

Ref. No.: CDACB/RD19/106

Date : 05.02.2020

NOTICE INVITING E-TENDER (NIT)

C-DAC Bangalore, a Scientific Society under Ministry of Electronics and Information Technology, Govt. of India, invites electronic bids in **two bid system** for **Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security**. The requirement is listed in table below and the specifications are provided separately in Annexure I.

Sl.No.	Item Description	Quantity
1	Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security. (The detailed scope/deliverables of the Movie is as per attached Annexure I)	01 No.

The details of tender document are as follows:

1.	Issue of Tender Document	:	05.02.2020
2.	Last date and time of receiving pre-bid vendor clarifications in writing	:	Latest by 12.02.2020
3.	Receipt of Bids	:	Latest by 2.00 pm on 26.02.2020
4.	Technical Bid Opening	:	at 2.30 pm on 27.02.2020

The tender document may be downloaded from the website www.eprocure.gov.in and www.cdac.in

For any Technical Clarification please contact -
Dr. R. Balaji/ 080-28523300 / email: balaji@cdac.in

Manager (Admin.)
Phone Nos.080-25093400
Email: mmg-blrqp@cdac.in

SECTION I: INVITATION FOR BIDS (IFB)

1. Scope of Work:

Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security.

2. Instructions for Online Bid Submission:

The bidders may please note that the bids are required to be submitted 'On-Line' only through: <https://eprocure.gov.in/eprocure/app>. The bidders are required to submit soft copies of their bids electronically (Technical bid in PDF files and price bid in .xls format), using valid Digital Signature Certificates. The bid in hard copy form will not be accepted. **However, the originals viz. the transaction slip/receipt towards NEFT/RTGS must be submitted to the authority given below, on or before the last date and time of submission of bids.** The bidders are advised to note and take care of formalities for registration and on-line submission of bids through <https://eprocure.gov.in/eprocure/app>

3. Assistance to bidders:

- Any queries relating to the tender document and the terms and conditions contained therein should be sent to contact person specified in Para 4 of this section of this document by **12th February 2020.**
- Any query relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24*7 CPP Portal Helpdesk on :- 0120-4200 462, 0120-4001 002, 0120-4001 005, 0120-6277 787,
- e-mail for Technical - support-eproc@nic.in

4. Contact Address:

Manager (Admin.)
Materials Management Group (MMG)
Centre for Development of Advanced Computing
C-DAC Knowledge Park, No.1, Old Madras Road,
Byappanahalli, Bangalore-560038
Phone Nos.080-25093400

5. Preparation of Bids and Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal(<https://eprocure.gov.in/eprocure/app>), using valid Digital Signature Certificates. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

- Bidder should take into account any corrigendum published on the tender document before submitting their bids.**

- Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in .pdf format.
- Bidder should log into the site well in advance for bid submission so that the bid can be uploaded in time i.e. on or before the last date and time for bid submission. Bidder will be responsible for any delay due to other issues.
- The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission,
- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

6. Two e-Packet System:

The bids must be uploaded on-line in **TWO** e-packets through <https://eprocure.gov.in/eprocure/app>, as explained below:

6.1 e-Packet No. 1: "Eligibility and Technical Documents" shall contain: (in .pdf format – online)

- a. Covering Letter/Tender Acceptance Letter, as per **Annexure – A**.
- b. Authorization letter issued by the competent authority of bidder authorising the signatory to sign on behalf of the bidder, as per **Annexure – B**.
- c. A copy of Certificate of Incorporation, Partnership Deed / Memorandum and Articles of Association / any other equivalent document showing date and place of incorporation, as applicable.
- d. A copy of PAN Card.
- e. A copy of GST registration certificate.
- f. All the necessary documents in support of eligibility criteria stipulated in **Section – II, Para-4** (Eligibility Criteria).
- g. Duly filled Technical Bid

6.2 e-Packet2: “Commercial Bid “shall contain: (in .xls format – Online through <http://eprocure.gov.in>)

