



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

2nd Floor RSIC Wing, Udyog Bhawan, Tilak Marg, C-Scheme, Jaipur-302005

E-mail: pro@jaipurmetrorail.in, Phone No: 0141-5192407

No: F.1(25)JMRC/DCA/PRO/Event Photo/2016-17/ 6475

Date: 03/03/2017

Notice Inviting Bids through Limited Competitive Bidding

(For Photography and Videography services to JMRC)

JAIPUR METRO RAIL CORPORATION LIMITED (JMRC) invites sealed Bids for photography and videography services through limited competitive bidding from well experienced professional agencies/ photographers (eligible bidders) for events and other requirement of JMRC for one year, as per the Terms & Conditions in (*Annexure-A*) and given below:

1. Eligibility Criteria:

The agency should have professional experience of Photography/Videography with Govt. Deptt / organization of at least 3 years in the last 5 year. For experience the agency shall submit client certificate / work order / payment proof etc. to substantiate the experience.

2. Submission of Bid

The Proposal duly filled and completed in all respect must be submitted in a sealed envelope clearly marked as "CONFIDENTIAL" and "Proposal for Photography and Videography services in JMRC", addressed to:

Executive Director (Corporate Affairs)
Jaipur Metro Rail Corporation Ltd,
2nd Floor, RISC Wing, Khanij Bhawan, Udyog Bhawan Premises,
Tilak Marg, C-Scheme, Jaipur-302005

Please also indicate on the cover itself the Name, Address, Telephone Numbers and e-mail of the bidder. Bids will be submitted at the above JMRC office.

This sealed envelope should consists of two separately sealed envelopes containing the Technical Bid (Envelope-A) marked clearly as "Technical Bid- RFP for Photography and Videography Services" and Financial Bid (Envelope-B) marked clearly as "Financial Bid- RFP for Photography and Videography Services.

- Submission of Technical Bid: This Part should contain the Technical Bid consisting of a copy of this 'Notice Inviting Bids (NIB) along with *Annexure - A*' with each page duly filled and signed by the Bidder in acceptance of the terms and conditions therein. The Technical Bid should also have documents supporting eligibility criteria.
- Submission of Financial Bid: This Part should contain the Financial Bid in the prescribed format as per *Annexure- B* duly filled & signed in. The rates quoted shall be inclusive of all Taxes, no other charge shall be paid by JMRC. TDS shall be deducted as per rules.

3. Evaluation criteria:

The rates are to be quoted in the financial bid as per *Annexure-B*. The financial evaluation shall be done on the total amount quoted in Sr. 6 of the Financial Bid and lowest bidder shall be considered as successful bidder.

4. Award of work:

Letter of Acceptance (LoA) shall be issued to the successful bidder and the bidder will have to submit following within 10 days from the date of issuance of the LoA:

- i. A Performance Security of 5% of the final accepted annual estimated cost in term of DD or Bank Guarantee (PBG) in the format as per *Annexure-C*. The same will be refunded after completion duration of the contract.
- ii. Sign an agreement with JMRC in the format as per *Annexure-D*. The cost of Stamps and exception of agreement shall be borne by the successful bidder.

5. Other terms & Conditions:

- i. Grievance Redressal and Appeal process as per *Annexure - E*.
- ii. Bids received after last date and time will not be considered. Bids sent by FAX or e-mail will not be considered.

Your proposal, as above, should reach this office, latest by ~~15/03~~ 15/03/2017 at 1500 Hrs. The Bids will be opened at 1530 Hrs on the same day. In case of quarrying, the following officer of JMRC may be contacted:

Public Relation Officers

Jaipur Metro Rail Corporation Ltd,

2nd Floor, RISC Wing,

Khanij Bhawan, Udyog Bhawan Premises,

Tilak Marg, C-Scheme, Jaipur-302005

Phone No.01415192407, Email id: pro@jaipurmetrorail.in



Executive Director (Corp. Affairs)

Enclosed: Annexure - A to E