

SUBJECT: - E-BID NOTICE FOR ENGAGEMENT OF TECHNICALLY SOUND AND EXPERIENCED AGENCY FOR LIP SYNC DUBBING OF 7 FILMS IN VARIOUS REGIONAL LANGUAGES (Total 34 Titles in 5 regional languages).

Introduction:

Children's Film Society, India (CFSI) is an autonomous body under the administrative control of the Ministry of Information & Broadcasting; Govt. of India. CFSI and provides value-based entertainment for children and also fulfils their psychological and educational needs through the medium of films.

CFSI has produced more than 285 films in 15 different languages and remains a prime producer of children films in the country. Several of these films have won prestigious National and International awards. CFSI is planning to organize Film Bonanza in various regional of India to screen its films dubbed in regional Languages. Most of the Films are made in various Indian languages and are required to be dubbed into various regional languages so as to connect with the child audience of various states of India.

Children's Film Society, India having its head office at 8th Floor, Phase I, 24, Dr. G. Deshmukh Marg, Films Division Complex, Mumbai – 400 026 invites E-Bids from technically sound and experienced, reputed AGENCY in two bid system i.e. Technical and Financial Bid for E-BID NOTICE FOR ENGAGEMENT OF AGENCY FOR DUBBING work for Children's Film Society, India as mentioned in the Annexure A of this tender document . The estimated value of the dubbing Tender is Rs. 68,00,000/- (Rupees Sixty Eight Lakh Only) inclusive of All applicable Taxes for the dubbing work mentioned in **Annexure A**. The bids are uploaded on-line at NIC portal (<http://eprocure.gov.in/eprocure/app>).

Critical Date Sheet:

Particulars	Day	Date	Time
Tender Publishing Date	Wednesday	19.05.2021	--
Document Download Start Date	Wednesday	19.05.2021	05.30 pm
Document Download End Date	Tuesday	08.06.2021	04.00 pm
Bid Submission Start Date	Wednesday	19.05.2021	05.00 pm
Bid Submission Close Date	Tuesday	08.06.2021	04.00 pm
Opening of online Technical Bid	Wednesday	09.06.2021	04.15 pm
Opening of online Financial Bid	Friday	11.06.2021	02.00 pm
Awarding of online contract	Tuesday	15.06.2021	03.00 pm
Submission of hard copy documents by Tender Awarded Agency	Thursday	17.06.2021	12.30 pm

Key Purpose:

The purpose is engaging the AGENCY for these dubbing activities from one language to another which will convey the message of the film and also relate to children.

CHAPTER-I : DETAILED SCOPE OF WORK OF DUBBING:

CFSI proposes to engage experienced AGENCY for DUBBING OF CFSI FILMS as detailed below:

1. The AGENCY shall do the dubbing from one language to the desired other language and deliver within a specific time schedule of three months. The Individual/ Agency needs to do **Lip-sync** dubbings of 7 films in 34 - Regional languages. No Para dubbing would be acceptable. (**Refer Annexure 'A' for further details.**)
2. The source file needs to be dubbed as per the requirement and provided in our requested format.
3. The following material will be supplied by CFSI to you commencing the dubbing work on returnable basis:
 - a. DCP,.mov files of the film 24 fps with 1920x1080 in HDD format.
 - b. Soft copy of Dialogue/Censor script in original language.
 - c. International tracks .wav.file – in HDD or DVD format.
 - d. Soft copy of English subtitle text will be provided for reference for dubbing purpose, on request.
 - e. Upon getting the contract, the AGENCY shall check all the above source materials within one week of receipt of materials and give a confirmation that all these materials are in order.
4. The final output material prepared by the AGENCYS will be checked by CFSI officials and accepted only after complete satisfactory Quality report in all respect. The changes if any suggested by CFSI shall be carried out by AGENCY in a time bond manner given by CFSI without any additional cost.
5. The AGENCY will be responsible for translation of dialogs providing of voices and four copies of censor script along with suitable titles of dubbed version, synopsis, song/lyrics (if dubbed) in required language and DVD of individual title/film of dubbed version as required by the CBFC for its certification. The AGENCY shall comply with all the procedure, Rules and guideline of CBFC, prevalent from time to time.
6. All the intellectual property rights (IPR) shall be owned by Children's Film Society, India and the AGENCY shall not have any rights on the IPRs created by AGENCY. The bidder needs to submit an undertaking in this regard. (**Format enclosed as Annexure B.**)
7. The quality of the work is to be of best standard and any correction or redubbing/ reworking as may be required, would be done without any additional cost. The unsatisfactory work will not be accepted under any circumstances, and shall be liable to be rejected and no funds will be paid for sub-standard quality.
8. The AGENCY shall submit the following materials to CFSI after completion of dubbing work, in all respect (with cast and credits, songs, if any, in respective dubbed version) : One dubbed version final film with CFSI logo & CC in one Hard drive in .mov file format 24fps & 25fps, Apple ProRes 422 HQ HD 1920*1080* and MP4 264 (1280*720*). (HDD-one film with one language) with 5.1 sound.
9. Final dubbed version sound in WAV.file format in hard drive and in DVD format with 5.1 sound.
10. The final dubbed version of the entire film with CFSI logo & CC with the certificate is to be given in 2 DVD format with Region Free 4.7GB 5.1 sound.
11. Synopsis with cast and credits, songs, if any, in respective dubbed version – 1st soft copy and in hard copies.

