

National Film Archive of India

Ministry of Information and Broadcasting

Government of India

Corrigendum for RFP for Preventive Conservation of film content NFAI. RFP :302/29/2017-NFHM dated October 9, 2020

Attention is invited to the Advertisement on All India basis inviting response to the Request for Proposal for Preventive Conservation of film content at NFAI, Pune. The said RFP was also uploaded on the NFAI's website (www.nfai.gov.in) and Procurement website of Government of India (<https://eprocure.gov.in/cppp/>)

This document covers the changes in the schedule details. The Corrigendum shall be construed as a part of the RFP and it shall be the responsibility of the Bidder to read carefully and understand the changes / additions mentioned it.

The rest of the content as mentioned in the RFP shall remain unchanged.

Sd/-

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Officer on Special Duty, NFHM

1. Under Section 5.2, Analysis of Film condition assessment report and suggestions for necessary adoption of technologies, following changes have been made

- a. The Bidder shall analyze the report of film collection assessment at NFAI
- b. A detailed report, from the software data of film collection assessment, needs to be prepared which should list film titles, corresponding film elements (Release Positive, Camera Negative etc.) and category (A, B and C) of reels.
- c. The bidder needs to compare all types of film elements and their respective condition for each title, and post consultation with NFAI technical team, needs to decide which elements for a specific title need to undergo preventive conservation.
- d. The Bidder shall prepare a detailed presentation / activity report for each category of film / each film reel, based on the international practices for preventive conservation.
- e. These activities to be documented in detail as per requirement of the project.
- f. Bidder needs to ensure, in due consultation with NFAI technical team, that film elements with B or C category reels, which do not undergo preventive conservation, have better quality duplicate film elements with A Category reels.

2. Under Section 5.3, Arresting decay and repairing damages in the film reels, following changes have been made

- a. The bidder is expected to carry out conservation work in Category 'B' and Category 'C' film reels
- b. The Bidder has to undertake necessary actions to arrest further damage to film reels and restore reel back to its near original condition through various internationally accepted and adopted technologies / methodologies.
- c. The bidder is expected to repair chemical / physical damages, emulsion damages and any other such damages, in the film reel to the extent possible, which would ensure the scanning / digitization of the reel in future as per requirement of NFAI.
- d. Additionally, for reels which can **only** be preserved by scanning, bidder, in due consultation with their knowledge partner/International Expert and NFAI technical team, needs to inform NFAI for further necessary actions of digitization.
- e. Ultrasonic film cleaning should be done for film reels which are suitable for the process, before arranging it in the storage facilities.
- f. In cases where molecular sieves is required, in due consultation with NFAI, the bidder has to place three molecular sieves inside 1000 feet cans and six molecular sieves inside 2000 feet cans. In addition to the above, these cans need to be placed in sealed moisture-proof bags along-with three

additional molecular sieves. (Table 1)

Table 1 : Molecular sieves placements in cans

#	Can Size (in feet)	No. of molecular sieves (Inside the can)	No. of molecular sieves (outside the can)	Total no. of molecular sieves per can
1	2000	6	3	9
2	1000	3	3	6

g. Such molecular sieves, moisture-proof bags shall be procured by the bidder at its own cost.

Note: The proposal should incorporate details about bidder’s approach for various type of damages. This would be given weightage during the technical stage. The format for kind reference,

Extent of damages → Necessary tests on film reels → technological usage → international support / assistance → expert’s intervention → Corrective action

