

REQUEST FOR PROPOSAL

EMPANELMENT OF AGENCIES FOR PROVIDING LIVE COMMON FEED TO ELECTRONICS & SOCIAL MEDIA CHANNELS



**I & PR DEPARTMENT
GOVT. OF ODISHA**

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Government of Odisha
Information & Public Relations Department
Lok Sampark Bhawan, Bhubaneswar

* * * * *

No. 4389 / I&PR, Bhubaneswar,
(IPR-AVP-MISC-0009-2022)

Dated: 20/04/2022

PROPOSAL FOR EMPANELMENT OF AGENCIES FOR PROVIDING LIVE COMMON FEED TO
ELECTORNICS & SOCIAL MEDIA CHANNELS.

1. Director, I&PR Department, Govt. of Odisha (The Client) invite sealed proposal from the different Agencies to provide live Common Feed to Electronics & Social Media channels for live coverage of different Government Programmes during the financial year 2022-23.
2. Detailed about scope of work eligibility requirements and other details may be seen from the website of I&PR Department www.inpr.odisha.gov.in/ website of Odisha Govt. <http://www.odisha.gov.in>. The detail RFP document may be downloaded from the said website of I&PR Department/ website of Govt. Odisha.
3. Last date for receipt of sealed Tender on dtd. 17.05.2022 at 5.00 PM.
4. Date for opening of sealed Tenders / Technical & Financial Bids on dtd. 18.05.2022 at 11.00 AM in the Office of the Director, I&PR, Lok Sampark Bhawan, Unit-V, Bhubaneswar Pin- 751001.
5. Bidders data sheet:

Sl. No.	Particular	Details
1.	Name of the Client	Director, I&PR Department, Govt. of Odisha
2.	Method of Selection	Least Cost Selection (LCS) Method (L-1)
3.	RFP Due Date	Dtd. 17.05.2022 at 5.00 PM
4.	Address for Submission of Proposal	The Director Information & Public Relations Department, Government of Odisha, Lok Sampark Bhawan, Unit-V, Bhubaneswar, Odisha-751001 Telephone No- 2394890 Email – iprenews@gmail.com Mode of Submission: Speed Post/Registered Post/Courier only to the address as specified above during the office hour only. Submission of bid through other mode and late bid will be rejected.


Director(Technical), I&PR
20/4/22

Memo No. 4390 /IPR., BBSR, Dated 20/04/2022

Copy forwarded to P.S. to Principal Secretary to Govt., I & PR/ P.S. to Director I&PR for kind information of Principal Secretary to Govt. and Director, I&PR respectively.

[Signature]
20/04/2022
Deputy Director

Memo No. 4391, Date 20/04/2022

Copy forwarded to System Analyst (I/C) for information and necessary action. He is requested to take appropriate steps for uploading the Request for Proposal in the website of Information & Public Relations Department www.inpr.odisha.gov.in/website of Odisha Govt. <http://www.odisha.gov.in>.

[Signature]
20/04/2022
Deputy Director

Memo No. 4392, Date 20/04/2022

Copy forwarded to System Analyst/State Portal, Secretariat for information and necessary action. They are requested to host the RFP in the State Govt. Portal.

[Signature]
20/04/2022
Deputy Director

Memo No. 4393, Date 20/04/2022

Copy forwarded to Deputy Director (Advertisement Section) for information and necessary action. He is requested to publish the RFP in two leading Odia News Papers and one leading English daily on dtd. 26.04.2022.

[Signature]
20/04/2022
Deputy Director

Memo No. 4394, Date 20/04/2022

Copy forwarded to Superintendent, Issue Section for information and necessary action. He is requested to display the RFP in the Notice Board of this Department.

[Signature]
20/04/2022
Deputy Director

Memo No. 4395, Date 20/04/2022

Copy forwarded to Dairy Superintendent for information and necessary action. He is requested to receive the sealed bid documents by Speed Post/ Registered Post/Courier only and hand over the bids to the Deputy Director in charge of AVP Section to keep the bids in safe custody.

[Signature]
20/04/2022
Deputy Director

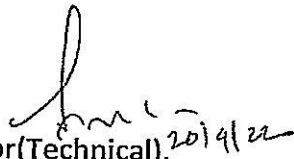
Memo No. 4396, Date 20/04/2022

Copy forwarded to O.E-II Section for information and necessary action.

