

PRASAR BHARATI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
DOORDARSHAN NEWS, NEW DELHI

DDN-5 (489)/2019-20-G

Dated: 17/01/20120

**Subject: - Tender for the data collection and processing agency for providing the election data to Doordarshan News on the counting day of The Assembly Elections of Delhi 2020.**

Doordarshan News invites tenders (on two bids system) from Agencies for data collection and processing of live data and making it available to Doordarshan News in required format in connection with counting of votes of the Assembly elections of the state of Delhi 2020.. The Technical and Financial bids must be submitted electronically on the tender wizard website ( [www.tenderwizard.com/PB](http://www.tenderwizard.com/PB) ). The bids are to be filled electronically and the processing fee of Rs 590/- ( Rs 500 processing fee and Rs 90/- GST ) and EMD of Rs 6000/-- in form of Demand Draft favoring DDO, DD News , to be deposited physically with the Dy. Director Admn, before submitting the bids electronically (technical and commercial bid). THE TENDER DOCUMENT IS AVAILABLE ON <http://www.tenderwizard.com/PB>.

**I. SCOPE OF WORK:**

1. The applicant, if selected, will do the following work:-
  - i) Representatives of the agency will be required at each of the counting center of constituencies going to polls. The exact number of counting centers for the constituencies is decided by the Election Commission.
  - ii) Agency will put 2 agents/representatives per counting center (ONE inside the counting and ONE outside the counting center) for data collection.
  - iii) The output provided by the agency must be in a format (eg. Relational Database, XML etc) as desired by Doordarshan News.
  - iv) (a) The agency must have its server placed in Doordarshan News along with an additional backup server.  
(b) The agency must provide data to RNU's mentioned below through cloud network.
    - RNU, Ranchi.
  - v) The agency must share the output being provided to Doordarshan News with AIR, and Regional News Units mentioned in point (iv) on cloud network.
  - vi) The agency must provide a summary of the data being provided online on a web platform for revalidation purpose which can be shared with all stakeholders in Prasar Bharati.
  - vii) The onus of running the systems smoothly will be the responsibility of the agency. Agency must ensure that all hardware/software and network connectivity required for data connectivity are crash-proof.
  - viii) The Agency must have a dedicated team who have experience in election data collection and coordinating/operating live data flows to look after the project and must be present onsite at all times including the counting day.
  - ix) The agency will plan for data collection, data processing, data transmission and its availability for Doordarshan News for programming in consultation with Doordarshan News, and ensure that the workflow runs smoothly, to the satisfaction of Doordarshan News.
  - x) Agency must ensure that all hardware/software and network connectivity required for data connectivity are crash-proof. The data collection agency will also be required to create a web-page for the social media viewers of DD News website.
  - xi) The agency will have to deploy at least 5 agents at DD News Headquarters on the counting day. On the counting day the agency must report to the incharge of election at DD News at 6 AM sharp. The agency should provide with a list bio data all the agents deputed across the counting centres with their mobile numbers at least 15 days before the counting center.
  - xii) The agency will be required to prepare a workflow related to DD News and RNU's mentioned in point (iv) of how data will be collected from counting centers integrated with the graphics and relayed to DD News RNUs.

## **II. QUALIFYING CONDITIONS**

The Agency must have well established Office in Delhi & NCR with basic infrastructure to undertake the data collection and coordination of data transmission to Delhi and NCR and qualify all conditions mentioned in the technical financial bid sections of this tender document.

1. The Agency must have experience of data collection for at least two national/state level elections.
2. The agency must have collected and processed data as mentioned above for at least two national channels.

