



Enquiry No.: NSD / Sound / 706 / 2014-2015

NATIONAL SCHOOL OF DRAMA  
NEW DELHI

Notice Inviting Tender (NIT)

**Sub:**

Bid-Invitation (two bid system) for the 'Supply of Video-Camera Equipments (DV/HD) towards the Video-Coverage/Documentation-Work against the specific needs of the School for the period of one year (on hire basis, Annual Rate Contract)

On behalf of the National School of Drama, the Director (N. S. D.) invites the Bids (two bid system i.e. Envelope-I is EMD & Envelope-II is Techno-Commercial Bid) in the sealed covers having superscribed on it 'Outer Cover contains EMD & Techno-Commercial Bid for the Supply of Video-Camera Equipments (DV/HD) separately', from the reputed Service-Providers (Delhi based) towards the captioned purpose at NSD, New Delhi on 'item wise' basis for the Execution of Work, so as to reach the 'Registrar, National School of Drama, New Delhi - 110 001 on or before Aug 1, 2014 at 11.00 am.

**Pre-qualifications for bidders to quote:**

1. The Bidders shall submit Earnest-Money Deposit of ` 10,000/- ( Ten Thousand/-), in the form of a bank-draft/pay-order drawn in favor of the 'Director, National School of Drama, New Delhi'. The envelope containing the EMD, will be duly superscribed as 'Envelope-I: Earnest-Money Deposit of ` 10,000/- ( Ten Thousand/-), DD/PO No. & date'. The Bid not accompanied by the requisite amount of Earnest Money, shall be rejected out rightly.
2. In case your bid is accepted, you will have to submit the Performance-Security equivalent to an amount of ` 20,000/- ( Twenty Thousand/-) to ensure the due accomplishment of the contract in the form of a Demand Draft/Fixed-Deposit Receipt or Bank-Guarantee (as per the NSD's approved format to be provided by us), in favor of the 'Director, National School of Drama', to be issued from a commercial bank.
3. The Bidders are required to submit the following documents/detail:
  - a) Name & address of the firm
  - b) Name, address, contact No. and email ID of the representative of the firm
  - c) Bank detail with A/c No.
  - d) PAN Card/Service Tax Regn. No./TIN/VAT copies
  - e) Income-Tax Return copies for the last three financial years

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- f) Annual turnover for the last three financial years
- g) Names of the five organizations, other reputed establishments or institutions with whom, the firm has been doing similar dealings.
- h) The firm should have a minimum turnover of ` 10 Laacs in any of the last three financial years.

**Terms & Conditions**

- i. The bid may be sent in person or by registered post/speed post.
- ii. Your terms and condition, taxes, other applicable charges and discount etc. for the supply must be stated separately and clearly in the Techno-Commercial Bid (as, any charges not mentioned in the offer/bid will be borne by you only).
- iii. Please note that in case your rates are approved, you may be required to provide the said equipment (s) at the N. S. D. Premises in technically intact condition else, the work-contract will be terminated instantly.
- iv. You may be required to provide the said equipment (s) at the Short-Notices too.
- v. The payment will be made by crossed cheque after the successful completion/fulfillment of the cited job & duly certification by the competent authorities.
- vi. The offered rates must be valid for the period of one year.
- vii. The director, N. S. D. reserve the right to cancel the tender or reject any bid or all the received offers at any stage at her sole discretion without assigning any reason thereof; in this context the decision of the Director whatsoever, N. S. D. shall be final and binding on all the concerned bidders.

**N.B.:**

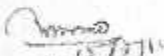
- 1) Both the sealed envelopes I & II, will be further placed in to the Outer/Main Envelope & sealed properly.
- 2) Please refer to the Annexure-A for the complete description of the aforesaid equipments.

The bids received in sufficient Nos. will be opened at the above said date & time at 4.00 pm in the room of undersigned; if you wish, you may depute your representative at the time of opening of the bid having the adequate 'Authorization-Letter'.

A prompt / timely response would be appreciated.

Thanking you,

Regards,

  
(Suresh Mansharamani)  
Deputy Registrar

Encl.: A/a



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**Annexure-A**  
[Video-Camera Equipments (DV/HD), at N. S. D., New Delhi]

Sl. No.	Particulars	Qty
01.	Camera (PD177, Sony™) along with the 9" Monitor, Tripod, Wired Lapel Mic & Gun Mic and other accessories	1 No.
02.	Camera (DSR-450, Sony™) along with the 9" Monitor, Tripod, Wired Lapel Mic & Gun Mic and other accessories	1 No.
03.	Camera (PMW-EX3, Sony™) along with the 9" Monitor, Tripod, Wired Lapel Mfg & Gun Mic and other accessories	1 No.
04.	Camera (PMW-350, Sony™) along with the 9" Monitor, Tripod, Wired Lapel Mic & Gun Mic and other accessories	1 No.
05.	Camera (PMW-200, Sony™) along with the 9" Monitor, Tripod, Wired Lapel Mic & Gun Mic and other accessories	1 No.
06.	Camera (PMW-300, Sony™) along with the 9" Monitor, Tripod, Wired Lapel Mic & Gun Mic and other accessories	1 No.
07.	Wide Angle Lens - J11 (Canon™ or Equivalent)	1 No.
08.	Wide Angle Lens - HJ11 (Canon™ or Equivalent)	1 No.
09.	Tele Lens - J22 (Canon™ or Equivalent)	1 No.
10.	Tele Lens - HJ22 (Canon™ or Equivalent)	1 No.
11.	Wide Angle Adapter for all cameras	1 No.
12.	Gun Mic (Sennheiser™ MKH-416) with the Roycote™ Windshield & Boom-Rod	1 No.
13.	Wireless Lapel Mic (Sennheiser™ G3 or Equivalent)	1 No.
14.	Portable Audio-Mixer (Shure™, FB 33 or Equivalent)	1 No.
15.	Audio-Mixer (Sound Device™ 552)	1 No.

*[Handwritten Signature]*

16.	Hard Disc Recorder (Sound Device™ 702)	1 No.
17.	Hard Disc Recorder (Sound Device™ 744T)	1 No.
18.	9" Monitor (Sony™ L2 or Equivalent)	1 No.
19.	IID 9" Monitor (Sony™ or Equivalent)	1 No.

**N. B.:**

1. Suppliers are required to quote their rates against the respective Sl. No. mentioned in this Annexure-A & per Shift-Basis.
2. Attendant (s) to be provided by the Service-Providers along with the every unit.
3. The Maintenance of the equipment (s) has to be looked-after by the concerned Service-Provider.
4. You have to deliver the said equipment (s) at the N. S. D. Premises in technically intact condition in time and after the work is accomplished satisfactorily, the same will be taken back by yourself.