[Signature]
20/04/2022
Deputy Director

Government of Odisha
Information & Public Relations Department
Lok Sampark Bhawan, Bhubaneswar
TENDER DOCUMENT: 1
REQUEST FOR PROPOSAL

1. **Director, I&PR Department, Govt. of Odisha (The Client) invite sealed proposal from the different Agencies to provide live Common Feed to different Electronics & Social Media channels for live coverage of different Government Programmes during the financial year 2022-23.**
2. Detailed technical Specifications, probable requirements may be seen from the website of I&PR Department www.inpr.odisha.gov.in / website of Odisha Govt. <http://www.odisha.gov.in>.
3. The Tender documents shall be submitted in the office of the undersigned duly signed by the authorized signatory on each page and duly authenticated with seal in token of having read, understood and accepted the terms and condition of the contract. Bids submitted otherwise than in the manner prescribed in the Tender Document shall be rejected.
4. Tender calling authority has the right to accept or reject the Tender(s) without assigning any reason thereof.
5. Date of Issue of Tender documents on dtd. **26.04.2022 at 10.00 AM.**
6. Last date for receipt of sealed Tender on dtd. **17.05.2022 at 5.00 PM.**
7. Date for opening of sealed Tenders /Technical & Financial Bids on dtd. **18.05.2022 at 11.00 AM** in the Office of the **Director, I&PR, Lok Sampark Bhawan, Unit-V, Bhubaneswar, Pin-751001.** Telephone No- 2394890/ Email – iprenews@gmail.com.
8. The concerned bidders are required to depute their representatives to remain present during opening of the received Tenders/Technical & Financial Bids on dtd. **18.05.2022 at 11.00 AM** in the Office of the **Director, I&PR, Lok Sampark Bhawan, Unit-V, Bhubaneswar, Pin-751001.** Telephone No- 2394890/ Email– iprenews@gmail.com.
9. The Tenders received after the stipulated date and time will not be taken into consideration and liable for rejection.
10. All disputes which may arise relating to tender are subject to judicial jurisdiction of the competent Court at Bhubaneswar only.
11. It is to certify that this tender document contains **23** pages.


Director(Technical), 20/4/22
I & PR, Bhubaneswar
(Tender Calling Authority)

TENDER DOCUMENT: 2
INFORMATION TO THE BIDDER

1. OBJECTIVE

Government of Odisha intends to hire the services of the Agencies for providing live common feed to Electronics and Social Media channels for wide publicity of various Developmental and welfare policies/schemes of the Government.

2. SCOPE OF WORK

Government of Odisha launching different welfare scheme for the benefits of the general public. Also organizing big events like Independence Day, Republic Day, Utkal Divas, Other National & State level events etc. To make the programmes more informative & effective, Information & Public Relations Department providing live common feed to electronics & social media channels for wide uniform publicity of launching of different schemes, plans, programmes & developmental activity of the Government by Hon'ble Chief Minister to creates wide awareness among the general public. Hon'ble Chief Minister attending some programmes in physical mode and some are in virtual mode.

3. ELIGIBILITY CRITERIA:

1. The bidder must be a registered company under the Indian Companies Act or registered individual / partnership firm or Proprietorship firm/limited liability company.
2. The bidder should have valid GST registration for legally carrying out its business activities and also GST Registration Certificate with up-to date return filing copies.
3. The bidder should have a valid PAN. The bidder shall provide the details of the ownership of the company and Income Tax return filing copies for last three consecutive assessment year.
4. The bidder should have local office in the state of Odisha with adequate manpower and infrastructure support.
5. The bidder must have executed a minimum work like providing live common feed to electronics & social media channels of Rs. 3 lakhs during past one year and the bidder must furnish work order of the concerned organization.
6. The bidder must submit annual turnover certificate of last three financial years duly certified by C.A. (indicating membership no. of C.A. with seal) ending on 31-03-2021 with audited balance sheet of last three financial years.
7. The bidder must not have been barred or blacklisted by any State/Central Government Departments or any PSUs.
8. The bidder with unsatisfactory performance, if any, will not be eligible for tender process.
9. The agency should have own equipments. The equipments should have been manufactured within five years. An undertaking should be submitted by the bidder in this regard.

