



**SARDAR PATEL UNIVERSITY OF POLICE, SECURITY & CRIMINAL JUSTICE**  
(Established Under State Legislative Assembly Act of Govt. of Rajasthan)  
Mathania Road, Daizer, Jodhpur-342 304, Rajasthan

**Expression Of Interest FOR DEVELOPING 2HRS MODULE (FILM) FOR TRAFFIC VIOLATORS**

**It should be in the format of a Film** which contains audio and video of all relevant road safety rules mainly described in Motor Vehicle Driving Regulations 2017, best practices, real accident footages, first aid techniques, Good Samaritan law, vehicle maintenance, legal issues, psychological aspects of road user behavior etc. The total length of film will be 2 hours.

1. Film can be divided in 8-10 min each per topic or as decided by Technical Committee.
2. Film format must be approved by all National channels and cinemas and all necessary approvals have to be taken by client only.
3. Shooting format must be DVC pro 50 or better version and HD.
4. Editing must be compatible with cinema compatibility and must be on HD camera.
5. Following work is included but not limited to, in developing film of good quality as described above:-

**Pre-Production work :**

- I. Research and finalization of subject to be covered.
- II. **V/O Script of 2 hours programme (divided in 10 min. for each topic). Content must be Informative, educative and entertaining.**
- III. Screen play of two hours films which will be divided in 8-10 min as per topic.

**B. Shooting / Production work :**

- I. Production / Shooting work - Location, Transportation and Production Team
- II. Camera and light equipment rent
- III. Technical Team:- Camera man, Asst Camera man, recordist and light man etc.  
Adequate qualifications for technical persons in their technical subjects are essential.

- IV. Song picturisation between various films, related to road safety theme, for continuity.
- V. Celebrities/Role Models/Doctors and other relevant persons must be a part of the Film.
- VI. Shooting locations must be different and accident prone areas should be included.

**C. Post Production Work**

- I. V/O artists and recording studio
- II. Back Ground Music
- III. Editing of all segments.

**D. Final Capsule of Two hours –**

- I. Animation
- II. Graphics - Color correction
- III. Compilation of all segments and Final Capsule making
  - Audio Video balancing
  - Captions - Text – Titling (Hindi and English both)

**Important Notes:**

1. Selected firms may give their inputs and suggestions to improve the quality of films which may be considered by Technical committee during presentation.
2. All rights are reserved with the Director, Centre for Road Safety, SPUP to change, modify or cancel any part or full technical specifications of this proposed module at any time.
3. The last date of submission of this EOI is 31<sup>st</sup> March 2018 or 15 days from the publication of this EOI, whichever is earlier.

**(To be on the Applicant/Lead Member's Letter Head)**

To,

**The Registrar  
Sardar Patel University of Police, security  
& Criminal Justice,  
Mathania Road, Daizer,  
Jodhpur-342 304, Rajasthan**

**Subject:** Submission of Expression of Interest for the proposed .....

Sir,

In response to the Invitation for Expressions of Interest published on .....  
for ....., we \_\_\_\_\_ (hereby referred  
as Applicant) would like to express our interest to undertake the EPC activities as  
mentioned in the notification. As instructed, we have enclosed all the necessary documents,  
as per the guidelines/format provided, for your information and records.

Thank You

Sincerely,

(Signature)

Name & Designation:

Seal:

## **Description of the Applicant**

1. Name :
2. Country of incorporation :
3. Address of the registered office :
4. Corporate headquarters, and its branch office(s), if any, in India and date of incorporation and/or commencement of business :
5. Brief description of the Applicant including details of its main lines of business and proposed role and responsibilities in this Project :

6. Details of individual (s) who will serve as the point of contact / communication :

Name :

Designation :

Company : Address :

Telephone No:

E-Mail Address:

Fax Number:

Mobile Number:

- 7 (i). The EoI fee amounting to Rs. 500/- DD No.- ..... Dated..... in favour of Director, Centre for Road Safety, Jaipur, Rajasthan.
- (ii). EMD of Rs. 19200/- DD No.- ..... Dated..... in favour of Director, Centre for Road Safety, Jaipur, Rajasthan.

(ii). The earnest money (Security Deposit) Rs. 96 thousand has been deposited vide Draft No./Banker cheque Nos..... dated..... in favour of Director, Centre for Road Safety, Jaipur, Rajasthan,

8. We agree to abide by all conditions mentioned in EoI notice issued by the Registrar, Sardar Patel University of Police, security and Criminal Justice, Jodhpur and also the conditions of the said EoI notice given in the attached sheets (all the pages of which have been signed by me in token of our acceptance of the terms mentioned thereby).

