

**PRASAR BHARATI
DIRECTORATE GENERAL: DOORDARSHAN
PURCHASE DIRECTORATE (ENGG.)
DOORDARSHAN BHAWAN
NEW DELHI – 110001**

F.No. 19(2)2021-22 E1 (P) TV

16/06/2021

A) GENERAL INSTRUCTIONS TO CONSUTANTS/APPLICANTS:

1. The broad scope of work and services to be EOI are available in the complete documents which can be viewed/downloaded free of cost from e-tender portal of Doordarshan <https://prasarbharati.eproc.in> or CPP Portal <http://www.eprocure.gov.in>.
2. The EOI submitted on the E-procurement portal at website <https://prasarbharati.eproc.in> has to be duly digitally signed.
3. No claim shall be entertained on account of disruption of internet service being used by applicants & are advised to upload their bids well in advance to avoid last minute technical snags, If any..
4. All Corrigendum/Amendment/Corrections in the EOI document, if any, will be published/ uploaded on the website <https://prasarbharati.eproc.in>. All the applicants are therefore advised to regularly visit the website before submitting the EOI.
5. All documents/papers uploaded/submitted by the applicants must be legible.
6. It is mandatory for all the applicants to have Class-III Digital Signature Certificate (in the name of person who will sign the bid document) from any of the licensed Certifying Agency.
7. To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the Prasar Bharati e-Tendering Portal (<https://prasarbharati.eproc.in>) to have a user ID & Password which is provided by M/s C1 India Pvt. Limited by submitting a non-refundable annual registration charges of Rs. 450/- plus 18% GST through online mode (net banking/debit card/credit card). Validity of Registration is 1 year.
8. a) The Bidders/Vendors shall be charges the Processing Fee in accordance with the Estimated Cost of respective Tenders. The following are the charge to be paid by the Bidders/Vendors on the e-procurement portal:

Estimated Value of the Tender	Processing Fee per tender per Bidder
Less than or Equal to Rs. 10 Lakhs	Rs. 475.00 + 18% GST
More than 10 Lakhs but Less than or equal to 50 Lakhs	Rs. 925.00 + 18% GST
More than 50 Lakhs	Rs. 1150.00 + 18% GST
Annual Charges for Online Bidder/Vendor for the Registration	Rs. 450.00 + 18% GST

- b) If any case , for any particular Tender, Estimated Cost is unknown to 'Tender Uploading Authority', Then the Estimated Cost Value will be mentioned as "0"(Numeric Zero) during Online Tender Creation at Prasar Bharati e-portal (<https://prasarbharati.eproc.in>) and in that case the processing Fee would be Rs. 1150.00 + 18% GST.
9. Page no. shall be given on each and every paper/documents serially uploaded.
10. Consultants/Applicants may ask any clarification, if required, before the stipulated date. After that no request will be entertained.
11. Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department or Startups as recognized by Department of Industrial Policy & Promotion (DIPP) for the items required in NIT shall be exempted from payment in respect of cost of Earnest Money as per the Government instructions on the subject on

submission of documentary evidence of valid registration. The bidders are required to submit a hard copy of MSME/NSIC/Start up certificate before submission of bid, which firm is registered with Centre Government Organization/concerned Ministry/DIPP.

12. Small Scale Units Registered with NSIC under Single Point Registration Scheme for the item required in NIT shall be exempted from payment in respect of cost of Tender/Earnest Money as per the Government instructions on the subject on submission of documentary evidence of valid Registration.
13. The insertion of Rule 144(xi) in General Financial Rules, 2017 in “Fundamental principles of public buying” regarding the Bidders from countries sharing a land border with India vide OM No F.No 6/18/2019-PPD dated 23rd July, 2020 of Ministry of Finance shall be applicable.

B) LIST OF MANDATORY DOCUMENTS:

1. Authorization to sign the EOI by the applicant.
2. EOI Document competes along with all Annexure- I and Annexure-II are digitally signed and enclosed with the offer.
3. Certificate of incorporation, Registration, GST/Sales tax registration etc. and other related details must accompany the EOI.
4. ISO or any applicable equivalent certification as applicable for consultancy services.
5. Letter of Submission as per format at Annexure-I.
6. Declaration regarding acceptance of terms and conditions of the EOI and declaration of not been blacklisted by any Organization as per Annexure-II.
7. Past experience relevant to the "Consultancy / DPR for advising Global media house/ broadcasters for such projects.
8. Documentary proof of financial standing and Annual turnover.
9. Details of Existing partnerships in relevant geographical regions, if any.



Assistant Engineer
Doordarshan Directorate