TECHNICAL REQUIREMENT DETAILS:

(PER EVENT)

CATEGORY-A

Package for 6 Camera setup for live common feed to Electronics & Social media channels for Telecast/webcast with all accessories: - The Vendor has to provide the following equipments with handling facilities/manpower to execute the assigned work.

SL. No	EQUIPMENTS SPECIFICATION/DESCRIPTION	
1	<ul style="list-style-type: none">*Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make.*RF device for Camera (Wireless operation), range should be 500 meters and above.*Audio Mixer: Broadcast standard Audio Mixer with wireless microphones-4 Nos. (2 wireless lapel microphone + 2 wireless boom microphone)*Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher.* Talkback (wireless)* Preview Monitor* HD recorder to record the total live visuals in HD format*Live Streaming: High Quality Live Streaming to all Electronics & Social Media channels with all accessories.* Both SD & HD (Splitters for minimum 20 outputs.)*Accessories as all connecting cables, tripod, batteries, lights etc.*Adequate Technical staff equipped to handle the scope of work.*High Speed Internet Connection.* Test run/Dry run shall be done to test all connectivity and equipments.* The soft copies of the total live visuals have to be submitted in an external hard drive (in HD format) in I&PR Department.*Sharing provision for Electronics & Social Media channels & sharing the link to the organizer one hour before the programme.	

(PER EVENT)

CATEGORY-B

Package for 3 Camera setup for live common feed to Electronics & Social Media channels for Telecast/webcast with all accessories: - The Vendor has to provide the following equipments with handling facilities/manpower to execute the assigned work.

SL. No	EQUIPMENTS SPECIFICATION/DESCRIPTION	
1	<ul style="list-style-type: none">*Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make.*Audio Mixer: Broadcast standard Audio Mixer with wireless microphones-3 Nos. (2 wireless lapel microphone + 1 wireless boom microphone)*Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher.* Talkback (wireless)* Preview Monitor* HD recorder to record the total live visuals in HD format.*Live Streaming: High Quality Live Streaming to all Electronics & Social Media channels with all accessories.* Both SD & HD (Splitters for minimum 20 outputs)*Accessories as all connecting cables, tripod, batteries, lights etc.*Adequate Technical staff equipped to handle the scope of work.*High Speed Internet Connection.*Test run/Dry run shall be done to test all connectivity and equipments.* The soft copies of the total live visuals including rushes have to be submitted in an external hard drive (in HD format) in I&PR Department.*Sharing provision for Electronics & Social Media channels & sharing the link to the organizer one hour before the programme.	

(PER EVENT)

CATEGORY-C

Package for 3 Camera setup for live webcast with all accessories: - The Vendor has to provide the following equipments with handling facilities/manpower to execute the assigned work.

SL.No	EQUIPMENTS SPECIFICATION/DESCRIPTION
1	<ul style="list-style-type: none">*Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make.*Audio Mixer: Broadcast standard Audio Mixer with wireless microphones. (2 wireless lapel microphone + 1 wireless boom microphone)*Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher.* Talkback (wireless)* Preview Monitor*HD recorder to record the total live visuals in HD format.*Live Streaming: High quality live streaming to all Electronics & Social Media channels with all accessories.*Accessories as all connecting cables, tripod, batteries, and others.*Adequate Technical staff equipped to handle the scope of work.*High Speed Internet Connection.* Dry run/Test run shall be done to test all connectivity and equipments.* The soft copies of the total live visuals including rushes have to be submitted in an external hard drive (in HD Format) to I&PR Department.*Sharing provision for Electronics & Social Media channels & sharing the link to the organizer one hour before the programme.

CATEGORY- D

Sl.No.	Items
1	* Movie Jimmy Jib
2	*Drone Camera
3	*Additional camera

Terms and Conditions

The brief scope of works for providing multi camera for live common feed for telecast /webcast service under the contract is given below.

