

Request for Proposal (RFP) / Expression of Interest (EOI) - Contract Opportunities for Post Production and Web/App Development

1) About Us

EDRONA is a unique digital platform that provides bespoke solutions for education and skilling sector . Our clients include Not for profit organizations, international development institutions, Corporates , Academic Institutions and Trade associations. We are looking for identifying shortlisted vendors /freelancers to be part of our panel of qualified service providers . Selected vendors /freelancers will work on our projects at the agreed rate and as per the terms and conditions applicable for each projects . By offering to empanel as a service provider , you undertake to maintain all confidentiality clauses and data privacy aspects applicable in our service contracts .

EDRONA is committed to diversity and an equal opportunity employer . While we might seek a number of identification factors as part of our onboarding requirements, these will be used only to prevent misuse of personal identification and to enable security aspects related to accessing our systems . No personal data/demography information will be used as a selection criterion in this process.

2) Scope of this TOR

We invite qualified professionals to get empaneled as vendors for the below roles .

2.1) Post Production Jobs:

Post Production Related Jobs:

- 2D Artist
- 3D Artist
- Script Writer
- Male Voice Over Artist
- Female Voice Over Artist
- Editing and Motion Graphics Artist

2.2) Tech Jobs:

Web/App Development Related Jobs:

- Mobile Apps: React Native, Flutter
- Web & App: Python, Java, PHP, UI/UX

Eligibility Criteria:

In order to be eligible for consideration, vendors / Freelancers must meet the following criteria:

- Relevant experience in the field of post-production or web/app development.
- Demonstrated expertise with the specific technologies, languages, or software mentioned.
- Portfolio showcasing past projects or work samples.
- Availability for a one-year contract period.
- Ability to work independently and meet project deadlines.
- Strong communication and collaboration skills.
- Financial proposal: Contractors should provide a financial proposal including their rate . Refer to the table below

Role Applied	Relevant Experience (Years)	Rate in INR (Per Hour)	
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Evaluation and Selection Process: Proposals will be evaluated based on the following criteria:

- Relevant experience and expertise in the desired job position.
- Quality and creativity of past work showcased in the portfolio.
- Financial proposal and budget considerations.

Disclaimer

This RFP is not an Agreement and is neither an offer nor an invitation by the Purchaser to the Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals. The information contained in this RFP has been provided to the best of knowledge and in good faith. However, the information may not be complete and accurate in all respects and may not be exhaustive. This RFP includes statements which reflect various assumptions and assessments arrived at by EDRONA in relation to our current requirements . Information provided in this RFP is on a wide range of matters, some of which depends on the interpretation of law. The information is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law

EDRONA , its employees and advisors make no representation or warranty and shall have no liability of any nature to any person including any Bidder or Vendor under any law, statute, rules or regulations or tort, principles of restitution for unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP.

How to Submit proposals

Please submit proposals to hr@e-drona.in with the subject line: “ Contract Opportunities for Post Production and Web/App Development - Edrona”

Last date to submit proposals : 30 – June – 2023