

Jharkhand Film Development Corporation Limited

An Undertaking of Government of Jharkhand
Suchana Bhawan, Meur's Road, Ranchi-834008

Very Short Notice for Empanelment of Consultant

Sealed EOI are invited for empanelment of CA firms for scrutiny of the Bills, Audited Statements, Legal Agreements/ Deed etc. submitted by the film makers for availing financial incentive / subsidy as per the provision of Jharkhand Film Policy.

1. The following table provides a quick overview of the key activities and some important information about this EOI:

S. N.	Particulars	Details
1.1	EOI Reference No.	
1.2	EOI issuing Authority	Jharkhand Film Development Corporation Limited Undertaking of Government of Jharkhand,
1.3	Name of the Project	Empanelment of firms for scrutiny of the Bills, Audited Statements, Legal Agreements/ Deed etc. submitted by the film makers for availing financial incentive / subsidy as per the provision of Jharkhand Film Policy.
1.4	Date of issue of tender document	07-06-2022
1.5	Last date and time of submission of EOI document	23-06-2022 1:00 PM
1.6	Date of opening of Bids / EOI	23-06-2022 4:00 PM
1.7	Validation of EOI	Proposal must remain valid for 90 days after the submission Date.
1.8	EMD	The bidders are required to submit refundable EMD in the form of a demand draft of Rs.25,000/- (Twenty Five Thousand only) in favor of Managing Director, Jharkhand Film Development Corporation Limited.
1.09	Tender Cost	The bidders are required to submit non refundable demand draft of Rs 2,000 (Rupees Two Thousand Only) in favor of Managing Director, Jharkhand Film Development Corporation Limited.
1.10	Address of communication / submission of proposal	Jharkhand Film Development Corporation Limited Undertaking of Government of Jharkhand, Suchana Bhawan, Ranchi. Tel: 0651-2281522, 0651-2282458

The Terms & Conditions and detailed copy of the EOI document should be obtained from corporation notice board or may also be downloaded from our website www.prdjharkhand.in / www.jharkhandfilms.org

Sd/-

Managing Director

Jharkhand Film Development Corporation Limited

Jharkhand Film Development Corporation Limited

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Expression of Interest (EOI)

for

**Empanelment of CA Firms for Scrutiny of the Bills, Audited Statement,
Legal Agreement/Deed etc. submitted by the film makers for availing
financial incentive / subsidy as per the provision of Jharkhand Film Policy.**

**Jharkhand Film Development Corporation Limited
Undertaking of Government of Jharkhand
2nd Floor, Suchana Bhawan, Meur's Road, Ranchi - 834008**

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INVITATION FOR EXPRESSION OF INTEREST

Jharkhand Film Development Corporation Limited, An Undertaking of Government of Jharkhand invites sealed Expression of Interest (EOI) for empanelment of CA Firms to act as a Consultant for a period of 3 years (Initially for one year subject to renewal for two more years based on satisfactory performance) for Scrutiny of the Bills, Audited Statement, Legal Agreement/Deed etc. submitted by the film makers for availing financial incentive / subsidy under the provision of Jharkhand Film Policy.

The Firm will be responsible for:

1. Scrutiny of the Bills, Audited Statement, Legal Agreement/Deed (both online and offline) under film policy of the department and submission of their observations/recommendation regarding cost of film to the Board of Directors, Jharkhand Film Development Corporation Limited.
2. Provide certificate to the Board of Directors of Jharkhand Film Development Corporation Limited regarding Total Cost of the Film so that subsidy amount can be decided.
3. Examining and providing professional assistance related to film policy.
4. Any other related work assigned by the JFDCL from time to time.

The EOI document containing the details of eligibility criteria, submission requirement, scope of work and evaluation criteria etc. can be downloaded from the website [JFDCL\(jharkhandfilms.org\)/ www.prdjharkhand.in](http://JFDCL(jharkhandfilms.org)/www.prdjharkhand.in)

Further details, if any, may be obtained from the office of Jharkhand Film Development Corporation Limited during office hours.

