

Film Procurement Portal

User Manual

URL: <https://prasarbharati.org/fpp>

The screenshot shows the login page of the Film Procurement Portal. At the top, there is a navigation bar with the text "Film Procurement Portal" and links for "New User", "Help", and "Contact Us". Below the navigation bar is the Prasar Bharati logo. The main form contains four input fields: "Email", "Password", and "Captcha - Solve 84 subtract 29 ?". There is a checkbox for "Remember me" and a link "Activate user using OTP". A blue "LOGIN" button is at the bottom of the form. Below the login form is the Prasar Bharati logo again, with the text "सत्यमेव जयते" and "सत्यमेव जयते" in Devanagari script. At the bottom, there is a footer with copyright information: "© Copyright 2018, Website Content Managed by Doordarshan. Designed, Developed by IT Division, Prasar Bharati Sectt. Last Updated on Aug 14, 2018 10:09 am".

A. Registration:


An Offerer has to register him/her self for the first time on the portal. For this purpose user have to follow following steps.

1. Go to **New User**.
2. Enter authentic email ID and password.
3. Tick the check box to agree terms & conditions.
4. Now register yourself by submitting it.

The screenshot shows the registration page of the Film Procurement Portal. At the top, there is a navigation bar with the text "Film Procurement Portal" and links for "New User", "Help", and "Contact Us". Below the navigation bar is the Prasar Bharati logo. The main form contains four input fields: "Email", "Password", "Confirm Password", and "Captcha - Solve 89 add 6 ?". There is a checkbox for "I Agree ? T & C". A blue "REGISTER" button is at the bottom of the form. Below the registration form is the Prasar Bharati logo again, with the text "सत्यमेव जयते" and "सत्यमेव जयते" in Devanagari script. At the bottom, there is a footer with copyright information: "© Copyright 2018, Website Content Managed by Doordarshan. Designed, Developed by IT Division, Prasar Bharati Sectt. Last Updated on Aug 14, 2018 10:09 am".

5. To verify yourself, please enter One Time Password received at your entered email ID.

Film Procurement Portal New User Help Contact Us


Enter OTP to verify (OTP will expire in 15 minutes)

OTP

VERIFY

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Last Updated on Aug 14, 2018 10:09 am


121.241.126.144 says
User account has been activated.Please login

OK

6. Registered User can also verify them later from portal by clicking on **Activate user using OTP.**

← → ↻ 🔒 Secure | https://prasarbharati.org/fpp/verify_user.php 🔍 ☆ ⋮

Film Procurement Portal [New User](#) [Help](#) [Contact Us](#)



Enter registered email to verify

SEND MAIL OTP


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Last Updated on Aug 14, 2018 10:09 am

B. Login:

Offerer can now login with his/her registered email ID and Password.


← → ↻ 🔒 Secure | <https://prasarbharati.org/fpp/> 🔍 ☆ ⋮

Film Procurement Portal [New User](#) [Help](#) [Contact Us](#)



☐ Remember me [Activate user using OTP](#)

