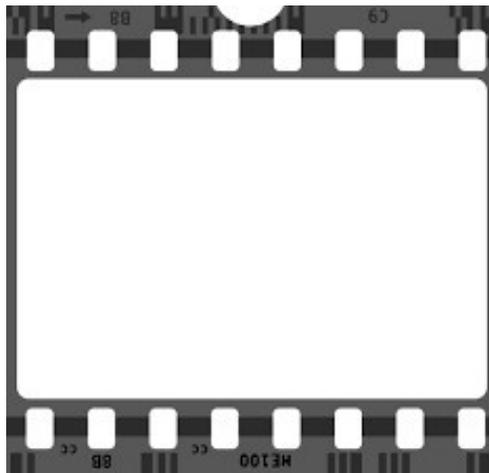


**“PROVIDING AND MANAGING SERVICES OF
ARCHIVAL DCI, NON-DCI DIGITAL CINEMA
CONTENT SUBMITTED FOR CENSOR
CERTIFICATION ON LTO”**

Volume I: Functional & Technical Specifications





केन्द्रीय फिल्म प्रमाणन बोर्ड
CENTRAL BOARD OF FILM CERTIFICATION

(Ministry of Information and Broadcasting)

NOTICE INVITING TENDER

Central Board of Film Certification (CBFC) invites proposals for “Proposal for providing and managing services of archival of Encrypted Digital Cinema Package (Content) of Films at CBFC on LTO”. The Request for Proposal (RFP) document (in three volumes) can be downloaded from <http://cbfcindia.gov.in/> and can also be obtained from the office of CEO, Central Board of Film Certification, Films Division Complex, Phase-I Building, 24, Dr. G. Deshmukh Marg, Mumbai-400026 during working days against non-refundable RFP Documents fees of Rs.5,000/- in form of demand draft in favour of “Pay and Accounts Officer, Films Division, Ministry of Information and Broadcasting, Mumbai” payable at Mumbai. The sealed bids in physical form should be submitted to the same address as mentioned above. Last date and time for submission of bids is 21st January 2025 by 17.00 hrs. CBFC reserves the right to accept or reject any bid without assigning any reason.

-sd-

Chief Executive Officer

Central Board of Film Certification

Email:ceo.cbfc@nic.in Tel.022-23510477

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**GOVERNMENT OF INDIA
MINISTRY OF INFORMATION AND BROADCASTING
CENTRAL BOARD OF FILM CERTIFICATION**

REQUEST FOR PROPOSAL (RFP)

**FOR “PROPOSAL FOR PROVIDING AND MANAGING SERVICES OF ARCHIVAL DCI,
NON-DCI DIGITAL CINEMA CONTENT SUBMITTED FOR CENSOR CERTIFICATION
ON LTO”**

Disclaimer

Central Board of Film Certification (CBFC) has prepared this document to give interested parties the background information on the Project to be implemented. While the organization has taken due care in the preparation of information contained herein, the organization or any of its or agencies or any of its respective officers or employees do not give any warranty or make any representations or imply as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it. The information is not intended to be exhaustive. CBFC reserves the right not to proceed with the Project or to change the configuration of the Project or to alter the time table reflected in this document or to change the process, the procedure to be applied. CBFC also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities requesting for proposal.

INVITATION

Sealed bids are invited from eligible, reputed, qualified ‘IT/IT enabled e-Governance Service provider’ for the purpose of providing a service (both in the form of Hardware and Software) to archive digital cinema content from the applicant. Firms with sound technical and financial capabilities of providing service of Archival of Digital Cinema Content at CBFC on Linear Tape Open (LTO) along with the establishment and operation of related process are invited to bid for the same. This invitation to bid is open to all Bidders who have qualified the eligibility criteria in the RFP.

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The intent of this RFP is to invite proposals from Agencies/Firms/Companies (also referred to as ‘bidders’) to enable the Central Board of Film Certification (CBFC) to select an agency for Archival of Digital Cinema Content.

This RFP Document has three Volumes: RFP Volume I: Functional & Technical Specifications
RFP Volume II: General & Financial Specifications RFP Volume III: Service Level Agreement

SCHEDULE FOR SUBMISSION OF PROPOSAL/BIDS

Key Activities	Date and Time
Issuance of Request for Proposal (RFP)	On 03-07-2025 at 10.00 hrs.
Last Date of receiving queries from bidders	On 18-07-2025 at 17.00 hrs.
Pre-Bid Conference(if required)	On 24-07-2025 at 15.00 hrs.
Last date and time for submission of proposal	On 05-08-2025 at 11.00 hrs.
Opening of Pre-Qualification bids	On 12-08-2025 at 11.00 hrs.
Opening of the Technical Proposal	On 18-08-2025 at 14.30 hrs.
Opening of the Financial (Commercial) Proposal	On 25-08-2025 at 14.30 hrs.
Award of tender	On 29-08-2025 at 11.00 hrs.

