

NATIONAL SMALL INDUSTRIES CORPORATION
NSIC BHAWAN ,OKHLA INDUSTRIAL ESTATE
NEW DELHI-110020

SIC/HO/CC/5(745)/07-08

Dated : 15.09.11

To,

Sub. : Quotation invited for Production of NSIC episode for TV Program to be Broadcast on Doordarshan

Dear Sir,

NSIC proposes to produce a weekly programme on Doordarshan highlighting the various schemes of NSIC for the MSME sector along with the beneficiaries of each scheme. In this context, you are requested to kindly submit your quotations **in two separate closed envelope** in a two bid system i.e a) Envelope I (Technical Bid) and b) Envelope II (Financial Bid) for the production of NSIC episode for the said Program.

The technical bid in **Envelope - I** should contain documentary proof of the following:

1. The firm should have produced at least one program which was Broadcast on Doordarshan (Submit work order) or submit work order of Schedule A or Schedule B PSU of Govt of India during last one year
2. Kindly submit copy of latest Income Tax Return.
3. Copy of PAN number/Service Tax Registration
4. The firm should have its Studio facilities & equipment in NCR region for meeting any eventuality for excellent quality production
5. Submit Bank Draft or Cheque of amount Rs.4,000/-(refundable) in favour of NSIC, New Delhi

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

Description of work	Total Cost (inclusive all taxes) Per episode (inRs).
Production of each episodes which includes conceptualization, script, outdoor shooting, Professional voice over, anchoring of each episode, sound recording, editing and background music (duration upto 15 minutes) .	

Other Terms & Conditions

- No advance payment will be made.
- The Script / the final episode has to be got approved by NSIC prior to submission to for Broadcast.
- The production of the program should be as per Doordarshan requirement/ standard and it has to be submitted with script and synopsis.
- One Master Mini-DV of each episode has to be given to NSIC.
- The production of the program is presently for telecast on Doordarshan network as such you have to ensure all technical / broadcast requirement of the Doordarshan including time schedules.
- The unit should have its production facilities in NCR region
- The unit may has to go outside NCR region for recording bytes of NSIC Beneficiary units for which no additional cost will be paid.
- The firm will also be responsible for submission and preview of each episode at Doordarshan and make amendments (if required by them)for which no additional payment will be made.
- The units submitting their offer may also be required to submit a pilot episode with new concept/creativity to highlight the NSIC success stories for which no additional payment will be made.
- Prior to commencement of work, The short listed firm has to submit a pilot episode for this program at their own cost for which no additional payment will be paid by NSIC. The pilot episode will be property of NSIC and can be broadcast as & when required.
- NSIC reserves rights to amend/ changes of the episodes in the interest of the corporation prior to telecast at any stage for which no additional payment will be made.

- NSIC would enter into an agreement/undertaking with Doordarshan regarding broadcast of the NSIC programme as such you are also committed to meet their terms and conditions, Further no content should be re-produce in any manner on any channel/Audio and Visual Media etc without the written permission of the undersigned .
- Recorded material of each episode are the sole property of NSIC and no footage in this regards should not be re-used without the written permission of the undersigned.
- NSIC reserve the rights to reject the episode if it is not deemed fit and no payment for the same will be released.
- In case the unit proposes to quit amicably in between this contract you may do so after production of next four episodes & its acceptance for Broadcast by Doordarshan. In case you withdraw suddenly NSIC will be compelled to take suitable action including black list of the unit in all Government Departments & forfeit all due payments.
- In case the work is not completed within above specified period/terms from the date of acceptance of this work order liquidity damage @ 2% per day shall be levied.
- The rates being quoted by the Unit should be valid for minimum period of one year.
- NSIC reserves the right to reject all or any offer without assigning any reason thereof.
- NSIC also proposes to empanel the interested Units for the Production of episodes at the rates quoted by L1 unit as such the Bidding units have the option of the same and those giving their acceptance for this production at L1 rates would get the opportunity to execute the work based on those who have experience of working for schedule A or schedule B Public Sector Enterprises of Govt. of India or Doordarshan in doing similar work upto 5 /15/30 minutes duration.
- NSIC reserve the right to award the work in part or full for successful execution of the work.

The last date of receipt of offers is 28th Sept 2011 in the NSIC CR Section pl.

Thanking you,

Yours faithfully,

Deputy General Manager (CC)