



PAKISTAN GEMS AND JEWELLERY DEVELOPMENT COMPANY

Ministry of Industries & Production, Government of Pakistan
A subsidiary of Pakistan Industrial Development Corporation (PIDC)
A Company set up under section 42 of the Companies Ordinance, 1984



Tender No: 50

Tender Notice for developing a video for training program

Pakistan Gems and Jewellery Development Company has been established as Public/Private partnership to develop the value chain from mine to market. The company aims to enhance the exports through facilitation, technology up-gradation, skill development and Marketing/Branding.

Sealed Quotations/offers are invited from reputed companies for developing video for training programs:

Requirements are detailed below:

Pre-production

No. of videos	1 video
No. of Days/Shifts	2 days
Studio Facility of video shoots	Required (including lighting and ambience arrangement)

Post production

Duration of the video	15 mins
Voice Over	Required (in Urdu)
Script for voice over and story boards	Required
Animations	Required
Graphics	Required
Background Music	Required
Master DVs and DVD of the production	Required
Web version of the video	Required

Terms and Conditions

- i. The video must be as per the specifications agreed with the Company
- ii. Provision of pre-production and post production equipments and facilities will be participating company's responsibility.
- iii. Proof of financial stability and soundness is required for the submission of the tender/quotes.
- iv. List of clients and details of services provided.
- v. Quotations must be valid for 45 days.
- vi. Each and every item mentioned above should be quoted separately.
- vii. Participants are required to mention all taxes & GST separately.
- viii. The payment of all the taxes shall be the responsibility of the participating firm/company.

- ix. The Company reserves the right to accept/reject/divide the order as per its requirements.
- x. The Company reserves the right to visit and check the studio facilities and equipments before awarding the contract.
- xi. Payment will be made after 15 days of the completion of the job. The service will be considered complete upon the delivery of the final DVD.

All Government taxes / levies will be deducted at the time of making payments. The quotation should be submitted in sealed envelope addressed to Manager (Accounts and Administration), Pakistan Gems and Jewellery Development Company, by 13th April 2009 before 1500 hrs. All quotes/bids will be opened the same day at 1530 hrs at the PGJDC office in the presence of the representatives of the bidders who wish to attend.

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