

GOVERNMENT OF ARUNACHAL PRADESH  
DEPARTMENT OF INDIGENOUS AFFAIRS  
CHIMPU, ITANAGAR

Quotation Notice

No. DIA/DIR-171 /2022.

Dated 21.12.2022.

Sealed quotations are hereby invited from the local authorized firms for **Animation Movie making of Nyishi version (Cyar Doger Evolution of Universe & Niya Koo of Abotani)**, under Department of Indigenous Affairs , Govt. of Arunachal Pradesh, Itanagar as per title and specification given:-

Sl. no	NAME OF THE WORK	DURATION OF WORKS	Total projects Cost
1	<b>Animation Movie making of Nyishi version (Cyar Doger Evolution of Universe &amp; Niya Koo of Abotani)</b>	<b>1 (One) Years May be extended further.</b>	<b>75.00 Lakhs (Total Project Cost. CFY B.E 2022-23 is restricted to 25.00) Lakhs.</b>

The sealed quotations along with the other terms and conditions can be obtained from the office of the Directorate of Indigenous Affairs, Chimpu, Itanagar, Arunachal Pradesh on every working day w.e.f 21.12.2022.

Sealed quotations shall be received in the office of the Directorate of Indigenous Affairs Department, Chimpu, Itanagar, Arunachal Pradesh on every working day upto **1600 hrs**. The last date for receiving of the quotation will be 10.01.2023 upto **1200 hrs** and the same will be opened on the same day at **1530 hrs** by the committee / board for finalization of rate.

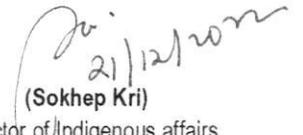
The envelope containing the quotation should be sealed and clearly super scribed with the words **as given above at Sl. No. 1** addressed to the office of the Directorate of Indigenous Affairs Chimpu, Itanagar, Arunachal Pradesh.

Sd/-  
**(A.K Singh) IAS**  
Secretary (DIA)  
Govt. of Arunachal Pradesh,  
Itanagar.

Memo. No. DIA/DIR-171/2022

Copy to:

1. The Secretary, DIA, Govt. of Arunachal Pradesh. Itanagar for information please.
2. The FAO, DIA, Govt. of Arunachal Pradesh. Itanagar for compliance please.
3. Notice Board.
4. Office copy

  
**(Sokhep Kri)**  
Director of Indigenous affairs  
Govt. of Arunachal Pradesh,  
Itanagar.

## Profile of the Firm

SL.NO	Particulars	Details
1	2	3
1	Name of firm/Venders/Individual	
2	Name of Proprietor/Individual	
3	Name of the Manager	
4	Address with PIN Code	
5	Mobile Number	
6	E-mail ID	
7	<b>Bank Details :</b>	
	a - Bank Name	
	b - Branch	
	c - Account Number	
	d - IFSC Code	
8	Aadhaar number (photo copy must be attached)	
9	GST Registration Certificate. (Photo Copy must be attached)/ If applicable.	
10	Valid Trading license (photo copy must be attached ) / If applicable	

Signature:

Name:

Seal of the Firm:

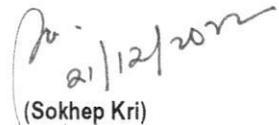
## TERMS AND CONDITION

1. Quotations document duly completed in all respect should be submitted in one large envelope marked as **given above at Sl. No. 1.**
2. Sealed quotation should be addressed to Director, Department of Indigenous Affairs, Itanagar and drop in the Sealed Quotation Box kept in the office chamber of Dy. Director, Department of Indigenous Affairs, Chimpu, Itanagar, Arunachal Pradesh.
3. No separate receipt will be given on submission of the Quotation.
4. Production of Animation movie making should be submitted to the Department of Indigenous Affairs and Copyright should be with the Department of Indigenous Affairs after completion of work.
5. Documentation should be submitted in Animation movie form.
6. Work progress may be submitted quarterly to the Department of Indigenous Affairs.
7. All pages should be stamped and signed by the authorized persons.
8. All pages should be numbered.
9. All documents are legible (Clearly readable).
10. No quotation shall be entertained after 1200 hrs of **10.01.2023**.
11. The bidder shall deposit EMD @1% of the bidding amount in the form of DD/FD in favor of Director, Indigenous Affairs, Govt. of Arunachal Pradesh.
12. The selected firm/Individual shall submit performance security @3% of the bid amount in favor of Director, DIA in form of DD/FD having validity of at least 45 days from the completion of the project.
13. The performance Security shall be forfeited if the bidder fails to comply the terms and conditions stipulated in the bid.
14. The bidder shall have to submit the audited financial statements for the last 3 financial years in case of registered Society and submit bank statement of last 1 year in case of firm/trading license/Individual.
15. The bidders shall have to submit the Solvency Certificate from any scheduled bank.
16. **Sealed Envelope of Quotation should be contained the following documents :-**
  - a. Quotation documents with all pages signed and sealed by the Firm/Individual.
  - b. Copy of the Permanent Account Number (PAN) allotted by the Income Tax Department to the firm & individual both applying for the Quotation.
  - c. Copy of the Aadhaar Number.
  - d. Copy of Valid Trading license up to date./ Society Registration Certificate/ Individual Profile .
  - e. Profile of the Firm/ Individual as per Annexure "A".
  - f. GST Registration Certificate.
  - g. Work experienced related to research work on tribal culture and film making / documentary on indigenous culture of A.P.
  - h. The Firm/ Individual must fulfill entire qualification requirement as stated above. In case of non-fulfillment of any one of the qualification requirements by the Firm/Individual the quotation of the particular Firm shall be rejected without any further notice..
17. **SCOPE OF WORKS :-**
  - a. Extensive Research on **Animation Movie making of Nyishi version (Cyar Doger Evolution of Universe & Niya Koo of Abotani)** should be undertaken during the carry out above mentioned work.
  - b. The draft synopsis in written form should be enclosed on above mentioned research Topics during the submission of NIQ.
  - c. Documentation should be in Animation Movie form with HD Picture Quality.
  - d. Duration of Animation Movie will be of 30 to 40 Minutes.
  - e. The script of the Animation movie should be submitted to DIA along with audio/video after completion of the work.
  - f. The quality of the Work should be as per satisfactory of the Director of Indigenous Affairs.
18. **PAYMENT TERMS :-**
  - a. The sanctioned fund will be released by the department as per the proportionate progress of the work in 2 (two) installment of allocated fund provision during the year.

