

**GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF TOURISM**

NOTICE INVITING PROPOSALS

Ref. No.: DOT-14017/6/2025

Date: 5 September 2026

The Director, Department of Tourism, Government of Arunachal Pradesh invites sealed proposals from eligible and experienced agencies for the assignment detailed below.

The tender first issued under this reference on 23 March 2026 was cancelled as no bid was received. It is hereby re-issued with an extended tender period, a pre-bid clarification process, and provision for issue of corrigendum. The eligibility criteria remain unchanged.

Name of Assignment	Production of 360° Virtual Reality (VR) Videos for Promotion of Tourism in Arunachal Pradesh
Tender Category	Re-tender — supersedes the Notice Inviting Proposals dated 23 March 2026 issued under the same reference
Issuing Authority	Department of Tourism, Government of Arunachal Pradesh
Estimated Contract Value	₹1,00,00,000/- (Rupees One Crore Only), inclusive of all taxes. This is a ceiling value and not a guaranteed contract value.
Earnest Money Deposit	₹2,00,000/- (Rupees Two Lakhs Only). Micro & Small Enterprises registered under Udyam and startups recognised by DPIIT are exempt, subject to submission of Annexure-IV with valid registration.
Date of Issue of RFP	9 September 2026
Last Date for Receipt of Queries	15 September 2026 by 17:00 Hrs IST
Pre-Bid Meeting	18 September 2026 at 11:00 Hrs IST, Office of the Director, Directorate of Tourism, Itanagar (physical / video conference)
Issue of Clarifications / Corrigendum	On or before 22 September 2026
Last Date of Receipt of Proposals	08 October 2026 by 17:00 Hrs IST
Opening of Technical Bids	09 October 2026 at 11:00 Hrs IST
Opening of Financial Bids	Date to be intimated to technically qualified bidders only
Place of Submission & Opening	Office of the Director, Directorate of Tourism, Itanagar, Arunachal Pradesh – 791111
Method of Selection	Quality and Cost Based Selection (QCBS) – 70:30

Interested agencies meeting the eligibility criteria detailed in the RFP document may submit their proposals in two separate sealed envelopes (Technical Bid and Financial Bid) placed in a single outer sealed envelope, addressed to the Director, Department of Tourism, Government of Arunachal Pradesh, Itanagar.

The complete RFP document may be downloaded from the official website of the Department of Tourism, Government of Arunachal Pradesh at www.arunachaltourism.com. Corrigendum, if any, shall be published on the same platforms only; bidders are advised to check them until the last date of submission.

The Authority reserves the right to accept or reject any or all proposals without assigning any reason thereof.

Sd /-
(Rujjum Rakshap)
Director Tourism

**GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF TOURISM**

REQUEST FOR PROPOSAL (RFP)

FOR

**Production of 360° Virtual Reality (VR) Videos
for Promotion of Tourism in Arunachal Pradesh**

RFP Reference No.	DOT-14017/6/2025
Date of Issue	9 September 2026
Last Date of Receipt	08 October 2026 by 17:00 Hrs IST
Estimated Project Cost (Ceiling)	₹1,00,00,000/- (Rupees One Crore Only), inclusive of all taxes
Method of Selection	QCBS – 70:30

1. Invitation for Proposal

1.1 The Department of Tourism, Government of Arunachal Pradesh (hereinafter referred to as the "Authority") invites proposals from eligible and experienced agencies for the production of high-quality 360° Virtual Reality (VR) videos to promote the State's tourism destinations, cultural heritage, adventure activities and experiential offerings.

1.2 This Request for Proposal is issued as a re-tender. The proposals invited under the Notice dated 23 March 2026 under the same reference number were cancelled for want of bids. The present RFP supersedes that Notice in its entirety. Bidders who had responded to the earlier call, if any, are required to submit fresh proposals in the formats prescribed herein.

1.3 Arunachal Pradesh, known as the "Land of the Dawn-Lit Mountains," is endowed with extraordinary natural beauty, rich biodiversity, vibrant tribal cultures, ancient monasteries and world-class adventure tourism opportunities. The State hosts diverse circuits encompassing the Eastern Himalayan foothills, the Brahmaputra floodplains, tropical rainforests and high-altitude Buddhist monasteries.

1.4 The Authority seeks to leverage immersive VR technology to provide potential tourists with a compelling first-person experience of the State's attractions, thereby inspiring travel decisions and positioning Arunachal Pradesh as a premier destination on the global tourism map.

