



विधान सभा
राष्ट्रीय राजधानी क्षेत्र दिल्ली

ध्वनि दृश्यात्मक (audio-visual) उत्पादक सेवाएं प्रदान करने हेतु
निविदाओं का आमंत्रण

दिल्ली विधान सभा की कार्यवाही एवं दिल्ली विधान सभा परिसर में आयोजित अन्य कार्यक्रमों के एचडी (HD) क्वालिटी ऑडियो विजुअल लाइव फीड के प्रोडक्शन के लिए दिल्ली विधान सभा, प्रतिष्ठित एवं अनुभवी एजेन्सियों/ वेंडर्स की सेवाएं लेने की इच्छुक है। न्यूनतम तकनीक तथा व्यक्तियों की आवश्यकता संबंधी अन्य विवरण www.delhiassembly.nic.in पर उपलब्ध है। मुहरबंद निविदाएं प्राप्त करने की अंतिम तिथि 17 मार्च, 2016 है।

उप सचिव



LEGISLATIVE ASSEMBLY
NATIONAL CAPITAL TERRITORY OF DELHI

Inviting quotations for providing audio-visual production services

The Delhi Assembly proposes to hire the services of reputed and experienced agencies / vendors to provide services for production of HD quality live audio-visual feed of the Assembly Proceedings and other events to be held in the Assembly Complex. The minimum technical and manpower requirement and other details are available on www.delhiassembly.nic.in. Last date for receipt of sealed quotations is 17 March 2016.

Deputy Secretary

LEGISLATIVE ASSEMBLY SECRETARIAT
NATIONAL CAPITAL TERRITORY OF DELHI

Inviting quotations for providing audio-visual production services

The Delhi Assembly proposes to hire the services of reputed and experienced agencies / vendors to provide telecast quality live HD feed of the Assembly Proceedings and other events to be held in the Assembly Complex.

The Assembly proceedings are held in a closed Hall whereas the other events are held in conference rooms or outdoors. The agency / vendor is expected to be flexible in accommodating additional requirements, such as one or two additional cameras or longer cables etc., on short notice as and when necessity arises. On an average the Delhi Assembly sits for 25 days in a year, spread over different months, and is expected to hold approximately five to ten events (including outdoor events) during a year. The agency / vendors have to quote their rates on 'per day' basis (inclusive of all taxes). They are also expected to comply with all statutory requirements for providing these services and should be registered with the concerned agencies.

The minimum requirements of the equipment and manpower to be deployed for coverage are as follows:

Equipment Requirement			
S. No	Equipment	Specifications	Qty
1.	3 CCD Camera CCU + Tripod+Power Adopter+Battery + 100\150 Meter Cable	2\3 inch, 5 inch LFT Monitor, 2 P2 Card 64 GB	5
2.	Vision Mixer\Switcher	Full HD, 10 Bit Processing with key and Fill Input, 1 ME, Output = HD\SD	1
3.	Graphic System	Full HD with Character and Template generator, key Full Output,	1
4.	Confidence Monitor	Full HD	4
5.	Video Distributer Amplifier (VDA) HD\SD	1X 10, cable equalization on 75 Ω	2
6.	Talk Back Head Set with Controller		6
7.	Cable-Connections Set		1
8.	Audio Monitor		2

Manpower Requirement		
S. No.	Personnel	Numbers
1.	Cameraperson	4
2.	Switching Editor	2
3.	Graphic Assistant	1
4.	Technical Assistants	1

General Conditions

01	The applicant agency/vendor should have a minimum of 2 years of experience in the field of providing live audio-visual production services
02	The applicant agency/vendor should possess valid registrations and be registered with the concerned departments, such as Service Tax, Trade & Taxes etc for providing these services
03	The applicant agency / vendor shall deposit a Cheque/ Pay Order or Demand Draft for an amount of Rs. 25,000/- payable to the “DDO, Delhi Legislative Assembly” along with the quotations as Earnest Money Deposit.
04	The selected agency /vendor shall deposit Cheque/ Pay Order or Demand Draft payable at Delhi for an amount of Rs. 1,00,000/- payable to the “DDO, Delhi Legislative Assembly” as performance guarantee. This amount is liable to be forfeited in the event of non-performance or unsatisfactory service.
05	The selected agency / vendor should be prepared to provide the services within a period of 2 days of notice.
06	The sealed quotations along with the duly filled prescribed form should reach the Deputy Secretary, Room No.128, Legislative Assembly Secretariat, Old Secretariat, Delhi 110054 latest by 3 PM of 17 March 2016. The quotations will be opened at 5PM on 17 March 2016.

Format for submission of sealed quotations

01	Name	
02	Address	
03	Telephone Numbers	
04	Email	
05	Details of Past Experience	
06	Details of Statutory Registrations	
07	Rates for providing services on 'per day' basis (inclusive of all taxes)	
08	Details of Cheque / Pay Order / Demand Draft enclosed as EMD	

Authorised Signatory