RFP document containing the details regarding the scope of work, prescribed pro forma, and qualification criteria can be downloaded from the website of CBFC. The completed Pre-qualification, Technical and Commercial bids are to be submitted before the date and time along with the prescribed EMD amount at the following address:

The Chief Executive Officer, Central Board of Film Certification,
9th Floor, Films Division Complex, Phase I Building, Dr. G. Deshmukh Marg,
Mumbai–400026

REQUEST FOR PROPOSAL

This document adopts the following customized definitions:

1	DVD	Digital Video Disk
2	DCP	Digital Content Package
3	NTFS	New Technology File System
4	MOV	Quick Time Movie
8	MP4 (MPEG)	Moving Picture Experts Group
9	CVC	Central Vigilance Commission
10	DD	Demand Draft
11	LAN	Local Area Network
12	VAN	Vide Area Network
13	TCP/IP	Transmission Control Protocol /Internet Protocol
14	SMTP	Simple Mail Transfer Protocol
15	EOI	Expression of Interest
16	ESH	Extended Service Hours
17	GFR	General Financial Rules
18	GIS	Geographical Information System
19	GoI	Government of India
20	INR	Indian National Rupee
21	IP	Implementation Partner
22	IT	Information Technology
23	LD	Liquidated Damages
24	LLP	Limited Liability Partnership
25	Bid	A generic term covering “Proposal” or “Tender” submitted in response To this RFP.
26	Bidder	A generic term meaning a respondent to this RFP.
27	Contract	The agreement to be entered in to between CBFC and a successful Bidder or Bidders as a result of this Request for Offer
28	CBFC	Central Board of Film Certification
29	Department	Central Board of Film Certification
30	LTO	Linear Tape Open

“Providing and managing services of archival DCI, NON-DCI Digital Cinema Content submitted for censor certification on LTO”

1. Introduction

Overview of Central Board of Film Certification Central Board of Film Certification (CBFC) is a content certifying statutory body for moving images in India. It functions under Ministry of Information and Broadcasting, and regulates the public exhibition of films under the provisions of the Cinematograph Act 1952. All films, music videos, and documentaries meant for public exhibition, irrespective of their length, and media type (Digital, video, DCP, CD, or DVD version) are subjected to certification by CBFC. The Board functions with its headquarters at Mumbai. It has nine Regional offices at Mumbai, Kolkata, Chennai, Bangalore, Thiruvananthapuram, Hyderabad, New Delhi, Cuttack and Guwahati.

2. The detailed functions and organizational structure of the CBFC may be referred from cbfcindia.gov.in

3. Stakeholders

The broad stakeholder ecosystem and the roles and responsibilities of stakeholders related to the process of film certification are presented in this section.

4. Stakeholder Ecosystem

Governance	Stakeholder	Description
Policy Maker	Ministry of Information & Broadcasting (I&B)	I&B is a key Stakeholder as Central Board of Film Certification is a statutory body and certifying films for public exhibition in India working under I&B.
Regulatory Body	CBFC board	Their appointment is done by the Central Government.
	Chairperson	Appointment is done by the Govt. of India.

		He is responsible for review of examination reports and further needful actions.
	Chief Executive Officer	Appointment is done by Govt. of India.
	Regional Officers	Appointment is done by Govt. of India. Regional officers receive and evaluate new applications for CBFC certificate. Form Examination Committee.
Implementation Partner	Partner Film Producers	Producers play an integral role in the television, film and video industries. A producer oversees each project from conception to completion and may also be involved in the marketing and distribution processes. Producers work closely with the directors and other production staff on a shoot. Producer is responsible to apply for CBFC certificate.
Beneficiary	Viewers	Audience of the film.

5. Present Methodology of examination and archival of films in CBFC

There are nine regional offices of CBFC at in Mumbai, Chennai, Hyderabad, Bengaluru, Thiruvananthapuram, New Delhi, Cuttack, Kolkata and Guwahati. CBFC certifies the films which may be exhibited in theatres. There are feature and non-features films including shorts films of advertisements, trailer, promo, songs, documentary etc. The films which are less than 10 minutes duration in short category are being examined online through CBFC e-Cinepramaan portal including any modifications made in the examined films. Also long films in video category are being examined in CBFC offices on Television set through Blu-ray/DVD devises. The long Theatrical films are being examined in the preview theatres. Applicants are depositing their content physically at place of examination in DCP format prior to the screening. After completion of the rest of the process before issuance of certificate the examined content are sealed in presence of the applicant and archived for the duration of 12 years.

6. Volumes Handled:

Year-wise transaction volumes of last 3 years are as mentioned in the following table.

Year	No of films certified in Mumbai Region		Consolidated Figures of certified films	
	Theatrical	Video	Theatrical	Video
2019-20	823	476	2454	841
2020-21	308	360	1204	1054
2021-22	530	567	1856	1328
2022-23	842	573	2593	1254

7. Present Technology:

As of now, the applicants submit their content physically on a hard drive, in encrypted DCP format. Post successful censor certification of the content, the hard drive is sealed in an envelope in presence of the applicant and put into the CBFC archival storage. Currently the content is archived at different locations of CBFC.

