



## **CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)**

No.259/VCD/CDIT/2020-2021

14.08.2020

### **NOTICE INVITING QUOTATION/EXPRESSION OF INTEREST**

**Subject: - Inviting Quotations for Hiring of Video Production equipments & Expression of Interest from Creative Agencies for Empanelment- reg**

C-DIT, Video Communication Division, Gorkhy Bhavan, Vanross Junction, TVM -695034 is inviting sealed quotations from Service Provider Agencies on hiring basis in the 8 Categories ( a –h) viz

**I)**

- a) **Sound system**
- b) **Stage Lighting equipments**
- c) **Multi camera Shooting setup**
- d) **Diesel Generator (sound less)**
- e) **Videography Equipments**
- f) **Outdoor light units**
- g) **LED video walls**
- h) **Optical Fiber Cabling**

And invite **Expression of Interest from Creative Agencies/ individuals** in the following 8 categories ( a-h)

**II)**

- a) **Social media Posters and other creative**
- b) **Posters, Bill Boards and Hoardings**
- c) **Designing of Newspaper Advt**
- d) **Designing of Brochure, leaflets, infographics and flyers**
- e) **Audio creative**
- f) **Designing of logo /tag line**
- g) **Freelance Animators/Illustrators**
- h) **Online Media Promotion**

### **TERMS AND CONDITIONS**

1. The rate should be quoted in figures separately, which shall remain valid for a minimum period of two years and may be extended mutually thereafter.
2. Although we seek to hire equipments for all districts. The party can quote for districts as per their choice. No additional cost will be provided for journey expenses for delivering services to CDIT offices.
3. The rate should be quoted in the enclosed format with firm's letter pad specifying the Makers

4. While submitting the quotation, bidders have to indicate the firm's Registration No., period of validity, GST Registration No. photo copies there of as proof of evidence.
5. Name and address of the bidder's firm should be mentioned clearly I.e, Name, House/Building No. Pin code No. etc on the cover.
6. The **sealed Quotations and Expression of interest ( Eol)** should reach by post by **5pm on 05 September 2020** to the **Deputy Director, CDIT, Video Communication Division, Gorkhy Bhavan, Vanross Junction, Thiruvananthapuram- 695 034.** (For details, contact 9447886486, 9567082288 )
7. **The quotation will be opened in the office of the CDIT Video Communication Division, Gorkhy Bhavan, Van Ross Junction, Thiruvananthapuram -695034 at 11.00 AM on 09/09/2020,** in the presence of representatives of bidders firm, if they desires so.
8. The Registrar, C-DIT, reserves the right to reject any or all the quotations without assigning any reason.
9. Bidders should have to maintain specification of items once they have quoted the rates on acceptance of quotation throughout validity period.
10. Statutory deductions will be made from the source as per rules.
11. The envelop should be super scribed with "**Quotation for Hiring of – “ and Expression of Interest for---** The Specified Item mentioned in the subject with Code ( A, B, C to H") and have to submit separate quotations/ Eol for each of the segments ( form for the submission of quotation attached in each category) . However, if the agency desires to quotation or submit Eol for more than one category, all quotations /applications can be enclosed in one single envelop and submit.
12. The selected bidders have to submit separate bills for each of the works awarded to them against duly signed work order received from CDIT. The payment for the hiring shall be made by Cheque. No advance payment will be made.
13. Free delivery of equipments at CDIT offices located in Trivandrum, Ernakulam & Kannur have to be made by the selected parties. Details of supply of the materials on hired basis will have to be clearly mentioned in the work order of each programs.
14. Any other terms and conditions /cost shall be clearly stated in the quotation/Eol and shall not be binding unless mutually agreed.
15. In the case of selection of Creative Agencies for empanelment, preference will be given to Startup companies.
16. Interested agencies /individuals should submit separate application format for each category **I and II ( a-h) - Application format given in website**

