



# উত্তরবঙ্গ কৃষি বিশ্ববিদ্যালয়

পুণ্ডিবাড়ী,কোচবিহার,পশ্চিমবঙ্গ-৭৩৬১৬৫

UTTAR BANGA KRISHI VISWAVIDYALAYA

P.O. PUNDIBARI, DIST. COOCH BEHAR, WEST BENGAL- 736165

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নিয়ামক (ভারপ্রাপ্ত)

Registrar (Acting)

Ref. No. UBKV/Est. (T&P-02)/EOI-01/2020-21

Date: 20/01/2021

## EXPRESSION OF INTEREST (EOI)

Expression of Interest (EOI) is hereby invited from reputed, bona-fide and Award winning eminent film making producers/Filmmakers who have at least 10 years' experience in making films for Government of India/or for any State Government department or State aided University. Preference would be given to the producer/filmmaker made at least 05 films on Agricultural issues for ICAR/Ministry of Agriculture, GOI or for any State Government departments with at least 02 films for any University/ Educational Institutions.

- **Last date of submission of EOI cum quotations:05/02/2021 up to 4.00 p.m.**
- **Opening date and time of EOI:08/02/2021 at 12.00 p.m.**

**1. Eligibility Criteria:** The participant should satisfy the University authority by submitting application with the following documents:-

- a. Valid Trade License
- b. Up to date P. Tax Clearance certificate
- c. G.S.T. Registration Certificate
- d. Copy of PAN Card
- e. Copy of Certificate of authorization from film association.
- f. Experience of providing similar services.

The intending participant should produce credentials of rendering similar nature of services in at least two reputed Universities/ Govt. or Semi Govt. organization/ Hospitals/ Statutory or Autonomous Bodies for two years.

### **2Service to be provided by the Agency:**

- a. The successful bidder has to Produce documentary films in UBKV Campus Pundibari, Balurghat,Kalimpong,Kharibariand wherever necessary.
- b. Any liquidated damage if incurred by the Agency during work in any manner shall be compensated by the Agency appropriately.

3. Details of the project are given below on which the film-maker should base their proposals:

- a. **Language:** English/or Bengali.
- b. **Duration to be made in following versions: for Films:** 30 min.

The film should have separate 05 minutes of promo version ready for release short clips of individual of film for use on social media, TV fillers etc.

- c. **Format:** Preferably in 4K/Ultra HD Format.

Target audience: Students, Teacher, Researchers, Farmers and general audience (National & International).

Treatment & Storyline should be fast paced, engaging to watch, cohesive and creatively presented.

Narration or anchor driven approach may be chosen without long monologues with high quality professional narrator.

4. The validity of the EOI shall be for a period of 120 days from the last date of submission.

5. **Site inspection before submission of EOI:** Before submission of EOI, the intending Bidder may visit the actual site at Pundibari Campus to understand the nature and scope of work with prior intimation to UBKV authority and contact Dr. Somnath Mondal, Assistant Professor, Department of Biochemistry, Faculty of Agriculture for clarification of any issues in respect of services required.

**Contact No. (m) 96793 53881**

6. The application must be accompanied with rough estimates of the proposed work.

7. The participants will have to remain present in an Interaction meeting with the University authority on the scheduled date and time of opening of EOI.

8. **Award of contract:** After the Process of EOI, the UBKV authority will invite NIT for the said job and UBKV will award the contract of service to the Agency whose bid is lowest, responsive, complete and in accordance with the requirement.

9. **Signing of Agreement:** UBKV shall prepare the Agreement duly incorporating all the terms and conditions of Agreement between UBKV and Successful Bidder. The successful bidder will be required to execute the Agreement on a Non-Judicial Stamp paper within 15 days from the date of issue of the Letter of Award.

10. **Security Money:** The successful Bidder will have to deposit security money in the form of D/D in favour of "Uttar Banga Krishi Viswavidyalaya" from any Nationalized Bank @ 5% of total contract amount which will be refunded after the completion of the contract period.

11. **UBKV's right to Accept/Reject any or all offers:**

UBKV reserved the right to accept or reject any offer and to annul the process and rejects all offers, at any time prior to award of contract without thereby incurring any liability to the effected applicants .

12. The application for engagement of Service providing Agency is to be sent to the office of the undersigned **super scribing on the top of the envelop "Engagement of Service Providing Agency for Producing Documentary Films"** should reach on or before **05/02/2021 up to 4.00 p.m.**

[Address](#)

The Registrar

Uttar Banga Krishi Viswavidyalaya

P.O. Pundibari, Dist. Cooch Behar

Pin-736165

Sd/-  
Registrar (Actg.)