

**Request for Proposal for**

**“E-Delivery of Encrypted Digital Cinema Package  
(Content) for examination of Films at various preview  
Theatres for CBFC”**

**Volume I: Functional & Technical Specifications**





(Ministry of Information and Broadcasting)

### **NOTICE INVITING TENDER**

Central Board of Film Certification (CBFC) invites proposals for “Proposal for providing services of E-Delivery of Encrypted Digital Cinema Package (Content) for examination of Films at various preview Theatres for CBFC”. 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 **06.11.2023, 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](mailto:ceo.cbfc@nic.in) Tel. 022-23510477

## INDEX

<b>1</b>	<b>Introduction .....</b>	<b>7</b>
<b>2</b>	<b>Function of the CBFC .....</b>	<b>7</b>
<b>3</b>	<b>Organizational Structure of CBFC .....</b>	<b>7</b>
<b>4</b>	<b>Stakeholders .....</b>	<b>7</b>
<b>5</b>	<b>Stakeholders Ecosystem .....</b>	<b>7</b>
<b>6</b>	<b>Present Methodology of Examination of Films in CBFC .....</b>	<b>8</b>
<b>7</b>	<b>Volumes Handled .....</b>	<b>9</b>
<b>8</b>	<b>Present Technology .....</b>	<b>10</b>
<b>9</b>	<b>Import Export Facility .....</b>	<b>10</b>
<b>10</b>	<b>Internet and Intranet Enabled .....</b>	<b>10</b>
<b>11</b>	<b>Scalability .....</b>	<b>10</b>
<b>12</b>	<b>Security .....</b>	<b>10</b>
<b>13</b>	<b>System Control and Audit .....</b>	<b>11</b>
<b>14</b>	<b>Data Backup / Data Archive .....</b>	<b>11</b>
<b>15</b>	<b>Localization for India .....</b>	<b>11</b>
<b>16</b>	<b>User Interface .....</b>	<b>11</b>
<b>17</b>	<b>Design and Implementation of System Architecture .....</b>	<b>12</b>
<b>18</b>	<b>Period of Contract and Maintenance .....</b>	<b>12</b>
<b>19</b>	<b>Arranging equipment and tools .....</b>	<b>12</b>
<b>20</b>	<b>Documentation .....</b>	<b>13</b>
<b>21</b>	<b>Service Level Agreement .....</b>	<b>13</b>
<b>22</b>	<b>Purpose of this Agreement .....</b>	<b>13</b>
<b>23</b>	<b>Project Schedule .....</b>	<b>13</b>

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

**REQUEST FOR PROPOSAL (RFP)**  
**FOR “PROPOSAL FOR PROVIDING SERVICES OF E-DELIVERY OF ENCRYPTED**  
**DIGITAL CINEMA PACKAGE (CONTENT) FOR EXAMINATION OF FILMS AT**  
**VARIOUS PREVIEW THEATRES FOR CBFC”**

**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 deliver encrypted digital cinema package from the applicant to the designated preview theatres. Firms with sound technical and financial capabilities of providing service of E-Delivery of Encrypted Digital Cinema Package (Content) for examination of films at various preview theatres for CBFC 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.

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 E-Delivery of content of films to existing preview theatres through provisioning of electronically transfer of Cinema Content Package in Encrypted format.

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/BID S.**

<b>Key Activities</b>	<b>Date</b>
Issuance of Request for Proposal (RFP)	16.10.2023 10.00 Hrs.
Last Date of receiving queries from bidders	23.10.2023, 17.00 Hrs.
Pre-Bid Conference (if required)	27.10.2023 15.00 Hrs.
Last date and time for submission of proposal	06.11.2023, 17.00 Hrs.
Opening of Pre-Qualification bids	09.11.2023, 11.00 Hrs.
Opening of the Technical Proposal	13.11.2023, 14.30 Hrs.
Opening of the Financial (Commercial) Proposal	20.11.2023, 14.30 Hrs.
Award of tender	30.11.2023, 11.00 Hrs.

RFP document containing the details regarding the scope of work, prescribed proforma, 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,  
9 th Floor, Films Division Complex, Phase 1 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 into 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

## **“Providing services of E-Delivery of Encrypted Digital Cinema Package (Content) for examination of Films at various preview Theatres for CBFC”**

### **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 organisational structure of the CBFC may be referred from [cbfcindia.gov.in](http://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.

## 8. Present Methodology of examination 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 devices. The long digital films are being examined in the preview theatres. Applicants are depositing their content physically at place of examination in DVD and/or 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.



