

**E-TENDER  
FOR  
SUPPLY OF  
3D FILMS (SIDE-BY-SIDE FORMAT)  
AT  
NATIONAL SCIENCE CENTRE, DELHI.**



**NATIONAL SCIENCE CENTRE  
(NATIONAL COUNCIL OF SCIENCE MUSEUMS)  
NEAR GATE NO - 2, PRAGATI MAIDAN  
NEW DELHI – 110 001**

**National Science Centre**  
**(National Council of Science Museums)**  
**Ministry of Culture, Govt. of India**  
**Bhairon Marg, Near Pragati Maidan**  
**New Delhi-110001**

**NSCD/18011/E-Tender No -14/ 2019-20**

On-line Digitally signed e-tenders under QCBS (Quality and Cost Based Selection) method are invited in two Bid System from the competent and eligible agencies who satisfy the eligibility criteria enumerated in the Tender Documents for **Supply of 3D Films (Side-by-Side format) at National Science Centre, Delhi**. Interested agencies may download the tender documents from the Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app>

Bid Document Published Date	05 <sup>th</sup> August 2019 (18:45)
Bid Document Download Start Date	05 <sup>th</sup> August 2019 (18:45)
Bid Document Download End Date	19 <sup>th</sup> August 2019 (14.00)
Bid Clarification Start Date	05 <sup>th</sup> August 2019 (18:45)
Bid Clarification End Date	16 <sup>th</sup> August 2019 (17.00)
Bid Submission Start Date	05 <sup>th</sup> August 2019 (18:45)
Bid Submission End Date	19 <sup>th</sup> August 2019 (14.00)
Technical (Techno-Commercial) Bid Opening Date	20 <sup>th</sup> August 2019 (15.00)
Date of Technical Presentation to be made at National Science Centre, Bhairon Marg, New Delhi – 110001	To be announced later on
Date of opening Financial Bid	To be announced later on

The online bid both Technical Bid and Financial Bid, should be uploaded by the due date and time as per the above schedule. The responsibility to ensure the same lies with the bidders. Off-line tenders shall not be accepted and no request in this regard will be entertained whatsoever. Online Technical Bid will be opened at the first instance in National Science Centre, Delhi at **15:00** on **20<sup>th</sup> August 2019** for technical evaluation as well as selection of technically acceptable offers. In the second stage, the Financial Bids of only the selected and techno-commercially acceptable offers will be opened. Decision of the Centre, regarding selection of eligible and qualified vendors / firms for opening the Financial Bid shall be final and binding on the bidders. Bidders may be present during opening of tenders.

NSCD reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever.

## Eligibility Criteria for Applying

1. Interested firms/tenderers must have experience of

- Total financial turnover of the firm/ tenderer should be 100 lakhs or more for past two financial years. Necessary papers and tax return acknowledgement received from the Income Tax department may please be attached.
- **3 (Three)** similar completed works (at least one of them should be in Central Government/ Central Autonomous Bodies/ State PWD/ Central Public Sector Undertakings) each costing not less than 40% of estimated cost.

**OR**

- **2 (Two)** similar completed works (at least one of them should be in Central Government / Central Autonomous Bodies/ State PWD/ Central Public Sector Undertakings) each costing not less than 60% of the estimated cost.

**OR**

- **1 (One)** similar completed work (in Central Government/ Central Autonomous Bodies/ State PWD/ Central Public Sector Undertakings) of aggregate cost not less than 80% of the estimated cost.
- **OEM or Authorised Seller/ Distributor (certificate to be attached)** of the films.

## Evaluation Methodology

Evaluation Methodology will have two stages:

Stage 1 – General cum Technical Bid & Presentation Evaluation

Stage 2 – Financial Bid Evaluation

### General cum Technical Bid Evaluation

The evaluation will involve validating the credentials submitted in the format as prescribed in Annexure 'E'. Credentials without valid proof will be invalid and will not be considered for eligibility. NSCD reserves the right to accept or reject proof of credentials at its sole discretion without having to give reasons to the Bidders thereof. The following weightage criteria will be adopted during technical evaluation:

Sl. No.	Evaluation Criteria/Parameter for Technical Presentation	Max. Score	Bidder's Score
1	Experience - The Agency's experience in the field of similar nature of work: Having successfully completed 3 similar projects-100% Having successfully completed 2 similar projects-75% Having successfully completed 1 similar projects-50%	15	
2	Relevance of film content to the subject required as listed in <b>Annexure 'E'</b>	15	
3	Brief description of the titles to be supplied along with a 3 min. trailer	40	

### Evaluation of Financial Bid

- a) The financial bid will be opened for only those bidders who will score minimum of 65% in the technical bid evaluation.
- b) The bidder with the individual lowest financial bid (L1) will be awarded 100% score.