12. Censor script 2 copies (1 duly bound and 1 spiral) in Hardcopies as well as in soft copy.
13. The final dubbed version films with CFSI logo & CC shown in serial numbers 8 and 9 will have to be submitted on the LTO tape.
14. The AGENCY shall inform CFSI through email about progress of dubbing on a FORTNIGHTLY BASIS to monitor the work of dubbings on 1st and 16th of each month.
15. Immediately on completion of each dubbing title, the AGENCY shall submit DVD (region free) to CFSI to check the quality work done by the AGENCY (DVD not returnable).
16. The quality of the work is to be of best standard and any correction or redubbing/ reworking as may be required, would be done without any additional cost. The unsatisfactory work will not be accepted under any circumstances, and shall be liable to be rejected and no funds will be paid for sub-standard quality. Any failure will invite penalty of Rs.5000/- per week, recoverable from performance security
17. While the above requirements have been worked out taking into consideration of arrangements as per CFSI's current requirements the AGENCY should be in a position to cater to any change in requirement and the proposal should be worked out accordingly.

CHAPTER- II : INSTRUCTIONS TO AGENCY:

18. Kindly refer Instructions for Online Bid Submission attached as **Annexure 'C'**
19. The details of this bid notice including specifications of the services required etc. are available on the official website of Children's Film Society, India www.cfsindia.org as well as <http://eprocure.gov.in/eprocure/app> .
20. Possession of valid Digital Signature Certificate (DSC) of the AGENCY is prerequisite for e-tendering. DSC (APPLICABLE TO Class-II/Class-III with signing key usage) issued by sify/TCS/encode/eMudra or any other certifying authority recognized by the controller of certifying authority (CCA) India on e-Token/Smartcard are valid for e-Tendering.
21. The AGENCY has to upload scanned copies of the following self-attested documents with checklist (Attached as Annexure) in legible combined PDF format in a technical bid. If any of the following is missing, the technical bid will not be eligible for Financial Bid.

1.	PAN card
2.	GST registration certificate
3.	Certificate of Incorporation Company / Firm / Proprietary.
4.	MSME certificate (if applicable)
5.	Company profile
6.	Client list with no. of years' experience and type of work done (to be attached with work order as supporting document)
7.	Undertaking of IPR (Format attached as ANNEXURE-B)
8.	Bank acknowledgement of online transfer of EMD to CFSI account
9.	Cancelled cheque of the Agency along with bank details for online refund of EMD
10.	Tender Acceptance letter (Should be on the letter head of the AGENCY signed by an authorized signatory of the AGENCY)
11.	Any other relevant document

The AGENCY interested to provide services mentioned above can speak to Shri Sudhir Tarkar Asstt. Cameraman and Asstt. Officer (Production) (Additional Charge) , Contact. No. 022-23522751 Mob No.8369457030 or email on production@cfsindia.org for any clarification if required.

The AGENCY may visit CFSI office for any clarification on any working days viz. Monday to Friday from 10.00 am to 5.00 pm (except holidays) at the following address :

Children's Film Society, India,

8th Floor, Phase I, 24, Dr. G. Deshmukh Marg,
Films Division Complex, Mumbai – 400 026.

