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**NATIONAL INSTITUTE FOR THE EMPOWERMENT OF PERSONS  
WITH INTELLECTUAL DISABILITIES (DIVYANGJAN)**

(Department of Empowerment of Persons with Disabilities)  
(Ministry of Social Justice & Empowerment, Govt of India)

Manovikas Nagar, Secunderabad – 500 009

An ISO 9001-2008 Institution

040-27751741 Extn 258

Website: [www.niepid.nic.in](http://www.niepid.nic.in)



**TENDER NOTICE FOR DEVELOPMENT OF ANIMATED FILMS FOR AWARENESS  
ABOUT INTEEECTUAL AND DEVELOPMENTAL DISABILITITES No.  
NIEPID/Pur.10(127)/2017-18**

**TECHNICAL BID**

You are requested to submit your offer as per our specification and terms and conditions as mentioned below:

S. No	Description of stories	Qty
1	Causes of disabilities	12 minutes 2 D Animated Videos for each story which indicate 1 to 8 activities as given below. Total 10 stories.
2	Prevention of disabilities	
3	Early intervention needs for PWIDD	
4	Sibling participation	
5	Elimination of misconceptions related to disabilities	
6	Provisions for Inclusive education for PWIDD	
7	Protection from Physical abuse/bullies	
8	Government benefits and concessions	
9	Vocational training and employability	
10	Special Olympics	
		1)Story Boarding + Revision 2)Floor Plan 3)Background (4 backgrounds per 5 minutes) 4)Character Designing (30 Characters) 5)Music Track 6)Voiceover recording 7)Composition & Animation 8)Final Video Editing + Revision

**Terms & Conditions**

1. The price quoted should be inclusive of all taxes.
2. The bids should be submitted in two bid system on or before 30.11.2017 by 1500 hrs through e-procurement and date of opening 01.12.2017 at 1500 hrs.
3. The technical bid and financial bid are required to be submitted separately through e-procurement online.
4. The cost of the Earnest Money Deposit of Rs.30,000/- (Rupees Thirty Thousand Only) and Tender Fee Cost of Rs 1000/- (Rupees One Thousand Only) is to be the amount by transferred through RTGS to "NIEPID Institution, A/c No. 3631010100000025, IFSC Code – PUNB0453800, Punjab National Bank, Manovikasnagar, Secunderabad – 500 009 on or before opening of the tender. The details of UTR No. is required to be submitted online.

5. The tender fee and EMD are exempted for agencies registered with MSME as per rules. However, the registration certificate to this extent should be enclosed for any waiver.
6. The successful bidder shall have to deposit a performance security deposit @ 7% of the total value of the order in the form of Demand Draft/Bank Guarantee which should be valid for over and above two months of completion of warranty period.
7. The following documents will be checked for technical scrutiny :
  - 1 Registration Certificate of the firm to be attached
  - 2 Status of the applicant company (partnership firm/Pvt.Ltd. Co. / Public Ltd. Co.)
  - 3 Total Experience of the agency in software development.
  - 4 PAN no. (copy to be attached)
  - 5 GST registration (Copy to be attached)
  - 6 The Company should submit 03 similar work orders having the value of Rs 5 lakhs for each order in the previous 03 years
  - 7 The Company should have a well-trained in-house production team. Proof of the same to be submitted along with the technical bid.
  - 8 The company should have turnover of Rs.25.00 lakhs. Annual turnover for each of the last three financial years (2014-15, 2015-16, 2016-17) to be submitted. A certificate from the Chartered Accountant clearly specifying the turnover for each year must be submitted in this regard.
  - 9 Solvency Certificate from the reputed banks for an amount of Rs 5.00 Lakhs to be submitted which should not be older than 3 months as on last date of submission of tender document.
  - 10 The bidder must submit a self certificate that it has not been blacklisted by any Govt. Agency since its inception.
  - 11 All pages should be serially numbered, stamped and signature
  - 12 Details of EMD submitted. (RTGS details to be uploaded)
  - 13 Details of tender fee cost submitted.
  - 14 Acceptance certificate of technical bid as per Annexure-1.
  - 15 Acceptance certificate of financial bid as per Annexure-2

All the above documents are required alongwith the technical bid.

7. The financial bids of only those agencies will be opened who are technically qualified.
8. The price quoted by the tenderer should be firm and inclusive octroi, freight and forwarding charges, handling charges, loading insurance charges, any other tax/charges inclusive of VAT/GST. No tenderer shall be allowed to revise its original price
10. No advance payment will be made. However the payment will be made on inspection of materials to our satisfaction.
11. The decision of competent authority is final to accept or reject the Tender.
12. The work should complete within 60 days from the date of Purchase order.
12. TDS will be deducted as per rules.
13. Delivery in the format: 2 Digi Beta (PAL), 2 Digi Beta (NTSC) or any better format & alongwith 10 DVDs .

The consolidated rate offered by interested parties include charges for script, detailed shot-by-shot storyboard (for Video-spots), location, travel outside city(Hyderabad to Mumbai) shooting, editing, jingle, 2-D/3D animation/ 2D& 3D Character animation/all kinds of Graphics as required by Client , titling/sub-titling/text, music, voiceover, background effects, special effects,). Two Master Copies ( both mixed and unmixed) in Digi Beta or DVC. In addition, all video-spots would be required to be submitted in suitable digital MPEG format at broadcast quality for delivery by internet.