1. Part - II (Price Bid)

- (i) The price bids (BoQ's) in .xls format shall be uploaded online only. PRICE BID SHOULD NOT BE SUBMITTED IN A SEALED ENVELOPE.
- (ii) The PRICE PART shall contain only schedule of rates duly filled in. NO stipulation, deviation, terms & conditions, presumptions etc. is permissible in price part of the bid. CDAC shall not take any cognizance of any such conditions and may at its discretion reject such price bid.
- (iii) Prices should be given in INR in figures only.
- (iv) Bidders are advised to fill the BOQ file as per following instructions:
 - (a) The bidder has to download the BOQ file along with the tender document and subsequent corrigendum, if any.
 - (b) Bidder to note that there are GREY cells in the BOQ file, which should not be modified by the bidder.
Bidders are advised to fill the WHITE cells meant for the rates which are to be entered by the bidders.
 - (c) Bidders are advised strictly not to alter or change the BOQ format/contents. Bidders are also advised not to paste any image file with BOQ.
 - (d) The Column “Total Amount with Taxes” should be inclusive of GST, freight charges etc.
 - (e) The bidder shall submit the tender online on e-tendering site www.eprocure.gov.in on or before the due date & time of bid submission. Tender submitted by any other form (fax/email/courier/post/hard copy) will not be accepted.
 - (f) Price offered by the bidders shall not appear anywhere in any manner in the Technical bid.

Note:

- (a) If the bid is incomplete and / or non-responsive it will be rejected during technical evaluations. The bidder may not be approached for clarification during the technical evaluation. So bidders are requested to ensure that they provide all necessary details in the submitted bids.
- (b) If any price details are found in the Technical Bid, the offer will be summarily rejected.
C-DAC reserves the right to reject the bid, if any of the above listed document/s is not submitted.
- (c) The bid documents must be properly numbered and arranged in sequence

Date of submission of the Technical bids on-line through <http://eprocure.gov.in/eprocure/app/> addressed to:

Manager (Admin.)
Material Management Group (MMG)
Centre for Development of Advanced Computing
C-DAC Knowledge Park, No.1, Old Madras Road,
Byappanahalli, Bangalore-560038
Phone Nos.080-25093400

Last date for submission of e-bids on **26.02.2020 upto 02:00 PM:**

Opening of Technical Bids:

Technical e-bids will be opened **ON-LINE** on **27.02.2020** at **02:30 PM** at:

Centre for Development of Advanced Computing
C-DAC Knowledge Park, No.1, Old Madras Road,
Byappanahalli, Bangalore-560038
Phone Nos.080-25093400

The bids must be submitted on-line and the receipts of the online payment towards Tender fees, EMD etc. must be submitted in person or through post/ courier so as to reach **on or before the due date and time.**

~~C-DAC shall not be responsible for any postal delays or any other reason for not submitting the receipts of the online payment towards tender fees/ EMD etc. in the specified time and resulting in disqualification / rejection of any bid.~~

Price bids of short-listed / technically qualified bids would be opened on a later date & time under intimation to all successful bidders. No bidder is required to be present in CDAC office for any E-tender opening process. Bidders can view the status & tender opening statement by logging on to e-procure site of NIC.

In case bidder requires any clarifications / information, they may contact C-DAC address given in Clause 4 of Section I.

Note: Please do not insert "Commercial Bid" (prices quoted) in the technical bid envelope. If the price quoted is submitted with technical bid the tender will be rejected at the sole discretion of C-DAC.

(END OF SECTION I)

SECTION II: INSTRUCTIONS TO BIDDERS (ITB)

1. Subject:

Request for Proposal (RFP) for Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security.

