



DIRECTORATE OF SORGHUM RESEARCH

(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)

National Agricultural Innovation Project

Rajendranagar: Hyderabad – 500 030

Phone: 040-24015349, 040-24018651, 040-24018799, Fax: 040-24016378

F.No: NAIP/65/2013-14/ST

Date:03-02-2014

To

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.....
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Dear Sirs,

Sub: Quotation for Production of 3 Video Films: - Reg.

We are interested to award the work of Film Production as detailed specifications given below. Please forward your quotation in a sealed cover with superscription of enquiry number and date addressed to the Director, DSR, Rajendranagar, Hyderabad- 500 030 immediately and positively by 21.02.2014.

Sl. No.	Description	Duration	Place of Delivery	Languages
1	Production of a Documentary video film on Multi grain area	Each 30	DSR	English,
2	Production of a Documentary video film on Masala Pasta	Seconds	Rajendranagar	Telugu &
3	Production of a Documentary video film on Jowar Muesli	Duration	Hyderabad	Hindi

2. Government of India has received a credit from World Bank in various currencies equivalent to towards the cost of National Agricultural Innovation Project and intends to apply part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotation is issued.

3. Quoted Price:

(a) The bidder shall quote for items in the format of quotation attached.

@ Note: Format to be used when evaluation is to be done for all the items put together.

(b) All duties, taxes and other levies payable by the bidder (other than sales tax on The finished goods) shall be included in the item rate, Sales tax if any should be quoted separately.

(c) The rates quoted for each item shall be fixed for the duration of the contract and shall not be subject to adjustment.

(d) Rates or partial quantity of an item is not acceptable.

- (e) if any shall be made by crossing out, initialing, dating and rewriting.
 - (f) Telex or Facsimile quotations are not acceptable.
4. Each bidder must submit only one quotation.
5. **Validity of quotations :**
The quotation shall remain valid for a period not less than 45 days after the deadline fixed for submission of quotations.
6. **Evaluation of quotations:**
The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e., which are properly signed, and conform to the terms and conditions and specifications in the following manner.
- (a) The evaluation will be done excluding the sales tax. If the bidder has included the sales tax in his quotation for the item rate, it will treated as Through it is exclusive of the sales tax and no down loading of sales tax will be made.
 - (b) The evaluation would be done for all the items put together. The items for Which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of anyone or more items(s) would be treated as non -responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest.
7. **Award of contract:**
- (a) The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 6 (b) above.
 - (b) The Purchaser reserves the right at the time of contract award to increase or decrease the quantities of items indicated in para 2 above by 25% without any change in the unit price or any other terms and conditions.
 - (b) The Purchaser prior to the expiration of the quotation validity period will notify the bidder whose quotation is accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Purchase order.
 - (c) Normal commercial warranty / guarantee shall be applicable to the supplied goods.
 - (d) Payment shall be made immediately after the delivery of the goods and their acceptance. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
8. Last date and time of receipt of quotations :

You are requested to submit the sealed quotations super scribed on the envelope as Quotations for the supply ofdue on 21-02-2014 latest by 15.00 hours on 21-02-2014 (date)

We look forward to receiving your quotations and thank you for your interest in this Project.

Yours faithfully,

(Saroj Kumar Singh)
Admininstrative Officer

FORMAT OF QUOTATION

Sl. No.	Brief description of goods/ equipments	Brief Specifications	Quantity	Unit	Unit Rate (Rs) in figures	Unit Rate (Rs) in words	Total amount in figures	Total amount in words
1.								
2.								
3.								
4.								
5.								
6.								

Gross total Cost : Rs.....(in figures)

Rs.....(in words)

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs.....(in figures) (Rs..... (in words) within the period specified in the invitation for Quotations.

We also confirm that the normal commercial Warranty / guarantee..... of months shall apply to the offered goods.

(Bidder)

Name :

Signature

Date.....

Terms of reference

1. The TV Slots in various channels may be strictly adhered.
2. The detail schedule of broadcasting schedule may be furnished to PI, NAIP, Millets Value chain.
3. The compliance report on broadcasting on regular monitoring should be furnished and recorded CD's of the broadcasted programme should be submitted to PI.
4. The firm is expected to submit the feed back report and impact analysis.
5. All the queries emanated may be documented including the addresses of prospective entrepreneurs and consumers / business contacts.
6. 50% payment will be made in the beginning of the contract and on submission of other reports on completion reminder payment will be made.
7. Inclusive of all taxes.