8. Proposed Technological requirement:

The technological requirement is sought to archive digital cinema content from the applicant for archival purpose. The archival storage will be kept on LTO in an isolated room which does not have any network access to it and authorized access to the storage room will be through the CBFC personnel only. The archival system with storage will be a centralized system at CBFC office in Mumbai. The content uploaded by the applicant by using ‘E-delivery system’ will be downloaded by the successful bidder to the archival storage system within 48 hours after the assignment of censor certificate by CBFC. Technical integration of the archival storage system of successful bidder shall be done with the ‘E-delivery system’ and CBFC will provide administrative support for the same.

Following technological requirements are proposed in the present RFP:-

- **Download Facility:**

The system should support the electronic download of the certified Digital Cinema content along with the edits if any from cloud.

- **Internet and Intranet enabled:**

The system should support access, via LAN / WAN with secured connectivity for downloading the content from cloud/ server. The system should have feature of storing, retrieving and maintaining logs of the content at CBFC premises in Mumbai. The system should support all TCP/IP/SMTP/or any other related protocols.

- **Scalability:**

The system should be scalable enough to extend the archival system for additional DCI-DCP films as well as all other content apart from DCI-DCP in future with the same commercials.

- **Security:**

The system must have proper security and maintenance facility with controlled access to the system and its various functions to the users delegated with appropriate authority. The system should secure users from unauthorized access by allowing only the authorized users with valid protocol to access only the allowed transaction, as well as to be capable of restricting access to unauthorized users. The system should not be able to archive any uncertified content unless permitted by CBFC.

- **Data Backup/Data Archival:**

The system should be able to archive the content with backup on latest version of LTO available in India. The system should allow the retrieval of archived content as and when required within 5 hours on working days from the receipt of request from CBFC. Successful bidder should provision the archival for the contents which have been uploaded through E-delivery system and who have been granted censor certificate by the CBFC after the date of commencement of operations of archival system.

- **Localization for India:**

The system should have adequate localization to handle specific requirements of statutory Indian Laws, tax and duty legislation and other India/state specific regulations, government levies and statutory requirements, including tax and

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regulatory requirements. The system should be made compatible with regulations on GST any other regulation issued by GoI. All the data submitted/uploaded to the system should be stored locally within India.

- **Design and Implementation of the System Architecture:**

Design and implementation of the architecture of the system should be implemented in such a way that it satisfies all the features, functions and performance parameter as described in this RFP document.

- The download of content from online storage once the content is certified.
- Bidder will maintain the documentation and define the SOP's along with CBFC officials required for the archival operations.
- Internet with sufficient bandwidth to download the content from cloud / server.
- The system should have the feature of archiving and retrieving the content physically in the presence of the applicant and CBFC personnel.

- **Phase wise implementation:**

In the first phase, the project is to be implemented in r/o contents available in CBFC, Mumbai regional office. In the next phase, the project will be implemented for other regional office of CBFC subject to successful implementation for Mumbai office.

9. Period of contract and Maintenance:

The period of contract with the selected vendor will for the period of 3 years from the date of awarding of contract. Selected vendor shall be required to provide maintenance and support for duration of 3 years of contract period. Maintenance Support includes minor additional requirements/minor changes apart from regular maintenance activities.

10. Arranging equipment and tools

For implementation of archival system of content the bidder should arrange all the required hardware, software, necessary storage and network facility at their cost

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12. Service Level Agreement

This is only indicative of the Service Level Agreement and not conclusive account. The actual SLA shall be finalized with the successful bidder at the time of contract finalization and shall cover, among others, points mentioned below and in tender document. This SLA shall be between selected bidder and CBFC.

13. Purpose of this Agreement

The purpose of this SLA is to clearly define the expected levels of service to be provided by selected bidder to CBFC during the entire duration of this contract or till the amendment of SLA whichever is earlier.

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15. Purpose of this Agreement

The purpose of this SLA is to clearly define the expected levels of service to be provided by selected bidder to CBFC during the entire duration of this contract or till the amendment of SLA whichever is earlier.

■ **The SLA is designed to:**

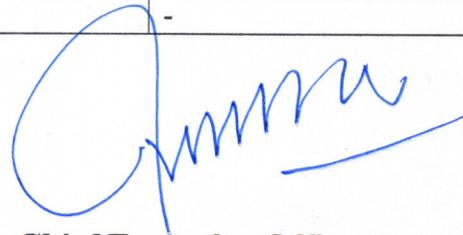
1. Draw the attention of selected bidder and CBFC to some aspect of performance only when that aspect drops below an agreed upon threshold, or target and leads to consequent defined action;
2. Define unambiguously the performance related expectations of performance required of the selected bidder;
3. Assist CBFC to ensure and control levels and performance of services provided by selected bidder

16. Project Schedule

The project schedules for Providing and managing services of archival DCI, NON-DCI Digital Cinema Content submitted for censor certification is as follows :

THE SCHEDULE FOR COMPLETION OF PROJECT

Sr. No	Activities	Period
1.	Installation of hardware, software for archival system and provisioning of internet facility for Archival of Digital Cinema Content at CBFC on LTO	45 days from the date of take over and implementation of operations
2.	Testing of hardware and equipment	5 days
3.	Go live	-



**Chief Executive Officer
Central Board of Film Certification**