2. Locations for the works .

The Promotional Movie as described in Schedule of Requirements has to be provided at;

**C-DAC, No.68, Electronics City
Bangalore – 560 100
Ph.No:080-28523300**

3. Order Placements & Payment by

Centre for Development of Advanced Computing
C-DAC Knowledge Park, No.1, Old Madras Road,
Byappanahalli, Bangalore-560038
Phone Nos.080-25093400

4. Eligibility Criteria:

The bidders must satisfy the eligibility criteria given below.

- a. The bidder must submit all the documents listed at **para6.1 Section – I** above, along with the technical bid.
- b. The bidder must submit General Particulars of bidders as per enclosed format in **Annexure III**
- c. The bidder should not be black-listed by any State/ Central Government, Government Department, PSU or an autonomous institute, as on date of submission of bids. An undertaking to this effect must be submitted along with the technical bid.

Note: Before submission of the bid, the bidders may please verify the eligibility criteria and ensure fulfillment of all the terms and conditions. In the absence of scanned copies of documents / certificates under eligibility criteria above, the bid is liable to be rejected.

5. **Offer Validity:** Offers should be valid for minimum Ninety (90) days from the date of opening of the Technical Bid. A bid, valid for a shorter period, is liable to be rejected. C-DAC Bangalore may ask the bidders to extend the period of validity, if required.

6. **Delivery:** The Movie with Animations and Voice Over have to be created and delivered within **(06) Six weeks** of the date of the purchase order. .

7. Product Specifications & Compliance Statement:

The bidder should quote strictly as per the tender specifications. Complete technical details along with highlighting the specifications must be supplied along with the technical bid. A Statement of Compliance shall be given against each item in the prescribed format given in **Annexure I**. The compliance statements should be supported by authentic documents. Each page of the bid and cuttings / corrections shall be duly signed and stamped by the authorized signatory and is to be uploaded with the bid. Failure to comply with this requirement may result in the bid being rejected.

8. Evaluation of Bids

- a. The technical bids will be evaluated in two steps.
- b. The bids will be examined based on eligibility criteria stipulated at Para 4 of Section – II to shortlist the eligible bidders. The technical bids of only the short listed eligible bidders shall be evaluated based on technical requirements stipulated in the RFP.
- c. During evaluation of the Bids, CDAC at its discretion may ask the Bidder for clarification of its Bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the Bid shall be sought, offered or permitted. If required CDAC may invite the Bidders for technical presentation on the solution offered. During the process of evaluation of bids, if any discrepancies are observed in the bid submitted, the bidders will be given an opportunity to clarify on same. If in the view of bidder, any change in quantity, make or model is required or any additional items are required, for clearing the said discrepancy, the bidder has to arrange for said change and/or addition of material without any increase in the prices quoted.
- d. If the information provided by the bidder is found to be incorrect/misleading at any stage/time during the Tendering Process, C-DAC reserves the right to reject all such incomplete bids.

9. Opening of Commercial Bids:

- a. The bidders whose technical bid is found to meet both the requirements as specified above will qualify for opening of the commercial bid and will be informed about the date and time of the opening of the commercial bid.
- b. The commercial bids will be opened on-line.No bidder is required to be present in CDAC office for any E-tender opening process. Bidders can view the status & tender opening statement by logging on to e-procure site of NIC.

10. Award of Contract

- a. C-DAC shall award the contract to the eligible bidder whose technical bid has been accepted and determined as the lowest evaluated commercial bid. However, C-DAC reserves the right and has sole discretion to reject the lowest evaluated bid.
- b. If more than one bidder happens to quote the same lowest price, C-DAC reserves the right to decide the criteria and further process for awarding the contract, decision of C-DAC shall be final for awarding the contract.

11. C-DAC's Right to amend / cancel

- a. C-DAC reserves the right to amend the eligibility criteria, commercial terms & conditions, Scope of Supply, Quantities, technical specifications etc.
- b. C-DAC reserves the right to cancel the entire tender at any stage without assigning any reasons thereof.
- c. C-DAC reserves the right to amend the Scope of Supply and/ or Quantities of the order to be placed with L1 bidder.

