

Punjab Roads & Bridges Development Board (PRBDB)

SCO 61-62, Phase 2, Mohali

Notice Inviting Quotations

Name of Work: Design, development & creation of audio / visual content for (2 to 5 minutes duration) for Building works of PWD (B&R).

Quotations are hereby invited on behalf of Joint Secretary, Punjab Roads & Bridges Development Board, SCO 61-62, Phase 2, Mohali from agencies for the under mentioned work:

1. High resolution content creation for showcasing Infrastructure projects (roads, buildings & bridges) constructed across the state of Punjab
2. Voice over in English, Punjabi & Hindi
3. Site photography / Videography
4. Final movie/clip in full HD format (1080 p)

The participating firm should have an experience of atleast 7 years with a minimum turnover of Rs. 5 Crores in each of the last three Financial Years.

The quotation should reach this office on or before 02-11-2021 by 03:00 PM which shall be opened on the same day at 03:30 PM in the presence of the participating agencies or their representatives whosoever wishes to be present in the office.

Terms and Conditions:-

1. All entries in the quotation should be legible and filed clearly, neatly and accurately. Any addition, erasing or overwriting would make the bid invalid unless the same are neatly carried out and initialled by the bidder.
2. Quotations received after the due date and time shall not be considered.
3. Telegraphic and conditional bids shall be rejected.
4. The validity of bids shall be 90 days from the date of receiving of the bids.
5. In case the date of receiving/ opening of bids happens to be a public holiday, then the bids shall be received/ opened on the next working day at the stipulated time.
6. Payment Schedule: The payment to the selected agency shall be released as per the following:

S. No.	Milestone	Payment Schedule
1.	Mobilization Advance	20% of the total project cost*.
2.	Submission and acceptance of first draft	30% of the total project cost
3.	After completion and approval of work	50% of the total project cost

**The mobilization Advance shall be against the submission of irrevocable Bank Guarantee of the same amount.*

7. The undersigned reserves the right to accept or reject any or all the bids without assigning any reason.
8. All disputes concerned in anyway with these bids are subject to Mohali jurisdiction only.

Sd/-
Joint Secretary
PRBDB, Mohali.