3. Under Section 5.4, Rearrangement of film reels as per international standards, following changes have been made

- a. Rearrangement of film reels as per condition of storage facilities, as per FIAF guidelines, in order to prolong life of film on film.
- b. The bidder is expected to justify and document their activity related to re-arrangement of film reels.
- c. Bidder shall take necessary actions regarding rearrangement of film reels as per its own evaluation and due consultation with NFAI.
- d. Additionally, bidder needs to conduct **A-D Strip test on all acetate film reels** in NFAI collection including untouched films. Acetate film reels which have reached the point of autocatalytic decay or beyond, need to be segregated from the other acetate reels by placing them in separate storage location in consultation with NFAI. Eventually such degrading acetate reels need to be kept in frozen storage, provided by NFAI, with corrective actions.
- e. Also, all nitrate reels in NFAI collection including untouched films need to be segregated according to stages of decomposition specified by Kodak (<https://amianet.org/wp-content/uploads/Resource-Nitrate-Safety-Data-Sheet.pdf>). Nitrate reels with advanced decomposition stage need to be placed in separate vault in consultation with NFAI. Nitrate Reels in Category ‘A’ need to undergo visual inspection and assessment of existing reports to ascertain their condition.
- f. Adoption of necessary tests / international practices while carrying out re- arrangement, so that no further damage happens to the film reel.
- g. All kind of rearrangements in the placement of film reels as per requirement of the project has to be

- h. Location change during rearrangement needs to be updated in the cataloging software regularly

Note: The proposal should incorporate detailed approach towards rearrangement of film reels in the storage vaults including the list of the technical equipment's, intervention of international experts etc. This would carry marks in the technical proposal.

4. Under Section 5.5, Cataloging, meta-tagging and detailed technical information, following changes have been made

- a Bidder is expected to carry out complete cataloging, reel wise meta-tagging of information in the cataloging software as provided by NFAI.
- b Bidder is expected to record (AV recording and Photographs) important steps in the process of preventive conservation for documentation purposes. The same needs to be shared by the bidder on a monthly basis on a suitable storage medium like Hard disk drive.
- c Bidder is expected to record all information related to technical/physical reel wise data, extent of damages, necessary corrections made, technologies adopted etc. in the cataloging software

Note:

- i NFAI, as part of film collection assessment, has prepared a cataloguing software that may be accessed by the selected vendor for necessary information and updation.

5. Under Section 5.6, Placing of leaders and pasting RFID tags, following changes have been made

- a Bidder shall procure leaders and attach them on reels of all categories wherever leader is not present. The leader needs to be attached at beginning and end of the reel. The length of leader at the beginning and end of the reel is to be 15 feet respectively.
- b Bidder is expected to paste UHF RFID tags on reels of all categories to which said tags were not previously assigned or pasted.
- c The RFID tags should be stuck firmly on the film cans and attached to the film reels (both ends) on the leader and should not pose a hindrance to the normal works related to the film reel like winding, unwinding, ultrasound cleaning, and storage in temperatures ranging from -5° centigrade to room temperature.
- d Bidder to provide durable, ISO compliant RFID tags that easily affix to the item, regardless of its medium

- e. The RFID tags provided by the Bidder should have the latest technology and must be of industry standard with multiple read and write options
- f. Tags must have multiple read/write designs, operate at 858-930 MHz, and be compliant with ISO 18000-6C, NXP 15693, and NISO 2008 recommendations for RFID. Tags may be made compliant with any future variations adopted by ISO.
- g. Tags must have a maximum range of 10 meters.
- h. The RFID tags should be immune to chemical reactions that generally occur in the film can.
- i. Bidder shall be responsible for procurement of RFID tags and leaders and configuring the same with the existing cataloguing software at NFAI.
- j. Cost towards procurement of RFID tags and leaders shall be borne by the bidder.

6. Under Section 5.9, Indicative list of equipment, following changes have been made

- a. Ultra-sonic cleaning machine with chemical filter
- b. Film repair equipment
- c. Film Checking and analyzing equipment
- d. RFID Tags
- e. Acid Detecting strips etc.
- f. Molecular Sieves (manufactured for arresting vinegar syndrome in acetate film)
- g. Archival moisture proof sealed laminated bags(custom sized resealable polyethylene freezer bags or heat-sealable laminated bags made of layers of aluminum foil and polyethylene or layers of aluminum foil, polyester, and polyethylene)
- h. Humidifying and Dehumidifying Equipment
- i. Special Safety Equipment to Handle Nitrate Film
- j. Film Rejuvenation Machine
- k. All Necessary International technologies

Note: All the equipment need to be brand new and of latest make/model. Additionally, the same needs to be procured by the bidder at their own cost.

