



ଓଡ଼ିଶା ସରକାର

GOVERNMENT OF ODISHA
OFFICE OF THE ENGINEER-IN-CHIEF, ELECTRICITY-CUM-
PRINCIPAL CHIEF ELECTRICAL INSPECTOR (ODISHA)
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**TENDER SPECIFICATION FOR
PREPARATION OF AWARENESS VIDEO / SPOTS
ON ENERGY CONSERVATION & ENERGY EFFICIENCY**

TENDER NOTICE NO: - 177 , Dated 06.01.2020.

Price of Bid Document: Rs. 2,000/-

Short Tender Notice

DOCUMENTATION AND PREPARATION OF VIDEO CDs

Sealed tenders are invited from registered agencies / organizations **meeting all the requirements** as per this tender specification for documentation and preparation of video CDs for creating energy conservation and energy efficiency awareness among the public.

Background

EIC (Electricity)-cum-PCEI, Odisha, Bhubaneswar intends to come up with a promotional campaign as part of its role as the SDA. As a part of the campaign we have identified video material on "Awareness on Energy Conservation". The quality of the short video film is a key factor to ensure that the message is effectively communicated to the public with simple yet clear representation and content.

With this objective in mind EIC (Electricity)-cum-PCEI, Odisha, Bhubaneswar intends to 'engage' an organisation/agency having experience and competence of producing good quality of audio-visual content. EIC (Electricity)-cum-PCEI, Odisha, intends to produce several audio-visual media content for highlighting the theme "Awareness on Energy Conservation & Energy Efficiency" in TV, electronics and also social media.

1. SCHEDULED DATES:

Due date and time for sale/receipt/opening of the tender:

Sale of the tender paper	From 10.01.2020, 11:00 AM up to 1:00 PM of 31.01.2020
Last date for Receipt of the tender	2:00 PM, 31.01.2020
Opening of the tender	4:00 PM, 31.01.2020

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2. The tender should be sealed and super-scribed as “**Tender for preparation of video/spots on Energy Conservation Awareness**”. The tender will be opened in the **Office of EIC (E) -Cum-PCEI**, Odisha, Bhubaneswar on the date indicated above in the presence of tenderers or their authorized representative, if any.
- 3.
- (a) Tender should be submitted **in person or by Registered post**.
 - (b) **Fax or telegraphic tender** will not be accepted.
 - (c) **Conditional Tender** will not be accepted.
 - (d) Office of EIC (E)-Cum-PCEI, Odisha takes no responsibility for any **loss / delay / non-receipt of application / tender sent by post or by any other arrangement**.
4. **VALIDITY:** The tender offer shall be valid for a period of **90 days** from the date of opening of tender.
5. Tenderers are to submit EMD amount of **Rs 3,540/-** (Rupees Three Thousand Five Hundred forty) only (refundable) in shape of Demand Draft drawn in favour of **EE (P & M) -cum- DEI**, Bhubaneswar drawn on any Nationalized Bank, payable at Bhubaneswar, along with the tender documents. **Offers without the EMD will be out rightly rejected. The EMD will be released to the unsuccessful bidders after finalization of the tender. The EMD shall be released to the successful bidder after completion of the work. The EMD will be forfeited, if the successful bidder fails to enter into contract with EIC (E)-cum-PCEI (O) and fails to carry out the work as per the terms of contract.**
6. **DOCUMENTS SUPPORTING EXPERIENCE:**
The following **Authenticated documents should be submitted along with tender:**
- **Copy of PAN Card.**
 - **Copy of GST Registration.**
 - **Name, Qualification and experience.**
- Apart from this, the tenderer has to fill up the form mentioned in **Annexure –I and II**.
7. **SUBMISSION OF THE OFFER:**
The tenderer has to quote only in the bid form as per the enclosed proforma at **Annexure –I & Annexure-II**.
Quoting in any other form or any other proforma will not be entertained.

GENERAL TERMS AND CONDITIONS

DEFINITION OF TERMS:

8. The “**EIC**” shall mean EIC (E)-Cum-PCEI, Odisha, Bhubaneswar, and having its office at Power House Square, Unit-V, Bhubaneswar.
9. The “**Energy Conservation Cell**” shall mean the cell or wing looking into energy conservation activities in the Office of EIC (E)-Cum-PCEI, Odisha, Bhubaneswar.

Important: The documentation and video CD has to be made ready before **15.02.2020** or as decided by concerned administrative authorities. Available video/spots may be used or developed in consultation with the ‘Energy Conservation cell’ if necessary.

