NOTICE INVITING EXPRESSION OF INTEREST

North 24 Parganas Zilla Parishad intends to conduct documentation (Audio-Visual) of Mission Nirmal Bangla activities for achieving and maintaining sustainability condition of district ODF + status as a component of Mission Nirmal Bangla under Swachh Bharat Mission (Gramin).

Offers are invited on urgent basis only from competent, reputed Advertising Agencies, having adequate experience in making of documentation (Audio-Visual) to the Government Departments as mentioned below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Work</th>
<th>Rate</th>
<th>Time of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Documentation (3 minute duration Audio-Visual with English subtitle) of Nirmal Uttar under Mission Nirmal Bangla for ODF + activities.</td>
<td>To be Quoted</td>
<td>7 Days</td>
</tr>
</tbody>
</table>

The Quotation Papers (comprising of Notice Inviting Expression of Interest along with Item Detail, Technical Bid Form & Financial Bid Form) is to be obtained from The District Water & Sanitation Cell, North 24 Parganas Zilla Parishad till 27.03.2017 up to 3.00 p.m.

All Agencies Offering Rates (AOR) should submit the following documents (duly self-attested only) in the name of the Agency:

1) Current Trade License.
2) Value Added Tax (VAT) Registration Certificate.
3) Income Tax Return for the last Assessment Year
4) Permanent Account Number (PAN) Card.
5) Professional Tax Registration Certificate.
6) Engagement order/ Certificate for in any content development / printing / documentation work values exceeding 4.00 (Four) Lakhs, in a Single Order in the last Three Year (2014 – 2016)

The AOR should quote rates inclusive of all taxes & duties and also must include cost of other incidental charges. The AOR should quote rates in figures and in words. Offers are to be submitted in the Tender Box retained with the department. In this case the AOR must submit the Technical Bid & Financial Bid in two different sealed envelopes & the said two envelopes must again be inserted into another sealed envelope mention the name of the work “Expression of Interest for Documentation (3 minute duration Audio-Visual with English subtitle) of Nirmal Uttar under Mission Nirmal Bangla for ODF + activities”

Upon receiving the sealed quotations up to 3.00 p.m. on 27.03.2017, the Technical Bid only will be examined first on 27.03.2017 at 04.00 p.m. in presence of intending quotoners or their representatives. If any AOR fails to fulfill the criteria set forth for Technical Bid, then the Financial Bid will not be accepted for consideration into the Tender process.

The Financial Bid for the selected AOR only, will be opened on 27.03.2017 at 05.00 p.m.

The undersigned reserves the right to reject any or all of the offers without assigning any reasons whatsoever.

Additional District Magistrate (Dev)
North 24 Parganas
&
Additional Executive Officer
North24 Parganas Zilla Parishad
Memo No.: 55/1(7)/MNB (NZP)  Date: 20/03/2017

Copy forwarded for kind information and necessary action to:

3. PD, DRDC, North 24 Parganas Zilla Parishad-with request to arrange for publishing at the office notice board.
4. Deputy Secretary, North 24 Parganas Zilla Parishad.
5. N.D.C., North 24 Parganas Collectorate - with request to arrange for publishing at the office notice board.
6. District Informatics Officer, National Informatics Center, North 24 Parganas.
7. District Co-Ordinator SBM (G) -with request to arrange for publishing at the office notice board and for other necessary arrangements.

Additional District Magistrate (Dev)
North 24 Parganas
&
Additional Executive Officer
North 24 Parganas Zilla Parishad
Technical Bid
LIST OF WORK IN CONNECTION WITH
Documentation (Audio-Visual) of Mission Nirmal Bangla activities.
VIDE MEMO NUMBER 55 /MNB (NZP) DATED 20/03/2017

Name of the Firm: .................................................................
Address: ..............................................................................
..............................................................................................
Name of Contact Person: .......................................................
Contact Number: .................................................................

Attached along with this paper Self Attested photocopy of following documents
(Declare in Yes / No where applicable):

1) Current Trade License ..................................................
2) Value Added Tax (VAT) Registration Certificate ............
3) Income Tax Return for the last Assessment Year ............
4) Permanent Account Number (PAN) Card ......................
5) Professional Tax Registration Certificate .....................
6) Engagement order/ Certificate for in any
   Content development / printing / documentation
   work values exceeding 5.00 (Five) Lakhs, in a
   Single Order in the last Three Year (2013 – 2015)

Date:
Place:

Signature of the
Authorized Representative
With Seal
Financial Bid
LIST OF WORK IN CONNECTION WITH
Documentation (Audio-Visual) of Mission Nirmal Bangla activities.
VIDE MEMO NUMBER 55/MNB (NZP) DATED 20/03/2017

<table>
<thead>
<tr>
<th>SL NO</th>
<th>ITEMWISE DETAILS</th>
<th>RATE QUOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Documentation of ODF Sustainability Plan</td>
<td></td>
</tr>
</tbody>
</table>

Breakup

1. No. of Indoor shooting days.
2. No. of Outdoor shooting days.
3. Duration of clip
4. Voice over
5. Designing of graphics
6. Framing of Concept
7. Editing
8. Packaging
9. English subtitle
10. No. of High-definition camera to be engaged

(Rate will be considered on the basis of total figure only).

Signature of the Authorized Representative
With Seal