2. Key Dates and Schedule

Sl.	Particulars	Date / Time
1	Date of Issue of RFP	9 September 2026
2	Last date and time for receipt of written queries	15 September 2026, 17:00 Hrs IST
3	Pre-Bid Meeting	18 September 2026, 11:00 Hrs IST
4	Issue of clarifications and corrigendum, if any	On or before 22 September 2026
5	Last date and time for receipt of proposals	08 October 2026, 17:00 Hrs IST
6	Opening of Technical Bids (Envelope A only)	09 October 2026, 11:00 Hrs IST
7	Opening of Financial Bids (Envelope B) — technically qualified bidders only	To be intimated in writing to qualified bidders
8	Venue for submission, pre-bid meeting and bid opening	Office of the Director, Directorate of Tourism, Itanagar, Arunachal Pradesh

2.1 All dates are indicative to the extent permitted by law and may be revised by the Authority through a corrigendum issued in accordance with "Clause 6.5 & 6.6". Any change shall be published on the platforms notified in the Notice Inviting Proposals.

3. Background and Context

3.1 Arunachal Pradesh is one of India's most ecologically and culturally rich States, spanning over 83,000 sq. km of the Eastern Himalayas. The State is home to 23 major tribes and over 100 sub-tribes, each with distinct customs, languages and traditions. Its tourism landscape encompasses snow-clad peaks, pristine rivers, tropical forests, ancient monasteries and vibrant indigenous festivals.

3.2 The Department of Tourism has been actively investing in infrastructure, capacity building and destination branding to diversify the visitor economy and attract both domestic and international tourists. Immersive technologies such as 360° Virtual Reality have emerged as a powerful medium for pre-trip inspiration, enabling potential visitors to experience destinations before they travel.

3.3 This RFP seeks to produce a suite of professional 360° VR videos covering the State's most compelling tourism circuits and experiences. The resulting content will be deployed on VR headsets at tourism exhibitions, on digital kiosks at airports and railway stations, and on online platforms including YouTube VR and social media, significantly amplifying the reach of the Department's destination marketing efforts.

4. Scope of Work

4.1 Quantum of Deliverable Content

The base scope of this assignment is the production of six (6) 360° VR videos covering six destinations, each video being of 5 to 15 minutes duration, covering the following themes wherever applicable:

(a)	Scenic landscapes and nature trails
(b)	River rafting and adventure sports
(c)	Tribal festivals and cultural performances
(d)	Monastery and heritage tours
(e)	Homestay and community-based tourism experiences
(f)	Wildlife and biodiversity
(g)	Any other theme that the Department considers necessary to include

In addition, the Authority may at its sole discretion commission up to two (2) further VR videos on themes to be specified by it, at the per-video rate quoted by the selected agency at Item 8 of Annexure-II. Any such commissioning shall be by written order and the aggregate contract value shall in no case exceed the ceiling of ₹1,00,00,000/-. The bidder is under no obligation to assume that the optional videos will be commissioned, and the per-video rate quoted shall remain firm for the duration of the contract. The total number of VR videos deliverable under this contract, inclusive of any optional videos so commissioned, shall not in any case exceed eight (8).

4.2 Pre-Production

- Concept development and creative scripting for each VR video in consultation with the Authority.
- Location scouting and recce across identified tourism circuits and destinations in Arunachal Pradesh.
- Storyboarding and shot planning for 360° capture, ensuring optimal viewer engagement and narrative flow.
- Obtaining all statutory permits and clearances required for filming, as detailed at Clause 4.6.
- Casting of local talent, cultural performers and narrators as required, on terms that provide for written consent and release from every identifiable individual appearing in the footage.

4.3 Principal Photography

- Filming using professional-grade 360° camera systems with a minimum of 8K resolution capture and spatial (ambisonics) audio recording.
- Professional lighting, stabilisation and audio capture suitable for immersive VR playback.
- Coordination with local communities, cultural bodies and tourism stakeholders during filming, with due sensitivity to customary practice and to restrictions on the filming of religious or ceremonial events.
- Submission of raw footage to the Authority in an agreed transfer format at the conclusion of principal photography.

4.4 Post-Production

- Stitching, colour grading and editing of 360° footage to cinematic standards.
- Integration of spatial audio, ambient soundscapes, background music (royalty-free or originally composed, with assignable rights) and professional voiceover narration.
- Voiceover narration shall be delivered in English and Hindi as a mandatory requirement, with burnt-in and sidecar subtitle files in both languages. The Authority may additionally direct narration or subtitles in one or more local languages of the State, the cost of which shall be included in the quoted price.
- Addition of informational overlays, graphical elements and interactive hotspots where appropriate.
- Rendering and export in formats compatible with major VR headsets (Meta Quest, HTC Vive), web-based 360° players (YouTube VR, Facebook 360) and mobile VR (Google Cardboard compatible).
- Quality assurance testing across all target platforms and devices, with a written test report submitted to the Authority.