LOGIN

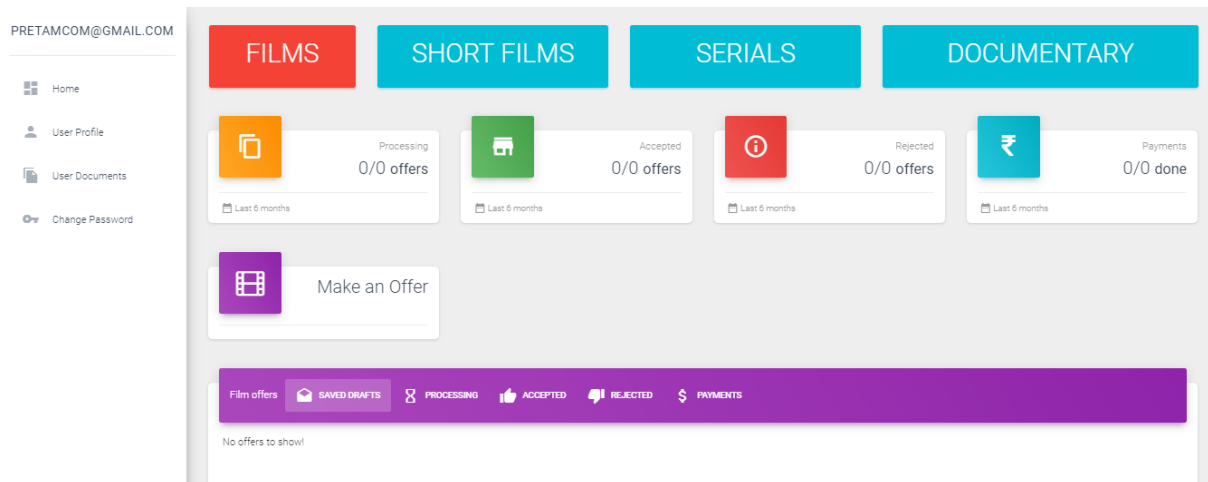


सरकार् विद्मस् सुन्दरम्

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Last Updated on Aug 14, 2018 10:09 am

C. Offerer Role:

This is the Dashboard/home page of offerer where he/she have multiple features to use.

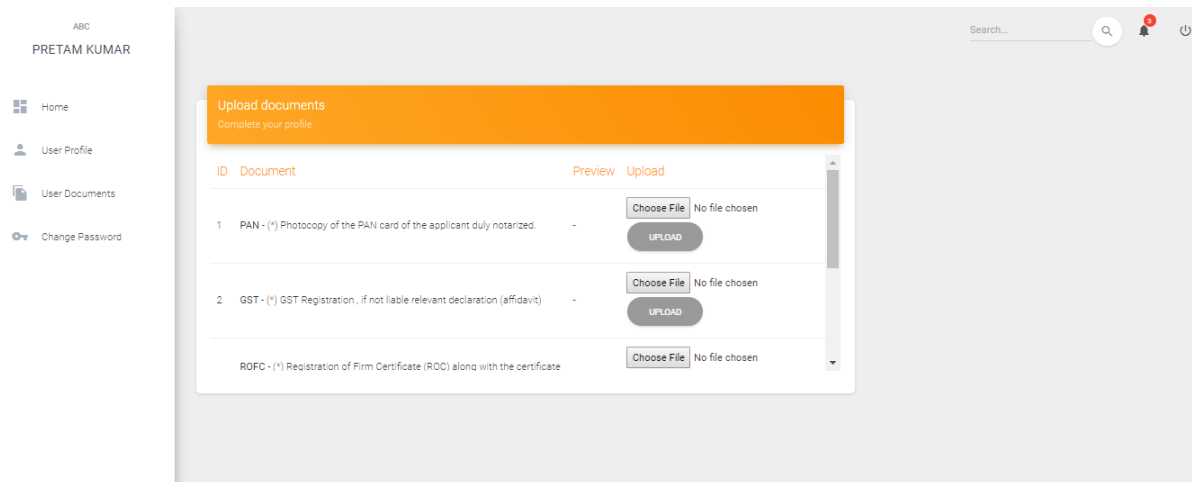


I. User Profile:

1. Go to **User Profile** (on left side-screen).
2. Update User profile by entering all relevant details in given fields associated with user and company.
3. Upload User image in JPEG format.

