

Sansad Television
21-23 Mahadev Road New Delhi-110001

No. SANSAD/Eqpt. & Tech 6(ix)/2021

16 September, 2021

TENDER NOTICE FOR PROCUREMENT OF SOFTWARE, PLUNG-INS AND SERVICES
FOR SANSAD TV

Sealed tenders are invited under two bid system viz. **Technical Bid and Financial Bid** from manufacturers/authorized distributors/dealers, hereinafter referred to as agency for procurement of software, plug-Ins and Services for Sansad Television as in Annexure I & II.

2. **ELIGIBILITY CONDITIONS**

- (a) The Agency should have **Permanent Account Number (PAN)** under the Income Tax Act,1961. A copy of the PAN cards should be enclosed with the technical bid.
- (b) The Agency should have an annual turnover of Rs.25 Lakh or above during each of the financial years 2017-18, 2018-19 and 2019-20. **Attested copies of Income Tax Returns and Balance Sheets for these financial years should be enclosed with the technical bid.**
- (c) The agency should have successfully supplied similar items to at least one TV Channel/Production House/Organization during the last two financial years. Documentary proof in this regard along with completion certificate may be given with the technical bid.
- (d) If the Agency is a consortium, a copy of MOU between the partners should be submitted with the technical bid.
- (e) The Agency should have a Letter of Authorization from Original Equipment Manufacturer (OEM) to quote against the tender and for providing after-sales support. A copy of the Letter of Authorisation should be enclosed with technical bid.
- (f) The Agency should not have been blacklisted by any government organization/PSU in the past. **A certificate to this effect should be enclosed with the technical bid.**

3. **The agency should keep the following points in view while submitting its bid:-**

- 3.1. Items supplied should be of standard make and model. The model of the software, plug-ins and services should not be nearing obsolescence.
- 3.2. Software applications, plugins and services supplied should be the version as per Annexure I.
- 3.3. Agency shall quote only for the intended product and shall not quote for an alternate product.

4. **GENERAL CONDITIONS**

- 4.1 The successful bidder will ensure that the items and specification mentioned in Annexure I & II and also mentioned in Technical Bid of this tender document are supplied and within 30 days from the date of issue of the purchase order to full satisfaction of Sansad Television.
- 4.2 The software, plug-ins and services should be securely packed to withstand transportation and delivered in perfect condition.
- 4.3 Only reputed industry-tested software, plug-ins and services and solution with reliability will be accepted.

5. **SUBMISSION OF BIDS**

- 5.1 The Agency should submit its bid in two parts, in separate covers, one containing the **Technical Bid** and the other the **Financial Bid**, superscribed accordingly. The sealed Technical and Financial bids should be placed inside a large sealed cover superscribing **“Tender for Supply of software, plug-ins and services for SANSAD TV”**. The tender should be addressed to **Director (Sansad TV), Sansad Television, 21-23 Mahadev Road, New Delhi-110001** and may be dropped in the drop box by **5:00 p.m. on or before 06 October, 2021** or may be sent by courier/registered/speed post so as to reach **Sansad TV by 5:00 p.m. on 06 October, 2021**.
- 5.2 The **Technical Bid** should be given in proforma attached as **Annexure- III**.
- 5.3 **Earnest Money Deposit (EMD) is exempted at per existing rules of Govt. of India.**
- 5.4 **Financial Bid** should be given in the proforma attached as **Annexure-IV**. Rate quoted should include delivery of equipment on site.
- 5.5 There should not be over-writing or correction or cutting in the bids and each page of the Technical bid as well as Financial bid should be signed by an authorized representative of the Agency.
- 5.6 Firm rates/charges should be quoted in Indian Rupees both in figures and words and should be valid for **180 days** from the date of opening of the bids. Rates and charges should be inclusive of GST and any other incidental charges.

6. **PRE-BID MEETING**

A pre-bid meeting will be held at 3 p.m. on **23 September, 2021** in the office of **Sansad TV, 21-23 Mahadev Road, New Delhi-110001** where the intending bidders may seek any clarifications and visit Sansad TV office to have first-hand information about the requirements of Sansad TV. The intending bidders are requested to make it convenient to attend the pre-bid meeting so that there may not be any communication gap and they are aware of the requirements of Sansad TV.

7. **OPENING OF BIDS**

Technical Bids will be opened at 4:00 p.m. on **07 October, 2021** at **Sansad TV office, 21-23 Mahadev Road, New Delhi-110001** in the presence of the bidders or representatives thereof, if any. Financial Bids of only such bidders will be opened who are found eligible in Technical Bid. Time and date of opening of the Financial Bids will be informed to the Agencies which are found eligible in the Technical Bid.

8. **TERMS OF PAYMENT**

100% payment of the total order value will be released after satisfactory completion of supply of software, plug-ins and services.

9. **REJECTION OF BIDS**

Canvassing by the bidders in any form, unsolicited letters and post tender correction may invoke disciplinary action and tenders will be rejected. Sansad TV reserves the right to reject any or all of the bids without assigning any reason therefor.