4.5 Platform Deployment and Deliverables

- Six (6) final VR videos — and any optional videos commissioned — in all approved formats, together with all raw footage and editable project files.
- A short promotional trailer of 2 to 3 minutes compiled from the VR footage, for social media and conventional screens.
- Platform-specific optimised versions for VR headset playback, web streaming and kiosk display.
- Subtitle files, music licences or assignments, and signed consent and release forms for all identifiable persons and performances appearing in the content.
- Technical support during the deployment and launch phase, and for the duration of the defect liability period.
- All intellectual property rights, source files and project assets transferred to the Authority in accordance with Clause 8.7.

4.6 Permits, Clearances and Regulatory Compliance

The selected agency shall, at its own cost and as part of the quoted price, obtain and maintain in force all permissions required for the assignment, including in particular:

- Inner Line Permits for non-Arunachalee crew members, and Protected Area Permits for any foreign national engaged on the assignment.
- Permission of the competent authority under the Wild Life (Protection) Act, 1972 for any filming within a National Park, Wildlife Sanctuary or other protected area, and permission of the Forest Department where applicable.
- Registration and permissions under the applicable Drone Rules and the Digital Sky platform of the DGCA for any aerial or drone photography, together with a valid remote pilot certificate for the operator.
- Permission of the concerned Deputy Commissioner, Gaon Burah, monastery management committee or community body for filming in tribal areas, on community land, and at religious or ceremonial sites.
- Any permission required for filming in restricted or border zones from the competent civil or military authority.

The Authority shall, on written request, issue letters of recommendation and introduction to the concerned authorities and shall facilitate liaison with district administrations and community bodies. The issue of such letters shall not relieve the agency of responsibility for securing the permissions, and no claim for extension of time or additional cost shall lie against the Authority on account of delay in obtaining them, save where the delay is directly attributable to the Authority.

5. Eligibility Criteria

The Bidder must meet each of the following requirements. Failure to furnish the supporting evidence prescribed shall render the proposal liable to rejection.

Sl.	Criterion	Requirement and Evidence to be Furnished
1	Legal Entity	Must be a company, firm, or LLP registered in India with a minimum of three (3) years of operational experience as on the date of issue of this RFP. Evidence: Certificate of Incorporation / Registration.
2	Annual Turnover	Minimum annual turnover of ₹1,00,00,000/- (Rupees One Crore Only) in each of the three financial years 2023–24, 2024–25 and 2025–26. Evidence: audited financial statements for the three years, together with a certificate from a practising Chartered Accountant stating the annual turnover for each of the said years.
3	Relevant Projects	At least three (3) completed professional VR / 360° video projects executed for Central or State Government bodies, tourism boards, Public Sector Undertakings or reputed corporate clients within the last five (5) years. Evidence: work orders or client completion certificates, together with working links to viewable content.
4	Equipment	The agency must own, or have contractual access to, professional-grade 360° camera systems with a minimum 8K capture capability, and post-production

Sl.	Criterion	Requirement and Evidence to be Furnished
		infrastructure. Evidence: equipment inventory or rental / hire agreements valid for the project period.
5	Statutory Registration	Valid GST registration and PAN. Evidence: certificates.
6	No Blacklisting	The bidder must not be blacklisted or debarred by any Central or State Government Department, or by any Public Sector Undertaking, as on the date of submission. Evidence: self-declaration on company letterhead in the format at Annexure-III.
7	Earnest Money Deposit	EMD of ₹2,00,000/- as prescribed at Clause 6.4, or a valid claim to exemption supported by the declaration at Annexure-IV.

6. Proposal Submission Requirements

6.1 General Instructions

- Proposals must be submitted in two separate sealed envelopes clearly superscribed "TECHNICAL BID — ENVELOPE A" and "FINANCIAL BID — ENVELOPE B" respectively, each bearing the name and address of the bidder.
- Both envelopes shall be placed together in a single outer sealed cover superscribed: "RFP for Production of 360° VR Videos for Promotion of Tourism in Arunachal Pradesh — Reference No.: DOT-14017/6/2025 — NOT TO BE OPENED BEFORE 09 OCTOBER 2026, 11:00 HRS".
- The outer cover must be addressed to the Director, Department of Tourism, Government of Arunachal Pradesh, Itanagar — 791111.
- The Technical Bid shall be submitted in one original and one copy; the Financial Bid in original only. In the event of any discrepancy, the original shall prevail.
- Every page of the proposal shall be serially numbered, signed and stamped by the authorised signatory. A power of attorney or board resolution evidencing the authority of the signatory shall be enclosed.
- No price, rate or any indication of the financial offer shall appear anywhere in the Technical Bid. Any such disclosure shall render the proposal liable to summary rejection.
- Proposals received after the appointed date and time shall not be considered, irrespective of the reason for the delay, and shall be returned unopened.
- Proposals shall remain valid and open for acceptance for 180 days from the last date of receipt. The Authority may request an extension of validity; a bidder may refuse the request without forfeiting its EMD.
- Conditional proposals, and proposals that materially depart from the prescribed formats, are liable to be rejected.