22. Payment of Earnest Money Deposit (EMD) : The AGENCY must pay Earnest Money Deposit (EMD) of Rs. 2,04,000/- (Rupees Two Lakh Four Thousand Only) **ONLINE** in favor of "Children's Film Society, India", as per bank details given below. Kindly note that payment of EMD shall be made **ONLINE ONLY**. The submission of any physical documents in the form of cheques, Demand draft, Pay Order etc. shall not be accepted and tender will be rejected. The proof of online payment of EMD shall be submitted in the tender else tender will be rejected. The EMD will be valid for a period of 45 days beyond the final bid validity period. The online transfer should be done and amount credited to CFSI account as per the bank details given below before bid opening date otherwise the bid will be rejected. The AGENCYS registered with MSME, as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department are EXEMPTED from submission of Bid Security (EMD). No interest shall be paid on EMD and Performance Security Deposit.

FOR NEFT/RTGS PAYMENTS for EMD :

- i. Name of Beneficiary : CHILDREN'S FILM SOCIETY, INDIA
- ii. Name of the Bank : State Bank of India
- iii. Address of Bank : Kalpataru, 39, Pedder Road, Mumbai- 400 026.
- iv. Account No. : 39196676349
- v. Type of Account : Current Account
- vi. IFS Code : SBIN0000510
- vii. Branch Code : 00510

23. The final bid validity period should be 90 days from the date of opening of the bid.
24. The AGENCY providing the said services of dubbing for TV/ Films may apply and as per specification of such details as per timeline mentioned in the Annexure-I of the tender document. The last date for uploading the tender in the CPPP PORTAL is 16.04.2021 upto 4.00 p.m.
25. The Earnest Money Deposit shall be forfeited by Children's Film Society, India in the following events:
- a. If, online transfer of EMD is not received by CFSI before bid opening date in the above stated bank account
 - b. If bid is withdrawn during validity period or any extension thereon.
 - c. If bid is varied or modified in a manner not acceptable to this organization during the validity period or any extension thereof.
 - d. If an AGENCY whose bid has been accepted but fails to furnish the performance security, within 07days of acceptance of bid.
26. The Earnest Money Deposit of unsuccessful AGENCYS will be returned on finalization of bid. The Earnest Money deposit of successful AGENCY will be returned on receipt of performance security of 3% of the tender value.

27. All taxes/duties, etc., if any may be mentioned separately IN FINANCIAL BID. If these details are not indicated, it will be assumed that the rate is inclusive of all the taxes.
28. At the first instance the Technical bids will be opened by the Department and Financial bids of only the technically acceptable offers will be opened for evaluation and ranking before awarding the contract.
29. The successful AGENCY will furnish a Performance Security Deposit at the rate of 3% of the Tender value in the form of online funds transfer drawn in favor of "Children's Film Society, India", payable at Mumbai within 7(SEVEN) days along with confirmative mail. The Performance Security will be valid for a period of 60(sixty) days beyond the date of completion of all contractual obligations of the Agency including warranty obligations.
30. Right to accept, reject the entire Bid or any part thereof without assigning any reason rests with the Chief Executive Officer, Children's Film Society, India, Mumbai and decision in this regard SHALL BE final and binding.
31. Any disputes arising out of the bid notice, process and finalization of this bid shall be subject to jurisdiction of the High Court of Mumbai.
32. The AGENCY has to quote rates with their specification in the format of BOQ (Bill of Quantity) only else tender will be rejected.
33. Prices should be quoted in Indian Rupees and indicated in words and figures in BOQ.

34. Chapter-II – Terms and Conditions:

- a. The AGENCY should be registered organization and shall provide PAN, Registration Certificate, wherever applicable.
 - b. The AGENCY should have full-fledged establishment/office preferably based in Mumbai with all ultra-modern working facilities with adequate infrastructures facilities.
 - c. The AGENCY should have been established / registered on or before 01-01-2015 (i.e. a minimum of 5 years of existence).
 - d. The Agency must have turnover of Rs. 50.00 lakhs each for last 3 years or combined turnover of Rs.2.00 crores for last 3 years.(from 2017-18 to 2018-19)
 - e. The successful AGENCY shall supply the services from the date of award of the contract and shall complete the entire dubbing work within 03 (THREE) months including receipt of all the satisfactory materials and shall deliver all the related FINAL materials at CFSI Mumbai office. On receipt of awarding of the contract, any failure to deliver in the required FINAL materials in the given timelines may attract a penalty of Rs.5,000/- per week and liable to forfeit performance security.
 - f. There shall be no negotiations in general. Even in exceptional circumstances, negotiations will be carried out only with the lowest evaluated responsive AGENCY as suggested by the evaluation committee in their report.
 - g. The successful AGENCY shall do the dubbing of excellent quality of international standards.
 - h. The AGENCY shall submit the DVD of show reel of the dubbing work done by them, to enable CFSI to gauge their capabilities of quality dubbing work.
 - i. **The success full AGENCY shall pay 6% of the dubbing contract as processing fee (Non –refundable),** at the time of signature of the dubbing contract, failure which the tender contract shall be cancelled.
 - j. In the event of successful AGENCY backing out of the contract, the processing fee shall not be refundable.
35. The CFSI reserves the right to cancel the tender in the following cases:
- a. The AGENCY fails to comply with the terms and conditions of the tender.
 - b. The AGENCY makes changes in the tender.
 - c. The AGENCY fails to submit the required documents as mentioned in the Chapter I.

