

GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION AND CULTURAL AFFAIRS
AGARTALA

No.F.76(37)-ICA/2023/Cul

Dated, Agartala, the 13th October,2023

NOTICE INVITING SHORT QUOTATIONS
FOR WEBCASTING OF “MAAYER GOMON –CARNIVAL, 2023”

Sealed Quotation in two (2) bid system is hereby invited from the experienced Agencies/firm or any Professional Agency Webcasting/ live streaming on all social media platforms, LED Screens of ICA department and other Government departments of the entire procession of “MAAYER GOMON CARNIVAL, 2023” on 26th October 2023.

The detail information, terms & conditions and description, specification may be collected from cultural section of this Directorate on any working day between 11 a.m. to 4 p.m. till 18th October, 2023 or the same can be downloaded from the website www.tripura.gov.in and www.ica.tripura.gov.in.

The last date of submission sealed quotation is up to 4.00 p.m. of 18th October, 2023. Sealed quotation will be opened at 5.00 PM of 18th October, 2023 which may be changed with due intimation to all concerned.

Director
Information & Cultural affairs
Government of Tripura

1. Scope of Work:

- a. Webcasting/ live streaming on all social media platforms, LED Screens of ICA department and other Government departments of the entire procession of “MAAYER GOMON CARNIVAL, 2023” on 26th October 2023.
- b. Area of Coverage will be from post office Chowmuhani to Dashamighat and suggestive locations of camera will be

Sl. No	Location	Video/Still Camera
1	Post office Chowmuhani	1 full HD video camera with stand
2	Paradise Chowmuhuni (City Centre)	2 full HD video camera with stand, 1 wireless camera, 1 Jimmy Zip with camera, 1 Drone camera
3	Melarmath	1 full HD video camera with stand
4	Battala	1 full HD video camera with stand
5	Dashamighat	1 full HD video camera with stand

- c. Platforms and electricity connection will be provided by ICA department. The selected vender only needs to identify the place for the platform as per their convenient along with a official of ICA department.
- d. The selected vender needs to arrange all other required equipment, internet connection etc. for uninterrupted webcasting / live streaming and social media management for “MAAYER GOMON 2023” on 26th October 2023.
- e. For safety and uninterrupted webcasting / live streaming Vander needs to arrange for additional power backup on their own.
- f. Vendor needs to establish temporary and uninterrupted continuous communication system (not mobile conference) between all the camera location for observation and management of the entire rally.
- g. Vendor needs to Install 3 PTZ Camera apart from the entire scope of webcasting / live streaming in post office Chowmuhani for better management of rally.

- h. Vendors shall arranged for display the content of concern Club Pandal (30 second) if possible in live streaming when the Club contingent/tableaux passed through the centre point.

2.ELIGIBILITY:

Bidders need to submit all the required documents to meet the technical eligibly criteria.

- a. Relevant Trade Licence
- b. GST registration Certificate
- c. Pan Card
- d. Experience in coverage of minimum 5Government programme covering the period of 2022-23 and 2023-24 (up to 30th September, 2023) using **Multi camera, supported by work order from competent authority**

3. TERMS AND CONDITION

- A. Quotation shall have to be submitted in sealed cover addressed to theDirector, Information & Cultural Affairs Department, Government of Tripura, Gandhighat, Agartala within 5.00 PM of 18th October, 2023 positively.
- B. On the left side of the envelope last date of submission should be mentioned. The Quotations are likely to be opened on next working day at 3-00 p.m. if possible. Quotationers or their representatives may remain present at the time of opening of quotations. No separate invitation will be given to the bidders.
- C. The interested bidders shall submit the bids in 2 (two) parts, namely Financial Bid and the Technical Bid. The 2 bids should be put in 2 (two) separate sealed envelopes, indicating on the cover as to which one in the technical bid and which one is the financial bid. The 2 envelopes shall thereafter, be placed inside a larger sealed cover and the same may be submitted. The Technical Bid shall contain all details regarding the items offered by the bidder,

compliance of terms and conditions submission of documents etc, in other words, everything except the rate offered. **“The Financial Bid shall contain only the rate offered by the bidder.** While processing the bids, the technical bids will be open first and the eligible bidders meeting all requirements will be short-listed. Thereafter, financial bids of only short-listed bidders will be opened and the lowest bidder will be selected.

- D. Rate should be quoted in words and in figures. The percentage of Taxes or charges should be mentioned clearly and separately.
- E. Price should be quoted on for door delivery.
- F. Call/Demand Draft/On Demand Pay on any scheduled Bank for an amount of Rs.**6000/-** (Rupees Six thousand) only in favour of the Director, Information & Cultural Affairs Department, Government of Tripura as earnest money shall have to be furnished without which no quotation will be considered. The Draft should be attached with technical bid documents.
- G. Earnest money of the un-successful bidders will be returned after the finalization of the SNIQ.
- H. Earnest money of the successful bidder will be treated as security money process.
- I. The security money shall be forfeited in case of failure to execute the order within the stipulated period or any other breach of contract on the part of the successful bidder
- J. The quotation should submit to the Directorate of Information & Cultural Affairs Department, Government of Tripura Agartala, Gandhighat, West Tripura within 4.30 PM of 18th October, 2023 positively.
- K. . The Quotation received after the schedule time and date will be rejected.
- L. Income tax and GST will be deducted from the bill as per guidelines of the Govt /Society, if needed.

ANNEXURE-I

TECHNICAL BID FORM FOR WEBCASTING OF “MAAYER GOMON 2023” UNDER ICA DEPARTMENT.

1	Names & address of Regd. Office of Company / firm / Agency.	
2	Telephone No(s)	
3	Registration No. Company/firm/Agency & Nature of ownership	
4	Name, Designation, Address and Telephone No. of Authorized person	
5	Please specify as to whether Tenderer is sole proprietor/Partnership firm/ Private or Limited Company	
6	Name, Address and Telephone No. of Directors/Partners (please attach separate sheet.)	
7	Name, Address & Contact No. of Branch Office of Company/firm/Agency in Agartala	
8	PAN number(copy to be attached)	
11	GST No.	
12	Trade License No. under	
15	Details of EMD	
18	Whet her Agency is Black listed by any Central/ State Govt. /PSU during the last two years if not attach self-certificate.	

ANNEXURE-II

FINANCIAL BID

Scope of Work	Rate (Including all taxes) with detail break up
Webcasting/ live streaming on all social media platforms, LED Screens of ICA Department and other Government Departments of the entire procession of “MAAYER GOMON CARNIVAL, 2023” on 26 th October 2023.	

DECLARATION

I do hereby certify that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation is found in the above statement at any stage, the Company/ Firm shall be blacklisted and shall not have any dealing with the Department in future besides for feature of EMD. Also, I undertake to abide by the stipulations/conditions of the Tender in full.

(Signature of Authorized
Signatory with Date and Seal).