



कोचिन पत्तन प्राधिकरण
Cochin Port Authority
मुख्य अभियंता कार्यालय
CHIEF ENGINEER'S OFFICE
कोच्चिन / COCHIN- 682 009



No. T15/T-1963/Qtn-Video/2023-C

Dated : 24/06/2023

QUOTATION NOTICE

Competitive Sealed Quotations are invited from the qualified and experienced graphic animators/ designers for creation of 3D animated video / walkthrough in multi colour Full HD format for a duration of not less than 5 minutes on the “**Development of project proposals at eastern or western side of six islands in Lakshadweep**”, as per the layout to be provided by Cochin Port Authority (CoPA) or Port's Consultants M/s.L&T Infrastructure Engineering Ltd. and as per the following terms and conditions:

1. Video Properties

(i)	Duration	300 sec (Approx.)
(ii)	Resolution	1080p or higher
(iii)	Frame rate	24/29.97fps
(iv)	Aspect ratio	4:3 /16:9
(v)	Container format	.mov / .mp4
(vi)	Langauge	English

- The work of creating 3D animated walkthrough shall include concept development, script writing, animation, visual effects, sound design, feedback iterations and other requirements to provide a marketable product. This video shall serve as a powerful promotional and informational tool to attract Govt. Officials, investors, stakeholders, and the general public.
- Cochin Port shall hold the intellectual property rights of the video / walkthrough and no part of it shall fully and partially reproduced / copied / reused in any manner, a violation which will attract initiation of legal action.
- The Content should be original and should not violate any provision of Indian Copy Right Act 1957 and must not infringe on intellectual rights of any third party. All graphic and animation of the project should be freshly created and plagiarisms of any nature shall not be resorted to.
- The bidder shall produce soft copies of the similar work (at least one) carried out by them in proof of their experience / expertise in the field.

6. Per second rate for creation of the 3D animated video / walkthrough as per the specification given by Cochin Port may be quoted in the attached format, excluding GST.
7. Quotations, if submitted, without the soft copies of the similar works done as per Sl. No. 5 above will not be considered for acceptance.
8. Cochin Port shall have the right to reject all / any quotations if the quality of the walkthrough submitted along with the quotation is not satisfactory.
9. The work will be awarded to the firm which submits lowest quote for carrying out the work.
10. The payment shall be made for the actual duration of the movie which shall not be less than a total of 300 seconds.
11. The animated video / walkthrough shall be prepared in consultation with Port's Consultants M/s.L&T Infrastructure Engineering Ltd., Chennai and also as per the directions of Cochin Port officials.
12. The firm should be ready to carry out the entire work within **7 days** of date of issue of work order.
13. The draft of 3D animated video / walkthrough shall be submitted and screened before the designated Committee within **5 days** of date of issue of the work order.
14. If the draft work is not upto the mark / not approved by the designated committee concerned, Cochin Port will be at liberty to cancel the work order without compensation for the draft work done and shall entrust the job to any other agency for expeditious completion of the work.
15. The quotation in the attached format in the letter head of the firm in sealed cover shall be submitted to the Chief Engineer, Cochin Port Authority, Willingdon Island, Cochin -682 009 by 3.00pm on 29-06-2023. The quotation shall be opened at 4.00pm on 29-06-2023 in the presence of the bidders, if any.
16. Payment shall be released by CoPA only after completion of the entire work to the entire satisfaction of Cochin Port Authority and on submission of GST Invoice.

Sd/-
EXECUTIVE ENGINEER-II
CHIEF ENGINEER'S OFFICE
COCHIN PORT AUTHORITY

(On letter head of the Agency)

No.....

Dated:.....

To

The Chief Engineer,
Cochin Port Authority,
Willingdon Island,
Cochin – 682009.

Sir,

Sub.: Quotations for 3D animated video / walkthrough in multi colour on the
“Development of project proposals at eastern or western side of six islands in Lakshadweep” – reg.:

Ref.: CoPA’s Quotation No. T15/T-1963/Qtn-Video/2023-C dated 24/06/2023

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I / We hereby agree to make 3D animated video / walkthrough of minimum 5 minutes duration in multi colour on the projects on **“Development of project proposals at eastern or western side of six islands in Lakshadweep”** as per the video properties and terms and conditions given in CoPA’s Quotation notice dated 24/06/2023. Our quote for the work is as given below;

| Sl. No. | Particulars                                                    | Rate per second (in Rupees) |          |
|---------|----------------------------------------------------------------|-----------------------------|----------|
|         |                                                                | In figures                  | In words |
| 1       | The per second rate for creation of the 3D video / walkthrough |                             |          |

In addition to the above, the GST applicable is .....%

Place:

Date :

Signature, name and  
address of Authorised  
Signatory