- c) Financial Scores for other than L1 bidders will be evaluated using the following formula:  
Financial Score of a Bidder =  $\{(\text{Financial Bid of L1} / \text{Financial Bid of the Bidder}) \times 100\}\%$   
(Adjusted to two decimal places)
- d) Only fixed price financial bids indicating total price for all the work/services specified in this bid document will be considered.
- e) Details of the taxes and duties livable on the basic cost to be indicated clearly in the financial bid.

**Combined Evaluation of Technical & Financial Bids**

- a) The technical and financial scores secured by each bidder will be added using weightage of 70% and 30% respectively to compute a Composite Bid Score.
- b) The bidder securing the highest Composite Bid Score will be declared as the Best Value Bidder for award of the Project.

In the event, composite bid scores are “tied”, the bidder securing the highest technical score will be declared as the Best Value Bidder for award of the Project.

## CHECKLIST

Check list of Tender No. NSCD/18011/E-Tender No – 14 / 2019-20 **Supply of 3D Films at National Science Centre, Delhi.**

Sl. No.	Description	Yes	No
01	Whether E-Tender uploaded on Central Public Procurement Portal of Govt. of India in two parts ( i.e. Technical & Commercial) separately. (Please note that one set of original signed Technical bid must be delivered at NSC, Delhi before the time of bid opening).		
02	Whether Tender documents carefully studied & understood.		
03	Whether Tender documents duly signed and stamped on all pages is scanned and uploaded as Part – I of the Tender in Central Public Procurement Portal.		
04	Whether Declaration regarding Non-relation, duly signed and stamped, and scanned copy of the same uploaded as Part – I of the Tender in Central Public Procurement Portal. <b>Annexure-C</b>		
05	Whether Declaration certifying that there is no extra conditions quoted in the Offer Form duly signed and stamped, and scanned copy of the same uploaded as Part – I of the Tender in Central Public Procurement Portal. <b>Annexure-C</b>		
06	Weather Earnest Money of <b>₹75,000/-</b> submitted Online Demand Draft No. ....dated..... and Scanned copy of DD uploaded as Part – I of the Tender. Please note that the original DD should be couriered /hand delivered to NSC Delhi / Online payment details shall be sent to NSCD before last date of submission of the tender document.		
07	Did you visit the actual site for execution of the work/supply before submitting the Tender		
08	In order to qualify the technical stage of the bid, selected tenderer will be called for presentation at NSC Delhi with sample work as per Annexure 'D'. (sample film trailer to be submitted at the time of presentation)		

Date:

Signature of the Tenderer

Place:

Official Seal

## General Information and Instructions

1. The instruction given herein will be strictly binding on the tenderers and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the tenderer are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instruction given in “**Annexure-A**” for “**Instruction for Online Bid Submission**” should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
5. Bid should be submitted along with the **Earnest Money of ₹75,000/- (Rupees Seventy Five Thousand Only)** by way of crossed Demand Draft / Pay Order on any commercial Banks or payment online by NEFT/RTGS payable in favour of “**NATIONAL SCIENCE CENTRE, Payable at DELHI**”. Earnest Money deposit in the form of Bank Guarantee / Bond or any other instrument shall not be accepted and shall be rejected straightway. Earnest Money deposits in respect of such offers which are not accepted will be returned to the bidders within 30 working days from the date on which the final decision is taken about the source from which the items under tender are to be procured or within 2 (two) months from the date of the opening of the tenders, whichever is earlier. No interest will be paid on the Earnest Money deposited with the Council. Earnest Money deposit in respect of the successful bidders will be retained with the NSCD until entire execution of the order as per terms of the tender. If the successful bidder fails to execute the order strictly as per the NSCD's specification in full or part within the stipulated delivery period of the purchase order, the Earnest Money deposit retained with the NSCD shall be forfeited forthwith after cancellation of the concerned order. In case of non-receipt of EMD, the Tenders are liable to be rejected.
6. **Validity of Bids:** The Bids should remain valid for 90 days from the date of bid opening.
7. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected. Non-compliance of applicable General Information and Instruction will disqualify the Bid.
8. The tenderers should have Digital Signature Certificate (DSC) for filling up the Bids. The Person signing the tender documents should be authorized for submitting the on line e-tender.
9. The Financial Bid (BOQ) shall be filled in and signed by the authorized signatory online as per Proforma “**Annexure-G**” available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line Financial Bid shall not be accepted.
10. **Tender must be uploaded on-line in two separate sets - namely Set – 1 (Technical) on Central Public Procurement Portal. The contents of Cover shall be as follows:-**