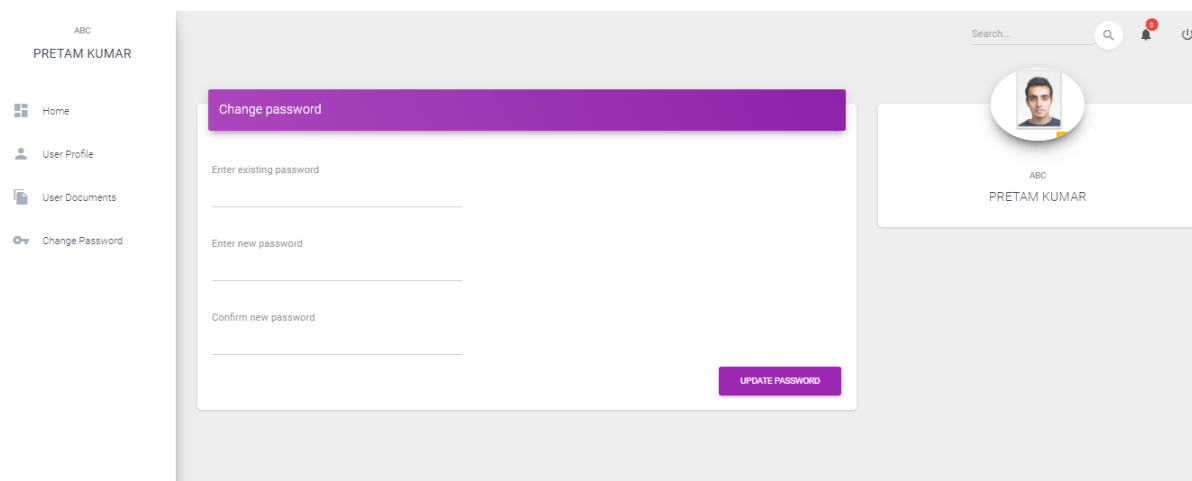
II. User Documents:

1. Go to **User Documents** (on left side-screen).
2. Upload documents related to Company here.
3. Choose a required file in JPEG/PDF format and upload.



III. Change Password:

1. Go to **Change Password** (on left side-screen) to change your password.
2. Enter existing password then new password.
3. Update the Password.



IV. Make an Offer:

1. Go to Home Page, Select **Make an Offer.**
2. All the **APPLICANT DETAILS** will come automatically from **User Profile** data. If User wants to update these details, they can do by clicking **Edit Details** or they can proceed to next level by clicking **NEXT.**

ABC
PRETAM KUMAR

Home

User Profile

User Documents

Change Password

Log Out

APPLICANT DETAILS

FILM DETAILS

DOCUMENTS

PAYMENT

SUBMIT

Company

PAN

GST

ABC

ABCDE0000F

11ABCDE0000F1G1

Company address

Contact no.

XYZ MANDI HOUSE

9876543210

State

City

Country

Pin Code

DELHI

DELHI

India

110001

Authorized representative details

First Name

Last Name

Email address

PRETAM

KUMAR

pretamcom@gmail.com

Legal status of the Firm/Applicant

Nature of the Concern

Designation

PRODUCER

PUBLIC

PRODUCER

NEXT

EDIT DETAILS



ABC
PRETAM KUMAR

3. **FILM DETAILS:** Here fill the details related to film. (*) marked fields are compulsory to fill.
4. Save the details by clicking **SAVE** and proceed further.

ABC

PRETAM KUMAR

Home

User Profile

User Documents

Change Password

ABC

PRETAM KUMAR

Home

User Profile

User Documents

Change Password

APPLICANT DETAILS

FILM DETAILS

DOCUMENTS

PAYMENT

SUBMIT

Offer ID (*) Required fields

1229919

Film Name (*)

XYZ

Name of the Director (*)

SHIVKUMAR

Name of the Producer (*)

RAJKUMAR

Category (*)

U

Film type (*)

COLOR

Specify the rights offered to Doordarshan (*)

Both Satellite and Terrestrial

Film offered for (*)

☐ DD-1
 ☐ DD-Bharati
 ☐ DD-Urdu
 ☐ DD-India

☐ DD-Kashir
 ☐ DD-UP
 ☐ DD-MP
 ☐ DD-Rajasthan

☐ Regional Channels
 ☒ All above Terrestrial/Satellite channels

Name of the original producer(s) (*)

Year of Production (*)

Date of Issue of Censor Certificate (*)

☐ DD-Kashir
 ☐ DD-UP
 ☐ DD-MP
 ☐ DD-Rajasthan

☐ Regional Channels
 ☒ All above Terrestrial/Satellite channels

Name of the original producer(s) (*)

Year of Production (*)

Date of Issue of Censor Certificate (*)

RAJKUMAR

2014

18-02-2015

Original Censor Certificate No. (*)

Duration of Film (in Minutes), with Cuts (*)

Duration of Film (in Minutes), without Cuts (*)

42FD423F34

200

220

Cast in respect of Major Roles

Role 2

Role 3

SHAAAN

Name of the Music Director (*)

SHUBH

Is there any embargo of date or month on the telecast of the film on Doordarshan's Channel ?