- d. The AGENCY fails to submit the tender in two bid system (i.e. Technical and Financial bids) in the required format as specified
- e. The AGENCY becomes bankrupt or goes into liquidation.

36. In case of any inclusion of a clause the same will be included subsequently by way of addendum with consent of both the parties.

Chapter- III : EVALUATION OF TECHNICAL AND FINANCIAL PROPOSAL FOR ANNEXURE – A

37. Technical Bid Schedule Reference

The Evaluation Committee constituted by the CFSI will scrutinize the technical bid in accordance with the eligibility Criteria as mentioned in the e-tender document and all the “Annexures” and other supporting documents duly uploaded by the Applicant. The decision of the Evaluation Committee shall be final and binding. The Financial Bids of only those AGENCYs will be opened who are qualified during the Technical Bids.

The Technical bid of **Annexure ‘A’** (CFSI Films for Lip-sync dubbings in 34 Regional languages titles) will carry total of 100 marks for activities that will be sub divided in respect of each of the specified parameter as detailed below :

Sr. No.	Evaluation Criteria of Annexure ‘A’	Marks
1.	Dubbing Work Experience of at least 5 years	30
2.	Work experience of Dubbing of Commercial Films	30
3.	Dubbing of Films in Regional languages viz. Tamil, Telugu, Malayalam, Kannada, Oriya	40
	TOTAL	100

38. QUALIFICATION FOR FINANCIAL BIDS

Only those AGENCYs who fulfill the requirement mentioned in Technical Bid and who score minimum **70 marks** will only qualify for financial bid opening.

Chapter- IV – Delivery & Payment Method:

39. The payments for each film shall be released only after submission AND COMPLIANCE OF FOLLOWING :

- A)** The AGENCY shall submit all deliverables mentioned herein “Detailed Scope of Work of Dubbing” at Point No.10 to 14 to the fullest satisfaction of CFSI subject to quality checking by CFSI’s Technical Committee.
- B)** The AGENCY shall make the correction as and when pointed out / instructed by CFSI’s technical Committee.
- C)** DVD (with TCR and “CENSOR COPY”) for certification of the film after completion of entire dubbing of film.
- D)** The AGENCY shall submit the tax invoice for each above installments and Income Tax or any other applicable taxes will be deducted from the bill at source as per Government Orders, prevalent from time to time.
- E)** Any revision in the tax, announced by the Government, after award of the contract, shall be paid to the AGENCY.

Signature of authorized signatory

7 CFSI Films to be Lip-sync dubbed in 34 Versions of Regional languages with 9 songs						
Sr. No.	Title	Source material Original Version .mov.files 1920X1080	Source Int. Tracks in WAV. File (Music & Effects)	Duration (in Minutes)	No of Songs	To be dubbed in following versions
1	Gattu	Hindi	Hard Drive & DVD	80	0	Oriya,Tamil, Telugu,Kannada, Malayalam
2	Gauru- The journey of courage	Hindi	Hard Drive & DVD	124	4	Oriya,Tamil, Telugu,Kannada, Malayalam
3	Happy Mother's Day	Hindi	Hard Drive & DVD	108	0	Oriya,Tamil, Telugu,Kannada, Malayalam
4	Kaphal-Wild Berries	Hindi	Hard Drive & DVD	90	0	Oriya,Tamil, Telugu,Kannada, Malayalam
5	Pappu ki Pugdundi	Hindi	Hard Drive & DVD	90	2	Oriya,Tamil, Telugu,Kannada Malayalam
6	Pinti ka Sabun	Hindi	Hard Drive & DVD	85	1	Oriya,Tamil, Telugu,Kannada, Malayalam
7	Shaanu-The Optimist	Telugu	Hard Drive & DVD	95	2	Oriya,Tamil, Kannada, Malayalam
