison with DD/LSTV.
- 3) Details of technical facilities and infrastructure intended to be used for packaging.
- 4) A sample montages created by the firm in any of its earlier work (CD may be in VCD or DVD format).

Terms and Conditions

- 1) Packaging work of all episodes should conform to the quality of the original episodes and should be in consonance, for picturization, voice used, text, content and visuals used, with original episodes. If re-shooting is required, then it should be of same standards, as that of original episodes.
- 2) Packaging of episodes should be of high quality meeting the industry standards. Competent and approved talent/voices should be used.
- 3) The time limit for completing the work should be in consonance with telecast schedule allocated by LSTV and as per directions of VP.
- 4) In case of non-completion of work within stipulated time period, liquidated damage charges will be levied upon which will be 0.5% of total cost of work per week upto 5% and work will not be accepted thereafter.
- 5) All rates quoted should be inclusive of incidentals. Taxes, if any should be quoted separately.
- 6) No modification of proposal will be permitted after its submission.
- 7) Selected agency has to enter into an agreement with Vigyan Prasar, within 15 days of intimation of selection, regarding payment terms and Conditions, Penalty clause, time period etc.
- 8) Quarterly payment will be released on submission of deliverables and completion of telecast.
- 9) Full and final payment will be released only after submission of complete deliverables by the selected firm.
- 10) Statutory taxes will be deducted from the bill of the firm as per rule.

The bids should be sent to “Registrar”, Vigyan Prasar, NCMRWF Campus, A – 50 Institutional Area, Noida – 201 307 **on or before 30th November 2010**. Unsealed proposals, proposals without budget in a separate sealed cover would be rejected.

(Registrar)
Vigyan Prasar

Encl: As above

VIGYAN PRASAR
Format for application for undertaking packaging work
42 episodes of AISA HI HOTA HAI
Part – 1

1. Name

A. Of the proposer : _____

B. Of the Company : _____

2. Contact Information

2.1 Address : _____

_____ Pin _____

2.2 Telephone:
Office 1 : _____
Office 2 : _____
Mobile : _____
Home : _____
Fax : _____

3. Facility/Equipment available (attach separate sheet if needed)

SIGNATURE OF THE PROPOSER

Date
Place
Enclosures (if any)

VIGYAN PRASAR

Part – 2

Budget

A. One time cost	Rate	Sub total	Total cost
Preparation of break bumpers etc			
Creative inputs (inclusive of directors fee etc)			
Total of A			

B. PRODUCTION, EDITING & POST PRODUCTION	Rate per episode	For Total episodes (42)	Total cost
Editing and packaging of episodes			
Cost of tapes/ CDs/ DVDs etc			
Liaison with DDK			
Other expenses			
Total of B (for 42 episodes)			

PRODUCTION HOUSE MARGIN (mention the %) C	
ESTIMATED COST (A +B +C) (exclusive of taxes)	
Rounded off	
Amount in words : Rupees	
Grand total of A & B (for 42 episodes)	

(Rates quoted are exclusive of the service tax)

Name of the Proposer	
Name of the Company	
Date	
Place	
Signature of the Producer	