NO

SAVE

BACK

ABC

PRETAM KUMAR

Home

User Profile

User Documents

Change Password

5. DOCUMENTS :

- In this Tab User have to upload document for the Offer.
- Applicant document** will come automatically from **User Documents**. User can edit these documents by uploading respective new document here in JPEG/PDF format.

ABC

PRETAM KUMAR

Home

User Profile

User Documents

Change Password

ABC

PRETAM KUMAR

Home

User Profile

User Documents

Change Password

APPLICANT DETAILS

FILM DETAILS

DOCUMENTS

PAYMENT

SUBMIT

Applicant documents

ID

Document

Preview

Upload

1

(*) Photocopy of the PAN card of the applicant duly notarized.

View

Choose File

No file chosen

UPLOAD

2

(*) GST Registration , if not liable relevant declaration (affidavit)

-

Choose File

No file chosen

UPLOAD

(*) Declaration of Film Certificate (DNC) along with the certificate for release of the

Film documents

Choose File

No file chosen

ID

Document

Preview

Upload

1

(*) Copy/copies of Censor Certificate all parts duly notarized (Both U or V/U and U/A or A) The details of voluntary cuts or deletions suggested by the Censor Board must be provided along with Censor Certificate.

-

Choose File

No file chosen

UPLOAD

2

(*) Indemnity Bond (duly notarized) on Rs. 100/- Stamp paper in the prescribed format.

-

Choose File

No file chosen

UPLOAD

Notarized copy of the certificate from the concerned Film (showing) indication the

Choose File

No file chosen

BACK

NEXT

ABC

PRETAM KUMAR

Home

User Profile

User Documents

Change Password

- **Film Document** will have to be uploaded one by one as per the requirement in JPEG/PDF format.
- Only after uploading all the required documents, the **NEXT** tab will be active for further process.
- Now, proceed further by clicking **NEXT**.

The screenshot shows a web application interface for Pretam Kumar. The top navigation bar includes tabs for 'APPLICANT DETAILS', 'FILM DETAILS', 'DOCUMENTS' (highlighted), 'PAYMENT', and 'SUBMIT'. On the left, a sidebar menu contains 'Home', 'User Profile', 'User Documents', and 'Change Password'. The main content area is divided into 'Applicant documents' and 'Film documents'. Each section contains a list of required documents with 'View' links and 'Choose File' buttons. The 'Applicant documents' list includes: 1. Photocopy of the PAN card, 2. GST Registration, and 3. Registration of Firm Certificate (ROC). The 'Film documents' list includes: 1. Copy/copies of Censor Certificate, 2. Indemnity Bond, and 3. Notarized copy of the certificate from the film laboratory. At the bottom, there are 'BACK' and 'NEXT' buttons. A user profile card on the right shows the user's name and a profile picture.

6. Now the created offer can be saved for later completion by clicking **SAVE DRAFT**. This saved draft can be available on the Home Page in **SAVED DRAFTS**.

The screenshot shows the home page of the application. The top navigation bar includes tabs for 'FILMS', 'SHORT FILMS', 'SERIALS', and 'DOCUMENTARY'. Below this, there are four status cards: 'Processing 0/0 offers', 'Accepted 0/0 offers', 'Rejected 0/0 offers', and 'Payments 0/0 done'. A 'Make an Offer' button is visible. A purple banner at the bottom contains a navigation menu with 'Film offers', 'SAVED DRAFTS' (highlighted), 'PROCESSING', 'ACCEPTED', 'REJECTED', and 'PAYMENTS'. Below the banner, a table lists the saved drafts. The table has columns for 'S.no.', 'Offer ID', 'Film Name', 'Created on', 'Status', and 'Action'. The first row shows a draft created on Aug 07, 2018, with a status of 'Draft' and an action to delete.