**Accepted**

**Signature of the Tenderer**

## **Other Terms and Conditions**

- 1** The EoI fee amount of Rs. 500/- is required to be paid in favour of Director, Centre for Road Safety, Jaipur, Rajasthan alongwith application of EoI..
- 2** EMD of Rs. 19200/- (2% of estimate value of subject matter) shall be deposited alongwith application of Expression of Interest.
- 3** In complete EoI such as not in prescribed format or without EoI fee and EMD are liable to be rejected.
- 4** The security deposit@10% of the contract value in the form of Demand Draft in favour of Director, Centre for Road Safety, Jaipur Rajasthan should be deposited before execution of the agreement. Security deposit shall be returned after satisfactory completion of the work. Department is not liable to pay any interest on Security Deposit amount. The EMD of successful bidder will be adjusted in Security deposit.
- 5** Agreement should be executed on appropriate value of stamp paper before stipulated date of commencement.
- 6** All taxes born by bidder.
- 7** Registrar, Sardar Patel University of Police, Security and Criminal Justice, Jodhpur, Rajasthan, will enjoy the right to cancel/postpone/extend/modify this EoI, thus published, without showing any cause to anyone.

### **6 Mode of Application**

The application will have to be submitted i.e. Part (A) and Part (B).

**Part – 1st (Technical Bid) :** Part – 1st (Technical Bid) will contain the firm's detailed Balance Sheet and P & L statement for the Past three years, list of similar. Projects under taken in the past with status of operation as on date, copies of purchase order/satisfactory completion of operations certificates of the projects referred, in house capabilities of executing such projects in terms of man power and financial capabilities. The technical bid should contain the proposed developing module(Film). The applicant must also supplement with the Copy of PAN card, copy of GST registration, other Credentials in support of work experience and the details.

**Part – IInd (Financial Bid) :** Part 2nd (Financial) will contain only the financial bid and should indicate the proposed amount required for developing module(Film).

- 8 The letter of "Expression of Interest" (Single envelop containing two separate envelops ie. Technical and Financial Bid) should reach the office of the Registrar, SARDAR PATEL UNIVERSITY OF POLICE, SECURITY & CRIMINAL JUSTICE, Mathania Road, Daizer, Jodhpur-342 304, Rajasthan on or before 1700 hours of April 05 ,2018, under sealed cover
- 9 The Bids will be open on 06<sup>th</sup> April, 2018 at 2.00 pm.

Financial Year	Annual Turnover	Net Present Worth
2012-13		
2013-14		
2014-15		
2015-16		
2016-17		

### 2.3 Exhibit 3: Financial Capability of the Applicant

The Applicants would be evaluated on the basis of the Evaluation Criteria as mentioned in snapshot of the EOI document. Applicants should provide their Net-worth details as indicated below.

**The bidder is entitled to indicate the annual turnover and net present worth of the company from last 5 years based on the audited balance sheet/financial statement**

#### Financial Information

(Please attach copies of Audited Financial Statements)

Cumulative Contract value (in INR) of similar Project(s) managed in the last three financial years.		
FY 2013-14	FY 2014-15	FY 2015-16

Signature of the Authorised person with designation

#### **2.4 Exhibit 4: Technical Capability of the Applicant**

The Applicants would be evaluated for meeting the Evaluation Criteria as mentioned in snapshot of the EOI document. Such Applicants should provide their technical qualification details as indicated below.

Summary of previous work completed on similar Projects implemented during last 3 years

S. No.	Name of the Customer	Project Name	Start Date	End Date	Contract Value (INR)

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(Signature of the Authorised person with designation) Date



**PART – II**

**Expression of Interest for Developing 2 Hrs Module (Film) for Traffic Violators.**

**FINANCIAL BID**

1. Name of Company/Firm .....
2. Address & Contact Nos. ....  
.....  
.....
3. Proposed financial offer .....  
(Excluding GST)
4. GST shown separately

**(Signature of authorized signatory)  
Name & Designation  
Seal of Company**

**DECLARATION BY TENDERS**

I/ We declare that I am / We are bona fide/ Manufacturers/ Whole Sellers/ Sole distributor/ Authorized dealer/ dealers/ sole selling/ Marketing agent in the goods/ Services/ stores/ equipments for which I / We have tendered.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled

**Signature of the bidder with stamp**

## **Annexure A : Compliance with the code of Integrity and No Conflict of Interest**

Any person participating in a procurement process shall –

- (a) Not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) Not misrepresent or omit the misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) Not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) Not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) Not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) Not obstruct any investigation or audit of a procurement process;
- (g) Disclose conflict of interest, if any; and
- (h) Disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

### **Conflict of Interest :-**

The Bidder participating in a bidding process must not have a Conflict of interest.

