#### Office of the Chief Executive Officer Mega Mission Society-Chief Minister Samagra Gramya Unnayan Yojana

(A Society of Govt. of Assam)

Assam Secretariat, 3rdFloor, C-Block, Dispur, Guwahati-781006

Mission Secretariat: Building of Officers Training Institute, Veterinary Complex, G.S. Road, Khanapara, Guwahati 781022

Telefax: +91-9435592016, Email: <a href="mailto:ceocmsguy@gmail.com">ceocmsguy@gmail.com</a>, Website: <a href="http://www.mmscmsguy.assam.gov.in">http://www.mmscmsguy.assam.gov.in</a>

ADVT. NO. MMS/2020/322/34

Dated Guwahati 11-Feb-21

From: Shri Rajesh Prasad, IAS

CEO, MMS-CMSGUY

Sub. : Request for proposal (RFP) for production of Documentary/ Short Film on the activities/schemes of MMS-CMSGUY

#### 1. **Introduction:**

Assam Government has launched a Mega Mission named as Chief Minister Samagra Gramya Unnayan Yojana (CMSGUY) to double the farm income in five years. The Mega Mission is planning its activities to bring the desired change in the rural areas of the state.

- 2. Mega Mission Society-Chief Minister Samagra Gramya Unnayan Yojana consists of eight sub-mission under which various schemes are being implemented namely:
  - (i) Assam Agricultural Commercial Plantation Mission Society (AACPMS-CMSGUY), under Agriculture Department.
  - (ii) Fishery Mission Society (FMS-CMSGUY), under Fishery Department
  - (iii) Assam Youth Development Mission Societies (AYDMS-CMSGUY), under Sports Department
  - (iv) Assam Milk, Meat & Egg Mission Society (AMMEMS-CMSGUY), under Veterinary Department
  - (v) Semi Processing & Processing Mission Society (SPPMS-CMSGUY), under Industry Department
  - (vi) Broadcast Citizen Service Mission Society (BCSMS-CMSGUY), under Information Technology Department
  - (vii)Silk and Khadi Mission Society (SKMS-CMSGUY), under Department of Sericulture
  - (viii) Cultural Renaissance Mission Society (CRMS-CMSGUY), under Department of Cultural Affairs
- 3. The envelope should be superscribed as "Bid proposal for Production of Documentary/Short Film; addressed to "The Chief Executive Officer, The Mega Mission Society-Chief Minister Samagra Gramya Unnayan Yojana, Officers Training Institute, Farm Gate, Khanapara, G.S. Road, Guwahati-781022 (Assam).
- 4. The Bid proposal shall reach this office latest by **3.00 PM** of **05.03.2021**. Bid proposals received shall be opened on the date and time which shall be intimated to the participating Agencies over email or telephone.

(Shri Rajesh Prasad, IAS) **CEO, MMS-CMSGUY** 

## REQUEST FOR PROPOSAL (RFP) FOR PRODUCTION OF DOCUMENTARY/ SHORT FILM ON VARIOUS ACHIEVEMENTS OF MMS-CMSGUY

This RFP document is in connection with production of Documentary/ Short Film on various activities of MMS-CMSGUY

Please take note of the following requirements and conditions pertaining to the supply of the above mentioned service:

#### 1. SCOPE OF WORK:

Production of audio-visual documentary on different activities carried out under MMS-CMSGUY, highlighting the best approaches, best practices, achievements and real impacts in the project areas.

#### The specific tasks related to the assignment are:

a) Preparation and development of ultra high resolution audio-visual documentary of around **5-7 minutes** duration on various schemes being implemented under MMS-CMSGUY.

The document produced will be primarily focusing on the following schemes:

#### i) Distribution of Tractor units under CMSGUY:

In order to enhance farm mechanization in the state of Assam and to facilitate double cropping, one tractor unit comprising of one tractor, its accessories and matching implements has been provided to one selected beneficiary group in each revenue village where 70% subsidy has been provided to the selected groups on procurement price of tractor unit including implements subject to a maximum of Rs. 5.5 Lakhs (Rupees Five and a half Lakhs) only.

