

भारत सरकार  
फ़िल्म समारोह निदेशालय  
सूचना और प्रसारण मंत्रालय  
निविदा जांच सं.36/04/2018-फिसनि

**अन्तर्राष्ट्रीय कुरियर सेवा और कस्टम ब्रोकर का किराये पर लेना**

फ़िल्म समारोह निदेशालय, सेन्ट्रल पब्लिक प्रोकरमेंट पोर्टल (सी पी पी पी)(eProcure.gov.in)के ज़रिए फ़िल्म समारोह निदेशालय, नई दिल्ली और गोवा के इफ्फ़ी कैम्प कार्यालय या भारत के कोई अन्य जगह के लिए 35 एम एम/डी सी पी/डिजिटल बीटा/ एम डी वी सी/डी वी सी/ब्लू रे/डी वी डी या कोई अन्य उपलब्ध फोरमेट प्रचार सामग्री आदि ( एड-हॉक एक्सेम्पशन-पुनः निर्यात के विरुद्ध अस्थाई आयात/ अस्थाई निर्यात पुनः आयात आदि ) अन्तर्राष्ट्रीय क्षेत्रों पर घर घर तक वितरण सेवा उपलब्ध कराने के लिए कुरियर सेवा और कस्टम ब्रोकर के किराये पर लेने के लिए एक साल की अवधि के लिए (उपलब्ध सेवाओं के आधार पर दो साल तक आगे बढ़ाया जा सकता है ) ई-निविदाएँ आमंत्रित करते हैं । जिनका प्रदर्शन सामग्रियों की मंजूरी और प्रेषण में अनुभव है उन्हें वरीयता दी जाएगी ।

निविदा प्रपत्र निविदा के निबंधन एवं शर्तों के साथ निदेशालय के कार्यालय,सिरी फोर्ट सांस्कृतिक परिसर, गेट नं.1, अगस्त क्रांति मार्ग, नई दिल्ली-110049 से 23 अगस्त 2019 तक कार्यालय समय के दौरान सभी कार्यदिवस में प्राप्त किया जा सकता है । निविदा प्रपत्र नियम और विनियम के साथ निदेशालय के वेबसाइट [www.dff.nic.in](http://www.dff.nic.in) और सी पी पी पोर्टल से भी डाउनलोड किया जा सकता है । केवल ऑनलाईन निविदा ही स्वीकार किया जाएगा जिसे 28 अगस्त 2019 अपराह्न 1.00 बजे से पहले सी पी पी पोर्टल में अपलोड किया जाना चाहिए । निविदा के दो बोली प्रणालियाँ थी अर्थात् तकनीकी और वित्तीय । निविदा 29 अगस्त 2019 अपराह्न 2:30 इच्छुक पार्टियों या उनकी प्रतिनिधियों की उपस्थिति में खोली जाएगी ।


ई एम डी (रीफंडेबिल) के तौर पर 10,000/-रु. के बैंक डिमांड ड्राफ्ट-वेतन एवं लेखा अधिकारी (मुख्य सचिवालय), सूचना एवं प्रसारण मंत्रालय के पक्ष में नई दिल्ली में देय फ़िल्म समारोह निदेशालय के कार्यालय में वास्तविक रूप में 28 अगस्त 2019 अपराह्न 1:00 बजे जमा किया जाना है । निविदा लिफाफे के ऊपर 'अन्तर्राष्ट्रीय कुरियर सेवा और कस्टम ब्रोकर का किराये पर लेने की निविदा के लिए ई एम डी' लिखा होना चाहिए । डिमांड ड्राफ्ट की प्रतिलिपि सी पी पी पोर्टल में अपलोड किया जाना चाहिए ।

उप निदेशक(प्रशासन)

फ़िल्म समारोह निदेशालय

सूचना ओर प्रसारण मंत्रालय,सिरी फोर्ट सभागार,

अगस्त क्रांति मार्ग,नई दिल्ली-110049

  
उप निदेशक(प्रशासन)  
फ़िल्म समारोह निदेशालय

GOVT. OF INDIA  
DIRECTORATE OF FILM FESTIVALS  
Ministry of Information & Broadcasting

Tender Inquiry No.36/04/2018-FFD

**HIRING OF INTERNATIONAL COURIER SERVICE & CUSTOM BROKER**

Directorate of Film Festivals (DFF) invites e-Tenders through **Central Public Procurement Portal (CPPP) (eProcure.gov.in)** for hiring of Courier Service and Custom Broker for providing Door to door Delivery Service on International Sectors to the Directorate of Film Festivals at Delhi and IFFI Camp Office in GOA or any other place in India for incoming and outgoing shipments containing Film Prints in 35mm/DCP/Digital Beta/ DVC/Blue-Ray/DVD or any other available formats publicity Material etc (Temporary Import against Ad-hoc Exemption-Re-Export/ Temporary Export Re-import etc.) for a period of one year (**extendable for further up to two year based on the service provided**). Those who have experience in clearance and dispatch of exhibition goods will be given preference.

