

By Hand

**PRASAR BHARATI
(BROADCASTING CORPORATION OF INDIA)
DIRECTORATE GENERAL: DOORDARSHAN
HB CWG MANAGEMENT CELL
COPERNICUS MARG: NEW DELHI**

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No: 1(2)/HB-CWG /D2010/ BIO-Broadcaster Handbook

Date: 13.09.2010

To

Subject: Printing of Broadcaster Handbook.

Sir,

The Commonwealth Games 2010 are scheduled to be held from October 3 to October 14, 2010 at Delhi (India). The Organizing Committee – Commonwealth Games Delhi 2010 has appointed Doordarshan – a constituent of Prasar Bharati as the “Host Broadcaster” for the games 2010. The Host Broadcaster Commonwealth Games 2010 Delhi (hereafter referred as ‘ HB CWG’), under Directorate General, Doordarshan, Prasar Bharati requires designing and printing of 3100 copies of Broadcaster Handbook as per specifications detailed in **Annexure ‘A’** and terms & conditions mentioned in **Annexure ‘B’**. A soft copy of the Broadcaster Handbook is to be uploaded in website, as well viz ‘www.hbcwgdeldhi2010.com’ and ‘www.ddindia.gov.in’.

2. In case you are interested to do the job, you may submit your tender in this regard to “The Project Director, Room No. 1012, Tenth Floor, Tower ‘B’, Directorate General: Doordarshan, Copernicus Marg, New Delhi” by **12.00 noon** till **15.09.2010** as per the tender format **Annexure ‘C’** in sealed cover super scribed as **‘Tender for Broadcaster Handbook’** accompanied with an EMD of Rs. 50,000/- in the form of /Bank Draft/ pay /order drawn in favour of **“ PBBCI, DG: Doordarshan, New Delhi”** as Bid guarantee.

3. A format of Broadcaster Handbook used in CWG-2006 at Melbourne, Australia is enclosed for ready reference at **Annexure ‘D’**, which will be the format for the Broadcaster Handbook, CWG – 2010.

4. Tenders received after the due date/time and/or not accompanied with EMD shall not be considered. The tenders shall be opened on the same day, i.e., **15.09.2010** at **02.00 PM**, when you may be represented. For tender details interested parties may visit www.hbcwgdeldhi2010.com and www.ddindia.gov.in .

**(D BISWAS)
DEPUTY DIRECTOR (ADMN.)
TELE: 23097501**

Specification for printing the Broadcaster Handbook

I.	Name of Item:-	Broadcaster Handbook	
II.	Printing Language:-	English	
III.	Printing:-	Multi colour (Text, Graphics & Photo) Printing	
IV.	Quantity:-	3100	
V.	Size of Handbook:-	6.5" X 8.25"	
VI.	Binding:-	Spiral (Metal)	
VII.	Number of pages	200± 10	
	I.	Cover pages:-	
	a.	Paper type	Art Paper (300 GSM)
	b.	Lamination	Met finish
	c.	Paper size:-	6.5" X 8.27"
	d.	Quantity:-	2 Nos. (Front & back)
	II.	Index pages:-	
	a.	Paper type	Art Paper (200 GSM)
	b.	Lamination	Photo finish
	c.	Paper size:-	6.5" X 8.27"
	d.	Quantity:-	8 Nos. approx.
	III.	Inside pages:-	
	a.	Paper type	Art Paper (90 GSM)
	b.	Lamination	-----
	c.	Paper size:-	5.83" X 8.27"
	d.	Quantity:-	190 Nos. approx.

For proofing Sample pages are required as specified above with test printing.

TERMS AND CONDITIONS

1. HB CWG, DG: Doordarshan reserves the right to reject any or all the tenders without assigning any reason whatsoever.
2. The job shall be awarded to the successful tenderer.
3. The firm should submit a security deposit-cum-performance guarantee equivalent to 10% of the total value of the printing order in the form of Bank Draft drawn in favour of “ PBBCI, DG: Doordarshan, New Delhi” within seven days of the award of the job.
4. The said security deposit-cum-performance guarantee shall be returned to the firm after successful completion of the job (as awarded to the firm). On the other hand, the security deposit shall be liable to be forfeited for any deficiency in the services of the firm, besides withdrawing the job.
5. Content material to be printed will be given to the firm by the HB CWG Cell, DG:DD.
6. In case of any error/deviation from the content material given by HB CWG,DG: Doordarshan, the firm shall be liable to reprint the whole lot at their cost.
7. The full and final payment will be made after the delivery and quality inspection of all the copies of Broadcaster Handbook.
8. The Entity (ies) shall be responsible for all of the costs associated with the preparation of its Bid and for presentation to be made to HB, if any, and subsequent negotiation, including visits to HB.
9. All communication and information should be provided in writing.
10. HB will reject a Bid for award if it comes to know that the Entity (ies) recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices.
11. EMD of the unsuccessful Bidders would be returned back after issuance of the letter to the selected entity and receipt of performance guarantee from the successful bidder. EMD of the successful Bidder will be returned after submission of performance guaranty by the bidder.
12. Information relating to evaluation of Bids and recommendations concerning awards shall not be disclosed to the Entities who have submitted the Bids or other persons not officially concerned with the process.
13. The original Bids duly typed (having no overwriting, cutting, alteration), signed, stamped and sealed by the authorized signatory with full name, address, phone/fax number, designation of the authorized signatory.

TENDER FORMAT

S. No.	Item	Qty	Unit Rate	Total	Rate for ± 10 pages
1.	Broadcaster Handbook (English) No. of Pages (200 approx)	3100			

Tax, if any, to be specified here _____

Note:

- I The rate should be quoted for the entire job which would include designing/ processing/ proof-reading/ printing/ binding etc.
- II Apart from the rate for the entire job as mentioned above, rate for ±10 pages should also be quoted which will be applied to calculate the net value of the job in case the number of pages are either less or more by HB CWG Cell, DG: Doordarshan at any point of time.

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INTERNATIONAL BROADCAST CENTRE
VENUES & SPORTS
VENUE OPERATIONS & STAFF INFORMATION

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BROADCASTER HANDBOOK
XVIII COMMONWEALTH GAMES



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BROADCASTER HANDBOOK
XVIII COMMONWEALTH GAMES



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Welcome from the Host Broadcaster

On behalf of TWI as Host Broadcaster for the Eighteenth Commonwealth Games, I join the Prime Minister, Premier Bracks, the President of the Commonwealth Games Federation, the Honourable Michael Fennell, OJ, CD and the Chairman, Melbourne 2006, Ronald J Walker, AC, CBE, in welcoming you to Melbourne.

As Host Broadcaster, TWI has planned to ensure that production values, technical quality, and equipment are of the highest standard for this multi-venue event, and we have detailed same in this Handbook.

Additionally the Host Broadcaster Training Programme will afford our successors in the industry a unique opportunity to work on a truly Global event with Television professionals.

On behalf of my colleagues we look forward to working with you to deliver a coverage of which we can all be proud.

David Dodds
Chief Executive Officer
TWI Australia Host Broadcaster Melbourne 2006



HOST BROADCASTER

INTERNATIONAL BROADCAST CENTRE

VEHICLE SPORTS