



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: jmrc.pro@gmail.com, Phone No: 0141-5192407

No: F.1(25)JMRC/DCA/PRO/Event Photo/2016-17/ 4512

Date: 28/11/2016

Notice Inviting Bids

(For photography and videography services to JMRC through Limited Competitive Bidding).

JAIPUR METRO RAIL CORPORATION LIMITED (JMRC) invites sealed proposal for photography and videography services through limited competitive bidding from well experienced professional agencies/ photographers for events and other requirement of JMRC for one year, as per the term & condition in (Annexure-A). The proposal should reach this office, latest by 05.12.2016 at 03:00PM, *will be opened at 3.30 PM on same day.*

Submission of Bid

The Proposal duly filled and completed in all respect must be submitted in a sealed envelope clearly marked as "CONFIDENTIAL" and "RFP FOR PHOTOGRAPHY and VIDEOGRAPHY SERVICES", 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, full address, telephone numbers and e-mail of the bidder. Bids will be submitted at the above JMRC office.

Bids received after last time and date will not be considered. Bids sent by FAX or e-mail will not be considered.

This sealed envelope should consists of two separately sealed envelopes containing the Technical Bid (Envelope-A) marked clearly as "Part-A: Technical Bid- RFP FOR PHOTOGRAPHY and VIDEOGRAPHY SERVICES" and Financial Bid (Envelope-B) marked clearly as "Part-B: Financial Bid- RFP FOR PHOTOGRAPHY and VIDEOGRAPHY SERVICES.

- a) Submission of Part-A (Technical Bid) :
This Part should contain the Technical Bid consisting of a copy of this 'Request for Proposal' with each page duly filled and signed by the Bidder in acceptance of the terms and conditions therein.
- b) Submission of Part-B (Financial Bid) :
This Part should contain the Financial Bid in the prescribed Format as per Annexure- B


Executive Director (Corp. Affairs)

Copy to:- 4513-15

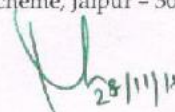
1. To the prospective bidders (as per list).
2. IT Cell to upload on SPPP portal and JMRC website.
3. Notice Board.

ANNEXURE: A

Eligibility: The agency should have professional experience of photography/videography with Govt. Dept/ 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.

Terms & Conditions

1. It will be a call based service as per JMRC requirement. The estimated number of calls in a year are mentioned in the financial Bid (Annexure-B).
2. The agency may be called at any time as per requirement of JMRC and shall require to report within the time as given by JMRC.
3. The work shall be executed under the supervision of the Public Relation Officer of JMRC or any other person authorized for the same.
4. Reporting point for the photographer/videographer shall be at JMRC office or as directed by the Public Relation Officer of JMRC.
5. Photography shall be executed with a professional camera of not less than 16Mega Pixels with HD video mode facility.
6. For videography service the videographer should have full HD video mode facility with ½ sensors.
7. The services of agency shall include manpower with camera as specified.
8. The agency shall be expected to execute the work in a well behaved manner.
9. With photography series, a small duration video clip of up to 10 minutes duration may also be required occasionally.
10. After completion of the work, all photographs/ video clips shall be handed over to the Public Relation Officer/ other authorized officer JMRC in soft copy.
11. All Photographs/video clips shall be the sole property of JMRC. The photographer/ agency shall not use them in any form anywhere. Otherwise he/they shall be liable to be prosecuted under law.
12. The rates quoted shall be inclusive of all expenses, no other charge shall be paid by JMRC. However taxes, If any & quoted in the bid, shall be paid extra. TDS shall be deducted as per rules.
13. The financial evaluation shall be based on the lowest quote of grand total, as per Sr. 6 the Annexed-B, Financial Bid.
14. The rates are to be quoted in the financial bid format as per Annexure-B.
15. The following slab will apply to additional hours of photography/videography beyond the first two hours on any given day of work:


28/11/18

S.No.	Work details	Deliverables		Quoted Rates
		Photography	Videography	
1.	Upto first 2 hours photography/ videography	5 Color hard Copies (5"x7")	1 DVD of raw footage.	As per quoted rate.
2.	Additional photography/ videography for 3 rd - 4 th Hour	Addl. 5 color Hard copies(5"x7")	1 DVD of raw footage	10% less than the rate quoted for 1.
3.	Additional photography/ videography for 5 th - 6 th Hour	+Addl. 5 color Hard copies(5"x7")	1 DVD of raw footage	15% less than the rate quoted for 1.
4.	Additional photography/ videography for subsequent every 2 Hours	+ Addl. 5 color hard copies for each 2-Hour.	Addl 2 DVD	20% less than quoted rate for 1.

Note: Submit soft copies of all photographs & video clip, if any.

16. The contract shall be valid up to one year from the date of the Letter of Award(LOA). JMRC will be free to terminate the contract at any time, if the quality service rendered by the photographer/agency is not found satisfactory by JMRC.
17. The contract may be further extended for a period of six month on mutual consent on same terms & conditions.
18. Payment shall be made on monthly basis. The bidders will have to submit monthly bills in duplicate to JMRC with in 15th of subsequent month.

Date

Signature

Place

Name

Seal of Authorised Signatory

Contact No. :

Address :


20/11/14

Financial Bid**To,**

Executive Director (Corp. Affairs)
Jaipur Metro Rail Corporation Ltd.
Jaipur.

Sub: Your notice for inviting quotation for photography work.**Ref:** NIB No. F.1(25)/JMRC/DCA/PRO/Event Photo/2016-17/4512.. Dated 28.11.2016

Kindly find the enclosed here with our quotation for the photography and videography services as desired vide above referred NIB.

S.No	Work Details	Unit	Estimated Quantity (in a year)	Rates* Per unit	Total (Rs)as per -B
A	B	C	D	E	F=DxE
1.	Photography work upto 2 hours including supply of soft copy of all the photographs and videos + Total 5 color hard copies (5"x7") of selected photos.	Per 2 hours	140 calls		
2.	Additional hard copies of color photographs (5"x7").	1	500 Nos.		
3.	Albums to archive photographs 1 album containing 100 photos.	1Album@ 100 photos.	10 Album		
4.	Videography work upto 2 hours, including supply video clip in DVD(without editing)	Per 2 hours	30		
5.	Additional copy of DVD with editing and mixing.	1	10		
6.	Total (1+2+3+4+5)				
7.	Taxes @ %				
8.	Grand total Inclusive of all taxes.				
Grand total in words: Rs.					

*The rates above mentioned above are inclusive of all expenses.

We agree to the terms and condition of Notice Inviting Bids as reformed above.

Your sincerely

(Authorized signatory)

Name: For M/S.....**Address:****Tel. No.**

To

1. Khushboo Films,
33 Kalyan Bhawan Adarsh Basti, Tonk
Phatak,
Jaipur-302015
2. P.K Studio,
Dugapura Jaipur, -302004
3. Kala Color Lab,
Madyam Marg, Mansarovar, Jaipur-
302004
4. Goyal Color Lab
Nahru Bazar, Jaipur-302004
5. Jaipur Weeding Photography, 404-405,
Akashwani Colony, Vaishali Nagar, Jaipur
302021
6. Mayur Studio,194-195,Arya Samaj Road,
Raja Park, Jaipur-302004
7. Super Digital Studio 96, Vishvesheya,
Nagar, Tirvrni Mode, Near D.C.hospital,
Gopal Pura Bypass, Jaipur
8. Ajay Photos , opp, Polpvictory Cinema,
Kanti Nagar, Station Road, Jaipur-302006
9. Big Boss Studio 5, GovindMarg, Vijay
Path Crossing, Raja Park, Jaipur
10. Sheel Digital Color Lab,155-157, Indira
Bazar Jaipur