- 1) After completion of the programme, the agency must submit the GST bills/invoices along with the soft copies of the total live visuals (Rushes + Live programmes) in an external hard drive (In HD Format) to I&PR Department within seven days from the date of the programme.
- 2) The agency shall be intimated about the job viz. live common feed for telecast / webcast assignment etc. at a short notice within couple of hours.
- 3) The live common feed provided by the agency should be without any interruption, failure or glitches in the live transmission. Any deviation will attract penalty on the agency and payment will not be made.
- 4) No charges shall be paid to the agency, in case of cancellation of any live common feed by I&PR Department minimum 12 hours prior to the event up to 50 km distance from Bhubaneswar.
- 5) No charges shall be paid to the agency, in case of cancellation of any live common feed by I&PR. Department minimum 24 hours prior to the event beyond 50 km distance from Bhubaneswar.
- 6) Any supply of poor quality / downscaled video shall be summarily rejected and would be subject to non-payment and work will not be allotted for the next time.
- 7) All the visuals shall be treated as Government property (confidential) and should not be used by any unauthorized person / third party under any circumstances.
- 8) The agency should not sub-contract part or complete work undertaken by him without written permission of I&PR Department.
- 9) The agency should have minimum one year experience in the field of multi camera live common feed for telecast/ webcast service.
- 10) Bidders to ensure that their offers are complete in all respect. Any deviation (agency is found to be false) of non-compliance may lead to rejection of their offer at any stage.
- 11) The period of rate contract will be for one year from the date of assignment which can be extended upon mutual consent.
- 12) An undertaking is to be furnished that the firm is not black listed/debarred from any Govt. / PSU organization during recent past.
- 13) The agency should have own equipments. The equipments should have been manufactured within five years.
- 14) The rates quoted by the agency shall be excluding GST and taxes will be paid by the client as per the applicable rate under GST Act.
- 15) Towards this end, Request for Proposal is invited from eligible Agencies fulfilling the laid down eligibility criteria to submit their proposals. The details relating to the eligibility criteria, terms and conditions and other information relating to this RFP can be downloaded from the Government of Odisha Portal:- <http://www.odisha.gov.in> and also from I&PR Website:- <http://inpr.odisha.gov.in/>. Tender shall be opened on dtd. 18.05.2022 at 11.00 AM in the Conference Hall of I&PR Department. Proposal may be submitted to the Director, I&PR Department in the address mentioned in the Sl. No. 5 of the Bidder Data Sheet in a sealed envelope. The last date for receipt of proposals is on dtd. 17.05.2022 at 5.00 PM.

- 16) Wherever specific terms & conditions have not been spelt out in the document, OGFR of State Govt. shall apply.
- 17) Preference will be given to L-1 bidders for awarding the work to provide live Common Feed to different Electronics/Social Media channels for live coverage of different Government Programmes. Other technically qualified bidders shall be empanelled if they agree to execute the work as per the L-1 rates. The empanelled agencies will be entrusted with the excess work which is beyond the working capacity of L-1 bidder. The client reserves the right to distribute the work among empanelled agencies at different places of State as per requirement. The empanelment doesn't guarantee that the work will be provided to the firms empanelled.
- 18) All the crucial figures i.e. Rates & amount should be written in figures followed by words in a bracket in Tender documents.
- 19) There shall be no over-writing in the tender documents and other papers submitted. Any alteration should be initialled with seal by the same person who signs the Tender documents.
- 20) All the rates and amounts shall be quoted in Indian Rupees (INR).
- 21) Submission of more than one competitive bid by the same Firm in response to the same Tender call Notice is prohibited and both the bids shall be rejected.
- 22) No advance payment shall be made. Full payment will be made after receiving service from the firm and after certification given by the concerned Officer that full satisfactory service is received as per the specification of work order.
- 23) TDS under IT & GST shall be deducted as per law.
- 24) All the disputes shall be subjected to the jurisdiction of Civil Courts situated at Bhubaneswar.
- 25) Each page of this Tender Document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
- 26) All the documents and papers submitted with the bid should be either in English or in Odia and shall be authenticated under the seal and signature of the bidder.
- 27) In case of any dispute/ambiguity arises in the documentation, decision of I&PR Department/Tender calling authority is final.
- 28) Beyond 50 km from Bhubaneswar transportation (Vehicle) may be allowed as per the Government approved rate/ OTDC rate on submission of GST bills/invoice within seven days from the date of programme. Use of number and type of vehicles will be decided by this Department.
- 29) Test run/Dry Run shall be done much before the programme starts to test all connectivity and equipments.

ELIGIBILITY CONDITIONS REQUIREMENTS

1. Bid Validity Period:

The Offer submitted and the prices quoted therein shall be valid for 90 days from the date of opening of Bid. Bid valid for any shorter period shall be rejected by the Client.

