

Tender Invitation Letter –January 2020

SRFTI ,Department of cinematography
E.M. Bypass road
P.O. Panchasayar
Kolkata700094

Messrs, _____

Date:2/1/2020

Ref: Hiring of rental house for supply of lights and adequate manpower for the handling of the same and arrangement for transport for the same.

Dear Sir

Ref:Hiring of rental house for supply of lights and adequate manpower for the handling of the same and arrangement for transport for the same to The Department of cinematography, SRFTI.

On behalf of HoD, Cinematography, SRFTI henceforth referred to as SRFTI invites you to submit a tender in relation to choosing a vender/setting up a panel for supply of lights, accessories and manpower to operate the lights at the SRFTI over a term period of 1 year please refer to parts A,B and C for detailed specifications for equipment and services required. you are required to quote for each section, but the decision will be on the basis of the most competitive quote for Part A.

PART-A

1. Rate charts for the following is invited to be submitted to SRTFI as per printed requirement list given below

Sl no	Name of item	Maximum number of requirement	Price per unit per shift(Inclusive of all taxes)
01.	HMI 6KW PAR/T-12/ SKY PANEL / DINO-12B/KINO FLO 4' 8 BANK/ BATTERY OPERATED JOKER PAR/ LED - (1'X1',8"X4" & 6"X6") OR (DIDO,BAR FLY,MINI FLO & GOBO PAR LED)	1	
02.	HMI 4/2.5KW PAR/ VERSATILE /DINO-9 BANK/KINO FLO- (4'4 BANK, &2'2 BANK) / BATTERY OPERATED JOKER PAR/ (DIDO, BAR FLY & GOBO PAR LED).	1	
03.	HMI 4/2.5KW PAR/INTELIGENT LIGHT/DINO-6 BANK/KINO FLO- (4'2 BANK ,& 2'4 BANK) / BATTERY OPERATED JOKER PAR/ (DIDO &, BAR FLY).	1	
04.	HMI 1.2/575W PAR / ALADIN /JOKER PAR 200W/400W /800W/ KINO FLO- (4'2 BANK, & 2'2 BANK) / DIDO / GOBO PAR LED.	1	
05.	HMI 575W PAR /JOKER PAR 200W/400W /800W/ KINO FLO- (4'2 BANK /DIDO / MINI FLO.	1	
06.	KINO FLO-2'4BANK	2	
07.	PANJA/SOFTY	3	
08.	SOLAR/SPACE LIGHT	4	
09.	M-20 (MULTY-20)/M-10 (MULTY*10)/PAR CAN	6	

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10.	BABY-1KW/ BABY-650W/BABY-500W/DINKY-300W	8	
11.	DIMMER- 7.5KW/5KW	3	
12.	BABY FOCUS SPOT	1	
13.	SKIMMER-12'X12',10'X10',8'X8',6'X6',	ANY-3	
14.	CLOTH-SKIMMER,GRID,CHEMERA,MOLMOL,BLACK,CROMA, ULTRA BOUNCE,ALL SKIMMER FRAME SIZE	ANY-6	
15.	BLACK CLOTH-40'X20', 30'X20', 20'X20', 12'X12'	ANY2	
16.	BOOM	1	
17.	CUTTER STAND WITH CUTTER PC	20	
18.	STAND REFLECTOR 4'X4'/HAND REFLECTOR	4 each	
19.	MIRROR REFLECTOR 4/3	2	
20.	C-STAND WITH GAG	AS PER REQUIREMENT	
21.	FANTRU FRAME 4'X4'	AS PER REQUIREMENT	
22.	FLOPY-4'X4',4'X3',3'X2',2'X2',	AS PER REQUIREMENT	
23.	EMPTY FRAME-4'X4',4'X3',3'X2',2'X2'.	AS PER REQUIREMENT	
24.	CLAMPS-C,G,L,VACUUM,	AS PER REQUIREMENT	
25.	EXTENSION ROD, L-ROD	AS PER REQUIREMENT	
26.	MAIN BOARD	2	
27.	MAIN CABLES	AS PER REQUIREMENT	
28.	LIGHT STANDS,SNOOT,NETS,LOW BASE, PIN, ETC.	AS PER REQUIREMENT	
	Average estimated best quote for one days rental	Is	

Note

A] Only 40 KW to be supplied per day from the total list given above.

B] Please indicate actual rates, but quote a best average estimated rate for a per day rental a day being of 12 hours duration given that not more the 20 light units of 40kw wattage is to be supplied on any given day, from within the list given above.

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C] The amount will be paid as per actual cost of usage or as per quoted rate, whichever is lower.

D] In case of bulbs fusing spare will have to be kept handy for replacement without loss of shift time. Replacing of bulbs and damaged accessories is responsibility of the supplier.

E] As per the financial year 2018-2019 lights were required for more than 120 days over the same time period. The expected requirement for the year 2019-20 may be around 120 days.

PART-B

Manpower may be supplied for handling of the above mentioned lighting units.

Per person per day	Detailed break up of rate	Amount in rupees

Note:

A] Please quote as per shift as per person with a maximum of 06 persons to be hired.

B] Comensurate number of manpower may be sent as per requirement according to order of lights of the day.

C] No. of hands to be decided by SRFTI at the time of order of lights.

D] Please note that the guild rates will be considered as cap for payment per person.

PART-C

Type of vehicle	Indicate if 3 rd party	Rate per trip

Note:

A] Quote estimated transport cost as per unit trip. 1 small truck or smaller vehicle will be considered as the norm here.

B] This will be paid as per actual on a day to day basis to party concerned.

C] The responsibility to make sure that equipment reaches on time to be borne by the supplier.

D] Any damage during transportation is the liability of the vendor.

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Note: Manner of submission of tender

The tender must be submitted in sealed cover superscribed "Hiring of rental house for supply of lights and required manpower(including arrangement of transport of the same)and put in the TenderBox bearing the same superscription kept for the purpose in the office of the administration by 17 hours on 27th January 2020

Terms & Conditions

1. Rates quoted should be valid for 1 year.
2. Rates should be inclusive of GST but proper breakup should be indicated. Please include GST details.
3. SFRTI being an academic Institute, involved in filmmaking of a non-commercial nature only, rate should indicate and reflect academic discount..
4. Acceptance of terms & conditions should be submitted on official letter head of the agency quoting interest.
5. Please supply references of supply of equipment to organizations/projects over the last six months. Please supply list of equipment inventory mentioning make and models of light to be supplied.
6. Do ensure the manpower sent is experienced and has the proper licenses required for working in the capacity of light boys.
7. SRFTI reserves the rights to further negotiate even after the lowest bid.
8. Any failure to comply with the given terms and conditions will invite penalties.
9. Last date for submitting filled in form with all supporting documents is 27th January 2020.
10. I / We understand and agree to abide by the terms & condition of the Tender Invitation Letter.

Name _____

Signature_____

(in the capacity of duly authorized to sign tender for and on behalf of)

Company Name _____

Registered Address of Firm _____

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(Copy of company registration to be attached)

Date _____

Seal:

Witness (signature) _____

Name _____

Address _____

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Signature & Seal

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