



MUMBAI METRO RAIL CORPORATION LIMITED
(A JV- SPV of Govt. of India and Govt. of Maharashtra)
NaMTTRI Building, Plot No. R-13, E-Block Bandra-Kurla Complex, Bandra (E),
Mumbai- 400 051

Notice Inviting Tender

Mumbai Metro Rail Corporation Ltd., (MMRCL) through e-tendering hereby invites open bids from experienced agencies working in the field of multimedia and film production for the work of Preparing High Definition Audio-Visual / Digital Documentary in 4 parts on the entire Project Implementation process of Mumbai Metro Line-3 including Videography, Animated Creatives, Background Audio (Narration) Interviews & Vox Pops, Digital Documentation of Various events, activities and processes related to the project that would be carried throughout the project development phase in the form of News reportage. The bid document and detailed schedule is available on the portal <https://www.tenderwizard.com/MMRC> & <https://www.mmrc.com>

The last date of submission of the tender document is **23rd July 2018**

Pre-bid meeting is scheduled on: **28th June 2018 at 3:00 PM**

Any Corrigendum pertaining to this e-tender notice will be uploaded on the MMRCL website- <https://www.mmrc.com> & <https://www.tenderwizard.com/MMRC>.

Date: 22.06.2018

Place: Mumbai

- Sd -

Executive Director (Planning)

MMRC



REQUEST FOR PROPOSAL

for

Selection of Agency
for the work

Preparing High Definition Audio-Visual / Digital Documentary in 4 parts on the entire Project Implementation process of Mumbai Metro Line 3 including Videography, Animated Creatives, Background Audio (Narration) Interviews & Vox Pops, Digital Documentation of Various events, activities and processes related to the project that would be carried throughout the project development phase in the form of News reportage.

Client: Mumbai Metro Rail Corporation

Project: Mumbai Metro Line-3 (Colaba - Bandra - SEEPZ)

Tender No. NIT/MMRC/PR/Audio-Visual Documentary

DETAILED e-TENDER NOTICE

Mumbai Metro Rail Corporation Ltd. (MMRCL) is a 50:50 Joint Venture Company of Government of India and Government of Maharashtra established for execution of Mumbai's first fully underground metro; Colaba-Bandra-SEEPZ Metro Line-3. This 33.5 KM corridor is one of the most complicated infrastructure Project. Geology of Mumbai congested work site etc., have posed the challenges in execution of this project. For the first time in the India total 17 Tunnel Boring Machine will work in Mumbai at a time. Considering importance of the Project it is necessary to capture every event and activity of the project at various phases of the construction and keep in record so that it can be showcased for future learning and information dissemination. It is proposed to prepare a news reportage (HD) once in two months comprising of anchor, Vox Pops, interview, recorded footage of Metro work, Pieces to camera, voice over, graphics etc. for minimum 20 numbers & maximum 25 numbers of duration 25 minutes. An edited version of 180 minutes of all the 20-25 episodes in a 4-part HD documentary of 45 minute each for telecast on National Geography, Discovery, History and other relevant satellite channel. The documentary shall project different aspects involved during the Project implementation, construction methodology, challenging site conditions, complying with social and environmental challenges and meeting stakeholder aspiration etc.

1 Objectives:

- 1.1.1 To prepare high definition Audio-visual documentary of required quality, to telecast on international channel like National Geographic, Discovery etc.
- 1.1.2 To facilitate as study& research material for Engineering colleges and Institutes.
- 1.1.3 To create documentary evidence of Project execution.

A) Details of RFP:

Sr. No	Name of Work	Tender Processing Fee	Earnest Money Deposit	Contract Period
1	2	3	4	5
A.	<p>Preparing High Definition Audio-Visual / Digital Documentary in 4 parts on the entire Project Implementation process of Mumbai Metro Line 3 including Videography, Animated Creatives, Background Audio (Narration) Interviews & Vox Pops, Digital Documentation of Various events, activities and processes related to the project that would be carried throughout the project development phase in the form of News reportage.</p>	<p>Rs. 5,900/- (Rupees Five Thousand Nine Hundred Only inclusive of GST) (Non-Refundable) (Online Payment Gateway)</p>	<p>Rs. 3,00,000/- (Rupees Three Lakh Only) (Refundable) (Online Payment Gateway)</p>	<p>40 months Extendable</p>

B) Duration of Appointment:

Period of contract – 40 months from the date of work order. It may extend till project duration.

C) Online e-Tender Schedule:

D) Sr. No.	Tender Schedule	Bidder Schedule	Start Date & Time	End Date & Time
1.	RFP Authorization and Publishing	-----	22/06/2018 12:00 hrs	23/06/2018 18:00 hrs
2.	-----	REP Document Download	22/06/2018 12:00 hrs	23/07/2018 18:00 hrs
3.	-----	Bid Preparation and Submission	22/06/2018 12:00 hrs	23/07/2018 18:00 hrs
4.	RFP Closing	-----	-	23/07/2018 18:01 hrs
5.	Opening Envelope A – Technical Bid	-----	-	24/07/2018 11:00 hrs
6.	Opening Envelope B – Financial Bid	-----		To be notify later

NOTE: Pre-Bid Meeting is scheduled to be held on **28th June 2018 at 3:00 PM** in Mumbai Metro Rail Corporation Limited (MMRCL), NaMTTRI Building, 2nd Floor, Conference Room, Plot No. R-13, 'E'- Block, Bandra Kurla Complex, Bandra (East), Mumbai 400051.