6.2 Technical Bid (Envelope A)

- Covering letter on the agency's letterhead, signed by the authorised signatory.
- Agency profile including year of establishment, registration details and organisational structure.
- Portfolio of past VR / 360° video projects with client references — working links to viewable content are mandatory.
- Detailed technical approach and methodology, including proposed equipment, shooting techniques, post-production workflow and platform delivery strategy.
- Proposed project plan with milestones and timeline, not exceeding six months from the date of signing of the contract.
- Team composition with curricula vitae of the six key personnel listed at Part D of Annexure-I (Director / Project Lead; Director of Photography; VR Specialist / 360° Camera Operator; Post-Production Editor; Sound Designer; Scriptwriter / Creative Producer).
- Sample concept note and storyboard for any one proposed VR video.
- Proof of all eligibility documents listed at Section 5, including Annexure-III.

9. EMD in the form prescribed at Clause 6.4, or the exemption declaration at Annexure-IV.
10. The Technical Bid to be submitted in the prescribed format at Annexure-I.

6.3 Financial Bid (Envelope B)

- The Financial Bid shall be submitted strictly in the prescribed format at Annexure-II. Bids submitted in any other format are liable to be rejected.
- The rates quoted must be inclusive of all costs of every description, including travel, accommodation, permits, talent, licensing, out-of-pocket expenses and all applicable duties and levies.
- Line items 1 to 6 of Annexure-II shall be quoted exclusive of Goods and Services Tax. GST shall be shown separately at line item 7. The Total row in Annexure-II shall be inclusive of all taxes and is the figure on which the financial evaluation shall be carried out.
- The bidder shall separately quote a firm per-video rate for the optional additional videos at line item 8 of Annexure-II. This rate shall not form part of the financial evaluation under Clause 7.2.
- The total quoted for the base scope, inclusive of all taxes, shall not exceed ₹1,00,00,000/- (Rupees One Crore Only). A bid exceeding the ceiling shall be rejected.
- Rates shall be quoted in Indian Rupees, in figures and in words. In the event of any discrepancy, the amount in words shall prevail. In the event of a discrepancy between the total and the sum of the line items, the sum of the line items shall prevail.
- The Financial Bid shall be valid for a minimum of 180 days from the last date of receipt of proposals.

6.4 Earnest Money Deposit

- The EMD of ₹2,00,000/- (Rupees Two Lakhs Only) shall be furnished in the form of a Demand Draft or Banker's Cheque drawn on a scheduled commercial bank in favour of "Director, Department of Tourism, Govt. of Arunachal Pradesh", payable at Itanagar, and shall be enclosed in Envelope A.
- Micro and Small Enterprises registered on the Udyam portal, and startups recognised by the Department for Promotion of Industry and Internal Trade, are exempt from furnishing the EMD, subject to submission of the declaration at Annexure-IV together with a copy of the valid registration or recognition certificate. Such bidders shall instead furnish a Bid Security Declaration in the terms set out in Annexure-IV.
- A proposal unaccompanied by the EMD or by a valid claim to exemption shall be rejected.
- The EMD shall be forfeited, and a bidder claiming exemption shall be liable to debarment for a period of one year, if the bidder withdraws or modifies its proposal during the period of validity; if the bidder is found to have made a material misrepresentation; if the successful bidder fails to execute the contract within the time allowed; or if the successful bidder fails to furnish the Performance Security within the time allowed.
- The EMD of unsuccessful bidders shall be refunded within 30 days of the award of the contract. The EMD of the successful bidder shall be returned on submission of the Performance Security. No interest shall be payable on the EMD.

6.5 Pre-Bid Meeting and Clarifications

- Prospective bidders may seek clarification on any aspect of this RFP by written communication reaching the Authority at the address at Section 9 not later than 17:00 Hrs on 15 September 2026. Queries shall be submitted in editable electronic form, quoting the relevant clause number.
- A pre-bid meeting shall be held on 18 September 2026 at 11:00 Hrs at the Office of the Director, Directorate of Tourism, Itanagar. Attendance is not mandatory but is encouraged. Bidders unable to attend in person may participate by video conference on prior written request.
- The Authority shall publish a consolidated statement of queries and clarifications, and a corrigendum where any change to the RFP is made, on or before 22 September 2026 on the platforms notified in the Notice Inviting Proposals. No clarification shall be issued individually to any bidder.
- Oral statements made at the pre-bid meeting shall not bind the Authority unless confirmed in the written clarification or corrigendum.