#### **Proposed Shoot Location**

• It should cover atleast 2-3 districts of Upper Assam, 2-3 districts of Middle Assam and 2-3 districts of Lower Assam. (Districts/ locations will be specified by MMS-CMSGUY team)

#### **Content**

- It should include interview bits of farmers/beneficiaries of the scheme, Ministers & concerned officials
- It should showcase how this scheme has benefitted the farmers to double his income as well as the enhancement in farm productivity.
- It should showcase the Tractors along with their implements that were being distributed under CMSGUY among the villages.

#### (ii) Cage Culture in selected Beels of Assam under CMSGUY

The Cage Culture is a sophisticated technology for production enhancement of fish in Assam. The cages are generally enclosed on all sides, except for leaving an opening at the top. Cage aquaculture involves the rowing of fishes in existing water resources while being enclosed in a net cage which allows free flow of water. In view of the high production attainable in cage culture system, it plays a significant role in increasing the overall fish production in the state of Assam.

#### **Proposed Shoot Location**

• The documentary/short film on this scheme will include districts/locations which will be specified by MMS-CMSGUY team.

#### **Content**

- It should showcase the cages being installed in the Beels and also the technology used to increase the fish production in the state.
- It should include interview bits of fish farmers/beneficiaries of the scheme, Ministers & concerned officials
- It should highlight the development/upgradation of the fish production in fishery sector of Assam after incorporating this new technology.

#### ii) Development of Playfields under CMSGUY

The Government of Assam aims to develop 500 playfields, 1 (one) playfield in each village in Assam under the scheme of CMSGUY in a phased manner with a view to facilitate sport and recreational facilities to children, youth and senior citizens of the village, so that they can keep themselves fit and healthy.

This will enable the youth to get actively involved in Sports & Youth activities and to introduce Skill Development in Sports and its related fields such as Yoga, Sports Coaching, Physical Education Teacher, Sports Event Management etc.

#### **Proposed Shoot Location**

• The documentary/short film on this scheme will include districts/locations which will be specified by MMS-CMSGUY team.

#### Content

- It should showcase the vision of Hon'ble Chief Minister of Assam to empower the youths with active participation in sports for physical, social and emotional wellbeing of individuals.
- It should include interview bits of youths describing their active participation in the field of sports after development of playfields in their area.

#### iii) Pilot project on Hybrid Pump Set under CMSGUY

The Irrigation department introduced a hybrid system of irrigation by running pump set thorough solar as well as electric power with financial assistance from CMSGUY. The scheme aims at reducing the cost of irrigation and farmer can also be able to sale the power generated by solar panel to APDCL when irrigation is not required.

#### **Proposed Shoot Location**

• The documentary/short film on this scheme will include districts of **Majuli**, **Kamrup** (Rampur), **Tezpur** (Bihagur), **Silchar** (Binnakandi).

#### **Content**

- It should showcase how the hybrid pump were being installed and how it is benefitting the lives of farmers in the field of agriculture.
- It should include interview bits of farmers/beneficiaries and concerned officials

#### iv) Project on high value Fruit Crop of Apple Ber and Dragon Fruit

The cultivation of Apple Ber has been introduced in the farmers field very recently and it is seen that farmers are getting high return due to high piece of the fruit. The Ber fruit is also very much suitable for Assam soil condition.

Dragon fruit is most high value fruit crop generally grown in the Thailand. Vietnam, Israel and Sri Lanka.

Keeping in view the high demand of originally grown fruit, the cultivation of Apple Ber and dragon fruit has been undertaken commercially by Govt. of Assam.

#### **Proposed Shoot Location**

• The documentary/short film on this scheme will include district of **Kokrajhar**.

#### **Content**

- It should showcase how it is benefitting the lives of farmers in the field of agriculture.
- It should include interview bits of farmers/beneficiaries and concerned officials

#### v) Special Intervention in Livestock sector in SOOTEA LAC

This scheme aims to promote development of Piggery, Goatery and Cattle/ Dairy Sector by providing them financial assistance in piggery, goatery and Catlle/Dairy which will generate gainful employment to youths and women of SOOTEA LAC.

#### **Proposed Shoot Location**

The documentary/short film on this scheme will cover SOOTA LAC.

#### Content

- It should showcase how it is benefitting the lives of farmers in the field of piggery, Goatery, Diary/Cattle sector.
- It should include interview bits of farmers/beneficiaries and concerned officials

All the above mentioned schemes should be complied in a single documentary of 5-7 minutes duration having ultra high resolution picture quality.