Sealed envelope marked to the captioned address, containing EOI and non-refundable fee of Rs 2,000 (Rupees Two Thousand) only by way of Demand Draft in favour "Jharkhand Film Development Corporation Limited", payable at Ranchi and a refundable EMD of Rs 25,000 (Rupees Twenty Five Thousand) only by way of Demand Draft in favour "Jharkhand Film Development Corporation Limited", payable at Ranchi may be submitted mentioning "**Empanelment of CA Firms for Scrutiny of the Bills, Audited Statement, Legal Agreement/Deed etc. submitted by the film makers for availing financial incentive / subsidy as per the provision of Jharkhand Film Policy**" on the top cover **addressed to :**

Jharkhand Film Development Corporation Limited

An Undertaking of Government of Jharkhand
Suchana Bhawan, Meur's Road, Ranchi-834008

“The Managing Director, Jharkhand Film Development Corporation Limited, Undertaking of Government of Jharkhand, 2nd Floor, Suchana Bhawan, Meur's Road Ranchi-834008”

Managing Director
Jharkhand Film Development Corporation Limited,

Note: Corporation reserves the right to cancel this request for EoI and/or invite afresh with or without amendments, without liability or any obligation for such request for EoI and without assigning any reason.

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2. SCOPE OF WORK

1. Scrutiny of the Bills, Audited Statement, Legal Agreement/Deed (both online and offline) under film policy of the department and submission of their observations/recommendation regarding cost of film to the Board of Directors, Jharkhand Film Development Corporation Limited.
2. Provide certificate to the Board of Directors of Jharkhand Film Development Corporation Limited regarding Total Cost of the Film so that subsidy amount can be decided.
3. Examining and providing professional assistance related to film policy.
4. Any other related work assigned by the JFDCL from time to time.

2. ELIGIBILITY

The minimum eligibility criteria will be as below along with submission of all annexure attached herewith.

- 3.1 The firm must be having practical experience of 10 years and more.
- 3.2 The firm must contain Chartered Accountants, Company Secretaries & 10 full time employee having minimum qualification as CA (Inter)/ CS (Inter)/ B.Com (H).
- 3.3 The firm must have experience in Film Sector.

Note: -1. Supporting documents as above is to be submitted.

2. The applicant not fulfilling any of the above eligibility criteria need not apply

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3. PERIOD OF CONTRACT:

Initially the empanelment will be done for One year w.e.f. date of order which may be extended for further period of two years on year to year basis, on the same rate, terms & conditions subject to satisfactory performance.

4. BIDDING:

Bids in two parts (Technical & Price Bid) are invited from interested applicants.

4.1 Submission of Bids:

1. The offer is to be submitted in two parts. The first part "Part-I, Technical Bid", should contain the detailed technical and commercial terms of the offer, but should not contain the price. The second part "Part – II, Price Bid" should contain the price offered. Both the parts enclosed in two different sealed envelopes and should be properly and prominently super scribed as Part-I and Part-II marked as per the above scheme. Both these envelopes should be put in a third sealed envelope. The name and address of the Applicant must be indicated on the body of the each envelope.
2. The offers may be submitted as per the date mentioned above. Offers received beyond scheduled date and time shall not be accepted.
3. Part –I (Technical Bid) only will be opened in presence of the applicant or authorized representative of the applicant who may like to attend the tender opening.
4. Part –II (Price Bid) of the applicants whose Technical offers are acceptable will be opened. The date and time of opening of such price Bids will be communicated to the qualified applicant. Price should indicate only the consolidated price (Including all taxes and duties except GST), covering the scope of work. Price Bid indicating job wise rate will not be considered and will be treated as un-responsive.
5. The complete offers including Price Bid should preferably be typed in the letterhead of the applicant.

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6. Applicants should **sign with seal** on all pages of EOI documents including enclosures submitted, as a token acceptance of EOI terms and conditions.
7. Overwriting/correction/erase and use of white ink should be avoided. However, if any overwriting/correction/erase is inevitable, that should be authenticated with the applicant's signature and seal. However, any Overwriting/correction/erase in Price bid shall lead to cancellation of bid.
8. The offer should be submitted strictly as per the terms & conditions laid down in the EOIdocument.
9. EOI documents should be addressed to the "The Managing Director, Jharkhand Film Development Corporation Limited, Government of Jharkhand, 2nd Floor, Suchana Bhawan, Meur's Road Ranchi-834008"
10. EOI may be submitted strictly by Speed Post/ Registered Post/Courier Services/ Hand Delivery.

Note: JFDCL, Government of Jharkhand reserves the right to reject or accept or withdraw the EoI in full or part as the case may be without assigning reasons thereof.

Part – II (Price Bid) of the offer shall be opened only in respect of such Bids as are found qualified after scrutiny of Part – I (Technical bid)

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4.2 Technical Bid (Part – I):

- Technical Bid should be submitted only in the format as indicated in this BidDocument under Sl. No. 3 & Annexure-I and shall be signed and sealed by the applicant.
- Self-attested copies of testimonials and documentary evidence in support of experienceand other credentials for Evaluation are to be submitted.
- Evaluation will be made on the basis of eligibility criteria.

