

## **FILM AND TELEVISION INSTITUTE OF INDIA,PUNE**

### **Regarding e-procurement for the Bidders.**

This is for the Information to all Contractors / Suppliers / Service Providers / Bidders / Agency / other tenderers that FILM AND TELEVISION INSTITUTE OF INDIA,Pune will henceforth invite all tenders above Rs. 5 Lac through e-procurement website [www.eprocure.gov.in](http://www.eprocure.gov.in)

All Interested Contractors / Suppliers / Service Providers / Bidders / Agency / other tenderers are hereby requested to get themselves enrolled for e-procurement in appropriate category with there valid Digital Signature Certificate ( DSC ).DSC should be obtained from any Authorised Agency registered with certifying authority in India. Authorised users will be required to procure Class II or Class III DSCs. Bidders are required to register on CPP Portal using the valid DSC & valid email address. Henceforth bidders will submit the bid online on the e-procurement model of NIC by uploading there essential documents required for the tender in PDF format at the above mention website and one copy should be submitted to Film and Television Institute of India,Pune address to Purchase Officer. The essential documents that has to be uploaded are as follows :-

1. Shop Act -Nature of the Business.
2. PAN ( Permanent Account Number )
3. VAT / TIN Certificate & Service Tax Certificate.
4. Experience Certificate.
5. Satisfactory Completion Certificates from the Concerned Departments.
6. Last 2 Years IT Returns.

In Addition to the above documents the additional requirement if any will be informed in the "Notice of Inviting Tender" publised at that time. It is also requested to browse and get familiar with this portal for their future use.

Sd/-  
Purchase Officer  
For Director  
FTII,Pune