\*Editing from the main documentary also may need to be submitted as per the demand from the office of MMS-CMSGUY.

- b) The secondary audio-visual footages and photographs will be provided by the officials of MMS-CMSGUY.
- c) Developing the overall concept of the documentary in consultation and approval with MMS-CMSGUY team along with Video editing, scripting, voice over, music/sound effects, final mastering of Audio Video (AVs) etc.
- d) The audio-visuals will be developed in Assamese language along with English, Bengali and Bodo languages subtitles.
- e) Submit the final version (edited and reviewed) of the video documentaries to MMS-CMSGUY for approval.

#### f) Final Video Productions should be handed over in the following manner:

- 3 DVDs each of the final audio-video documentary
- 3 BRD each of the final audio-video documentary
- In Pen drive for upload on websites.

#### g) Other specific requirements

- The documentary should be of Ultra high resolution and primary footages has to be captured in high quality cameras.
- The video should include music, creative graphics and voice overs.

#### 2. GENERAL TERMS AND CONDITIONS

## A. Pre-requisite eligibility criteria (Supporting documents of below should be submitted along with the Bid proposal):

- a) Name, address, e-mail, telephone along with a note on the Ownership and organizational structure & core business area of the firm;
- b) Status of the Applicant/ Agency whether it is a Partnership firm/ Proprietor/Pvt Ltd Co./ Public Ltd Co. etc.
- c) Document (s) to demonstrate that the agency is in the business for the last 3 years (i.e. 2019-20, 2018-2019 & 2017-18)
- d) Details about Director/ Partners of the agency/ Firm.
- e) Copy of Article of Association/ Partnership Deed wherever applicable (Copies to be enclosed).
- f) Total Experience of the Agency/Firm.
- g) Document (s) relating to details of Similar nature of services/ work executed during the last 3 years (i.e. 2019-20, 2018-2019 & 2017-18) with State/Central Governments/PSUs/reputed private organizations, supported by Work Orders and Completion Certificates. The Company/ Agency should have experience of making short films/ documentaries of either State or National or International level. Copies of the DVD and the work order to be submitted along with Technical bid.
- h) Certificate from the statutory auditors/Chartered Accountant stating the year wise annual turnover during each of the last **3** financial years (i.e. 2019-20, 2018-2019 & 2017-18) along with PAN, GST certificate and Trade License.

#### 3. SELECTION/ EVALUATION PROCESS

The evaluation would consist of following phases:

Phase I: Evaluation of Technical Bids (Total marks carried: 80) Phase II: Evaluation of Financial Bids (Total marks carried: 20)

#### **PHASE-I**

#### **Evaluation of Technical Bids**

#### 1. QCBS evaluation criteria (Total marks: 80)

#### i) (GROUP-A) Technical marks-50

Sl. No	Assessment Criterion	Maximum Marks
Group-A		
1	Past experience in short film/ documentary making (Work order and Completion Certificates)	10
2	Project Synopsis including:  (i) Objective: How the message of the film is expected to connect with the audience (Describe in details)  (ii) Methodology: Describe your approach for the film. A flowchart would be appreciated	20
3	Media Agencies must be having minimum average annual Audited turnover of Minimum Rs.25 <b>Lakhs</b> during the last 3 years i.e. FY 2017-18, 2018-19 and 2019-20.	10
4	Experience in documentary making in the field of agricultural and allied activities.	5
5	Achievements, rewards and recognition for past works	5
	TOTAL	50

#### ii) (GROUP-B) PRESENTATION (Total marks- 30)

Group-B  1 Presentation on strategy, Planning, Innovative ideas, etc.  30	Sl. No	Assessment Criterion	Maximum Marks
	Group-B		
m - 14 m	1	Presentation on strategy, Planning, Innovative ideas, etc.	30
Total A + B = 80		Total A + B =	80

The presentation, at their own cost as per the details above, shall be given by each bidder to MMS-CMSGUY and marks shall be awarded for the functional abilities of the agencies. Time allotted for presentation will be **20 minutes (maximum) to each eligible bidder**.