To be eligible the Applicant entity should fulfil the following criteria:

E) To participate in MMRC e-tendering, prior to submitting any document applicant is required to follow steps below:

- i. **Before applying, all Applicants/Bidders must register in e-tendering portal www.tenderwizard.com/MMRC . If required, there is a training guide “Vendor Manual” for online bidding process on the home page under Latest Circulars/manuals link. Following registration, a user-id and Password will be issued necessary for all login.**

- ii. The applicant is required to apply for a **class III Digital Signature Certificate (DSC)**. Digital Signature Certificate is obtainable from any of the authorised agencies of CCA (Controller of Certifying Authorities) or through our service provider M/s ITI Limited with a small fee. The fee is payable by Bidders to the authorised agency of CCA/ M/s ITI Limited.
 - iii. Tenderers who are participating in e-tendering for the first time shall have to obtain User ID & password from the above-mentioned portal.
 - iv. In case of any queries, Bidders may contact MMRC's e-tendering service desk at twhelpdesk358@gmail.com on any working day (**Phone No. 7666563870, 8013426317**).
- F) RFP Document can be downloaded for reference purpose from the e-Tendering Portal of MMRC during the period mentioned in the tender notice. Interested Bidders have to make online payment of Rs. 5,900/- (Rupees Five Thousand and Nine Hundred Only) inclusive of GST (non-refundable) as Tender Processing Fee using online payment gateway during bid preparation using Debit Card/Credit Card/Net-Banking. Tender Fee receipt can be system generated during bid preparation by the Bidder.
- G) The bidder has to pay EMD of Rs. 3,00,000/- (Rupees Three Lakh Only) (Refundable) using online payment gateway.
- H) Tender fee of Rs. 5900/- and EMD amount of Rs. 300,000/- will not be accepted by offline mode.
- I) The RFP shall be received 23rd July 2018 on above mentioned MMRC official e-Tendering portal and shall be opened on scheduled date and time.
- J) Validity period of the offer of the RFP will be **120 days** from the date of submission of the financial bid of the e-Tender.
- K) Bidder should upload all documents in portable document format (.pdf) on above mentioned MMRC official e-Tendering portal & produce in original on request by MMRC at any stage from e-Tender opening.
- L) Awarded tenderer shall have to submit signed copy of tender manually to the department.

M) If there is any amendment in the tender the same shall be published on following MMRC's official e-Tender portals website:

MMRCL e-Tendering Portal: <https://www.tenderwizard.com/MMRC>

MMRCL Website : <https://www.mmrc.com>

N) MMRC will reject a proposal for award if it determines that the firm recommended for award has engaged in corrupt or fraudulent activities in competing for the contract in question;

O) Pre-bid queries related to the RFP document must reach us on or before **28th June 2018** Any query reached after the stipulated date shall not be entertained. Email Id: vaidehi.more@mmrc.com or krutika.patil@mmrc.com

P) Eligibility Criteria:

- i. The entity should be registered firm in the field of production of Audio visual documentary, having single status or Joint venture with not more than 2 firms is allowed.
- ii. The entity should be registered under companies Act,1956 with annual average turnover for last 3 years should not be less than Rs. 1 crore
- iii. The bidder should have minimum five years' experience in the field of production of audio visual documentary with in-house facilities & support for editing, publishing, content writing, multi-language support, broadly classified into Pre-Production, Production & Post Production Activities respectively.
- iv. The entity should have at least five years' experience of creating Audio-visual documentary, out of which at least three years' experience on government mega infrastructure projects like Railways, Highways, Port etc.
- v. The Bidder must have production experience of 3-5 Audio-visual documentaries (including the ones which have shooting via drones as a part of it) on internationally recognised infotainment satellite channels.
- vi. The agency should have individual professional experts in the field of:
 - a. Cinematography
 - b. Content Creation
 - c. Editing
 - d. Dubbing
 - e. Graphics

- vii. Should not be blacklisted/ terminated/ indulged in any kind of corruption.
- viii. Agency should have the capabilities to produce multi-camera events with in-house on-line editing set-up along with drone arrangement and standby tie-up with other studios.
- ix. Agency should have its own Post-production facilities with editing machines that can facilitate audio-visual documentary in HD and 4K format for colour correction, grading and basic graphics, animation & sound effect.
- x. The agency shall have drone based infrastructure mandatorily.
- xi. The Agency should be registered with the concerned tax authorities such as TIN/TAN, PAN, Goods & Service Tax as applicable from time to time and other authorities, copy of certificate to be submitted along with Technical bid.