

I/1546/2022



# अखिल भारतीय आयुर्वेद संस्थान

## ALL INDIA INSTITUTE OF AYURVEDA (AIIA)

(आयुष मंत्रालय, भारत सरकार के अंतर्गत स्वायत्त संस्थान)

(An Autonomous Organization under the Ministry of AYUSH, Govt. of India)

Online Pre-Bid Meeting was held on 20.01.2022 at 3.00 PM

On

EOI for Course Content Development(video development ) for "AyurVidya" Development published at CPP and AIIA website on date 14.01.2022 vide No. File No. I-21/1/2021-AIIA-Part(2)

S.No.	Bid Document page number	Tender Value in respective clause	Bidder Query	AIIA Response and amendments
1	11	The shooting to be 2K camera with a Cine Lens & 2-3 shots	Please confirm if Cine lens and 2-3 shots means that we need to use 2 cameras simultaneously or just 1 camera for the shoot as using 2 camera will increase the total cost of production in terms of additional hardware and manpower requirement for the complete shoot	No change
2	12	Basic editing is to be done in digital non-linear set up with graphics and Re-editing may be required if the editing made by the bidder is found unsatisfactory to AIIA.	Please confirm that no custom graphics are to be added in any video as that will significantly increase the cost	Basic editing is to be done in digital non-linear set up with graphics and graphics will be provided by AIIA
3	12	Pre-production, shooting and editing, post production recording music	Please confirm that only 1 licensed music file is to be purchased and will be used	Music file with license to be provided for each video.

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			common for all the videos developed as all purchased a licensed music for all videos will have an impact on cost	
4	12	The Faculty will provide PPT needs to be added in the video in advance	Please confirm if the PPT provided by faculties is to be integrated within each video. And no editing of the provided PPT will be done by our teams and the same will be used as is with the instructions give by the faculty only as to which slide pertains to which part of their lecture so that slide can be pasted there accordingly	No editing of content is to be done by bidder but basic resizing editing to be done by bidder during the post production.
5	12	The Faculty will provide PPT needs to be added in the video in advance	Considering this point, all videos will have to shot in green screen to be able to add the PPT slides in them later in post production stage. Please confirm that all videos will be shot in green screen only and no other background	10-15% video will require real time recording
6	12	Each expert may participate in one or two videos. Experts will be arranged by AIIA. Vendor should have the capacity of recording 8 videos/day in maximum with two parallel	Please note recording of 8 videos in 2 parallel sessions is not possible. Maximum of 2 videos of 45 mins can be recorded in a	Vendor should have the capacity of recording 8 videos/day or with

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		sessions.	setup in one day i.e. 4 videos in 2 parallel sessions can be done. To increase the volume of output, 3 parallel studies will have to be setup to reach a volume of 700 videos in 6 months	two parallel sessions provided that the work to be completed in stipulated time
7	12	Each expert may participate in one or two videos. Experts will be arranged by AIIA. Vendor should have the capacity of recording 8 videos/day in maximum with two parallel sessions.	Please consider sharing of recorded files over FTP servers (which we can provide) to ensure time and logistic cost saving of transferring data instead of transferring it in a USB every few days to and fro from AIIA office to the video editing studio and for better file management	Sharing of recorded files either over FTP servers or in a USB
8	NA	General Query	Please confirm that vendor is not responsible for breakfast, lunch meals the faculty for the project. Vendor can only provide water, tea, snacks.	The cost of water/tea/ snacks/ breakfast/ lunch will be paid by the expert. The arrangement items with proper bill as per requirement of expert to be done by bidder .
9	NA	General Query	Also, please confirm that vendor is not responsible to provide make-up for any faculty for any	Basic makeup for expert is responsibility of bidder

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			video	
10	NA	General Query	Considering the scope of work and the setup requirements to complete the work in 6 months timeline the shared budget of the tender is very less as per the scope and the volume of videos to be developed. In the mentioned budget, only 200 such videos can be developed. Request to please reconsider the budget or volume of videos as Post-production of the videos will be costly as per the shared budget	No change
11	17	General Query	Presentation - Does the agency need to submit the presentation along with the technical proposal? Or will the marking of 60 marks " Technical Approach, Methodology And Capability" be done on the basis of technical proposal only?	For Presentation separate email to be sent after opening of technical bid
12	17	General Query	Please confirm if the agency needs to submit "Sample video presentation of similar nature of AIIA requirement with max.	This required at time of presentation

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			Duration of 50 minutes brought it in USB drive and be Windows/Linux compatible" along with the Technical Bid? Is there any brief for the sample video?	
13	12	General Query	The point "Vendor should have the capacity of recording 8 videos/day in maximum with two parallel sessions." Is it mandatory or optional?	Vendor should have the capacity of recording 8 videos/day or with two parallel sessions provided that the work to be completed in stipulated time
14	17	General Query	We would request you to reconsider the point A(i) of 4.3. We feel that the 8 Cr minimum capping for 10 marks can be reconsidered considering the Tender Value	No change
15	NA	General Query	Is this tender to be submitted online or offline or both? Please clarify	Offline

### Note:

1. All the AIIA Response and Amendments mentioned in this document are part of Bid documents. The other terms and conditions will remain Unchanged.

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(Dr Umesh Tagade)  
Joint Director