The tenders are to be submitted separately for Technical bid and Financial Bid through [www.e-procure.gov.in](http://www.e-procure.gov.in) online only.

### **Scope of Work**

The Research project titled “Development of Animated Films for Creating awareness about Intellectual and Development Disabilities.

The Outcome of the project will be 2 D Animated Films related to the following aspects for rehabilitation of persons with Intellectual and Developmental Disabilities (PWIDD):

- 1) Causes of disabilities
- 2) Prevention of disabilities
- 3) Early intervention needs for PWIDD
- 4) Sibling participation
- 5) Elimination of misconceptions related to disabilities
- 6) Provisions for Inclusive education for PWIDD
- 7) Protection from Physical abuse. bullies
- 8) Government benefits and concessions
- 9) Vocational training and employability
- 10) Special Olympics

The script and content for the work will be given by NIEPID project coordinators and will be strictly as per that. Total 10 animated videos (2D) of duration 12 minutes (approx) each Total duration 120 minutes will be developed.

The place of work is at NIEPID Regional Centre Navi Mumbai, Kharghar, Navi Mumbai.

**Annexure-A**  
**TENDER DOCUMENT FOR A DEVELOPMENT OF ANIMATED FILMS FOR**  
**AWARENESS ABOUT INTEEECTUAL AND DEVELOPMENTAL DISABILITITES**  
**TECHNICAL BID**

<b>Sl.No</b>	<b>Description</b>	
<b>1</b>	Name of the Production company	
<b>2</b>	Details about office of the agency Address Phone no.: Fax: E-mail ID: Website: Contact Person: Mobile no. And contact person:	
<b>3</b>	Registration Certificate of the firm to be attached	
<b>4</b>	Status of the applicant company (partnership firm/Pvt.Ltd. Co. / Public Ltd. Co.)	
<b>5</b>	Total Experience of the agency in software development	
<b>6</b>	PAN no. (copy to be attached)	
<b>7</b>	GST registration (Copy to be attached)	
<b>8</b>	The Company should submit 03 similar work orders having the value of Rs 5 lakhs for each order in the previous 03 years.	
<b>9</b>	The Company should have a well-trained in-house production team. Proof of the same to be submitted along with the technical bid.	
<b>10</b>	The company should have turnover of Rs.25.00 lakhs. Annual turnover for each of the last three financial years (2014-15, 2015-16, 2016-17) to be submitted. A certificate from the Chartered Accountant clearly specifying the turnover for each year must be submitted in this regard.	
<b>11</b>	Solvency Certificate from the reputed banks for an amount of Rs 5.00 Lakhs to be submitted which should not be older than 3 months as on last date of submission of tender document.	
<b>12</b>	The bidder must submit a self certificate that it has not been blacklisted by any Govt. Agency since its inception.	
<b>13</b>	All pages should be serially numbered, stamped and signature	
<b>14</b>	Details of EMD submitted. (RTGS details to be uploaded)	
<b>15</b>	Details of tender fee cost submitted.	
<b>16</b>	Acceptance certificate of technical bid as per Annexure-1.	
<b>17</b>	Acceptance certificate of financial bid as per Annexure-2	

Signature & Seal of the  
Bidder

Date:

**Annexure-1**

**ACCEPTANCE CERTIFICATE**

**FOR TECHNICAL BID**

I.....(designation).....,of (Name of the Company)..... hereby accept the above mentioned Terms & Conditions for DEVELOPMENT OF ANIMATED FILMS FOR AWARENESS ABOUT INTEEELECTUAL AND DEVELOPMENTAL DISABILITITES at RC Navi Mumbai.

**Date:**

**Place:**

**Signature & Company Seal**

**TENDER DOCUMENT FOR DEVELOPMENT OF ANIMATED FILMS FOR AWARENESS  
ABOUT INTELECTUAL AND DEVELOPMENTAL DISABILITITES**

**FINANCIAL BID**

S.No	Description of stories	Qty	Rate for each story	GST	Total amount
1	Causes of disabilities	12 minutes 2 D Animated Videos for each story which indicate 1 to 8 activities as given below: Total 10 stories.  1)Story Boarding + Revision 2)Floor Plan 3)Background (4 backgrounds per 5 minutes) 4)Character Designing (30 Characters) 5)Music Track 6)Voiceover recording 7)Composition & Animation 8)Final Video Editing + Revision			
2	Prevention of disabilities				
3	Early intervention needs for PWIDD				
4	Sibling participation				
5	Elimination of misconceptions related to disabilities				
6	Provisions for Inclusive education for PWIDD				
7	Protection from Physical abuse/bullies				
8	Government benefits and concessions				
9	Vocational training and employability				
10	Special Olympics				

The cost should include:

The above sl.no. 1 to 8 activities for each story. Each story should be of 12 minutes duration.

Signature & Seal of the Bidder  
Date:

**Annexure-2**

**ACCEPTANCE CERTIFICATE**

**FOR FINANCIAL BID**

I.....(designation).....,of (Name of the Company)..... hereby accept the above mentioned Terms & Conditions for DEVELOPMENT OF ANIMATED FILMS FOR AWARENESS ABOUT INTEEELECTUAL AND DEVELOPMENTAL DISABILITITES at RC Navi Mumbai.

**Date:**

**Place:**

**Signature & Company Seal**