12. Corrupt or Fraudulent Practices

- a. It is expected that the bidders who wish to bid for this project have highest standards of ethics.

- b. C-DAC will reject bid if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices while competing for this contract;
- c. C-DAC may declare a vendor ineligible, either indefinitely or for a stated duration, to be awarded a contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the award / execution of contract.

13. Interpretation of the clauses in the Tender Document / Contract Document

In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, the interpretation of the clauses by Centre Head, C-DAC, Bangalore shall be final and binding on all parties.

14. General Instructions:

- 1) If any equipment of part thereof is lost or rendered defective during transit, the supplier shall immediately arrange for the supply of the equipment of part thereof, as the case may be, at no extra cost.
- 2) C-DAC, Bangalore reserves the right to accept / reject / split the offers or cancel the whole tender proceedings at any stage without assigning any reason whatsoever. Offers through Email / Fax, etc and open offers shall not be accepted. Late / Delayed offers shall not be accepted under any circumstances. Incomplete offers will be rejected. In case the specified date for the submission of offers being a holiday or declared holiday for CDAC, the bid-closing deadline shall stand extended to the next working day up to the same time.
- 3) C-DAC shall not be responsible for delayed submission or non- submission of bid due to any reasons whatsoever. The bidders are requested to submit the bid online much before date & time of submission, failing which CDAC shall not be responsible for any such technical problem.
- 4) E-tender bidders are requested to note that all communication will be made through procurement portal only. CDAC reserve the right not to take cognizance of the communication made outside procurement portal.
- 5) Any attempt of direct or indirect negotiations on the part of the bidder with the authority to whom he has submitted the tender or authority who is competent to finally accept / reject the same after he has submitted his tender or any endeavor to secure any interest for an actual or prospective bidder or to influence by any means the acceptance of a particular tender will render the tender liable to be rejected.
- 6) **Unsatisfactory Performance:** The Parties herein agree that C-DAC, Bangalore shall have the sole and discretionary right to assess the performance(s) of the Bidder component(s), either primary and or final, and C-DAC, Bangalore without any liability whatsoever, either direct or indirect, may reject the system(s) component(s) provided by the Bidder, in part or in its entirety, without any explanation to the Bidder, either during the pre and or post test period should the same be unsatisfactory and not to the acceptance of C-DAC, Bangalore. The Bidder covenants to be bound by the decision of C-DAC, Bangalore without any demur in such an eventuality.

7) **Disclaimer:** This Tender / Request for Proposal (RFP) is not an offer by C-DAC, Bangalore, but an invitation for bidder's response. No contractual obligation whatsoever shall arise from the RFP process.

8) **Declaration:**

The bidder would be required to give a certificate as below in his commercial bid.

9) The bids submitted by the bidder should unconditional. Conditional Bids are summarily rejected.

“I/WE UNDERSTAND THAT THE QUANTITY PROVIDED ABOVE IS SUBJECT TO CHANGE. I/WE AGREE THAT IN CASE OF ANY CHANGE IN THE QUANTITIES REQUIRED, I/ WE WOULD BE SUPPLYING THE SAME AT THE RATES AS SPECIFIED IN THIS PRICE BID. I/WE AGREE TO ADHERE TO THE PRICES GIVEN ABOVE EVEN IF THE QUANTITIES UNDERGO A CHANGE”.

(END OF SECTION II)

Checklist for Submission of Documents

Particulars	Page No.	Reference
A Scanned copy of the Pre-qualification Documents (to be uploaded with e-tender) (i) All documents sought under Eligibility Criteria (ii) Duly filled in and signed & Covering /Tender Acceptance Letter (Annexure A on bidder's letter head) (iii) Duly filled and signed Authority letter (Annexure B on bidder's letter head) (iv) Technical Bid with full details for technical assessment of the proposal. (v) The Compliance Statement by the bidder to the technical specifications (As per Annexure in Section IV; Schedule of Requirements) Bids without proper Compliance Statement will be rejected. (vi) General particulars of bidders as per Annexure III		