## **III. TECHNICAL BID (electronically)**

1. The technical bid will consist of the following documents:
  - a. Company profile.
  - b. Experience in the field as given in para 2 above.
  - c. Client list indicating the projects already executed for established TV channels. Refer para 3 above.
  - d. Memorandum of Association/Articles of Association in case of a registered company or a Partnership Deed in case of a partnership firm.
  - e. Attested copies of the Balance Sheet for the last three years i.e. 2016-17, 2017-18 & 2018-19 duly certified and signed by a Chartered Accountant.
  - f. Certified copies of the Income Tax Return for the last three years i.e. 2016-17, 2017-18 & 2018-19 with PAN Number.
  - g. GST Registration Number.
  - h. A Demand Draft from a Nationalized/Scheduled Bank of Rs. 590/- (Rupees five hundred and ninety only) as non-refundable processing fee in favour of DDO, Doordarshan News, New Delhi.
  - i. A Bank guarantee/FD/.Demand Draft for Rs 6000/- from a Nationalized /Scheduled Bank towards the Earnest Money Deposit, favouring DDO, Doordarshan News, New Delhi.
  - j. A performance Bank Guarantee/FD of 10 per cent of the total project cost must be submitted by the selected bidder within three (3) days of receipt of order from Doordarshan News.
  - k. Brief outline of how the Agency plans to handle data collection and processing.
  - l. The undertaking from the authorized signatory of the Agency as per Annexure 1

## **IV FALL CLAUSE:**

IV ( i ) The prices charged for the stores supplied under the Contract by the Contractor shall in no event exceed the lowest price at which the Contractor sells the Stores or offer to sell stores of identical description to any person(s)/ organization(s) including the Purchaser or any Department of the Central Government or any Department of a State Government or any statutory undertaking of the Central or a State Government, as the case may be, during the period till performance of all Supply Orders placed during the currency of Rate Contract is completed.

IV (ii) If at any time during the said period, the Contractor reduces the Sale price, sells or offers to sell such stores to any person(s)/organization(s) including the Purchaser or any Statutory Undertaking of the Central or a State Government, as the case may be, at a price lower than the price chargeable under this Contract, he shall forthwith notify such reduction or Sale or offer of Sale to the Director General of Supplies and Disposals and the price payable under the Contract for the stores supplied after the date of coming into force of such reduction or sale or offer of sale stand correspondingly reduced.

The above stipulation will, however, not apply to:

- a) Export/deemed Export by the Contractor.
- b) Sale of Goods as Original Equipment prices lower than the price charged for normal replacement.
- c) Sale of goods, such as drugs, which have expiry date.
- d) Sale of goods at lower price on or after the date of completion of sale/placement of order of goods by the authority concerned, under the existing or previous Rate Contracts as also under any previous contracts entered into with the Central or the State Government Departments Including new undertakings (excluding joint sector companies and or private parties) and bodies.

**Annexure – I.**

**V. FINANCIAL BID (electronically)**

1. The agency must give details of rates of services to be provided. However, the bidder will be selected based on L1 of the total price offered for the project(E+F+G of 1 to 2). Cost may be projected as per given details:

S/no	Description of work	Per agent cost In Rs	Total number of agents to be placed including DD News headquarters as mentioned at point no (xi) for clause no 1.	Total Cost for the agents In Rs	Server cost if any In Rs	Taxes In Rs	Grand total In Rs
A	B	C	D**	E	F	G	E+F+G
1	Delhi						
<b>Total</b>							

**There are 70 Constituencies in Delhi across Delhi.**

Terms and conditions:

1. Basis of quote:
2. Validity of offer :
3. Delivery period As per tender terms
4. Payment terms: After completion of work.
5. Any other information:

**L1 will be decided on the basis of total cost projected i.e. ( E + F + G ).**

**VI. GENERAL CONDITIONS**

1. The payment will be made to the Agency on the submission of an invoice on the completion of the project.
2. The tenders not fulfilling the conditions and specifications as laid down in the tender document will be rejected without any further reference.
3. If the Agent for Data Collection does not report for the data collection at that counting center at least two days in advance then the payment for the particular agent will be deducted out of the payment being made to the agency. If at any stage due to the late delivery of the SMS / data the channel is lagging behind other sources of information, or if any wrong data is supplied to Doordarshan News a penalty equivalent to 25% of the invoice amount will be deducted. In case of poor quality of work Doordarshan News will also be free to encash bank guarantee/ FD in addition to recovery as stated above. Doordarshan News reserves the right to determine additional penalties depending on the gravity of the failure.
4. The EMD of the unsuccessful bidders will be returned at the time of placing order with the L1 agency.
5. All disputes will be settled through arbitration with the sole arbitrator being appointed by the CEO, PrasarBharati, Broadcasting Corporation of India, New Delhi.
6. Doordarshan News reserves the right to cancel any or all bids without assigning any reason and the right to accept any bid in full or part.
7. **The last date for submission of bids electronically will be 30/01/2020 upto 1100 hrs and the technical bids will be opened on the same day at 1200 hrs.** The financial bids of only those bidders will be opened who qualify the technical conditions of the tender. **The date for opening of the commercial quote will be intimated once the Technical bids are evaluated.**
8. The Processing fee and the EMD, draft as per point no (h) & (i) of para III above may be submitted physically with Doordarshan News, Room no.510, DoordarshanBhavan, Tower B, Mandi House, Copernicus Marg, New Delhi 110001, before the bids are uploaded electronically.

