

Andhra Pradesh Urban Infrastructure Asset Management Limited

Reg. Off: C/o 4th Floor, NTR Administrative Block, Pandit Nehru Bus Station

Vijayawada - 520 013

CIN: U65999AP2016PLC103663

SCOPE OF WORK FOR PREPARATION OF PROMOTION VIDEO FOR APUIAML

preparation of introductory videos of 3 minutes and 90 seconds for APUIAML that outlines the organization's goals, divisions, a specific vision for ongoing projects, office space, work culture, etc., on the following terms & conditions:

Scope of Work	Cost (Rs.)
<ul style="list-style-type: none">• To produce motion graphics created solely for APUIAML• To document videos and photographs at locations specified by APUIAML which are Visakhapatnam, Rajhamundry, Pulivendula, Juvvaladinne and Office locations.• To create infographic documentation of the videos shot at different locations• To take drone photography at places required• To generate narration of the complete videos with voice artist selected by APUIAML from the samples provided• To develop both videos and edit them with the requirements suggested by APUIAML with software's like Davinci resolve, after effects, Adobe premiere pro etc.• To submit all the raw footage of Onsite videos on an external hard disk on the final day of submission• All the contents prepared and shot should be provided in soft copies• All ownership rights on the promotional video vests with APUIAML and Vendor should not claim any rights over the services provide or work completed.	

Fee: Vendor needs to quote a lumpsum fee along with the payment milestone in the following table:

Sl. No.	Milestone	%age of Lumpsum Fee
1	Mobilisation advance after submission of draft script and concept PPT	
2	Draft videos of 3 minutes and 90 seconds (should be provided to APUIAML within 13 days from the date of Work Order)	
3	Final both Videos of 3 minutes and 90 seconds (duly incorporated APUIAML suggestions) (should be provided within 2 days from the date of receipt inputs from APUIAML on draft video) and payment would be paid on approval from the CEO	

In addition to the above said lumpsum fee, following would be provided by APUIAML:

- a) APUIAML will arrange a vehicle for Camera Crew for travelling to Vishakapatanam, Rajhamundry, Pulivendula and Juvvaladinne
- b) APUIAML will provide accommodation for the Camera Crew during the period of site visits (a) APUIAML Transit Houses at Vizag & Pulivendulat, and (b) at Rajhamundry and Juvvaldinne,

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since APUIAML is not having their transit houses, Vendor may provide the original bills of Lodging & Boarding services for reimbursement of the same with a maximum cap of Rs.10,000 total expenses

- c) APUIAML will provide working space in Vijayawada Head Office for duration of one week for video editing team.

General Terms & Conditions:

- a) Vendor would be responsible for all the equipment procured and for shooting at site locations
b) No hidden charges will be charged apart from the cost will be mentioned in the quote
c) APUIAML will make payment through RTGS / Cheque on milestone basis and invoice raised at:

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GST No.: 37AAOCA6442P1ZY

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Please submit your bid (on or before 3 pm of November 21, 2022) in a sealed envelope at the address given below or by way of mail to sadiq.shaik@apurban.in with a cc to harish.nawani@apurban.in

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For any clarification on the, may please be contact to Mr. Shaik Sadiq (Mobile No. +91 7981295919)

-: DISCLAIMER :-

The final decision to award contract shall at all times reside with APUIAML. APUIAML Management keeps the full right-

- (a) to take all decision in respect of the Bidding Process for engagement of service provider
- (b) Not to disclose with anyone the reasons for rejection/ selection of any quote
