



KHAIRPUR
SPECIAL ECONOMIC ZONE

Phone# 0243-9280396-97-98
Office Address: Near Radio Pakistan Zila
Council Khairpur

No. PD/KSEZ/KHP/ 828/2014
**OFFICE OF THE PROJECT DIRECTOR
KHAIRPUR SPECIAL ECONOMIC ZONE**

Dated: 02-12-2014



National Industrial Parks
Development & Management Company



**TENDER FOR 03 Minutes DOCUMENTARY FILM & 30
SECOND TVC ON Khairpur Special Economic Zone.**

SEALED Tenders are invited from reputed firms /individual film producers involved in Documentary /Short film making having an experience of minimum one year in shooting documentary film for various government and private organizations and having necessary infrastructure and equipments with trained staff for capturing, editing and rendering of the Proposed documentary film.

Cost of blank tender document Rs. 100/- (Rupees One hundred only) to be paid in demand draft drawn from nationalized / scheduled bank in favor of National Industrial Parks Development & Management Company, Karachi (Non-refundable). The tender can be downloaded from website www.ksez.com.pk. If the tender document is downloaded from website, then cost of tender document in the form of demand draft shall be enclosed with the tender document. Earnest Money Deposit Rs. 5,000/- (Rupees Five Thousand only) by Demand Draft of nationalized / scheduled bank only in favor of National Industrial Parks Development & Management Company, Karachi should be submitted with the tender document.

Sale of Tender Document

From: 03/12/2014 During Working Days & Office hours only

Last date & time of Submission of Tender

On 22/12/2014 (Up to 12:00 Hrs.)

Date of Opening of Tender

22/12/2014 (at 12:30 Hrs.)

Tender document with required specifications will be available in the office during working hours from 10:00 AM to 6:00 PM from Monday to Friday and also on our website. The NIP reserves the right to accept or reject or partially accept or partially reject any or all tenders without assigning any reason thereof as per SPPRA rules. The interested parties can submit tender in a sealed cover super scribed "TENDER FOR DOCUMENTARY FILM PRODUCTION ON KSEZ addressed to:

**General Manager Technical
National Industrial Parks Development & Management Company
2nd Floor, Block C, FTC Building,
Sharh-e-Faisal, Karachi**



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Instructions to Bidders and terms and conditions

A) Earnest Money and Validity of Tender

- Tender shall be accompanied by the requisite Earnest Money in the form of Demand Draft drawn upon any nationalized/ schedule bank in favor of National Industrial Parks Development & Management Company.
- Tender is liable to be disqualified and shall not be considered at all, if not accompanied by the requisite Earnest Money in the form stated above,
- No interest shall be payable on the amount of Earnest Money and the same will be released after the finalization of rate contract to those bidders who fail to get the contract.
- Successful bidders should deposit required security deposit amount in the form of Demand Draft drawn upon any nationalized/ schedule bank in favor of National Industrial Parks Development & Management Company.
- Validity of the offer for acceptance should be one month from the date of opening of second envelop.

B) General Terms and Conditions

- Offers should be in two separate envelopes, the first containing technical bid and the second containing financial bid.
- The format of financial offer should be neatly typed or photocopied. The written matter should be clearly legible. Every page of the tender document should be signed with seal and all cuttings and corrections should be attested by the bidder under his signature.
- Original Tender submitted should be complete in all respect with all schedules, documents etc. of the tender document issued by NIP.
- The tender may be deposited by hand in the office or may be sent by registered post so as to reach the office by due date and time. No tender shall be entertained after due date and time and the delay on any account shall not be accepted.
- NIP reserves the right to reject or accept any tender, without assigning any reason thereof.



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- Before submission of the tender, bidders are required to make themselves fully conversant with the scope of the work, technical requirements and specifications etc. so that no ambiguity arises later on.
- The tender must contain the name, residence and places of business of the persons submitting the tender. The representative should bring an authorization letter from the bidder at the time of opening of tender.
- First sealed envelope marked as Technical bid should contain
 - Earnest Money
 - Declaration by the bidder (Performa attached)
 - Copy of registration certificate duly attested by competent authority.
 - Company profile.
 - Original Tender Document duly signed and sealed on each page.
- Second sealed envelope should contain price bid only. It should be super scribed as 'Financial Bid'
- The second tender document should be sealed in separate envelopes and then both the envelopes should again be sealed inside a main envelop. All the three envelops should clearly bear the following:
 - Name of the work
 - Name and address of the bidder
 - Due date
 - Name of contact person
 - Phone No.
- Bidders who give satisfactory evidence of documents will only be considered.
- The tender price will be inclusive of all taxes and duties, transportation, loading, unloading etc. The bidder will be totally responsible for complying with all rules and requirements concerning all taxes and duties.
- The tenders received through email or fax shall not be accepted under any circumstances.
- The amount quoted in tender should be on a fixed basis. Request for enhancement of contract rates shall not be considered under any circumstances.



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- The allotted tender shall be non-transferable
- Tenders received after closing date and time prescribed for submission of tender shall not be accepted under any circumstances.
- For any copyright or patent rights issue, the individuals/firm would itself be responsible.
- All the assigned work should be finished and delivered as per time frame given by NIP.
- The installation of the equipments, their security and maintenance is the responsibility of the bidder.

C) Technical Terms and Conditions

- Shoulder-mount 4K/2K Digital/HD Broadcast Video Cameras Offline
Uncompressed
4K/2K HD/HDV Editing.
- The Bidders should possess minimum outdoor shooting lighting equipments.
- Editing platforms: Final Cut Pro/Premier Pro/ Etuis 6.

D) Time Frame

- Script to be submitted within 15 days from the date of issuance of the Work Order.
- Rough cut to be submitted within 10 days after acceptance of the script by NIP.
- All final deliveries to be submitted with next 15 days. The final copy of the documentary is expected with 40 days from the date of issuance of the work order.
- Ten DVD copies with specially designed and printed art cover and DVD stickers.



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E) Specifications

Duration: Duration of the final copy of the documentary should be 3 minutes along with 30 second teaser/promo. The theme and concept will be provided by the Project Director, KSEZ.

Language: Urdu and English.

Format: Telecast quality HD digital for Raw and Edited Archiving via Hard Disc Data Transfer.

Quality: The final project output should be of telecast quality on national and private channels. The pre-production and post production stages must involve high industry equipments, infrastructure and technical staff.

Final Copy: The tentative final copy will be shown to the authorities for prior approval. Any Changes or corrections suggested therein will be fulfilled by the agency at no extra cost and a final output will have to be submitted within a week.

Copyright: NIP will be the sole right holder, including intellectual and marketing rights, on the audio visual footages pertaining to the documentary.