19. **TDS CLAUSE :-**
- a. At the time of payment TDS on GST and other Govt. levies applicable on bill as per Govt. instruction issued time to time shall be deducted.
20. **AWARDING OF WORK ORDER / OFFER LETTER.**
- a. The quotations will be evaluated on overall basis of requirement & experience of the firm/Individual profile.
- b. The Director, Department of Indigenous Affairs shall send the proceedings of the quotation approval with their comments and recommendation to the Secretary, Department of Indigenous of Affairs for approval.
12. **OTHER CONDITIONS:-**
- a. Before submission of the quotation, Firms/Individual are required to make themselves fully conversant with the scope of the work, technical requirements and specification etc. so that no ambiguity arises later on.
- b. Quotation is non transferable. Subletting the work or any part to any other firm/Individual is not allowed/ permissible. Conditional quotation of any type will not be accepted and rejected summarily.
- c. All entries in the quotation should be legible and filled clearly. Any over writing or cutting which is unavoidable shall signed by authorized signatory. Use of correction fluid anywhere in quotation is prohibited. In case use of correction fluid is noticed any where in quotation then such quotation shall be liable for rejection. All amounts shall be indicated both in words as well as in figures where there is difference between words and figures the amount quoted in words shall prevail.
- d. In case of any dispute, the decision of Government of Arunachal Pradesh will be deemed final & binding.
- e. The Director, Department of Indigenous Affairs reserves the right to reject any or all application without any reason.
13. The other conditions which are not specified here shall be as per GFR 2017.

**LIST DOCUMENT REQUIRED**

1. **Sealed Enveloped of Quotation should be contained the following documents :-**
- a) Quotation documents with all pages signed and sealed by the Firm/Individual .
- b) Copy of Permanent Account Number (PAN) allotted by Income Tax Department to the firm & individual both applying for the quotation.
- c) Copy of Aadhaar Number.
- d) Copy of Valid Trading License/ Society Registration Certificate.
- e) Profile of the Firm/ Individual as per Annexure "A".
- f) GST Registration certificate. If applicable.
- g) Work experience certificate related to research.
- h) Bank Solvency Certificate.
- i) Audited Financial Statement for Last 3 Years or bank statement of last 1 year for firms/Individual.
- j) EMD @1% .
- k) Performance Security @3%.

  
(Sokhep Kri)

Director of Indigenous affairs  
Govt. of Arunachal Pradesh,  
Itanagar.

TENDER PAPER TO BE FILLED UP BY THE BIDDER (Applicant)

**1. FOR MAKING FEATURE FILM:**

**COMPONENT (a):-**

Fees for Scripts writer :-.....

Fees for Cine script (Screen Play) writer:-.....

Fees for Director:-.....

Fees for Asstt. Director:-.....

Fees for Production Manager:-.....

**COMPONENT (b): HIRE CHARGES FOR SHOOTING TEAMS AND EQUIPMENTS:**

(Rate on per day/per shift basis)

Light Team and Equipments:-.....

Sound Team and Equipments:-.....

Camera Man :-.....

Asstt. Camera man :-.....

Main Camera man :-.....

Drone Camera :-.....

Makeup artists/Team :-.....

Costumes & Dresses Team :-.....

Environment setting team :-.....

Junior Character Artists Team:-.....

Spot boy Fees :-.....

Editor charges :-.....

Main Actor Male Fees :-.....

Main Actor Female Fees :-.....  
Lyricist Charge per Song :-.....  
Song Composer charge per song :-.....  
Singer fees, per song basis :-.....

**COMPONENT (c) ; STUDIO CHARGES FOR BACKGROUND MUSIC & SONG Etc.**

( Rate per hour basis)

Playback music composing and Recording :-.....  
Dialogue Dubbing :-.....  
Sound, Music Mixing :-.....  
Songs Recording :-.....  
Editing :-.....

**COMPONENT (d) TRANSPORTATION & FOOD AND LODGING:**

Transportation:-.....  
Vehicle hire charges per day per vehicle basis :-.....  
No. of person during shooting/recording etc :-.....  
Fooding per day per person :-.....  
Lodging per Night per person basis :-.....  
Contingency charges :-.....

**Certified that above rate and statement furnished by me are as per the prevailing market price rate.**

Signature of the Bidder with Seal. -