#### **PHASE-II**

#### Total marks = 20

#### The Financial Bid of only those agencies would be opened who qualify the technical round .

• The Financial Bid of the shortlisted Bidder after qualifying Technical Bid Evaluation will be opened by the Tender Committee at a date and time to be decided by the official of MMS-CMSGUY which will be intimated to the qualified Bidder.

Total Marks= 80 (Phase-I) + 20 (Phase-II)

#### Mode of Technical and Financial Evaluation

- a) Preliminary technical evaluation with past experience, project synopsis, objective, descriptions, awards, recognition etc will carry a maximum marks of 50.
- b) Presentation will carry maximum marks of 30.
- c) The Bidder who scores a minimum of 50 marks in Phase-I out of 80 marks will qualify for Phase-II. Financial Bid of only those agencies would be opened who qualify in the technical round.
- d) The bidder with the highest total score shall be awarded the contract.

#### MMS-CMSGUY's decision in regard to evaluation & selection shall be FINAL and binding.

#### 4. **BID PROPOSAL PRICE:**

- a) Corrections of the quoted rate, if any, shall be made by crossing out, re writing, initialing with dating.
- b) All duties, taxes and other levies payable under the contract shall be shown separately.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment/ modification on any account.
- d) The Prices (per minute) should be quoted in Indian Rupees only.

#### 5. TENDER FEE & PERFORMANCE BANK GUARANTEE:

- A non-refundable Tener Fee for an amount of **Rs. 1000/- (Rupees One Thousand)only** is to be submitted in form Cheque in favour of "MEGA MISSION SOCIETY FOR CMSGUY" at the time of submission of Tender Document.
- The Selected Agency shall have to furnish a Performance Bank Guarantee (PBG) for an amount of 5% of the total cost of the project within 7 days after the receipt of the Letter of Intent.

#### 6. **VALIDITY OF BID PROPOSAL:**

Bid proposal shall remain valid for a period of 90days after the deadline date specified for submission.

#### 7. **SIGNING OF BID PROPOSAL**:

The name and position held by each person signing the Bid proposal and related documents must be typed or printed below the signature.

#### 8. **DOCUMENTS TO BE SUBMITTED(in official letter head):**

Sl no.	Documents (All documents to be Sealed and Signed)	
1	Bid Document	
2	Annexure-I (Covering Letter/ Acceptance Letter)	
3	Annexure-II (Checklist in Official letter head)	
4	Annexure-III (Technical Assessment/QCBS Evaluation Criteria)	
5	Annexure-IV (Financial Bid)	
6	Annexure-V (No Blacklisting-Self declaration)	
7	Supporting Documents of all essential criteria's	

#### 9. FORCE MAJEUR

- a. In the event of either Party being rendered unable by Force Majeure to perform any obligation required to be performed by them under the contract, the relative obligation of the Party affected by such Force Majeure shall be suspended for the period during which such cause lasts.
- b. The term "Force Majeure" as employed herein shall mean war, or hostility, acts of the public enemy, civil commotion / riots, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts, Acts and Regulations of respective government of the two Parties, namely CMSGUY and the Contractor and acts of God (hereinafter referred to as events).
- c. Upon the occurrence of such cause and upon its termination, the Party alleging that it has been rendered unable as aforesaid thereby, shall notify the other Party in writing, the beginning of the cause amounting to Force Majeure as also the ending of the said cause by giving notice to the other Party within 72 hours of the ending of the cause respectively. If deliveries are suspended by Force Majeure conditions lasting for more than 2 (two) months, CMSGUY shall have the option of cancelling this contract in whole or part at its sole discretion without any liability on its part. Time for performance of the relative obligation suspended by Force Majeure shall then stand extended by the period for which such cause lasts.

#### 10. APPLICABLE LAW AND JURISDICTION

All matters connected with this shall be governed by the Indian law both substantive and Procedural, for the time being in force and shall be subject to the exclusive jurisdiction of the Courts at Guwahati.

CMSGUY reserves the right to annul the bidding process at any time prior to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Bidder (s) on the ground of CMSGUY's action.

#### 11. AWARD OF CONTRACT:

- a) The CEO, MMS-CMSGUY will award the contract to the bidder taking into account the score in QCBS evaluation process as well the the price quoted in Financial Bid.
- b) Notwithstanding the above, the CEO, MMS-CMSGUY reserves the right to accept or reject any Bid proposal and to cancel the bidding process and reject all Bid proposals at any time prior to the award of the contract.