A conflict of interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

i. A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:

- a. Have controlling partners/shareholders in common ; or
- b. Receive or have received any direct or indirect subsidy from any of them; or
- c. Have the same legal representative for purposes of the Bid; or
- d. Have a relationship with each other; directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
- e. The Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same subcontractor, not otherwise participating as a Bidder, in more than one Bid; or
- f. The Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
- g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/ consultant for the contract.

## **Annexure B : Declaration by the Bidder regarding Qualifications**

### **Declaration by the Bidder**

In relation to my/our Bid submitted to ..... for procurement of ..... in response to their Notice inviting Bids No. ....Dated ..... I/We hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012, that :

1. I/We possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/We have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/We are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceeding for any of the foregoing reasons;
4. I/We do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement Contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/We do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

Date :  
Place :

Signature of bidder  
Name :  
Designation :  
Address :

## Annexure C

### Grievance Redressal during Procurement Process

The designation and address of the First Appellate Authority is .....

The designation and address of the Second Appellate Authority is  
.....

(1) **Filing an appeal**

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued there under, he may file an appeal to First Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a Bidder as successful the appeal may be filed only by a Bidder who has participated in procurement proceedings:

Provided further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be tiled only by a Bidder whose Technical Bid is found to be acceptable.

- (2) The officer to whom an appeal is filed under para (1) shall deal with the appeal as expeditiously as possible and shall Endeavour to dispose it of within thirty days from the date of the appeal.
- (3) If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidding Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the First Appellate Authority, as the case may be.
- (4) Appeal not to lie in certain cases  
No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-
- (a) determination of need of procurement;
  - (b) provisions limiting participation of Bidders in the Bid process;
  - (c) the decision of whether or not to enter into negotiations;
  - (d) cancellation of a procurement process;
  - (e) applicability of the provisions of confidentiality.
- (5) Form of Appeal
- (a) An appeal under para (1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
  - (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.

(c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorised representative.

(6) Fee for filing appeal

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

(7) Procedure for disposal of appeal

- (a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,
  - (i) hear all the parties to appeal present before him; and
  - (ii) Peruse or inspect documents, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal.

**FORM No. 1**

[See Rule 83]

**Memorandum of Appeal under the Rajasthan  
Transparency in Public Procurement Act, 2012**

Appeal No. .... of ..... Before  
the ..... (First/Second Appellate Authority)

1. Particulars of appellant :

(i) Name of the appellant :

(ii) Official address, if any :

(iii) Residential address :

2. Name and address of the respondent (s) :

(i)

(ii)

(iii)

3. Number and date of the order appealed against and name and designation of the officer/authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal :

6. Grounds of appeal : .....  
(Supported by an affidavit)

7. Prayer : .....

Place .....

Date .....

**Appellant's Signature**

## **Annexure D :**

### **Additional Conditions of Contract**

#### **1. Correction of arithmetical errors**

Provided that a Financial Bid is substantially responsive, the procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis:

- i. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- ii. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- iii. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

#### **2. Procuring Entity's Right to Vary Quantities**

- (i) At the time of award of contract, the quantity of Goods, works or services originally specified in the Bidding Document may be increased or decreased by a specified percentage, but such increase or decrease shall not exceed twenty percent, of the quantity specified in the Bidding Document. It shall be without any change in the unit prices or other terms and conditions of the Bid and the conditions of contract.
- (ii) If the Procuring Entity does not procure any subject matter of procurement or procures less than the quantity specified in the Bidding Document due to change in circumstances, the Bidder shall not be entitled for any claim or compensation except otherwise provided in the Conditions of Contract.



(iii) In case of procurement of Goods or services, additional quantity may be procured by placing a repeat order on the rates and conditions of the original order. However, the additional quantity shall not be more than 25% of the value of Goods of the original contract and shall be within one month from the date of expiry of last supply. If the Supplier fails to do so, the Procuring Entity shall be free to arrange for the balance supply by limited Bidding or otherwise and the extra cost incurred shall be recovered from the Supplier.

**3. Dividing quantities among more than one Bidder at the time of award (In case of procurement of Goods)**

(i) As a general rule all the quantities of the subject matter of procurement shall be procured from the Bidder, whose Bid is accepted. However, when it is considered that the quantity of the subject matter of procurement to be procured is very large and it may not be in the capacity of the Bidder, whose Bid is accepted, to deliver the entire quantity or when it is considered that the subject matter of procurement to be procured is of critical and vital nature, in such cases, the quantity may be divided between the Bidder, whose Bid is accepted and the second lowest Bidder or even more Bidders in that order, in a fair, transparent and equitable manner at the rates of the Bidder, whose Bid is accepted.