### **Set - 1**

- i) Technical (Techno-Commercial) BID duly filled-in and signed with official stamp. (as per Annexure-E format)**
- ii) General Terms & Conditions (as detailed in Annexure-B) duly signed with official stamp as a token of acceptance**
- iii) Scanned Copy of the current and valid Trade License and Dealership Certificate as applicable.**
- iv) Scanned Copy of ITR filed acknowledgement issued by Income Tax Department.**
- v) The 'Declaration' duly signed with official stamp (as detailed in Annexure-C).**
- vi) Scanned copy of Demand Draft / details of online payment for ₹75,000/- (Rupees Seventy five Thousand Only) as Earnest Money Deposit.**

### **Set - 2**

- i) The Financial Bid ( as per Annexure-G) i.e. Schedule of Price Bid in the form of attached BOQ Proforma shall be duly filled in, digitally signed and uploaded online by the bidder.**

N.B. : The bidders shall consider the prevailing tax rates while quoting the rates. However, in the event of any changes in the statutory taxes and duties, the rates applicable at the time of payment shall be made by the competent authority of the NSC, Delhi against submission of supporting documentary evidence.

**11. Order shall be placed in favour of agency who has offered the individual lowest rate.**

**12. The authorities of National Science Centre, Delhi who does not bind themselves to accept the lowest tender, reserves the right to reject or accept any or all tenders wholly or partially without assigning and reason whatsoever.**

NATIONAL SCIENCE CENTRE  
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Bhairon Road, Near Gate No. 2, Pragati Maidan,  
**New Delhi-110001**

**TENDER No. : NSCD18011/E-Tender- No – 14 / 2019-20**

**Instructions for Online Bid Submission**

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app> ) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

**SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.



- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS /e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Help desk.

## **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and 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.
- 3) 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 / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates, etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the Light Blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- 4) 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.
- 5) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys.
- 6) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) Upon the successful and timely submission of bids (i.e after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 8) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### ASSISTANCE TO BIDDERS

1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 233 7315.

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NATIONAL SCIENCE CENTRE  
(National Council of Science Museums)  
Bhairon Road, Near Gate No. 2, Pragati Maidan,  
**New Delhi-110001**

**TENDER No. : NSCD18011/E-Tender- No – 14 / 2018-19**

**GENERAL TERMS & CONDITIONS (GTC) FOR SUBMISSION OF TENDER for Supply of 3D Films at National Science Centre, Delhi, AS PER CENTRE'S SPECIFICATIONS.**

On-line digitally signed E-Tenders are invited from agencies having proven experience and capable in executing the work for **Supply of 3D Films at National Science Centre, Delhi**. Essential conditions of the Tender are as below:

1. **Submission of tender:** 'Technical Bid (Part - I)' as per format in Annexure 'E', should contain the following documents to establish the Bidder's eligibility to the bid and his qualification to perform the contract if his bid is accepted.
  - a) Bid should be submitted along with the **Earnest Money of ₹75,000/- (Rupees Seventy Five Thousand Only)** by way of crossed Demand Draft / Pay Order on any commercial Banks or payment online by NEFT/RTGS payable in favour of **"NATIONAL SCIENCE CENTRE, Payable at DELHI"**. Earnest Money deposit in the form of Bank Guarantee /Bond or any other instrument shall not be accepted and shall be rejected straightway. Earnest Money deposits in respect of such offers which are not accepted will be returned to the bidders within 30 working days from the date on which the final decision is taken about the source from which the items under tender are to be procured or within 2 (two) months from the date of the opening of the tenders, whichever is earlier. No interest will be paid on the Earnest Money deposited with the Council. Earnest Money deposit in respect of the successful bidders will be retained with the NSCD until entire execution of the order as per terms of the tender. If the successful bidder fails to execute the order strictly as per the NSCD's specification in full or part within the stipulated delivery period of the purchase order, the Earnest Money deposit retained with the NSCD shall be forfeited forthwith after cancellation of the concerned order. In case of non-receipt of EMD, the Tenders are liable to be rejected.
  - b) The issued bid document (excluding BOQ), signed on each page by the authorized signatory of the bidder.
  - c) Attested copy of the firm's partnership/ proprietorship deed/Memorandum of Association.
  - d) Power of Attorney in favor of the person signing the bid.
2. The firm must have valid TIN/GST/PAN Nos, Registration Certificates.
3. The successful tenderers shall submit the following documents within **7 (seven)** days from the date of placement of the order
  - a) Duplicate copy of the work order duly signed and stamped by the tenderer as a token of acceptance of the order.

4. In case, the successful tenderer refuses to accept the offer after finalization or does not comply with the Clause No.3 within 7 (seven) days from the date of placement of the order as per the finalized and accepted terms & conditions, the order shall be cancelled forthwith without any further reference and the EMD will be forfeited.
5. The authorities of the Centre reserve the right to amend, alter or modify the terms & conditions or quantities mentioned above if necessary.
6. The successful tenderer shall not under any circumstances whatsoever transfer wholly or partially this contract/agreement to any other person(s) firm/company or assign the contract/agreement or benefits of this contract/agreement to any other party for any reason whatsoever. Otherwise this contract/agreement will automatically stand cancelled.
7. The successful tenderer shall obtain necessary trade and other licenses as may be required to carry on the tendered job and shall also be responsible for compliance of all rules and regulations including the Contract Labor Regulations which may be in force from time to time by the appropriate authority at his/their own cost.

**8. FORFEITURE OF EMD:**

In case the successful bidder fails to furnish security deposit or fails to submit the required documents at the time of agreement or does not turn up for agreement within the prescribed time limit, the EMD of the bidder shall be forfeited and the tender approval shall be cancelled.

**9. PAYMENT TERMS**

No advance payment shall be made by this Centre under any circumstances. Online Payment shall be released within 30 days after satisfactory supply of the material and submission of Pre-receipted Tax-Invoice duly supported by receipted challan and satisfactory inspection certificate issued by the competent authority of the Centre.

**10. TIME OF COMPLETION:**

Time is the essence of this contract. The entire supply shall be completed within **15 days** from the date of placement of order.

**11. PENALTY CLAUSE**

Every effort should be made to complete the supply by the successful tenderer within the specified time schedule. In case the firm fails to comply with within the specified time schedule as per the finalized and accepted terms and conditions, the Centre shall have the right to either impose penalty (2% per week, subject to maximum of 10% of the quantum of work) or cancel the order. The decision of the Centre in this regard shall be final and binding on the successful tenderer.

12. All disputes and differences between the successful tenderer and the Centre of any kind except quality of workmanship and materials whatever arising out of or in connection with the order on the carrying out the work (whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the terms and conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director General, National Council of Science Museums, whose decision in this regard will be final and binding on both the successful tenderer and the Centre.
13. The provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or reenactment thereof and of the rules made under there for the time being in force shall apply to arbitration proceedings under this Council.
14. The Centre will not be responsible for any injury in and out of work places to any of the employees of the tenderer.

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**TENDER No. : NSCD/18011/E-Tender No – 14 / 19-20**

**DECLARATION-I**

We do hereby accept the “General Terms & Conditions” as provided by the National Science Centre along with the Tender documents for **Supply of 3D Films (side-by-side format) at National Science Centre, Delhi** and also under take to execute the job strictly as per the technical specifications of National Science Centre as provided along with the tender documents, in the event of placement of any order on us. The Centre shall be at liberty to cancel the order in full or in part the event of failure of any of the above declaration made by us.