6.6 Amendment of the RFP

At any time prior to the last date of receipt of proposals, the Authority may, for any reason, whether at its own initiative or in response to a clarification sought by a prospective bidder, amend this RFP by issue of a corrigendum. Every corrigendum so issued shall be published on the platforms notified in the Notice Inviting Proposals, shall form an integral part of the RFP, and shall be binding on all bidders. Where an amendment is issued at a stage that in the opinion of the Authority does not allow bidders reasonable time to respond, the

Authority shall extend the last date of receipt of proposals accordingly. Bidders shall acknowledge receipt of all corrigenda in their covering letter.

7. Evaluation Criteria

7.1 The selection shall be made by Quality and Cost Based Selection in the ratio 70:30. Technical Bids shall be opened first. Financial Bids shall remain sealed and in the safe custody of the Authority until the technical evaluation is complete, and shall thereafter be opened only in respect of technically qualified bidders, on a date intimated to them in writing.

7.2 Technical Evaluation (70 Marks)

Sl.	Parameter	Maximum Marks
1	Relevant experience of the agency in VR / 360° video production and tourism content	20
2	Technical approach, methodology and proposed equipment	20
3	Quality of sample concept note and storyboard	15
4	Qualifications and experience of key personnel	10
5	Work plan and timeline	05
Total		70

A minimum score of 50 marks out of 70 is required to qualify for the opening of the Financial Bid. The Authority may, at its discretion, require bidders to make a presentation in support of their Technical Bid; the marks so awarded shall be subsumed within the parameters above and no separate marks shall be assigned.

7.3 Financial Evaluation (30 Marks)

The Financial Bid of only those agencies that qualify in the Technical Evaluation shall be opened. Evaluation shall be carried out on the total quoted for the base scope of six videos, inclusive of all taxes, as shown in the Total row in Annexure-II. The per-video rate for optional videos quoted at line item 8 shall not enter the financial evaluation.

The lowest evaluated financial bid (L1) shall receive 30 marks. Other bids shall be scored by the formula:

$$\text{Financial Score} = (L1 \div \text{Bid Amount}) \times 30$$

7.4 Combined Evaluation

The final ranking shall be determined on the basis of the Combined Score:

$$\text{Combined Score} = \text{Technical Score} + \text{Financial Score}$$

The agency with the highest Combined Score shall be recommended for engagement. In the event of a tie, the agency with the higher Technical Score shall be ranked first; should a tie persist, the agency with the greater number of completed VR projects for Government or tourism-sector clients shall be ranked first.

7.5 Where the lowest evaluated bid appears to the Authority to be abnormally low such that it raises a material doubt about the bidder's capacity to perform the contract at the quoted price, the Authority may require the bidder to furnish a written justification and detailed price analysis. If the Authority is not satisfied, it may reject the bid after recording reasons in writing.

8. General Terms and Conditions

8.1 **Acceptance and rejection.** The Authority reserves the right to accept or reject any or all proposals, and to annul the selection process at any stage, without assigning any reason and without incurring any liability to the bidders.

8.2 **Contract period.** The assignment shall be completed within six (6) months from the date of signing of the contract, subject to any extension granted in writing by the Authority.

8.3 **Accepted Contract Value.** The consideration payable shall be the total amount quoted by the successful bidder in its Financial Bid and accepted by the Authority (the "Accepted Contract Value"), inclusive of all taxes.

The estimated cost of ₹1,00,00,000/- stated in this RFP is a ceiling and shall not be construed as the contract value or as any assurance of the sum payable.

8.4 Payment schedule. Payment shall be made in instalments linked to deliverables, calculated as a percentage of the Accepted Contract Value:

Sl.	Milestone	% of Accepted Contract Value
1	On signing of the contract, against a bank guarantee of equal value where the Authority so requires	10%
2	On approval of all scripts and pre-production materials	20%
3	On completion of principal photography and submission of raw footage	30%
4	On delivery and acceptance of all final VR videos and associated deliverables	30%
5	On completion of the defect liability period of three (3) months from acceptance	10%

All payments shall be subject to deduction of tax at source and other statutory deductions, and shall be made against invoices supported by the deliverables prescribed for the milestone. Payment for any optional video commissioned under Clause 4.1 shall be made at the per-video rate quoted, on delivery and acceptance of that video.