(Raj Deshmukh)  
DDA  
For DG (N&CA)

**Work Definition & Compliance Statement**

(To be signed by the bidding Agency)

We have read all the terms and conditions of the tender document issued by Doordarshan News for collection, processing and transmission of data to Doordarshan News on the counting day of the Assembly elections of Delhi to be held during February, 2020.

To achieve the desired results to the satisfaction of Doordarshan News, we undertake to comply with the following:

**Work Plan**

**1. Ten days before the counting day**

- 1.1 We shall submit a list of field agents to Doordarshan for applying for counting center passes. We will also do the follow up for getting the passes issued, and ensure that the field agents receive these passes.
- 1.2 The field agents who are deputed for collection of data shall carry cell phones.
- 1.3 Our technical team will then work with Doordarshan News team to integrate election databases.
- 1.4 Our Project Manager will have regular meetings with the Doordarshan News in New Delhi to review the preparations and monitor operations.

**2. Ten days before counting day**

Our Project Manager/ Regional Head will have regular meeting with Doordarshan graphics and technical team in New Delhi to review the preparations and monitor operations.

**3. Two days before counting**

We undertake that our agents coming from outstation shall reach the District capital by 4.00 pm two days prior to the counting.

A list of agents reached and reported shall be provided to Doordarshan on the same evening.

**4. On the counting Day**

- a. Our field agents will report to their places of data collection by 7:00 a.m. They will collect and transmit results in a manner worked out together with Doordarshan News coordinators.
- b. Our Project Manager/ Regional Head shall be at the control center of Doordarshan News with adequate staff to meet any emergent requirements. He/she will cross check the accuracy of the data by confirming some of the results over phone, monitoring other channels and checking Doordarshan News data inputs, and handle any emergency. At least 5 agents should be placed in News Room on the day of counting at Headquarters to cross tally the results.

**5. Previous Experience**

We affirm that our personnel involved in planning and coordinating the project have the minimum relevant experience of handling two previous national/state level elections' trends/results for a national level channel.

**6. Regular Office**

We also affirm that we have an established office in Delhi / NCR with the entire basic infrastructure to undertake the task. Our office is located at the following address and the details of Project Manager/ Regional Head are as follows:

Delhi/ NCR office address:

Details and contact number of the Project Manager/ Regional Head:

## 7. Penalty Clause

We understand that we will be subject to penalty and forfeiture of EMD in case we fail to execute the work to the satisfaction of Doordarshan News, as given below:

If the Agent for Data Collection does not report for the data collection at that counting center at least a day in advance then the payment for the particular agent will be deducted out of the payment being made to the agency.

If at any stage due to the late delivery of the SMS / data the channel is lagging behind other sources of information, or if any wrong data is supplied to Doordarshan News a penalty equivalent to 25% of the invoice amount will be deducted.

In case of poor quality of work Doordarshan News will also be free to encash bank guarantee/ FD in addition to recovery as stated above. Doordarshan News reserves the right to determine additional penalties depending on the gravity of the failure.

We again affirm that we have read all the terms and conditions of the tender document issued by Doordarshan News for collection, processing and transmission of data to Doordarshan News on the counting day of the Assembly Elections of Delhi to be held during February 2020 and we undertake to abide by them.

Place:

(Signature of the Authorized Person along with

Date:

Name, Designation and Official Seal)