Sd/-

**DEPUTY DIRECTOR**

**COPY TO:-**

1. CDIT Website ([www.cdit.org](http://www.cdit.org))

**(A) QUOTATION FOR HIRING :- SOUND SYSTEM**

<b>Sl No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
1	Wireless Head Worn Mic				
2	Wireless Handheld Mic				
3	Wireless Lapel Microphone				
4	Wireless In Ear Monitor				
5	Studio Monitor				
6	Digital Audio Mixer 24 Channel				
7	Analogue Audio Mixer – 24 Channel				
8	Equalizer for Stage Monitor				
9	Stage Monitor				
10	Gooseneck Microphone				
11	Audio Splitter				
12	Sound Recordist				
13	Assistant (Call sheet basis)				
14	PA system 2000 Watts				
15	PA System 5000 Watts				
16	PA System 10000 Watts				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

1. Period of Validity of Tender : 3 (Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

**Signature**

**with Rubber Stamp & Full Address**

**(B) QUOTATION FOR HIRING:- STAGE LIGHTING EQUIPMENTS**

<b>Sl No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
1	PAR Cans				
2	LED Pro Wash				
3	Profile Spot				
4	Moving Head				
5	Sharp				
6	Fresnel Spot				
7	Haze Machine				
8	Smoke Machine				
9	Follow Spot				
10	DMX Dimmer Pack				
11	Digital Control Desk				
12	Blinder				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

Period of Validity of Tender : 3 (Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

**Signature**

**with Rubber Stamp & Full Address**

**( C ) QUOTATION FOR HIRING - MULTICAMERA SHOOTING SETUP**

- If the bidders have multiple camera options separate quote may be furnished in the same envelop with all technical specifications in detail.
- The bidders should have clearly mention the number of Assistants required for 5 cam/7 cam shoot.

Sl No	Description	Daily Rate	Weekly Rate	Monthly Rate	Remarks
1	HD Multi Camera unit (7 Cam) with standard dutch head tripods				
2	Wide angle Lens				
3	Tele Lens				
4	Master Switching Unit /CCU with all connectors/cables				
5	HD Mixer 8 or 10 Source				
6	HD Mixer 4 source				
7	Multi Viewer Monitor				
8	Final Monitors				
9	Hard disk Recording Unit				
10	Talk Back System (11 Channel talk back unit, headphones)				
11	40 ft Dutch Head Jimmy Jib with track				
12	Batta of camera assistant ( call sheet basis)				
13	Camera Person				
14	Online Editor				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

Period of Validity of Tender : 3(Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

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**(D) QUOTATION FOR HIRING:- DIESEL GENERATOR ( SOUND PROOF)**

\* The **bidders** must possess a valid electrical license.

<b>Sl No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
1	20 KVA Generator with change over switch				
2	42 KVA Generator with change over switch				
3	60 KVA Generator with change over switch				
4	125 KVA Generator with change over switch				
5	250 KVA Generator with change over switch				
6	Operator Batta ( Call sheet basis)				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

Period of Validity of Tender : 3(Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

**Signature**

**with Rubber Stamp & Full Address**

**(E) QUOTATION FOR HIRING:- VIDEOGRAPHY EQUIPMENTS**

<b>SI No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
<b>CAMERA UNITS</b>					
1	Sony FS 7				
2	Sony FS 5				
3	Panasonic P2				
4	Sony NX cam				
5	Sony PXW 500				
6	Sony Z90				
7	Sony A7 S II				
8	Sony A7 S III				
9	Sony Alpha A9				
10	Sony Alpha A 9II				
11	Panasonic Lumix Camera				
12	Canon 1DX				
13	Canon Eos R 2000				
14	Canon 5D Mark IV				
15	Canon 5D Mark III				
16	Canon 6D				
17	Canon 70 D				
18	Helicam DJ Inspire with operator				
19	Helicam Phantom 4 with operator				
20	Helicam Mavic Pro				
21	GoproHero 4 black				
<b>LENS UNITS</b>					
22	28 -135 (f2)				
23	70-200 (2.8)				
24	100 -400 (IS)				
25	135 MM (f2)				
26	100 macro (2.8)				
27	85 (1.4)				
28	35 (1.4)				
29	85 (1.8)				
30	50 (1.4)				
31	50 (1.8)				
32	14 (2.8)				
33	24 -70(2.8)				