2. Bid Processing Fees:

The bidder must furnish as part of technical proposal, the required bid processing fees (Non-refundable) amounting to **Rs. 5,000/- (Rupees Five Thousand)** Only in shape of DD from any scheduled commercial bank in favour of "D.D.O., I&PR Department" payable at Bhubaneswar. Proposals received without bid processing fees will be out-rightly rejected.

3. Bid Security Declaration:

Bidder should submit "Bid Security Declaration" in lieu of Bid Security deposit with stipulation that if they withdraw or modify their bids/violates the terms and conditions of the Tender Documents during period of validity etc. and suspended for the period of three years from participating in any Government/PSU tenders.

4. Performance Security: The successful bidder shall have to enter into an agreement with the Tender Calling Authority for successful completion of the tender process for Live common feed within a week from the date of declaration of the successful bidder. In this regard the bidder has to furnish the security deposit to be called "Performance Security" amounting to **Rs. 50,000/- (Rupees Fifty Thousand)** only in the form of NSC / Post Office Savings Bank A/c / FDR from any nationalized bank/performance bank guarantee (PGB) duly pledged in favour of "D.D.O., I&PR Department" payable at Bhubaneswar. The "performance security" submitted by the bidder shall have to be valid till completion of the contract period.

5. Financial Evaluation: Least Cost Selection (LCS) method will be followed during the overall selection process. The client will select the lowest evaluated price bid among all the qualified bids. For the purpose of evaluation, the total evaluated cost shall be inclusive of all overhead expenses and applicable taxes for which the client makes payment to the agency. The successful bidder shall be selected taking into consideration of the lowest bid (L-1) in most transparent manner. The Tender Publishing Authority can negotiate the rates with the L-1 bidder and finalize the rates accordingly. The authority is not bound to accept the L-1 rates. If the L-1 bidder fails to sign the agreement then negotiations with Firms other than the (L-1) lowest bidder i.e. L-2 bidder shall be held obtaining prior approval of the Government.

6. Termination of Contract

The contract can be terminated by the Deptt. during the period of contract by giving 15 days notice in case of violation of any terms & conditions of the contract or in public interest. In case of violation of contract by the Company/Firm, the performance security can be forfeited by the Department towards levy of fine/ recovery and termination of contract including blacklisting the concerned Firm. In case the agency is not interested in continuing with the contract, he can give 2 (Two) month notice in advance citing reasons for the same.

7. Documents required to be submitted (Self Attested)

1. Income Tax return filing copies for last three consecutive assessment years.
2. GST Registration Certificate with up-to-date return filing copies.
3. Annual turnover certificate of last three financial years duly certified by C.A. (indicating membership no. of C.A. with seal) ending on 31-03-2021 with audited balance sheet of last three financial years.
4. Demand Draft of Rs. 5,000/- (**Rupees Five thousand**) only towards cost of tender paper and processing fee in favour of ' D.D.O., I&PR Department ' (Non-refundable)
5. Copy of PAN Number
6. Registration Certificate of the firm with details of the ownership of the company.
7. Non-Blacklisting declaration as mentioned in 'Eligibility Criteria' should be submitted in shape of an affidavit.
8. An undertaking towards having own equipments as mentioned at Sl.No-13 in the Term and conditions.
9. Proof towards execution of minimum work of similar nature worth Rs.3 lakhs during past one year as mentioned at Sl. No.-5 of the eligibility criteria.

8. Submission of Proposal:

The **Technical and Financial Proposal** should be put into separate envelopes and submitted inside one single envelope super-scribing the title of the RFP as "to provide live Common Feed to different Electronics and Social Media channel for live coverage of different Government Programmes".

Bidders must submit their proposals through **Registered Post/ Speed Post/ Courier** to

**The Director,
Information & Public Relations Department,
Government of Odisha,
Bhubaneswar – 751001**

TENDER DOCUMENT: 3

TECHNICAL PROPOSAL SUBMISSION FORMS

COVERING LETTER
(In Bidder's Letter Head)

To

The Director,
Information & Public Relations Department,
Government of Odisha,
Bhubaneswar – 751001

Subject: Selection of “Agencies to provide live Common Feed to different Electronics and Social Media channel for live coverage of different Government Programmes.”