8.5 Performance Security. The selected agency shall, within fifteen (15) days of the issue of the Letter of Award, furnish a Performance Security equal to five per cent (5%) of the Accepted Contract Value in the form of an unconditional and irrevocable Bank Guarantee from a scheduled commercial bank, valid for the duration of the contract plus six (6) months. Failure to furnish the Performance Security within the time allowed shall entitle the Authority to forfeit the EMD and to annul the award.

8.6 Liquidated damages for delay. Where the agency fails to achieve a deliverable within the agreed timeline for reasons attributable to it, the Authority shall recover liquidated damages at the rate of 0.5% of the Accepted Contract Value for each completed week of delay, subject to a maximum of 10% of the Accepted Contract Value. The parties agree that this represents a genuine pre-estimate of the loss likely to be suffered by the Authority and not a penalty. On the maximum being reached, the Authority may terminate the contract and forfeit the Performance Security, without prejudice to any other remedy.

8.7 Intellectual property. All intellectual property rights in the deliverables, including copyright in all VR videos, raw footage, project files and associated content, shall vest exclusively and perpetually in the Department of Tourism, Government of Arunachal Pradesh, on full and final payment. The agency shall procure from every member of its team, every sub-contractor, every performer and every third-party licensor a written assignment or licence sufficient to give effect to this clause, and shall furnish copies to the Authority. The agency warrants that the deliverables shall not infringe the rights of any third party and shall indemnify the Authority against any claim of infringement.

8.8 Confidentiality and data protection. The agency shall maintain strict confidentiality in respect of all data and information shared by the Authority, and shall handle all personal data of individuals appearing in or contributing to the content in accordance with applicable law. This obligation shall survive the termination or completion of the contract.

8.9 Force majeure. Neither party shall be liable for any failure or delay in performance to the extent caused by an event beyond its reasonable control, including act of God, flood, landslide, earthquake, epidemic, fire, war, civil commotion, bandh, strike affecting the region, or any prohibitory order of a competent authority. The affected party shall notify the other in writing within seven (7) days of the event and shall use all reasonable endeavours to resume performance. Time for performance shall be extended by the period of the force majeure event. Where the event continues for more than ninety (90) days, either party may terminate the contract, in which case the agency shall be paid for the deliverables accepted up to the date of termination and for demonstrable committed costs reasonably incurred.

8.10 Termination. The Authority may terminate the contract for default by written notice where the agency commits a material breach and fails to remedy it within thirty (30) days of written notice, or becomes insolvent, or is found to have engaged in corrupt, fraudulent or collusive practice. The Authority may also terminate the

contract for convenience on thirty (30) days' written notice, in which case the agency shall be paid for the deliverables accepted up to the date of termination together with demonstrable committed costs reasonably incurred, and shall have no further claim.

8.11 Sub-contracting. The agency shall not assign the contract, nor sub-contract any substantial part of the assignment, without the prior written approval of the Authority. Approved sub-contracting shall not relieve the agency of any of its obligations or liabilities under the contract.

8.12 Conflict of interest and integrity. A bidder shall be disqualified where it has a conflict of interest that materially affects the fairness of the selection process, including where it is associated with any entity that has assisted the Authority in the preparation of this RFP, or where it submits more than one proposal otherwise than as a nominated sub-contractor. The Authority shall reject a proposal, and may debar the bidder for such period as it thinks fit, where it determines that the bidder has engaged in corrupt, fraudulent, coercive or collusive practice in competing for or in executing the contract.

8.13 Dispute resolution. Any dispute arising out of or in connection with this engagement shall first be referred for amicable settlement between the parties. Failing settlement within thirty (30) days, the dispute shall be referred to arbitration by a sole arbitrator appointed by agreement between the parties in accordance with the Arbitration and Conciliation Act, 1996; and where the parties fail to agree within thirty (30) days of a written request for appointment, the arbitrator shall be appointed on application to the competent court under Section 11 of that Act. No person who is ineligible under Section 12(5) read with the Seventh Schedule of the Act shall be appointed. The seat and venue of arbitration shall be Itanagar and the proceedings shall be in English. The award shall be final and binding.

8.14 Governing law and jurisdiction. This engagement shall be governed by the laws of India. Subject to Clause 8.13, the courts at Itanagar, Arunachal Pradesh shall have exclusive jurisdiction.

8.15 Canvassing. Canvassing in any form, whether directly or indirectly, in connection with this selection process shall result in immediate disqualification of the bidder.

8.16 Clarification during evaluation. The Authority may seek written clarification from any bidder during evaluation. No bidder shall be permitted to alter the substance of its proposal or its quoted price in response, save for the correction of arithmetical errors identified by the Authority.