Tender Form along with Terms & Conditions for the tender can be collected from the Directorate's office at Siri Fort Cultural Complex, Gate No.1, August Kranti Marg, New Delhi-110049 during office hours on all working days till 23<sup>rd</sup> August 2019. Tender form along with rules & regulation can also be downloaded from the Directorate's website [www.dff.nic.in](http://www.dff.nic.in) and CPP Portal. **Only online tender will be accepted which must be uploaded on CPP Portal before 1.00 P.M. 28<sup>th</sup> August 2019.** The tender will have two bid systems i.e. Technical and Financial. The tender will be opened on 29<sup>th</sup> August 2019 at 2.30 pm in presence of desirous parties or their representatives.

The EMD of Rs. 10,000/- (refundable) in form of bank demand draft in favor of "Pay & Accounts Officer [MS], M/o I & B" payable at New Delhi **must be deposited physically in the office of the Directorate of Film Festivals till 1.00 P.M. on 28<sup>th</sup> August 2019** in a envelope superscripted "EMD for tender for "HIRING OF INTERNATIONAL COURIER SERVICE & CUSTOM BROKER". **The copy of demand draft should be uploaded on CPP Portal.**

**Dy. Director (Admn)**  
Directorate of Film Festival  
Ministry of I & B, Siri Fort Auditorium,  
August Kranti Marg, New Delhi - 110049



**Dy. Director (Admn)**  
**Dte. Of Film Festivals**

**Terms & conditions for, HIRING OF INTERNATIONAL COURIER SERVICE & CUSTOM BROKER**

1. The courier service/custom broker will provide door to door service, i. e. for in & outwards, (Import and Re-export/Re-import and Export) picking up of cargo from the Clearance place/Airport to/from our Office at Sirifort Auditorium complex, August Kranti Marg New Delhi. ) or International Film Festival of India IFFI Camp office, Old GMC Building, Panjim, Goa or any other place in India, and same system will be applied for Temporary Export or Re- Import/Re-export or Re-Import/Export. The courier service should have at least **5 years** experience in the desired field.
2. Directorate of Film Festival is liable to pay to the nominated Courier Service agency only after awarding the contract on the lowest quoted rates basis and no other payment on any account will be paid to the Courier.
3. Rates quoted should be inclusive of all charges like freight customs clearance, special handling fees, transportation or any other fees etc. and the govt. applicable GST.
4. After the Export or Re-export of the shipment all the endorsements/verification on the body of the Export Promotion Copy of the Shipping Bill etc. from the Customs/Airlines etc & cancellation of Bond/Undertaking would be the part of the Job of the Courier Service without additional payment.
5. Courier Service Agency/Company will depute one supervisor/coordinator who will coordinate with the In-charge Print Unit/Print Coordinator, for speedy clearance & Dispatch etc, throughout the period of contract & shall be posted at our office as & when required at Delhi & Goa office.
6. Courier Service Agency/Company will be held responsible for delay caused in clearance after the submission of relevant information or required documents of shipment and no demurrage or local transportation/freight charges will be paid for that specific shipment. The concern agency will be liable to pay such payments.
7. Courier Service will be responsible for any emergency clearance/delivery of shipment/consignment etc., and will also be responsible for Export/Re-export of all the film print formats by Air Freight mode and cancellation of undertaking bond etc. thereof, if any.
8. After dispatch/Export or Re-export Courier Service will keep track of the shipment(s) till it reaches its destination on priority basis without fail and will update the Incharge Print Unit, Directorate of Film Festivals accordingly.
9. Only those firms, who can provide service for both (Export/Import) shipments on international sector, may quote the rates who have valid license for the same.
10. The rates may be quoted for shipments weighing up to 0.5kg. to 100Kgs.

