



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF PANCHAYATS & RURAL DEVELOPMENT
B.R.AMBEDKAR INSTITUTE OF PANCHAYATS & RURAL DEVELOPMENT
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Memo No.: - 665 /Collection-II File No-79/15

Date: - 04.08.2020

TENDER NOTICE NO. 2 of 2020 – 21(Documentary Shooting), Dated: 04.08.2020

1. The Director, B.R.A.I.P.R.D., Kalyani, Nadia, invites sealed Tender in item rate for the following works by two cover system -Resourceful and bonafied agencies / organizations / Production units may submit their bids. The prequalification documents are to be submitted in two separate folders. One of the folders shall contain Technical documents (i.e. similar type works experience certificates, along with sample copy of the documentary film in DVD or pen drive). Financial Bid is to be submitted in another folder (in the prescribed format given from the office of undersigned). A pre-bid meeting will be conducted by the undersigned before the last date of dropping of the tender paper.

SL. NO.	NAME OF THE WORK / WORKS	Bid Validity Date
1	"Audio visual film recording of lectures/ discussions / sessions including outdoor shooting."	120Days

2. Description of the work:-

- Video recording of lectures/ discussions / sessions (60 to 80 nos of lectures each lecture containing approximately 10 to 15 minutes of duration)
- Preparation of video documents on field base activities as per requirement (Approximately 10 nos of outdoor video shooting, duration of each video 3 to 8 minutes and will be specified on agreement or anywhere in West Bengal). **Basic transportation allowance in this regard will be provided as per Govt. norms**
- Delivery of the audio visual content in appropriate format for uploading on online portal and Whatsapp, youtube etc.
- All the activities will pertain to the Panchayet and Rural Development.

3. Documents to be enclosed along with the Tender:-

- Pan Card.
- Professional Tax Clearance Certificates current year.
- Income Tax Clearance Certificate current year.
- Trade License.
- Valid 15 digit Goods and Service Taxpaper Identification Number (GSTIN) under GST Act, 2017 as per Memo No. 4374-F(Y), Dated: 13th July 2017, [Audit Branch, Finance Department, Govt. of West Bengal].
- Credential Certificate from the employer [Similar nature of works performed for last five years with the support of audio visual documents which the participants intended to furnish as support of proof of Experience.]