#### 12. PAYMENTS:

a) All payments to the successful bidder shall be made by Account Transfer/ RTGS/ Cheque in favour of "MEGA MISSION SOCIETY FOR CMSGUY"

Bank Details: State Bank of India

Account Number: 00000036342298159

Name: MEGA MISSION SOCIETY FOR CMSGUY

Branch: Dispur

IFSC Code: SBIN0003030

- b) Any amount paid shall be subjected to deduction of TDS as per IT Act and TDS as per GST Act (as and where applicable).
- c) No advance payment will be considered for supply of items mentioned in the Bid proposal.
- d) Payment shall be made after successful deliverables and approval of the draft documentary.

# ANNEXURE-I COVERING LETTER/ ACCEPTANCE LETTER (This Form must be submitted only using the Agency's Official Letterhead).

RFP No.: <b>ADVT. NO. MMS/2020/322/34</b> , dated 11-Feb-21 Our Reference: No
To: The CEO, Mega Mission Society- Chief Minister samagra Gramya Unnayan Yojana Khanapara, Assam
Subject:
Sir,
1. We, the undersigned, hereby submit our Bid proposal in two parts, namely:
(a) Technical Part; and
(b) Financial Part
2. In submitting our Bid proposal, we make the following declarations:
(a) No reservations: We have examined and have no reservations to the RFP Document;
(b) <b>Conformity:</b> We offer to provide service in conformity with the RFP Document and in accordance with the specifications specified in the RFP document;
(c) <b>Bid proposal Validity Period:</b> Our Bid proposal shall be valid for the period of 30 days, from the deadline fixed for the Bid proposal submission;
(d) <b>Eligibility</b> : We meet the eligibility requirements and have no conflict of interest, we are not participating in more than one Bid proposal in this bidding process, and we have not been temporarily suspended or debarred or blacklisted or suspended by the Central or any State Government;
(e) <b>Fraud and Corruption:</b> We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of corrupt, fraudulent, collusive, coercive, or obstructive practices; and we will strictly observe the laws against fraud and corruption in force in India namely, "Prevention of Corruption Act 1988."
(f) I/We have read and understood the detailed terms & conditions mentioned in the Bid proposal and shall abide by it in case being invited for the award of contract.
(g) It is hereby declared that particulars furnished herewith are true and correct as per my/our knowledge and belief. In the event of any particulars are found to be false, I/We shall be liable to such consequences/lawful actions as the CEO, MMS-CMSGUY wish to take.
Yours faithfully,
Authorized Signature
Name & Title of Signatory
Name of Bidder/Media Agency
Address
Dated on day of, [insert date of signing]

#### ANNEXURE-II CHECKLIST OF ESSENTIAL CRITERIA'S

(This Form must be submitted only using the Agency's Official Letterhead).

RFP No.: ADVT. NO. MMS/2020/322/34, dated 11-Feb-21

Our	Deference	No	Dated
Our	Reference:	NO	Dateu

To:

The CEO, Mega Mission Society- Chief Minister samagra Gramya Unnayan Yojana Khanapara, Assam

	Particulars		<b>Documents Submitted</b>	Page no.
1.	Name of the Media Agency	•		
2.	Address of Office in Guwahati / Presence in Guwahati	:		
	Tel. Nos.			
	Mobile Nos.			
	E –mail			
3.	Full address of the head office/other offices Tel. Nos. Mobile Nos.	:		
	FaxNo.			
	E –mail			
	Status of the Applicant/ Agency (Proprietor/ Partnership firm/ Pvt Ltd. Co./ Public Ltd. Co.)	:		
5.	Documents to demonstrate that the agency is in the	:		
	business for the last 3 years (i.e. 2019-20, 2018-2019 &			
	2017-18) (Copy to be enclosed)			
6.	Details about Directors/ Partners	:		
7	Copy of Article of Association/Partnership Deed (Copy to be enclosed)	:		
8	Total Experience of the Agency (Copies of the experience certificate to be enclosed)	:		
9	Documents relating to details of Similar nature of services executed during the last 3 years (i.e. 2019-20, 2018-2019 & 2017-18) with State/Central Governments/PSUs/reputed private organizations which comprises of at least three short films/			