8.17 Documents forming the contract. This RFP, all corrigenda issued under Clause 6.6, the selected bidder's proposal to the extent accepted, the Letter of Award and the executed contract shall together constitute the entire agreement between the parties. In the event of inconsistency, the executed contract shall prevail, followed by the Letter of Award, the corrigenda, this RFP and the proposal, in that order.

9. Contact Information

For any query or clarification regarding this RFP, please contact:

The Director

Directorate of Tourism, Government of Arunachal Pradesh
Itanagar, Arunachal Pradesh – 791111
Email: tourismdirectorap@gmail.com

Annexure-I : Technical Bid Format

(To be submitted on the letterhead of the Bidder)

To,
The Director
Department of Tourism, Government of Arunachal Pradesh
Itanagar, Arunachal Pradesh – 791111

Subject: Technical Bid for Production of 360° VR Videos for Promotion of Tourism in Arunachal Pradesh
— Ref. No.: DOT-14017/6/2025

Dear Sir / Madam,

Having examined the RFP document together with all corrigenda issued thereunder, we hereby submit our Technical Bid for the above assignment. We confirm that all information provided herein is true and correct to the best of our knowledge and belief, and that we have not quoted any price or rate in this Envelope.

We confirm receipt of Corrigendum No(s) _____ dated _____ (state "Nil" if none).

Part A — Agency Profile

Particulars	Details
Name of Agency / Firm	
Type of Entity (Company / LLP / Partnership / Joint Venture/ Proprietorship)	
Year of Establishment	
Registration Number & State of Registration	
GST Registration Number	
PAN Number	
Registered / Principal Office Address	
Name of Authorised Signatory	
Designation of Authorised Signatory	
Contact Number	
Email Address	
Website (if any)	
Udyam / DPIIT Registration Number (if claiming EMD exemption)	

Part B — Financial Eligibility

(Annual turnover in each of the three years below must be not less than ₹1,00,00,000/-)

Financial Year	Annual Turnover (₹)	Net Profit / Loss (₹)	CA Certificate Ref. No.
2023-24			
2024-25			
2025-26			
Average			

Part C — Portfolio of Relevant VR / 360° Video Projects

(List not fewer than three completed projects. Attach work orders or client certificates and provide working links to viewable content. Additional rows may be inserted.)

Sl.	Project Title	Client Organisation	Year of Completion	Contract Value (₹)	Link to Content / Reference
1					
2					
3					
4					

Part D — Proposed Team Composition

Sl.	Role	Name	Qualification	Years of Relevant Experience
1	Director / Project Lead			
2	Director of Photography (DOP)			
3	VR Specialist / 360° Camera Operator			
4	Post-Production Editor			
5	Sound Designer			
6	Scriptwriter / Creative Producer			

Curricula vitae of each of the six key personnel named above must be enclosed.

Part E — Technical Approach & Methodology

(Describe the proposed technical approach, equipment to be used, shooting methodology, post-production workflow and platform delivery strategy. Maximum 2 pages.)

Part F — Sample Concept Note & Storyboard

(Attach a concept note and storyboard for any one proposed VR video as a separate annex.)

Part G — Approach to Permits and Clearances

(Describe, in not more than one page, how the bidder proposes to obtain the permissions listed at Clause 4.6, including ILP / PAP for crew, Wild Life (Protection) Act permissions and DGCA drone clearances, and the time allowed for these in the project plan.)

Part H — Document Checklist

Sl.	Document	Enclosed (Yes/No)	Page No.
1	Covering letter on agency letterhead, signed by authorised signatory		
2	Power of attorney / board resolution authorising the signatory		
3	Agency profile and registration documents (minimum 3 years of operation)		
4	GST and PAN certificates		
5	Audited financial statements and CA certificate of turnover for FY 2023–24 to 2025–26		
6	Work orders / client certificates for at least 3 relevant VR projects, with working links		
7	Curricula vitae of all six key personnel		
8	Sample concept note and storyboard		
9	Equipment inventory list / rental agreements		
10	Self-declaration of non-blacklisting (Annexure-III)		
11	EMD of ₹2,00,000/- (Demand Draft) or exemption declaration (Annexure-IV)		
12	Acknowledgement of corrigenda issued, if any		

We hereby declare that the information furnished above is true and correct, and that in the event of any misrepresentation the Authority shall have the right to disqualify us from this bidding process and to forfeit our Earnest Money Deposit.

Authorised Signatory: _____

Name: _____

Designation: _____

Seal of the Firm: _____

Date: _____

Place: _____

Annexure-II : Financial Bid Format

(To be submitted on the letterhead of the Bidder, in Envelope B only)

To,
The Director
Department of Tourism, Government of Arunachal Pradesh
Itanagar, Arunachal Pradesh – 791111

Subject: Financial Bid for Production of 360° VR Videos for Promotion of Tourism in Arunachal Pradesh
— Ref. No.: DOT-14017/6/2025

Dear Sir / Madam,

Having examined the RFP document and all corrigenda issued thereunder, and having submitted our Technical Bid, we hereby submit our Financial Bid for the base scope of six (6) VR videos as follows.