S.no.	Offer ID	Film Name	Created on	Status	Action
1	1229919	XYZ	Aug 07, 2018 12:47 am	Draft	Edit Delete

7. User can go back to form to edit the details by clicking **BACK** button.
8. Go to **MAKE PAYMENT** for submitting Offer Fee.

ABC
PRETAM KUMAR

Home

User Profile

User Documents

Change Password

Log Out

APPLICANT DETAILS

FILM DETAILS

DOCUMENTS

PAYMENT

SUBMIT

ABC
PRETAM KUMAR

Offer ID

(*) Required fields

1229919

Applicant details

Name of the Company/Applicant (individual)

PAN

GST

ABC

ABCDE000F

11ABCDE000F1G1

Complete Address of Company/Individual

Contact no.

XYZ MANDI HOUSE

9876543210

State

City

Country

Pin Code

DELHI

DELHI

India

110001

Authorised representative/Individual Offerer's details

First Name

Last Name

Email address

PRETAM

KUMAR

pretamcom@gmail.com

ABC
PRETAM KUMAR

Home

User Profile

User Documents

Change Password

Log Out

Legal status of the Firm/Applicant

Nature of the Concern

Designation

PRODUCER

PUBLIC

PRODUCER

Film details

Film Name (*)

Name of the Director (*)

Name of the Producer (*)

XYZ

SHIVKUMAR

RAJKUMAR

Category (*)

Film type (*)

Specify the rights offered to Doordarshan (*)

U

COLOR

BOTH

Film offered for (*)

☒ DD-1

☒ DD-Bharati

☒ DD-Urdu

☒ DD-India

☒ DD-Kashir

☒ DD-UP

☒ DD-MP

☒ DD-Rajasthan

☒ Regional Channels

☒ All above Terrestrial/Satellite channels

Name of the original producer (*)

Year of Production (*)

Date of Issue of Censor Certificate (*)

RAJKUMAR

2014

18-02-2015

Original Censor Certificate No. (*)

Duration of Film (in Minutes), with Cuts (*)

Duration of Film (in Minutes), without Cuts (*)

432DA33EC34

500

500

ABC
PRETAM KUMAR

Home

User Profile

User Documents

Change Password

Log Out

Applicant documents

ID

Document

Preview

1

(*) Photocopy of the PAN card of the applicant duly notarized.

View

2

(*) GST Registration, if not liable relevant declaration (affidavit)

View

3

(*) Registration of Firm Certificate (ROC) along with the certificate for change of the name of the firm, if applicable.

View

4

Board Resolution/Authorisation letter in f/o the applicant for the film.

View

5

(*) Income Tax return submitted by the applicant during last three financial years duly notarized.

View

Film documents

ID

Document

Preview

1

(*) Copy/copies of Censor Certificate all parts duly notarized (Both U or V/U and U/A or A). The details of voluntary cuts or deletions suggested by the Censor Board must be provided along with Censor Certificate.

View

2

(*) Indemnity Bond (duly notarized) on Rs. 100/- Stamp paper in the prescribed format.

View

3

Notarized copy of the certificate from the concerned film laboratory indicating the details of negative rights holders.

View

4

(*) Declaration from the producer / Right Holder on Rs. 100 Stamp paper (duly notarized) declaring that the film is free from all encumbrances (in prescribed format).

View

MAKE PAYMENT

SAVE DRAFT

BACK

7. **PAYMENT:**

- Offerer can pay the fee of an offer online by clicking **PAY**.
- After clicking **PAY**, Offerer will be redirected to Payment Gateway (BillDesk).
- Offerer can select any available payment method for the payment of fee by online mode.

