



सत्यजीत रे फिल्म एवं टेलीविजन संस्थान
Satyajit Ray Film & Television Institute
भारत सरकार के सूचना एवं प्रसारण मंत्रालय का एक शैक्षणिक संस्थान
An Academic Institution of Ministry of I & B, Govt. of India

Ref: No.16011/19/22-Pur/

Date: 26.05.22

To
The Interested Firms

Sub: Procurement of Camera Rigs and Tracks for claymation.

Dear Sirs,


Satyajit Ray Film & Television Institute (SRFTI) invites tender for the procurement of Camera Rigs and Tracks for claymation.

The tender should be submitted in the enclosed form, furnishing the details of information as sought for therein.

SRFTI reserves the right to accept or reject any or all the tenders without assigning any reason. The tender should reach the office latest **by 5 PM on 15.06.22** in a sealed envelope addressed to the Purchase Officer), Purchase Section, Satyajit Ray Film & Television Institute, E.M. Bypass Road, Kolkata-700 094.

Thanking you,

Yours faithfully,


(Pranesh Mondal)
Purchase Officer

Encl: above

ई. एम. बाइपास रोड, पोष्ट : पंचशायर, कोलकाता - 700 094
दूरभाष (सीधा): 91-33-2432-8355, 2432-8356, 2432-9300 ☐ फैक्स : 91-33- 2432-0723/2072/9436
E.M. Bypass Road, P.O.- Panchasayar, Kolkata-700 094
☐ Fax : 91-33- 2432-0723 / 2072 / 9436



FILM & TELEVISION INSTITUTE, KOLKATA
(An Academic Institution under Min. of Inf. & Broadcasting, Govt. of India)

Ref: No. 16011/19/22-pur

Date: 26.05.22

TENDER FOR THE SUPPLY CAMERA RIGS AND TRACKS FOR CLAYMATION
LAST DATE FOR SUBMISSION: 15.06. 2022(within 5 P.M.)
To be submitted to: Purchase Officer SRFTI, Kolkata

1.	Name of the Firm/Agency:		
2.	Address of the Firm/Agency:		
	Tel:	Fax:	
	E-mail:		

TENDER				
ITEM / SPECIFICATION	Make / Model	TO BE FILLED BY THE FIRM / AGENCY		
		QUANTITY REQD.	UNIT RATE In (Rs)	TOTAL RATE (In Rs.) (Inclusive of all taxes & charges)
1. <u>Camera Rigs and Tracks for claymation 3 sets (need to be fabricate based on Institute's requirement)</u> Kinetic Armatures: GWXY GWX GWMINI RS4 RS5		02 NOS. 02 NOS. 02 NOS. 02 NOS. 02 NOS.		
2. Tanotis: Glide Gear OH 150 Modular Over Head Camera / Light Rig		01 NO.		

TERMS & CONDITIONS:	
1.	Tenders must be submitted by bearer or sent by post so as to reach the office latest by 5.00 PM on 15.06.2022 in a sealed envelope addressed to The Sr. Manager (M&R), Satyajit Ray Film & Television Institute, E. M. By Pass Road, P.O. Panchasayar, Kolkata – 700 094 duly accompanied by following. a) Forwarding letter on the Official letterhead of the firm/agency. b) Supporting technical literature/brochure of the items for which rates are quoted. c) Supporting documents of previous supply of similar items at least 03 reputed firms in West Bengal. d) Sketches / Drawings of product quoted
2.	Tender will have to be submitted only on the numbered "Tender Paper" issued by SRFTI. Each page of the "Tender Paper" should be signed by the authorized signatory of the firm.
3.	Tender should indicate the 'total rate for each item' which should be inclusive of all applicable Taxes, Octroi as well as all charges including installation charges.
4.	The warranty should be mentioned in clear terms
5.	GST Registration Certificate should be enclosed along with the offer
6.	Delivery must be completed in full within 21 (twenty one) days after approve sample by the user department
7.	Part / incomplete tender are liable to be rejected
8.	SRFTI Administration reserves the right to accept or reject any offer and modify the total requirement at any stage without assigning any reason.
9.	Sealed envelope containing quotations should be super scribed with the words: "TENDER FOR THE SUPPLY & INSTALLATION OF CAMERA RIGS AND TRACKS FOR CLAMATION."
10.	Tendered rate should remain valid for at least 3 months from the last date fixed for submission of the tender. Institute reserves the right to reject part and incomplete Tender.
11.	Evaluation Criteria: The quotation will be evaluated on the basis of total cost of the items against SI. No. 01 to 02 of page No. 01 of the quotation form (inclusive of all taxes and charges).

Contd ... P/3

In case of any query, interested tenderers are requested to make Contract with Mr. Krishnaswami , HOD, Animation Cinema Dept. (Mob No. 9875655129)

TERMS OF PAYMENT:

1. Full payment on completion of supply & Installation subject to furnishing certificate to this effect by HOD, Animation Cinema within one month from the date of submission of bill complete in all respect

SPECIAL CONDITIONS/REMARKS BY THE FIRM/AGENCY, IF ANY: (Separate sheet may be attached if required)

Certified that we are quoting the above rates after having gone through the specifications of each item individually in addition to 'Terms & Conditions' & 'Terms of Payment' mentioned above, which are agreed by us.

Date:

Signature of the authorized signatory with seal