Items 1 to 6 are quoted exclusive of GST. GST is shown separately at item 7.

Sl.	Component	Amount (₹)
1	Pre-Production (concept, scripting, recce, storyboarding)	
2	Principal Photography (crew, equipment, logistics)	
3	Post-Production (stitching, editing, grading, audio, VFX, subtitling)	
4	Platform Delivery & Deployment Costs	
5	Travel, Accommodation and Field Visit Expenses	
6	Permits and Clearances, Talent, Music Licensing and Third-Party Costs	
	Sub-total (items 1 to 6, exclusive of GST)	
7	Applicable GST on the sub-total (state rate: _____ %)	
	TOTAL FOR BASE SCOPE OF SIX (6) VIDEOS — INCLUSIVE OF ALL TAXES (this is the amount to be evaluated under Clause 7.3)	
8	Firm rate per additional optional VR video, inclusive of all taxes (Clause 4.1) — not evaluated under Clause 7.3	

Total for base scope in words: _____

Rate per optional video in words: _____

We confirm that the total quoted for the base scope is inclusive of all applicable taxes and of all costs of every description, that no additional charge of any kind shall be claimed, and that the said total does not exceed ₹1,00,00,000/- (Rupees One Crore Only). We further confirm that this Financial Bid shall remain valid for 180 days from the last date of receipt of proposals.

Authorised Signatory: _____

Name: _____

Designation: _____

Seal of the Firm: _____

Date: _____

Place: _____

Annexure-III : Declaration of Non-Blacklisting
(To be submitted on the letterhead of the Bidder)

To,

The Director, Department of Tourism, Government of Arunachal Pradesh, Itanagar – 791111

Subject: Declaration under Clause 5(6) — RFP Ref. No. DOT-14017/6/2025

I / We, the undersigned, being duly authorised to represent M/s _____
(name of the bidder), do hereby solemnly declare that:

- (i) The firm is not blacklisted, debarred or suspended by any Ministry or Department of the Government of India, by any State Government or Union Territory administration, or by any Public Sector Undertaking, as on the date of submission of this proposal.
- (ii) No proceeding for blacklisting or debarment is pending against the firm before any such authority.
- (iii) The firm has not been convicted of any offence involving moral turpitude in relation to its business, and no director or partner of the firm stands so convicted.
- (iv) The firm has no conflict of interest in relation to this assignment within the meaning of Clause 8.12 of the RFP.
- (v) All statements made and documents furnished in our proposal are true, correct and complete.

We understand and accept that in the event any of the above is found to be false at any stage, our proposal shall be liable to summary rejection, our Earnest Money Deposit shall be liable to forfeiture, any contract awarded to us shall be liable to termination, and we shall be liable to be debarred from future tenders of the Department.

Authorised Signatory: _____

Name: _____

Designation: _____

Seal of the Firm: _____

Date: _____

Place: _____

Annexure-IV : EMD Exemption Claim and Bid Security Declaration

(To be submitted on the letterhead of the Bidder, only where exemption from EMD is claimed)

To,

The Director, Department of Tourism, Government of Arunachal Pradesh, Itanagar – 791111

Subject: Claim to exemption from Earnest Money Deposit under Clause 6.4 — RFP Ref. No. DOT-14017/6/2025

I / We, the undersigned, being duly authorised to represent M/s _____ hereby claim exemption from the Earnest Money Deposit prescribed under this RFP on the following ground (tick as applicable):

☐	The firm is a Micro or Small Enterprise registered on the Udyam Registration Portal. Udyam Registration Number: _____ (copy of certificate enclosed).
☐	The firm is a startup recognised by the Department for Promotion of Industry and Internal Trade. DPIIT Recognition Number: _____ (copy of certificate enclosed).

Bid Security Declaration

In consideration of the exemption claimed above, we hereby declare and undertake that we shall not withdraw or modify our proposal during the period of its validity; that we shall, if declared successful, execute the contract and furnish the Performance Security within the time allowed; and that in the event of our failing to do so, or of any material misrepresentation on our part, we shall be liable to be debarred from participating in tenders of the Department of Tourism, Government of Arunachal Pradesh for a period of one (1) year from the date of such failure, and to such further action as the Authority may take in accordance with law.

Authorised Signatory: _____

Name: _____

Designation: _____

Seal of the Firm: _____

Date: _____

Place: _____