The screenshot displays the BillDesk payment gateway interface. On the left, a sidebar shows the user's name 'ABC PRETAM KUMAR' and navigation links: Home, User Profile, User Documents, and Change Password. The main content area has a top navigation bar with tabs: APPLICANT DETAILS, FILM DETAILS, DOCUMENTS, PAYMENT (highlighted), and SUBMIT. Below the tabs, a table lists film offers:

Film offer Id	Film name	Offer fee
1229919	XYZ	Rs. 15000

At the bottom of the table are 'PAY' and 'BACK' buttons. On the right, a user profile card shows a profile picture and the name 'ABC PRETAM KUMAR'. The browser address bar at the bottom shows the URL: <https://pgi.billdesk.com/pgidsk/ProcessPayment?sessionId=0000Mxhmwh9XirrMmH7SM5Surgrb:1a7ou2e11?wpage=s8b9K5VA8QGHBiSjrz9ZDFKe>.

The screenshot shows the 'Pay by Credit Card' form on the BillDesk payment gateway. On the left, a sidebar lists payment methods: Credit Card (selected), Debit Card, Debit Card + ATM PIN, and Internet Banking. The main form area includes the following fields:

- Card Number:** A text input field with a 'Show PIN' button.
- Expiration Date:** Two input fields for 'Month' and 'Year'.
- CVV/CVC:** A three-digit input field.
- Card Holder Name:** A text input field.

Below these fields is a large yellow 'Make Payment' button and a smaller 'Cancel' link. On the right, a box displays the 'Merchant Name' as 'The Prasar Bharati [Broadcasting Corporation of India]' and the 'Payment Amount' as '₹ 15000.00'. The BillDesk logo is visible in the bottom right corner.

8. **SUBMIT:**

V. Dashboard Details:

- On the Home Page Screen, User can see various available details related to offers.



Represents number of Offers under the Process of Doordarshan Team out of total submitted Offers.



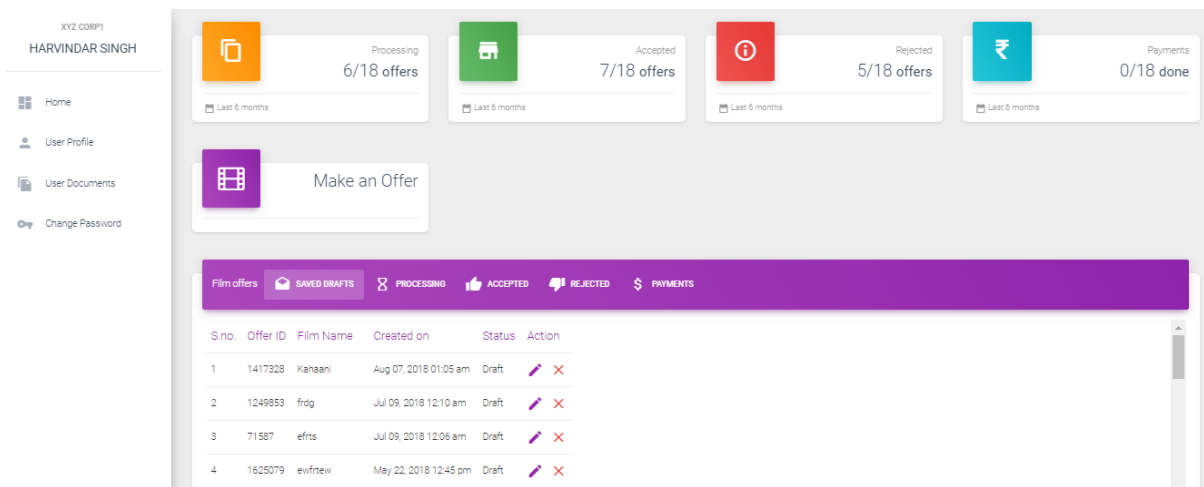
Represents number of Offers accepted for Short listing by Doordarshan Team out of total submitted Offers.



Represents number of Offers Rejected by Doordarshan Team out of total submitted Offers.




Represents number of shortlisted Offers payment has been done by Doordarshan Team out of total submitted Offers.





- There are multiple tabs on home page of user to provide various details related to offers, they have created under various stages e.g. SAVED DRAFTS, PROCESSING, ACCEPTED, REJECTED, PAYMENTS.
- Under the **PROCESSING** stage of submitted Offer, queries will be raised by Doordarshan Team timely for the scrutiny of submitted offer.
- These queries can be seen in **PROCESSING** tab with their respective offer.
- Offerer can see the details of query by clicking on Query raised link.
- Offerer need to resubmit the required document with the comments in comment box and submit it by clicking **SUBMIT RESPONSE** for further consideration of Offer.