SECTION III: SPECIAL CONDITIONS OF CONTRACT (SCC)

PRICES:

- 1.1** The price quoted shall be considered firm and no price escalation will be permitted (except Govt. Statutory Levies).
- 1.2** The prices quoted must be on “all inclusive till destination” F.O.R. basis
- 1.3** Bidder must indicate applicable GST separately for each item. The bidder should exercise utmost care to quote the correct percentage of applicable GST on each item
- 1.4** In case due to any error/ oversight, the GST rate quoted by the bidder is different than the actual rate as per the tariff, the bidder will not be permitted to rectify the error/oversight. The orders/ contract will be placed with the rate quoted by the bidder or actual tariff rate (as on placement of order), whichever is LOWER. The difference amount payable, if any, between the quoted rate and actual tariff rate shall be borne by the bidder
- 1.5** Notwithstanding the para 1.2 and 1.4 mentioned above, if the GST is not quoted separately and the bid is silent whether GST is included or excluded in price, then for the purpose of evaluation of bids, the prices shall be taken as including GST. In this case, the GST applicable, if any will be borne by the bidder/contractor.
- 1.6** The prices quoted must be including of packing, forwarding, insurance, loading/unloading charges, customs clearing charges (if applicable) and all incidental charges till destination.
- 1.7** The exact rate of taxes, charges with the HSN Code currently applicable must be mentioned in the ‘commercial bid format’. The statutory taxes and duties applicable at the time of supply of material shall be applicable.
- 1.8** C-DAC, being R&D Organisation is eligible for Concessional rate of GST @ 5% as per GST Notification nos. 45/2017 –Central Tax (Rate) - Integrated Tax (Rate) dated 14.11.2017) / 47/2017- Integrated Tax (Rate) dated 14.11.2017 whichever applicable. Necessary GST exemption certificate to this effect shall be provided at the time of releasing purchase order. **Bidders may check the applicability of this notification for the present requirement and quote accordingly.**
- 1.9** The responsibility, cost and risk of the consignment shall rest with the bidder till receipt of goods is acknowledged.

2. Payments :

90% of the payment will be made within 30 days after delivery and acceptance of the works duly certified by C-DAC personnel. No advance payment shall be made.

Balance 10% payment will be made on the completion of one year OR against submission of Performance Bank Guarantee of equivalent amount from any Indian bank valid for 1 years from the date of acceptance.

2.1 All bills to be raised in the name of:

Centre for Development of Advanced Computing
C-DAC Knowledge Park, No.1, Old Madras Road,
Byappanahalli, Bangalore-560038

2.2 TDS@ 2% on the GST will be deducted at source on all supplies, services for value above Rs.2.50 lacs. TDS Certificate to this effect will be issued by C-DAC in all such cases.

3. Penalty for Delayed Services:

Penalty will be charged @ 0.5% of the contract value per week subject to maximum of 10% of total order value, in case of delay / non-completion of work/s within the stipulated time period.

4. Jurisdiction:

The disputes, legal matters, court matters, if any shall be subject to Bangalore jurisdiction only.

5. Force Majeure:

C-DAC may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that, the delay in performance or other failure to perform its obligations under the contract is the result of an Force Majeure. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, floods, storms etc.), acts of states / state agencies, the direct and indirect consequences of wars (declared or undeclared), hostilities, national emergencies, civil commotion and strikes at successful Bidder's premises or any other act beyond control of the bidder.

6. Arbitration:

In the event of any dispute or difference between the Parties in respect of any matter relating to or arising out of this Agreement, they shall endeavour to negotiate a mutually satisfactory solution. If solution cannot be reached within a reasonable time, the said dispute or difference shall be referred to a sole arbitrator to be appointed by the Centre Head of C-DAC, Bangalore Centre, Bangalore. The arbitration proceedings shall take place in Bangalore and be conducted in English language and governed by the provisions of the Arbitration and Conciliation Act, 1996."