4.3 Price Bid (Part-II):

- Price Bid should be submitted only in the format as indicated in this Bid Document asAnnexure- 2.
- Selection of the Consultant will be done on the basis of lowest offer price in any two out of the three categories.

4.4 No Conditional offer will be accepted.

5. **EVALUATION OF BID:**

- Empanelment will be done to the qualified applicant, who has offered the lowest price in the offer in all the three categories.
- In case of tie, the applicant with longer experience will be preferred based on the years ofpractice.
- Decision of The Managing Director, JFDCL, An Undertaking of Government of Jharkhand shall bebinding on all the participants.
- The Corporation will empanel maximum 3 Firms on the basis of lowest price offered.
- The other two firms (L2 & L3) will be empanelled provided they give their unqualified acceptance to work on L1 rate.

6. **PAYMENT:**

Payment Terms: Payment will be made along with taxes and duties (as applicable) on the basis of rate awarded, subject to fulfillment of other terms and conditions of the contract and a list of “deliverables”

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7. OTHER TERMS AND CONDITIONS:

Disqualifications:-

The applicant would be disqualified while selection or during its ongoing work if:-

- a) The applicant has been cautioned or any action has been taken against the applicant or its firm or any of the partners by ICAI/ICSI or any other such authority.
- b) Any court case or arbitration relating to disciplinary matter is pending against the applicant or its firm or any of the partners.
- c) Any action/disqualification or any similar action taken by any Centre /State Government, Govt. Organization, PSU in relation to performance, professional misconduct, unethical activities or financial transactions.

Indemnity:

The firm shall defend, indemnify and hold during and after the term of the contract from any liabilities, damages, claims, fines, penalties, actions, proceedings and expenses of whatever nature arising and resulting from the non-compliance or violation of any law by the consultant.

Jurisdiction of Courts:

Any dispute arising out of or in respect of the contract will be subject to the jurisdiction of Courts of Ranchi only.

Disclaimer:

The JFDCL, Government of Jharkhand reserves the right to accept or reject any or all responses and to request additional submission or clarification from applicant(s) or any other concerned organization at any stage or to cancel the process entirely without assigning any reason.

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Termination:

- Jharkhand Film Development Corporation Limited may without prejudice to any other remedy/claim for breach of contract, terminate the contract in whole or part by giving not less than 15 (fifteen) days written notice of default to the consultant.
- The empanelment of the Consultant shall be completely at the discretion of Jharkhand Film Development Corporation Limited.
- Sub-contract of the work is not permissible.
- No document presented by the applicant after closing date and time of the Bid will be taken into account by the Evaluation Committee unless otherwise called for during technical scrutiny by tender committee as clarification. This, however, will have no bearing with the price quoted in the price Bid.

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Annexure – 1

Format for Technical Bid

1. Name of the Applicant :
2. Registration No. of the Firm (ICAI / ICSI) :
3. Date of Registration :
4. PAN No. :
5. Details of Office :

9. Details of Partner /Associate / Employee of the Firm				
Detail of Sl. No.	Name of the Partner	Membership No.	Membership Status	Date of joining the firm as Partner
1				
2				
3				
4				
5				

7. Details of Experience				
Sl. No.	Name of the Client	Period of Engagement	Copy of appointment letter	Remarks
1				
2				
3				
4				

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Declaration:

I, _____, Resident of
_____ in Individual /Partner capacity of
_____ do hereby declare that the particulars and details furnished in this
application above are true to the best of my knowledge belief and information.

Place:

Date:

*Name & Signature of Individual
Applicant/ Partner of Firm under seal*

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Suchana Bhawan, Ranchi.

Annexure – 2

Format for Financial Bid

The Financial Proposal is divided on the basis of Budget of the Film as submitted by the applicant:

S.No	PARTICULARS	AMOUNT (Rs.)
1	Rate for auditing & assessing cost of film whose budget is upto 1 Crore.	Rs. _____/- *Amount should be inclusive of all applicable taxes except GST. (To indicates both the figures and words, in case of variation in the amount, in word will be considered)
2	Rate for auditing & assessing cost of film whose budget is more than 1 Crore & upto 5 Crore.	Rs. _____/- * Amount should be inclusive of all applicable taxes except GST. (To indicates both the figures and words, in case of variation in the amount, in word will be considered)
3	Rate for auditing & assessing cost of film whose budget is more than 5 Crores.	Rs. _____/- * Amount should be inclusive of all applicable taxes except GST. (To indicates both the figures and words, in case of variation in the amount, in word will be considered)

Note: The above rate is all inclusive charges, no TA/DA and out of pocket expenses will be paid separately.

Signature and Seal of Applicant