34	24 -105				
35	11 - 16				
36	Zeiss CP3 lens kit (15 mm,25mm,35mm, 50 mm, 85 mm,135 mm)				
<b>ADDITIONAL EQUIPMENTS/ FACILITY</b>					
37	Heavy duty liquid head tripod				
38	Liquid head light weight tripod				
39	Gimbal unit/ Crane 2 or higher version				
40	Heavy duty slider unit for professional camcorders				
41	Slider unit for DSLR camera				
42	Rig Unit				
43	Rig( Matbox)				
44	Lilliput 7" 4K Monitor				
45	24" Director Monitor				
46	ND Filters				
47	LED lights				
48	Camera Assistants (Call sheet basis				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

Period of Validity of Tender : 3(Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

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**with Rubber Stamp & Full Address**



**(F) QUOTATION FOR HIRING:- OUT DOOR LIGHT UNIT**

<b>SI No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
<b>FULL UNIT PACKAGE</b>					
1	Generator Unit 62 KVA				
2	Par Light/M 40 – 1 Nos with stands				
3	Kino (4) Bank – 3 Nos with stands( Warm & Blue)				
4	2 KV -3 Nos with stands				
5	1KV – 3 Nos with stands				
6	Baby (1000) – 3 Nos with stands				
7	Junior – 3 Nos with stands				
8	Full unit track & trolley (1)				
9	Skimmer Rad - 10 X 10 – (1)				
10	L Rad				
11	All other accessories such as – Dimmer Pack/Stand/Flag/ All Frames/ Sand Bag/ Grip head				
<b>MINI UNIT PACKAGE</b>					
<b>SI No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
12	Generator Unit 10 KVA/7 KVA				
13	Par Light 1.8 – 1 Nos				
14	Kino 4 Bank - 2 Nos (Warm & Blue)				
15	Baby (1000) – 1 Nos				
16	1 KV – 1 Nos				
17	Mini Van without fuel				
<b>PIECE LIGHTS</b>					
<b>SI No</b>	<b>Unit Items</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>	<b>Monthly Rate</b>	<b>Remarks</b>
18	PAR – M40 & stands				
19	PAR -4K with filter & stands				
20	Baby – 650 with stands				
21	Baby – 300 with stands				
22	Joker Light				
23	Kino 2 Bank				
24	Kino 6 Bank				
25	Crane - Big				

26	Crane – Small				
27	Skimmer Rad - 12 X 12				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

Period of Validity of Tender : 3(Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

**Signature**

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**(G) QUOTATION FOR HIRING :- LED VIDEO WALL**

<b>Sl No</b>	<b>Unit Items</b>	<b>Square Feet Daily Rate</b>	<b>Square Feet Weekly Rate</b>	<b>Square Feet Monthly Rate</b>	<b>Remarks</b>
1	LED Video Wall P2				
2	LED Video Wall P3.2				
3	LED Video Wall P4				
4	Watch out software				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

2. Period of Validity of Tender : 3(Three) year from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

**Signature**

**with Rubber Stamp & Full Address**

**(H) QUOTATION FOR HIRING :- Optical Fiber Cabling**

<b>Sl No</b>	<b>Unit Items</b>	<b>Daily basis</b>	<b>Weekly Basis</b>	<b>Monthly Basis</b>	<b>Remarks</b>
1	Optical fiber cabling charges (Kilo meter charges)				
2	Digital Decoder/ Encoder (unit rate)				
3	Other connectivity charges				
4	SDI to fibre Convertor				
5	SDI to HDMI Convertor				
6	SDI to Analog Convertor				
7	UP Down convertor				
8	SDI Splitter unit				

The maker name / year of purchase of the equipment should be indicated against each item in the **remarks** columns.

3. Period of Validity of Tender : 3 (Three year) from the date of opening of quotations.

Name of Firm :

Full Address :

PAN No :

GST No :

**Signature**

**with Rubber Stamp & Full Address**