7. Under Section 8, Technical evaluation criteria, following changes have been made

#	Main criteria	Sub criteria	Max. Marks
1	Profile of the bidder	i. Profile of the organization including size, experience, reputation ii. Past experience of similar work done for professional / international film archives of repute.	20
2	International knowledge partner / expert with work experience of minimum 5 years in Preventive Conservation	Involvement of international expert(s) / specialist(s) in the field. Note: <ul style="list-style-type: none"> • The involvement of expert has to be for project execution • MoU or an Agreement or a letter from such experts clearly mentioning their work, roles & responsibilities and level of involvement at NFAI Pune. 	15

#	Main criteria	Sub criteria	Max. Marks
3	Project team	<p>Proposed team:</p> <ul style="list-style-type: none"> ▪ Project Manager – Should be from the International Film Archive of repute having relevant experience of more than 5 years ▪ Proposed teams: <ul style="list-style-type: none"> ○ Material handling team – with Nitrate, Acetate and Polyester based films ○ Film repair team ○ Film re-arrangement team including vault storage expert ○ Film cataloging team <p><i>Note: The teams would be evaluated based on the profile, involvement level (onsite at NFAI premises).</i></p>	20
4	Equipment's and Processes	<ul style="list-style-type: none"> • List of equipment's, utility, make etc. clearly indicating the deployment for the project. • Detailed procedure / processes for arresting film decay, film repair, re- arrangement of film reels in storage facilities, cataloging etc. <p><i>(As per international / adopted practices)</i></p>	15

#	Main criteria	Sub criteria	Max. Marks
5	Presentation / Approach and methodology	<p>The bidders presentation would be evaluated on following criteria.</p> <ul style="list-style-type: none"> i. Understanding of the project scope and requirements – 25% weightage ii. Capability and Commitment level towards the project including the timelines - 25% weightage iii. Approach and workflows proposed for carrying out various tasks - 25% weightage iv. Overall solution proposed covering a case study / Proof of concept, presentation / demonstration – Here the bidder is expected to showcase near to real videos, photos/documentation of the work being carried out by them earlier etc. – 25% weightage 	30

8. Under Section 10, Commercial Bid Format, following changes have been made

The commercials for the Point “Arresting the decay and repairing damages in film reels” have to be submitted on the basis of following assumptions regarding the number of reels in ‘B’ and ‘C’ category as:

- i. Acetate film reels – 52,222 (Fifty Two Thousand Two Hundred and Twenty-Two)
 - ~38,948 (1000 ft. reels) + ~6,637 (2000 ft. reels)
- ii. Polyester film reels – 7,582 (Seven Thousand Five Hundred and Eighty-Two)
 - ~357 (1000 ft. reels) + ~3,613 (2000 ft. reels)
- iii. Nitrate film reels – 753 (Seven Hundred and Fifty-Three)
 - ~745 (1000 ft. reels) + ~4 (2000 ft. reels)

Sr. No	Particulars	Indicative Units	Per unit rate	Total
(A)	(B)	(C)	(D)	(E = C X D)
1	Arresting decay / further damage and film repair for Category ‘B’ films			
1.1	Acetate	41,572 reels		
1.2	Polyester	7,366 reels		
1.3	Nitrate	390 reels		
2	Arresting decay / further damage and film repair for Category ‘C’ films			
2.1	Acetate	10,651 reels		
2.2	Polyester	215 reels		
2.3	Nitrate	363 reels		
3	Assessment of report, Rearrangement of material in existing vaults as per international standards including cataloguing and metadata tagging	Lump sum		
4	RFID Tags	1,00,000 tags		
5	Leaders	110,000 reels		

Sr. No	Particulars	Indicative Units	Per unit rate	Total
(A)	(B)	(C)	(D)	(E = C X D)
6	GST	As applicable		
Grand Total (excluding GST)				
Grand Total (including GST)				
Grand Total in Words (excluding GST)				
Grand Total in Words (including GST)				