## 9. 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

## 10. Present Technology :

As of now, the applicants submit their content physically, duly encrypted in DCP format to the scheduled preview theatres and sending KDM and server certificates by email for the specified date and period of screening. The cinema projectors and servers are of different makes and models i.e. 4K Christie-4220 and 2220 IMS-3000 server, 2K Christie Dormy 2000 server, 2K Barco Dormy server, 2K NAC-900 Dolby DSS 2000 server etc.

## 11. Proposed Technological requirement-

The technological requirement is sought to deliver encrypted digital cinema package from the applicant to the designated preview theatres in place of the existing system of delivering the content in hard drives. Following technological requirements are proposed in the present RFP.

### i. Import/ Export Facility

The system should support the upload and download of the Video content both in encrypted format. It should also support NTFS, MOV, MP4 etc. And any other file-formats required by CBFC during the implementation period. The system should be fully integrated and functional areas across geographic locations of CBFC.

**ii. Internet and Intranet enabled**

The system should support access, via LAN / WAN with secured connectivity. The system should have feature of storing, retrieving and maintaining the content which may needs to transfer across the all regional offices of CBFC. The system should be flexible enough to provide access and information to all the users from the different offices of CBFC. The system should support all TCP/IP/SMTP/or any other related protocols.

**iii. Scalability**

The system should be scalable to handle an average of 100 concurrent users at any point of time without compromising response time or efficiency of operations. The system data must be kept on storage media i.e. cloud with high tolerance of failure. Auto-switching failover to other available server should be supported in case of server failure.

**iv. 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 have a capability to assign activities to roles, and map roles to users and provide role based access to users. The system should provide login by user and terminal, the date and time of critical transactions with details of creation, reading, updation and deletion etc. The system should log unauthorized access or attempted access. The system should have a capability of encrypting/decrypting. The system should have the feature of automatic log-off if there is no user activity for a specified time period. The system should support “Single Sign On.

**v. System Control and Audit**

The system should pass the Security Audit test before running on the floor. The Security Audit certificate may be obtained by a STQC certified vendor. The system should be able to record audit trails, audit logs and transaction logging requirements (what, when, who has changed).

**vi. Data Backup/ Data Archival**

The system should be able to archive data, based on user specified parameters (i.e. data range) and restore archival data for on-line use as and when required. The system should provide data backup and recovery facility (online and offline mode). It should have provision to keep data on storage media with high tolerance against failure. It should allow recovery of data in case of hardware/software failure and data corruption. It should be able to perform recovery to a point of time, to known backup database. The backup of the data shall be stored on the Cloud server of existing ecinepraman portal and this portal should have the facility to pick the data from ecinepraman portal as and when required.

**vii. 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 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.

**viii. User Interface**

The system should have a graphical user interface (GUI). The dashboard of GUI should be browser based and user friendly. There should be sufficient edit and validation checks in the system. It should provide safeguards to prevent damage to data from operator errors, simultaneous updates, and modular availability or

system failures. It should have facility to display confirmation/warning windows for deletes, changes etc. The system should provide consistent screen layouts and access methods across all modules so that they look and behave the same.

**ix. 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 transfer of content from applicant in DCP format to preview theatre should be on step operation. Bidder should make the content available at each preview theatre. CBFC will carry out the QC at convenience, by getting the KDM generated from the applicant. The content should be stored locally at preview theatre at least for 2 weeks. The content back up should be available on the cloud for theatre reference.
- The core distribution system should have the further of peer-peer transfer for efficient way of distribution and to make the content available at all preview theatres in near to real time.

**12. 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 website maintenance activities.

**13. Arranging equipment and tools**

For implementation of providing online content and screening of films bidder should arrange all the require hardware, software and internet facility at their cost.

**14. Documentation**

Bidder should provide the necessary documentation including System Requirement Specifications (SRS), Architect of submission of content, stakeholder requirement document etc.

**15. Service Level Agreement**

This is only indicative of the Service Level Agreement and not conclusive account. The actual SLA shall be finalised 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.

**16. 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

**17. Project Schedule**

The project schedules for providing services of E-Delivery of Encrypted Digital Cinema Package (Content) for examination of Films at various preview Theatres for CBFC as follows : .

**THE SCHEDULE FOR COMPLETION OF PROJECT**

<b>Sr. No</b>	<b>Activities</b>	<b>Period</b>
<b>1.</b>	Installation of hardware and provisioning of internet facility for E-Delivery of Encrypted Digital Cinema Package (Content) for examination of Films at various preview Theatres for CBFC	45 days from the date of takeover and implementation of operations
<b>2.</b>	Testing of hardware and equipment	5 days
<b>3.</b>	Go live	-

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