Dear Sir,

I, the undersigned, request you to participate in the selection process for _____ in accordance with your Request for Proposal No. _____ dated _____. We are hereby submitting our proposal which includes technical proposal and financial proposal sealed in separate envelopes.

I hereby declare that all the information and statements made in this Technical Proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to **90 Days** and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the RFP documents. In case any provision of this RFP are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our proposal.

I remain,

Yours faithfully,

Authorized Signatory with Date and Seal:

Name and Designation: _____

Address of the Bidder: _____

TENDER DOCUMENT: 4
FORMAT- I: DETAILS OF THE BIDDER

Sl No.	Description	Full Details
1	Name of the Bidder	
2	Address for communication: Tel : Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No : Email id :	
4	Registration / Incorporation Details Registration No: Date & Year :	
5	Local office in Odisha Please furnish contact details	
6	Bid Processing Fee Details Amount : BC/DD No. : Date: Name of the Bank:	
7	PAN Number	
8	Goods and Services Tax Identification Number (GSTIN)	
9	Whether willing to carry out assignments as per the scope of work of the RFP	
10	Whether accept all the terms and conditions as specified in the RFP	

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal:

FORMAT - II: LEGAL CONSTITUTION & NUMBER OF YEARS OF EXISTENCE

Parameter	Information	Supporting Documents	Page No.
Company/Firm Name and Existence		Certificate of Incorporation/Registration (refer Table below for appropriate documentation)	
Type of Organization	Private Limited Company/ Registered Individual /Partnership Firm /Proprietorship firm		
Name of Registration Authority			
Registration No.			
Date of Registration			
Place of Registration			
GST Registration, Return filing Status	Registration No.	Registration Proof: up to date GSTR 3B filing copies	
PAN	PAN No.		
IT Returns of last 03 consecutive years			

DECLARATION CERTIFICATE

(Ownership of equipments and Manpower)

(to be given on Bidder's letter head)

I/We do hereby declare that we possess a full-fledged office with equipment and manpower under Special Terms and Conditions of the Tender Enquiry. Further, we have no objection in case I&PR Department desire to inspect our office to verify the existing equipments and manpower etc. and further we shall provide the required assistance for the purpose.

(Signature & Seal of the agency)

TENDER DOCUMENT: 5

FINANCIAL PROPOSAL SUBMISSION FORMS

COVERING LETTER

(In Bidder's Letter Head)

To

**The Director,
Information & Public Relations Department,
Government of Odisha,
Bhubaneswar – 751001**

Subject: Selection of “Agencies to provide live Common Feed to different Electronics and Social Media channel for live coverage of different Government Programmes”.

I, the undersigned, offer to provide the service (to provide live Common Feed to different Electronics and Social Media channels for live coverage of different Government Programmes) in accordance with your Request for Proposal No. _____, Dated: _____. Our attached Financial Proposal is [.....Insert amount(s) in words and figures] per event per category. This amount is exclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the RFP documents.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of 90 days. I have carefully read and understood the terms and conditions of the RFP and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive. We thank you for providing us an opportunity to participate in the selection process. Please find our financial offer as per Commercial bid format along with this covering letter.

I remain,

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

SUMMARY OF FINANCIAL BID

HIRE THE SERVICE OF THE AGENCIES FOR PROVIDING LIVECOMMON FEED TO ELECTRONICS AND SOCIAL MEDIA CHANNELS FOR WIDE PUBLICITY OF VARIOUS DEVELOPEMENTAL AND WELFARE POLICIES/SCHEMES OF THE GOVERNMENT.

Sl. No.	Specification	Rate per Event (in INR) exclusive of taxes.	GST @ (____%)	Total
1	CATEGORY-A	In Figure _____ In word _____		
2	CATEGORY-B	In Figure _____ In word _____		
3	CATEGORY-C	In Figure _____ In word _____		
4	CATEGORY-D (1)	In Figure _____ In word _____		
	(2)	In Figure _____ In word _____		
	(3)	In Figure _____ In word _____		

N.B. Taxes will be paid by the client as per the applicable rate under GST Act.

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

FINANCIAL BID DETAILS:

(PER EVENT)

CATEGORY-A

Package for 6 Camera setup for live common feed to Electronics & Social Media channels for Telecast/webcast with all accessories: - The Vendor has to provide the following equipments with handling facilities/manpower to execute the assigned work.