10. **PENALTY CLAUSE**

Time is the essence of the project and the agency should stick to the prescribed time schedule. In case of late delivery of the software, plug-ins and services the agency shall be liable to pay penalty @ 0.5% of the order value per week of delay or part thereof, up to a maximum amount of 5% of order value, after which the order is liable to be cancelled.

11. **INDEMNITY**

The successful bidder shall at all times indemnify Sansad TV towards any loss/damage caused or any claim raised against Sansad TV by any party/third party consequent to this contract. The successful bidder shall be liable, in accordance with the Indian Laws and Regulations for any accident or damage incurred or claims raised against Sansad TV during the period of delivery of the software, plug-ins and services. The successful bidder shall also provide all insurance, including third-party insurance as may be necessary to cover the risk. No extra payment would be made to the successful bidder on this account.

12. **ARBITRATION**

All the disputes and differences arising out or in any way touching or concerning the bid shall be referred to the sole arbitrator appointed by the Sansad TV. The award of such arbitration shall be final and binding on the parties. The arbitration proceedings shall be held at New Delhi.

13. **JURISDICTION**

The Courts at New Delhi will have the sole and exclusive territorial jurisdiction over any dispute or difference in connection with this tender.

Director (Sansad TV)

Bill of Materials of Graphics Designing Software and Plugin

S.No.	Software Descriptions	Quantity (License)
1	Adobe After Effect CC2018- (1 year)	05 Nos.
2	Plugin for Adobe After Effect CC2018 – “Optical Flares”	05 Nos.
3	Plugin for Adobe After Effect CC2018 – “Trapcode”	03 Nos.
4	Plugin for Adobe After Effect CC2018 – “Element 3D”	01 Nos.
5	Plugin for Adobe After Effect CC2018 – “Particle Builder Elemental Pack”	03 Nos.
6	Plugin for Adobe After Effect CC2018 – “Boris FX-Sapphire”- (1 Year)	02 Nos.
7	Adobe Illustrator CC2018 -(1 Year)	01 Nos.

Annexure-II

Specifications of Graphics Designing Software

S.No.	Software Descriptions	Version	Compatibility with Operating System
1	Adobe After Effect CC2018	CC2018	Windows -7
2	Plugin for Adobe After Effect CC2018 – “Optical Flares”	Version – 3.3	Windows -7
3	Plugin for Adobe After Effect CC2018 – “Trapcode”	Version - 3	Windows -7
4	Plugin for Adobe After Effect CC2018 – “Element 3D”	Version -2	Windows -7
5	Plugin for Adobe After Effect CC2018 – “Particle Builder Elemental Pack”	-	Windows -7
6	Plugin for Adobe After Effect CC2018 – “Boris FX-Sapphire”	Suite 2018	Windows -7
7	Adobe Illustrator CC2018	CC2018	Windows -7

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TECHNICAL BID DOCUMENT

Sl. No.	Description
1.	Name of the Tender Firm/Agency/Company :
2.	Postal Address of the Tenderer Firm/Agency/Company:
3.	Details of the contact person of the Tendering Firm/Agency/Company: (a) Name of the Authorized Person: (b) Tele. No. with STD (O) (FAX) : (c) Mobile No : (d) E-mail : (e) Website :
4.	Name of Proprietor/Partners/Directors of the firm/agency:

9. Details of supply of similar products to TV Channel/Production House/Organization during the last two financial years :				
Sl. No.	Name & Address	The period during which the equipment was supplied	Value of equipment supplied in Rupees	Remarks, If any
		2017-18		
		2018-19		
		2019-20		

Certificate

It is certified :

- (i) That I/we have gone through and understood the requirements given in the Tender Notice No. SANSAD/Eqpt. & Tech 6(XXIV)/2021 dated 16 September, 2021 and rates have been quoted accordingly.
- (ii) That the terms and conditions given in the tender notice are acceptable to me/us.
- (iii) That the information furnished by me/us is true and correct.
- (iv) That the agency has not been blacklisted by any Government organization/department.

Dated: _____

Name and Address of the firm

Signature of the Authorized Signatory & Seal of the firm.

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FINANCIAL BID DOCUMENT

(1)	(2)	(3)	(4)	(5)
Sl. No	Item Description	Rate in Rs. (per unit) (excluding GST)	Qty	Total amount in Rs. (Col. 3 x (Col. 4)
1.	Adobe After Effect CC2018		05	
2.	Plugin for Adobe After Effect CC2018 – “Optical Flares” Version – 3.3		05	
3.	Plugin for Adobe After Effect CC2018 – “Trapcode Version - 3		03	
4.	Plugin for Adobe After Effect CC2018 – “Element 3D” Version -2		01	
5.	Plugin for Adobe After Effect CC2018 – “Particle Builder Elemental Pack”		03	
6	Plugin for Adobe After Effect CC2018 – “Boris FX-Sapphire” Suite 2018		02	
7.	Adobe Illustrator CC2018		01	

It is undertaken that :

- (i) The above rates are excluding applicable taxes.
- (ii) The above-quoted rates shall remain valid for 180 days from the date of opening of the financial bid.

Dated: _____

Name and Address of the firm

Signature of the Authorised Signatory and Seal of the Firm