Signature of the Bidder / Constituted Attorney

**DECLARATION-II**

This is to certify that I/We have no close relative as an employee of the National Council of Science Museums (close relatives means: Father, Mother, Brother, Sister, Son, Daughter and Spouse) nor any such close relatives are associated with us as proprietor/partner/share holder/ director and like.

Signature of the tenderer

Address:

Official seal with date

**SCOPE OF WORK & TECHNICAL SPECIFICATIONS FOR SUPPLY OF  
3D FILMS (SIDE-BY-SIDE FORMAT)  
AT  
NATIONAL SCIENCE CENTRE, DELHI**

**Details about the existing installed system**

- The present installed system is having a capacity of 50 visitors.
- The 3D hall is having rear projection system. The projection screen size is 12 ft x 8ft.
- Passive stereoscopic polarised glasses are used for viewing 3D films played using a high end computer system with dual display supported graphic card. The film is projected using side-by-side technology via two projectors.
- The present system is having 5.1 audio systems managed by an amplifier.

**Scope of Work**

- To supply 3 years licenses of 3 nos. of 3D films compatible to our present installed system.
- All the films may be preferably bilingual (Hindi & English) and licenses should be valid for all the Centres of North Zone which are National Science Centre, Delhi (NSCD), Regional Science City, Lucknow (RSCL) , Kurukshetra Panorama & Science Centre, Kurukshetra (KPSC), & Sub Regional Science Centre, Palampur(SRSC).
- All the films should be compatible to existing setup as described above.
- Supplied films should be based upon the scientific content. Indicative topics are mentioned below:
  - Biology
  - Physics
  - Chemistry
  - Pre-Historic Life
  - Space Exploration
  - Environment
- The duration of each film should be 15-20 minutes.
- The resolution of the films should be FHD (1920x1080) or more.
- All the three films should be of different topics.
- The bidders may offer more options of titles on the relevant topics from which 3 will be finally selected.

**National Science Centre**  
**National Council of Science Museums**  
**Ministry of Culture, Govt. of India**  
**Bhairon Marg, Near Pragati Maidan**  
**New Delhi**

**TENDER No. : NSCD/18011/E-Tender No - 14 / 19-20**

**TECHNICAL (Techno-Commercial) BID**

Notes: **ALL PARTICULARS / INFORMATIONS SHOULD BE GIVEN IN THE FOLLOWING FORMAT WITH COMPLETE DETAILS.**

1.	Name of the Bidder	:	
2.	Mailing address of the Bidder with PIN/ZIP Code	:	
3.	Contact details	:	
	Telephone numbers(s)	:	
	Mobile	:	
	Fax number(s)	:	
	E-mail address	:	
	Website	:	
4.	(i) Background details of the Bidder (Profile of the agency / consortium establishing their Status)		
5.	Name and Address of the Vendor to whom the order will be placed		



6.	Past experience in relevant field during past 3 years giving details of established clients, especially Government agencies. Submit satisfactory work completion certificate issued by Government agencies, if any.	:	
7.	Submit the documentary evidence of Execution/completion of latest work of similar nature and magnitude.	:	
8.	Proof of financial status of the Firm. Audited Balance Sheet for last 3 years indicating total turnover as well/Income tax returns of previous five assessment years. (submit documentary evidence)	:	
9.	Manpower set up of the firm and qualification of professionals.	:	
10.	Any recognition/appreciation/award for projects done by agency/firm	:	
11	In order to qualify the technical stage of the bid, selected tenderer will be called for presentation at NSC Delhi with sample film as per annexure 'D'. (film trailer of 3 min. duration to be showcased at the time of presentation)	:	

I/We hereby declare that the above statements are true. I/We also declare that the decision of NSCD regarding selection of eligible firms for submitting/opening of Tender Document (Financial Bid) shall be final and binding on me/us.

**Dated:**

**Official Seal and Signature  
of the Agency/Tenderer**

BANK DETAILS OF NATIONAL SCIENCE CENTRE, DELHI

Name of the Account Holder	NATIONAL SCIENCE CENTRE, DELHI
Account No.	2417101004100
Bank Name	CANARA BANK
Bank Address	6, Bhagwan Das Road, New Delhi
IFSC Code	CNRB0002417
MICR Code	110015045
Type of Account	Saving Account
Branch Code	2417
GST Number	07AAAAN2541C1Z5