

National Film Archive of India

Ministry of Information and Broadcasting

Government of India

Corrigendum for RFP for converting digital files at NFAI to OCR format. Ref. No: 302/101/2020-NFHM dated September 17, 2020

Attention is invited to the Advertisement on All India basis inviting response to the Request for Proposal for Restoration of film content at NFAI, Pune. The said RFP was also uploaded on the NFAI's website (www.nfai.gov.in) and Procurement website of Government of India (<https://eprocure.gov.in/cppp/>)

This document covers the changes in the schedule details. The Corrigendum shall be construed as a part of the RFP and it shall be the responsibility of the Bidder to read carefully and understand the changes / additions mentioned it.

The rest of the content as mentioned in the RFP shall remain unchanged.

Sd/-

Shri. D.K Sharma,

Administrative Officer

National Film Archive of India

1 Under Section C, submission of bid, following addition has been made

The bidder may choose to submit either hardcopy of the proposal, as mentioned in the RFP, or submit the softcopy of their proposal in the following manner:

Softcopy Submission:

- A zipfile containing softcopies of EMD, tender fees, pre-qualification documents, technical proposal, financial proposal and relevant annexures plus supporting documents shall be submitted to it@nfaipune.gov.in as specified above.
- **Online Submission**
 - **Naming Convention:**
 - Naming convention and format of the softcopies will be as mentioned below:

| # | Particulars | File Format | Password Protected (Yes/No) | Time for sharing the Password |
|----|--|-------------|-----------------------------|---------------------------------------|
| 1. | EMD and Tender fees_<<Primebidder Name>> | Pdf | Yes | On submission of bid |
| 2. | Pre-Qualification__<<Primebidder Name>> | Pdf | Yes | On submission of bid |
| 3. | Technical Proposal__<<Primebidder Name>> | Pdf | Yes | On submission of bid |
| 4. | Financial Proposal__<<Primebidder Name>> | Pdf | Yes | During opening of financial proposals |

- All the above mentioned files will be put in one folder. The bidder shall create a zipfile of the folder. The said zipfile shall be sent to NFAI. The naming convention to be followed for the zipfile will be “ Proposal for converting digital files at NFAI to OCR format _Name of Prime bidder”.
- **Submission of softcopies:**
 - The bidder shall submit softcopies (zipfile) of their proposals at it@nfaipune.gov.in (Note: As per the schedule mentioned under Section 3 of RFP).
 - The bidder is required to share the password of document #1, #2 and #3, post receiving an email in the said regard from NFAI.
 - A confirmation mail shall be sent to the bidders from NFAI (it@nfaipune.gov.in) intimating them on the receipt of the same.

- The password for document #4 shall be shared by the bidder at the time of opening of the respective financial proposals only. (Note: An intimation/ request mail for the same will be shared by NFAI in this regard)

2 Under section 7, Pre-Qualification criteria, following changes have been made

Criteria #1 and #3 to be read as:

| # | Pre-Qualification Criteria | Proof Document Required |
|----|--|--|
| 1. | <p>The agency/ Organization/ Company or member of the Consortium must be a registered under Indian Companies Act, 2013 or the Partnership Act, 1932 or relevant Shop Establishment Act or Municipal Act</p> <p>Note: 1) The consortium cannot be more than 3 members (including Prime Bidder) 2) All members of the consortium should be jointly and severally liable for execution of the work.</p> | <p>i. Certificate of Incorporation/ Registration Certificate/ Shop Establishment certificate</p> <p>ii. Certificate of compliance under company letterhead (Refer Annexure - 16)</p> <p>iii. A duly notarized / registered Memorandum of Understanding (MoU) signed between Prime Bidder and all the consortium members.</p> <p>iv. Power of Attorney as per Annexure- 17 shall be submitted in case of a Consortium. <i>MOU should clearly mention detailed roles and responsibilities of the Prime Bidder and its Consortium members.</i></p> <p>Note: In case the Consortium member is an entity registered in any country outside India, a valid Apostille certificate needs to be provided in the Annexure 5 and 17. Kindly refer to the note in Annexure 5 and 17.</p> |
| 3. | <p>The Agency/ Organization/Company should have executed similar projects which include work related to conversion of scanned documents to OCR etc. for clients (Government of India (GoI)/ any other entity of GoI or any state government or central government / department / Urban local body In India)/ any commercial organization in India and abroad with a project value of atleast INR 15 Lacs within the last five financial years. Or two projects worth INR 7.5 lacs each</p> | <p>Copy of Work Order & Work Completion certificate of the project from the client (Government of India (GoI) / any other entity of GoI or any state government or central government / department / Urban local body In India)/ any commercial organization in India and abroad clearly depicting the scope of work, contract period and project value.</p> <p>Note: Work Order and completion certificates from 1st January 2015 onwards will only be considered.</p> |

3 Following addition to the RFP has been done**3.1 Payment Milestone**

| Sr. No | Milestone | Payment in percentage terms (excluding the AMC cost) |
|--------|---|---|
| 1. | On signing of the contract and mobilization of resources | 10% of the total estimated quote |
| 2. | On successful creation of OCR formats along-with cataloguing for 25% of the total cumulative number of pages | 15% |
| 3. | On successful creation of OCR formats along-with cataloguing for 50% of the total cumulative number of pages | 15% |
| 4. | On successful creation of OCR formats along-with cataloguing for 75% of the total cumulative number of pages | 15% |
| 5. | On successful creation of OCR formats along-with cataloguing for 100% of the total cumulative number of pages | 15% |
| 6. | Quality review by NFAI and rework on the suggestions | 20% |
| 7. | Final Submission and Acceptance | The remainder payment shall be made after final Quality Check by NFAI and handover of all the material for a particular title to NFAI |