7. Risk and Ownership:

Upon 90% of payment, C-DAC shall become owners of goods ordered but all risks, responsibilities; liabilities thereof in all goods shall remain with selected bidder till delivery of all goods to all end users. Part deliveries shall not be treated as deliveries. Only full deliveries of all items ordered will be considered as delivery.

8. Indemnity:

Selected bidder shall save, indemnify and hold harmless C-DAC from any third party Govt. Claims, losses penalties, if any, arising in connection with this Contract.

9. Assignment:

Selected bidder/ Party shall not assign, delegate or otherwise deal with any of its rights or obligation under this Contract without prior written permission of C-DAC.

10. Severability:

If any provision of this Contract is determined to be invalid or unenforceable, it will be deemed to be modified to the minimum extent necessary to be valid and enforceable. If it cannot be so modified, it will be deleted and the deletion will not affect the validity or enforceability of any other provision

(END OF SECTION III)

Section – IV: Schedule of Requirements
Annexure I

S.No.	Item Description	Qty	Compliance Yes/No	Remarks
1	Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security.	01 No.		
	Scope of Work: A promotional movie showcasing the importance of DNS and DNS Security and featuring the DNS CoE infrastructure and its activities with a duration of about 5-6 minutes, in English with International Voice over. Details: • Vendor will be provided with an outline of the content, that has to be developed into a story board by the Vendor in consultation with C-DAC • Elements to be used in the movie include: Text, Graphics, Animations, Voice Over and Background Music etc... and such elements should be royalty-free and completely free from copyright issues • Elements used in the movie should be of professional quality. For instance, professional international voices, images etc... alone are to be used • A first-cut version incorporating all the details should be presented for acceptance • The final version should have implemented all suggestions and inputs given by the CDAC team • The order is considered to be completed only upon successful acceptance by the CDAC team • The same movie full-length movie of about 6 mins should be delivered and a shortened version of the same for 2 mins duration should also be delivered in various formats. Story Outline • Role of DNS in Internet; - 1 min • Importance for DNS Security and its efforts – 2 mins • Establishment of Centre of Excellence in DNS Security (showcasing the infrastructure) – 1 min; • Activities of the CoE DNS – 2 mins. • Credits			

ANNEXURE - II

UNPRICED PRICE BID FORMAT (PLEASE DO NOT FILL IN THE PRICES)

Tender Ref. No.CDACB/RD19/106

Tender Inviting Authority: < C-DAC, BANGALORE >

Name of Work: < Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security. >

Contract No: < CDACB/RD19/106 >

Name of the
Bidder/
Bidding Firm /
Company :

PRICE SCHEDULE (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY) (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)														
NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	NUMBER	NUMBER	NUMBER	NUMBER	TEXT	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	Estimated Rate in Rs. P	BASIC RATE In Figures To be entered by the Bidder in Rs. P	Excise Duty Amount in INR Rs. P	GST Amount in INR Rs. P	Freight Charges (Unloading & Stacking) in Rs. P	Any Other Taxes in Rs. P	Any Other Duties/Levi es in Rs. P	TOTAL AMOUNT Without Taxes col (13) = (4) x (7) in Rs. P	TOTAL AMOUNT With Taxes col (14) = sum (8) to (13) in Rs. P	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	Creation of Promotional Movie :													
1.01	Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security.	Item1	1.00	Nos	0.00							0.00	0.00	INR Zero Only
Total in Figures												0.00	0.00	INR Zero Only
Quoted Rate in Words												INR Zero Only		

Note:

- Commercial bids must be offered in the format above.
- PLEASE QUOTE THE PERCENTAGE OF GST AS PER THE CONDITIONS IN CLAUSE NO. 1.8 OF TERMS AND CONDITIONS**