Signature with seal (Bidder)

11. No advance money shall be paid to the Courier Service/custom broker Agency.
12. Courier Agency should have operation in all countries including Iran, Iraq, Syria, Cuba, Afghanistan, and Libya & if not then Agency should be able to ship films from these countries.
13. All the payments will be made through cheque or Electronic Fund Transfer in favour of concerned Courier Agency/ Company and they will also provide 60 days credit facility to this Office for all payments. ECS mandate form to be submitted along with crossed cancelled cheque during signing of agreement.
14. The Director, Directorate of Film Festivals/International Film Festival of India, Ministry of Information & Broadcasting's decision will be final and binding on the Courier Service/Agency/ Company. However all disputes arising from the fulfillment of this contract will be subject to jurisdiction to Delhi only & decision of competent authority of Ministry of Information & Broadcasting shall be final and binding on both the parties.
15. The Contract/awarded work will be for a period of one year from date of signing the award letter/agreement which can be extended for further upto **Two year** subject to satisfactory completion of the assigned job & approval of the Competent Authority.
16. The Directorate of Film Festivals reserves the right to reject any tender without assigning any reason.
17. The Directorate of Film Festivals reserves the right to terminate the contract any time without assigning any reason.
18. The tender will be accepted only through online CPP Portal. The earnest money deposit (E.M.D.) in form of bank demand draft of **Rs.10,000/-** in favour of "**Pay & Accounts Officer (MS), Ministry of I & B**" payable at New Delhi must be **deposited physically** in this office before the last date & time. The copy of demand draft of EMD should be uploaded on CPP Portal.
19. EMD amount of awarded agency shall be transferred towards security deposit which shall return after satisfactory accomplishment of the assigned Job failing which EMD will be forfeited.
20. If shortlisted agency fails to enter the agreement as per the terms & conditions the EMD amount shall be forfeited.

Signature with seal (Bidder)

**Technical Bid**

Following documents proof should be submitted along with Technical bid

<u>S.No.</u>	<u>Name of document/ requisites to qualify for bid.</u>	<u>Yes/No</u>	<u>Deviation if any</u>
1.	EMD of Rs.10, 000/- [Rupees Ten Thousand] only. (Refundable)		
2.	Int'l Courier Service provider should have own Import & Export License. ( Please mention license Number).		
3.	Int'l Courier Service provider should be member of international Air Transportation Association (IATA) (Registration Number).		
4.	Permanent Account Number [PAN] [Income Tax] enclose copy.		
5.	Own Goods & Service Tax registration Number.		
6.	Full profile & details of your Branch offices in India and abroad own network etc. please enclose copy.		
7.	Courier Agency/Custom Broker should have own Customs House Agent		
8.	Courier Agency should have direct offices in 200 countries enclose copy.		

**[Documentary Proof for items no. 3 to 7 above should be attached.]**

Signature with seal (bidder)

**PRICE BID****LIST OF COUNTRIES - ZONE WISE**

<b>ZONE 'A'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
1.	AFGHANISTAN	
2.	BANGLADESH	
3.	NEPAL	
4.	SRILANKA	
<b>ZONE 'B'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
5.	HONGKONG	
6.	IRAN, ISLAMIC REPUBLIC OF	
7.	PAKISTAN	
8.	SINGAPORE	
9.	SYRIA	
<b>ZONE 'C'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
10.	AUSTRALIA	
11.	CHINA, PEOPLE'S REPUBLIC	
12.	INDONESIA	
13.	KOREA	
14.	MALAYASIA	
15.	NEW ZEALAND	
16.	PHILLIPPINES	
17.	TAIWAN	
18.	THAILAND	
19.	VIETNAM	

<b>ZONE 'D'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
20.	BELGIUM	
21.	DENMARK	
22.	FRANCE	
23.	GERMANY	
24.	ITALY	
25.	NETHERLANDS	
26.	SWITZERLAND	
27.	UNITED KINGDOM	
<b>ZONE 'E'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
28.	CANADA	
29.	UNITED STATES OF AMERICA	
<b>ZONE 'F'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
30.	JAPAN	

<b>ZONE 'G'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
31.	AUSTRIA	
32.	BULGARIA	
33.	CZECH REPUBLIC	
34.	HUNGARY	
35.	NORWAY	
36.	POLAND	
37.	PORTUGAL	
38.	ROMANIA	
39.	SOUTH AFRICA	
40.	SPAIN	
41.	SWEDEN	
42.	TURKEY	
<b>ZONE 'H'</b>		
<b>S. No.</b>	<b>COUNTRY</b>	<b>RATE</b>
43.	ARGENTINA	
44.	BRAZIL	
45.	CROATIA	
46.	KAZAKHSTAN	
47.	MAURITIUS	
48.	PERU	
49.	RUSSIAN FEDERATION	
50.	VENEZUELA	

Signature with seal (Bidder)