



JAIPUR METRO

# JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

B-220, 2<sup>nd</sup> Floor, Admin Building, Metro Depot, Bhriгу Path, Mansarovar, Jaipur-302020

E-mail: pro@jaipurmetrorail.in, Phone No: 0141-2822760



No: F.1 (25) JMRC/DCA/PRO/Event Photo/2016-17/26

Date: 06/01/2020

## Request for Proposal through Limited Competitive Bidding

(For Providing Photography and Videography services to JMRC)

JAIPUR METRO RAIL CORPORATION LIMITED (JMRC) invites sealed Bids "for Photography and Videography services for JMRC", with **estimated cost ₹ 1,62,195** through limited competitive bidding from eligible well experienced professional agencies / photographers for events and other requirement of JMRC for one year on Rate contract basis, as per the Terms & Conditions of this RFP which includes its Annexures, and given below:

### 1. Eligibility Criteria:

S.No.	Eligibility	Supporting Documents
(i)	The agency should have an average turnover of ₹ 2 Lacs per annum during last 2 years i.e., 2017-18 & 2018-19.	Balance Sheet and P&L statement / ITR of the Financial year.
(ii)	The agency/firm working in Photography/ Videography services should be in existence, for last 2 years or more (i.e., registered before 31.03.2017)	Registration Certificate

### 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 to JMRC", addressed to:

**Executive Director (Corporate Affairs),  
Jaipur Metro Rail Corporation Ltd,  
2<sup>nd</sup> Floor, Wing-A, Administrative Building, Metro Depot, Bhriгу Path,  
Mansarovar, Jaipur-302020**

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 consist of two separately sealed envelopes containing the Technical Bid (**Envelope-A**) marked clearly as "**Technical Bid- RFP for Photography and Videography Services to JMRC**" and Financial Bid (**Envelope-B**) marked clearly as "**Financial Bid- RFP for Photography and Videography Services to JMRC.**"

- a) Submission of Technical Bid: This Part should contain the Technical Bid consisting of a copy of this 'Request for Proposal (RFP) 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. The rates should not be quoted in the Technical Bid and Financial Bid should not be kept in this envelope otherwise the bid shall be rejected summarily.
- b) 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 Column "F" of the Financial Bid and lowest bidder shall be considered as successful bidder.

*Handwritten signature and date: 06/01/2020*

**4. Award of work:**

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

- (i) A Performance Security of 5% of the final accepted annual rates in term of DD or Bank Guarantee (PBG) in the format as per *Annexure-C*. The same will be refunded after completion of duration of the contract.
- (ii) Sign an agreement with JMRC in the format as per *Annexure-D*. The cost of Stamps and execution 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.
- iii. Bids sent by FAX or e-mail will not be considered, Bids are to be submitted only in hard copy as per clause 2 of this RFP.
- iv. The court(s) at Jaipur shall have exclusive jurisdiction over any disputes arising out of this RFP.

The proposal, as above, should reach this office, latest by 22/01/2020 at 1500 Hrs. The Bids will be opened at 1530 hrs on the same day. In case of query, the following officer of JMRC may be contacted:

Public Relation Officer,  
Jaipur Metro Rail Corporation Ltd,  
B-220, 2<sup>nd</sup> Floor, Wing-A,  
Administrative Building, Metro Depot, Bhriugu Path,  
Mansarovar, Jaipur-302020  
Phone No.0141-2822760, Email id: [pro@jaipurmetrorail.in](mailto:pro@jaipurmetrorail.in)

Executive Director (Corp. Affairs)

Enclosed: Annexure – A to F

Copy to:

1. Notice Board & SPPP portal
2. JMRC website, through IT cell.