Authorized Signatory:**Name and Title of Signatory:****e-mail:**

ANNEXURE III

GENERAL PARTICULARS OF THE BIDDER

1.	Name of Organization /firm/company	
2.	Year of establishment	
3.	Are you a Manufacturer or authorized dealer / distributor / agent of the manufacturer? Please state the status.	
4.	If authorized dealer / distributor / agent of the manufacturer mention the details of manufacturer with full address and contact details.	
5.	Address & Telephone Numbers	
6.	Status of the firm (Company/ Firm/ Proprietary) enclose the supporting document	
7.	Whether registered with the registrar of companies /registrar of firms. If so, mention number and date.	
8.	a) Name & Mobile Numbers of Directors / Partners / Proprietor	i) ii) iii)
9.	Whether registered for sales tax purposes. If so, mention number and date. Mention TIN No. and enclose the relevant copies.	
10.	Whether an assessee of income tax. If so, mention permanent account number. Furnish copy of PAN	
11.	Bank Details : - Name of the Bank - Account No. - IFSC Code	
12.	State Annual turnover of the company for the last three financial year.	
13.	Status and details of disputes/ litigation/ arbitration, if any.	i) ii) iii)

Annexure – A: Covering / Tender Acceptance Letter

Date:

To:

The Centre Head,
Centre for Development of Advanced Computing(C-DAC)
Bengaluru.

Subject: Submission of the Technical bid for Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security.

Dear Sir,

- 1) We, the undersigned, submit our offer for **Creation of Promotional Movie with Animations and Voice Over for Centre of Excellence in DNS Security** to C-DAC in response to your **RFP. No.CDACB/RD19/106 dtd. 05.02.2020**. We are hereby submitting our proposal for same, which includes this Technical bid and the Financial Bid on www.eprocure.gov.in/eprocure/app.
- 2) I / We hereby certify that I / We have read the entire terms and conditions of the tender documents from Page No.1 to 17(including all documents like annexure(s), schedules (s), etc.), which form part of the contract agreement and I /We shall abide hereby by the terms / conditions/ clauses contained therein.
- 3) I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site namely www.eprocure.gov.inetc; as per your NIT / advertisement, given in the above-mentioned website(s).
- 4) The corrigendum(s) issued from time to time by your department / organization too has also been taken into consideration, while submitting this acceptance letter.
- 5) We hereby declare that all the information and statements made in this Technical bid are true and we accept that any misinterpretation contained in it, may lead to our disqualification.
- 6) We undertake, if our proposal is accepted, to initiate the Implementation activities towards supply of material and services, as stipulated in the referred RFP.
- 7) We would hold the terms of our bid valid for **90 days** as stipulated in the RFP document.
- 8) I /We do hereby declare that our firm has not been blacklisted / debarred by any Govt. Department / Public sector undertaking.
- 9) I /We certify that all information furnished by the our firm is true & correct and in the event that the information is found to be incorrect / untrue or found violated, then your department/ organization shall without giving any notice or reason thereof or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy.
- 10) We understand you are not bound to accept any Proposal you receive.
- 11) The undersigned is authorized to sign this bid document. The authority letter to this effect is enclosed.

Yours sincerely,

Authorized Signatory:
Name and Title of Signatory:
e-mail:
Mobile No:

Annexure – B: Authority Letter

Date:

To:
The Centre Head,
Centre for Development of Advanced Computing
Bengaluru.

Subject: Authority Letter

Reference: RFP. Document No.CDACB/RD19/106 dated 05.02.2020

Dear Sir,

We, M/s _____ (Name of the bidder) having registered office at _____ (address of the bidder) herewith submit our bid against the said RFP document.

Mr./Ms. _____ (Name and designation of the signatory), whose signature is appended below, is authorized to sign and submit the bid documents on our behalf against said RFP

Specimen Signature:

The undersigned is authorized to issue such authorization on behalf of us.
For M/s _____ (Name of the bidder)

Signature and company seal

Name

Designation

Email

Mobile No.