XYZ CORP1
HARVINDAR SINGH

- Home
- User Profile
- User Documents
- Change Password

 Processing
6/18 offers
Last 6 months

 Accepted
7/18 offers
Last 6 months

 Rejected
5/18 offers
Last 6 months

 Payments
0/18 done
Last 6 months

 Make an Offer

Film offers	SAVED DRAFTS	PROCESSING	ACCEPTED	REJECTED	PAYMENTS
S.no.	Offer ID	Film Name	Submitted on	Status	Action
1	98491	dsfdfsfsdg	Jun 27, 2018 03:41 am	PROCESSING	Query raised on Jul 04, 2018 05:32 am
2	1292822	dsfasdfnw	Jun 25, 2018 12:45 am	PROCESSING	--
3	16089	enwer	Jun 25, 2018 12:39 am	PROCESSING	--
4	1540782	edfdfsdfgdsd	Jun 23, 2018 05:56 am	PROCESSING	Query raised on Jul 09, 2018 12:58 am

XYZ CORP1
HARVINDAR SINGH


- Home
- User Profile
- User Documents
- Change Password

Offer ID (*) Required fields
98491

Applicant details

Company	PAN	GST	
XYZ.corp1	HGFGHF7867	22AAAPL1234C1Z5	
Company address	Contact no.		
3880/11 Kanhiya Nagar	9012345678		
State	City	Country	Pin Code
Delhi	Delhi	INDIA	110001

Authorized representative details



XYZ CORP1
Harvinder Singh

Previous queries

Query - 04 Jul, 2018


Addendum in Link Agreement is missing.


new link agreement is submitted with all details


SUBMIT RESPONSE


XYZ CORP1
HARVINDAR SINGH

- Home
- User Profile
- User Documents
- Change Password

 Processing
6/18 offers
Last 6 months


 Accepted
7/18 offers
Last 6 months


 Rejected
5/18 offers
Last 6 months


 Payments
0/18 done
Last 6 months


 Make an Offer


Film offers	SAVED DRAFTS	PROCESSING	ACCEPTED	REJECTED	PAYMENTS
S.no.	Offer ID	Film Name	Submitted on	Status	Remarks
1	1112478	sfgsdgshg	Jul 30, 2018 02:27 am	ACCEPTED	Accepted
2	1883515	abc	Jun 29, 2018 12:06 am	ACCEPTED	Accepted for shortlisting
3	1014251	sanju	Jun 11, 2018 11:22 pm	ACCEPTED	Accepted for shortlisting
4	1371556	xmen	Jun 05, 2018 12:16 pm	ACCEPTED	Accepted for shortlisting

 Processing
6/18 offers
Last 6 months

 Accepted
7/18 offers
Last 6 months

 Rejected
5/18 offers
Last 6 months

 Payments
0/18 done
Last 6 months

 Make an Offer

Film offers  SAVED DRAFTS  PROCESSING  ACCEPTED  REJECTED  PAYMENTS


S.no.	Offer ID	Film Name	Submitted on	Status	Remarks
1	1430307	Lagaan	Jun 08, 2018 11:39 pm	REJECTED	Incomplete offer
2	1772216	Lagaan2	Jun 05, 2018 04:03 pm	REJECTED	
3	1447934	KHLJ56	May 31, 2018 03:56 pm	REJECTED	not in order
4	1829294	DOLJ	May 22, 2018 05:00 pm	REJECTED	Application incomplete


FILMS


SHORT FILMS


SERIALS


DOCUMENTARY

 Processing
6/18 offers
Last 6 months

 Accepted
7/18 offers
Last 6 months

 Rejected
5/18 offers
Last 6 months

 Payments
0/18 done
Last 6 months

 Make an Offer

Film offers  SAVED DRAFTS  PROCESSING  ACCEPTED  REJECTED  PAYMENTS

No offers to show!