

**DIAMOND RESEARCH AND MERCANTILE CITY LIMITED**

**Volume-I (Technical Bid)**

**Tender Notice No.MD/DCL/09/2023-24**

**FILM PRODUCTION WITH HINDI, GUJARATI & ENGLISH VOICEOVER FOR  
DIAMOND RESEARCH AND MERCANTILE CITY LIMITED.**

**Issued by:**

**Diamond Research and Mercantile City Limited**  
**4<sup>th</sup> Floor, SUDA Bhawan, Vesu-Abhva Road, Vesu, Surat, Gujarat**  
**395007**

**Email: [info@dreamcitysurat.in](mailto:info@dreamcitysurat.in)**

**Tender Notice No.MD/DCL/09/2023-24**

**FILM PRODUCTION WITH HINDI, GUJARATI & ENGLISH VOICEOVER FOR  
DIAMOND RESEARCH AND MERCANTILE CITY LIMITED.**

**TERMS OF REFERENCE**

**Production of Short Film in Hindi, Gujarati, and English voiceover for DREAM City Limited**

1. Development of concept/ proposal for the film production in consultation with DREAM City officials.
2. Development of a scenario and script writing as per the concept.
3. Filming at locations in DREAM City with High resolution Camera/ Drones as required.
4. Adding voice over (narrator –Hindi, Gujarati, and English language audio, to be provided by the Bidder, with DREAM City approval) and subtitles in English language – transcripts of the final version of short film(s) to be translated into English (translation must be approved by DREAM City Limited
5. Development of appropriate graphics (opening and closing sequence, signatures)
6. Videos shall be produced in a high-quality broadcasting and web publishing format;  
Submit final version of a video in formats optimized for HD web distribution and TV broadcast and deliver to DREAM City Limited;

**Scope of work and expected outputs:**

- The brief scope of work includes script writing, getting approval from DREAM City & Government of Gujarat, conceptualisation, visualisation, shooting, editing, voiceovers, graphics, post production etc.

**Specific requirements:**

- Duration of film will be as per the script and content
- Full High Definition (HD) digital format video film production must be done and it should be in formats for uploading on website, Youtube Version and in pen drive.
- Best quality voiceover in Hindi, Gujarati, and English language with English subtitles.
- Background music should be stock music
- Timeline of the project will be as per requirement of DREAM City or as per instructions given by DREAM City from the issuance of work order.
- Drone/ ground video shooting to be done on DREAM City site at Khajod, Surat.
- Lodging, Boarding, and travelling will be your responsibility
- 100% payment will be made once the film is finalized within 30 days from the tax invoice.
- Submit all versions of video/ film made to DREAM City Limited in pendrive.

**Minimum requirements and eligibility criteria**

- Professional video production companies with experience in video production in Surat Municipal Corporation or any State Government events are eligible to apply. Agency must provide proof of working on such projects in form of Work order.
- Applying Agencies must have at least 3 years of experience in the production of documentary/short films and/or production of other forms of films and/or TV production. Reference list of the most recently produced (short/documentary) films made for any government project (preferably in Gujarat) to be submitted alongside the offer, including the contact details of references.
- Curriculum Vitae team members to be submitted with experience details.

Samples of films for Government projects; which bidder has produced (for production verification) are required to be provided.

**General Manager  
(Planning & Administration)  
DREAM City Limited**