SL. No	EQUIPMENTS SPECIFICATION/DESCRIPTION		
1	<ul style="list-style-type: none">*Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make.*RF device for Camera (Wireless operation), range should be 500 meters and above.*Audio Mixer: Broadcast standard Audio Mixer with wireless microphones-4 Nos. (2 wireless lapel microphone + 2 wireless boom microphone)*Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher.* Talkback (wireless)* Preview Monitor* HD recorder to record the total live visuals in HD format*Live Streaming: High Quality Live Streaming to all Electronics Channels & social Media with all accessories.* Both SD & HD (Splitters for minimum 20 outputs).*Accessories as all connecting cables, tripod, batteries, lights etc.*Adequate Technical staff equipped to handle the scope of the work.*High Speed Internet Connection.* Test run/Dry run shall be done to test all connectivity and equipments.*The soft copies of the total live visuals have to be submitted in an external hard drive (in HD format) in I&PR Department.*Sharing provision for Electronics & Social Media channels& sharing the link to the organizer one hour before the programme.		
	Total amount		

(PER EVENT)

CATEGORY-B

Package for 3 Camera setup for live common feed to Electronics & Social Media channels for Telecast/webcast with all accessories: - The Vendor has to provide the following equipments with handling facilities/manpower to execute the assigned work.

SL. No	EQUIPMENTS SPECIFICATION/DESCRIPTION		
1	<ul style="list-style-type: none">*Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make.*Audio Mixer: Broadcast standard Audio Mixer with wireless microphones-3 Nos. (1 wireless lapel microphone + 2 wireless boom microphone)*Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher.* Talkback (wireless)* Preview Monitor* HD recorder to record the total live visuals in HD format.*Live Streaming: High Quality Live Streaming to all Electronics channels & Social Media with all accessories.* Both SD & HD (Splitters for minimum 20 outputs.)*Accessories as all connecting cables, tripod, batteries, lights etc.*Adequate Technical staff equipped to handle the scope of the work.*High Speed Internet Connection.* Test run/Dry run shall be done to test all connectivity and equipments.* The soft copies of the total live visuals including rushes have to be submitted in I&PR Deptt. in an external hard drive(in HD format).*Sharing provision for Electronics & Social Media channels& sharing the link to the organizer one hour before the programme.		
	Total amount		

(PER EVENT)

CATEGORY-C

Package for 3 Camera setup for live webcast with all accessories: - The Vendor has to provide the following equipments with handling facilities/manpower to execute the assigned work.			
Sl. No	EQUIPMENTS SPECIFICATION/DESCRIPTION		
1	<ul style="list-style-type: none">*Professional HD Telecast Quality video camera likes Sony PXW series OR other equivalent make.*Audio Mixer: Broadcast standard Audio Mixer with wireless microphones.*Online Switcher: Telecast standard Online Switcher for Live production with stand by switcher.*Live Streaming: High quality live streaming to all Electronic and Social Media channels with all accessories.*Accessories as all connecting cables, tripod, batteries, and others.*Adequate Technical staff equipped to handle the scope of the work.*High Speed Internet Connection.* Test run/Dry run shall be done to test all connectivity and equipments.*HD recorder to record the total live visuals in HD format.* The soft copies of the total live visuals including rushes have to be submitted in an external hard drive (in HD Format) to I&PR Department.*Sharing provision for Electronics &Social Media channels& sharing the link to the organizer one hour before the programme.* Talkback (wireless)* Preview Monitor		
	Total amount		

CATEGORY- D

Sl. No.	Items	Quantity	Rates per Event
1	* Movie Jimmy Jib	One	
2	*Drone Camera	One	
3	*Additional camera	One	

BID SECURITY DECLARATION FORMAT

On Bidder's Letter Head

I/We, the authorized signatory of M/s.
participating in the subject RFP No. dated for the assignment of
....., do hereby declare that:

- (i) That I/We have availed the benefit of waiver of EMD while submitting our offer against the subject RFP and no EMD being deposited for the said RFP.
- (ii) That in the event we withdraw/modify our bid during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline or I/we commit any breach of RFP Conditions/Contract which attracts penal action and I/we will be blacklisted from being eligible for bidding/award of all future contract(s) of Government of Odisha for a period of three years from the date of committing such breach.

Authorized Signatory [*In full and initials*]:

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