	Documentaries of either State or National or International. (Copies of the DVD, work order and completion Cerificate to be submitted)		
10	Annual Turn Over in Rs. As per CA Certificate (IT certificate to be enclosed)	:	2017-18 2018-19 2019-20
12	PAN no. (Copy to be enclosed)	:	
13	GST Certificate (Copy to be enclosed)	:	
14	Trade License (Copy to be enclosed	:	

### **ANNEXURE-III**

The CEO, Mega Mission Society- Chief Minister Samagra Gramya Unnayan Yojana Khanapara, Assam Subject:
Sir,
We, the undersigned, hereby submit

Sl.	Assessment Criterion	<b>Documents Submitted</b>	Page no.
N			
1	Past experience in short film/ documentary making (Work order and Completion Certificates to be enclosed)		
2	Project Synopsis including:  (iii) Objective: How the message of the film is expected to connect with the audience (Describe in details)  (iv) Methodology: Describe your approach for the film. A flowchart would be appreciated		
3	Media Agencies must be having minimum average annual Audited turnover of Minimum Rs.25 <b>Lakhs</b> during the last 3 years i.e. FY 2017-18, 2018-19 and 2019-20.		
4	Experience in documentary making in the field of agricultural and allied activities. making (Work order and Completion Certificates to be enclosed)		
5	Achievements, rewards and recognition for past works (Supporting documents to be enclosed)		

Yours faithfully,

To:

Anathanina d Cinnatana				
Authorized Signature				
Name & Title of Signatory				
Name of Bidder/Media Agency				
Address				
Dated on day of	,[insert date of signing]			

#### ANNEXURE-IV FINANCIAL BID

(This Form must be submitted only using the Agency's Official Letterhead).

(1 ms 1 or m must be submitted only using the Agency's Official Letter net
RFP No.: <b>ADVT. NO. MMS/2020/322/34</b> , dated 11-Feb-21
Our Reference: No Dated

To:

Subject Sir,	:				
•	undersigned, hereby submit the second	nart of our Pid pror	ocal the Fina	uncial Dranacal In cubmitt	ina
	ancial Part, we make the following addition		iosai, tile Filla	iliciai Froposai. Ili Subillici	ıng
(a) O submis	ur Bid proposal shall be valid for the pssion;	eriod of 30 days fro	m the deadlir	ne fixed for the Bid propo	sal
(b) agr	I/We have thoroughly read and undersee to abide by them.	stood all the terms a	nd conditions	as contained in the RFP a	and
Sl no.	Description	Unit Cost/minute	GST	Total Cost	
1	Preparation and Development				
	of Ultra high quality audio-visual				
	Documentary/Short Film on different				
	Schemes implemented under				
otal amo	unt (in Rs.) unt (in words) vest bidder shall be decided on the amoun nfully,	nt quoted inclusive of	GST and othe	er taxes as applicable)	
uthorized	d Signature				
ame & Tit	le of Signatory				
ame of Bi	dder/ Media Agency				
ldress					

Dated on \_\_\_\_\_\_ day of \_\_\_\_\_\_, \_\_\_\_ [insert date of signing)

## ANNEXURE-V SELF – DECLARATION – NO BLACKLISTING

(This Form must be submitted only using the Agency's Official Letterhead).

RFP No.: ADVT. NO. MMS/2020/322/34, dated 11-Feb-21

Our Reference: No...... Dated...... Dated..... To: The CEO, Mega Mission Society- Chief Minister samagra Gramya Unnavan Yojana Khanapara, Assam In response to the Request For Proposal (RFP) for selecting Media Agency for Mega Mission Society-CMSGUY, Assam for the financial year......, I/ We hereby declare that presently our Media Agency.....is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State / Central Government. We further declare that presently our Media Agency...... is not blacklisted and not declared ineligible for reasons other than corrupt & fraudulent practices by any State / Central Government on the date of Bid Submission. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my / our security may be forfeited in full and the bid if any to the extent accepted may be cancelled. Thanking you, Yours faithfully.

Signatures \_\_\_\_\_\_Name \_\_\_\_\_

Seal of the Media Agency \_\_\_\_\_

Place_		 	_
Date_			