

SIC/HO/Exhb/5(745)/2008-09/VII

Dated : 06.03.12

To,

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**Sub. : Quotation invited for Translation and Dubbing of NSIC  
Corporate film in Regional Languages.**

Dear Sir,

NSIC proposes to Translate and Dubbing of NSIC Corporate film in Regional Languages. In this context, you are requested to kindly submit your rates for the Translation & Dubbing of NSIC Corporate film in regional languages.

The offer should contain rates as per the following format & terms and conditions specified in this letter in a two bid system only

**TECHNICAL BID.- ENVELOPE -I**

*The Technical bid in Envelope-I should contain the following:*

1. Refundable Demand draft /cheque of Rs. 15,000/- in favour of NSIC , New Delhi
2. Copy of PAN Card/ Service Tax Registration
3. Copy of Income Tax return.
4. Copy of Order executed in last two years.

**Terms & Conditions**

- o Kindly collect the film from Corporate Communication Division before submission of the offer, to understand the level of competency/high standard being followed by NSIC.
- o No advance payment will be made & kindly quote as per above format only.

- 200 Copies of CD/DVD of the film has to be given to NSIC (The CD /DVD should be given in case with cover design and printed instructions to run the CD /DVD) for which no additional payment will be made.
- One mini DV tape of the final film has also to be given to NSIC.
- Only those units who have their infrastructure facilities in NCR should apply for smooth and successful execution of work.
- The film may also require fresh shooting & editing & voice over work (NCR region) for which no additional charges will be paid by NSIC
- NSIC reserve the right to award the work in part or full to one or more units for successful execution of the work
- NSIC reserves the right to reject all or any offer without assigning any reason thereof & the rates being quoted should be valid for minimum period of one year.

**FINANCIAL BID – ENVELOPE-II**

*The financial bid in Envelope II should contain rates as per the following format*

Description of work	Rate ( inclusive all taxes) Rs.
Professional Translation & Dubbing of existing NSIC Corporate film in regional language duration upto 15mts	

- Language of this Program is Tamil language

**The last date of receipt of offers is 22.03.12 in the NSIC CR Section pl.**

Thanking you,

Yours faithfully,

Deputy General Manager (CC)