

Pollution Control Board, Assam

Bamunimaidam, Guwahati-21

Specifications and other Terms and Conditions for preparation of Documentary, Quickies and Song with Video for Telecast in Electronic Media

A. Documentary

- 1) **Theme:** Environmental Pollution and its Impacts on Human Health
- 2) **Language:** (a) Assamese
(b) English
- 3) **Duration :** About 10 minutes
- 4) **Concept and Script :** The concept of the documentary along with full script (including video/sites description) both in Assamese and English languages shall be submitted along with the letter of Expression of Interest (EoI).
- 5) **Sound and Music :** Detail of Sound and Music, and voice to be incorporated shall be mentioned.
- 6) **Artist :** Detail about the Artist requirement shall be mentioned in the letter.
- 7) **Targeted Time :** Clear-cut time frame to complete the documentary, if awarded by the Board, shall be mentioned in the letter of Expression of Interest.
- 8) **Copy Right :** The copy right of the Documentary will exclusively be of the Pollution Control Board, Assam's and no part of the documentary in any form shall be marketed or used by the assigned party.
- 9) 100 copies of the product in high quality CD shall be submitted to the Board if the work is awarded.
- 10) **Telecast :** The Documentary is proposed to telecast once in a month preferably during 6 PM to 9 PM on a suitable day for 12 conjugative months in Doordarshan Kendra, Guwahati, local satellite channels.
- 11) The Letter of Expression of Interest shall contain Production Cost and Telecast Fee (as per schedule mentioned at point 10) including the service Tax. The cost involve in different sectors shall be mentioned separately.
- 12) The undersigned reserves the right to accept or reject any or all Letter of Expression of Interest received without assigning any reason thereof.
- 13) Letter of Expression of Interest shall contain full bio-data of the party along with the proof of experience on the line.
- 14) The Board may call upon the short listed parties for discussion/demonstration before assigning the job.

Member-Secretary

B. Quickies

- 1) **Theme:** The theme for quickies shall be based on the following environmental problems-
 - a) Air Pollution
 - b) Water Pollution
 - c) Noise Pollution
 - d) Vehicular Pollution
 - e) Environmental problems by Plastic Waste
 - f) Environmental problems by Municipal Solid Waste
 - g) Environmental problems by Bio-medical Waste
 - h) Environmental problems by Electronic Waste
- 2) **Language:** (a) Assamese
- 3) **Duration :** About 60 seconds
- 4) **Concept and Script :** The concept of the Quickies along with full script (including video/sites description) in Assamese shall be submitted with the Letter of Expression of Interest.
- 5) **Sound and Music :** Detail of Sound and Music, and voice to be incorporated shall be mentioned in the Letter of Expression of Interest document.
- 6) **Artist :** Detail about the Artist requirement shall be mentioned in the Tender Document.
- 7) **Targeted Time:** Clear-cut time frame to complete the work, if awarded by the Board, shall be mentioned in the Letter of Expression of Interest.
- 8) **Copy Right :** The copy right of the Quickies will exclusively be of the Pollution Control Board, Assam's and no part of any Quicky in any form shall be marketed or used by the assigned party.
- 9) 100 copies of each Quickie in high quality CD shall be submitted to the Board, if the works are awarded.
- 10) **Telecast :** One Quickie is proposed to telecast twice in a day through out the year during the Prime Time – preferably during 7 PM to 9 PM. The Quickie will change from time to time but telecast duration will remain same.
- 11) The Letter of Expression of Interest shall contain Production Cost and Telecast Fee (as per schedule mentioned at point 10) including the service Tax. The cost involve in different sectors shall be mentioned separately.
- 12) The undersigned reserves the right to accept or reject any or all Letter of Expression of Interest received without assigning any reason thereof.
- 13) Letter of Expression of Interest shall contain full bio-data of the party along with the proof of experience on the line.
- 14) The Board may call upon the short listed parties for discussion/demonstration before assigning the job.

Member-Secretary

C. Song with Video

- 1) **Theme** : The Lyrics of the song should be an awake-up call for the common mass against the environmental challenges, like- air pollution; water pollution; noise pollution; problems created by solid/domestic waste and plastic waste; global warming and climate change etc., and capable of highlighting the natural beauty of Assam and its slow degradation.
- 2) **Language**: (a) Assamese
- 3) **Duration** : About 3 minutes
- 4) **Concept and Script** : The concept of the Song along with full Lyrics (including video/sites description) in Assamese shall be submitted with the Letter of Expression of Interest.
- 5) **Sound and Music** : Detail of Sound and Music, and voice to be incorporated shall be mentioned in the Letter of Expression of Interest.
- 6) **Artist** : Detail about the Artist requirement for Audio and Video shall be mentioned separately in the Letter of Expression of Interest
- 7) **Targeted Time**: Clear-cut time frame to complete the work, if awarded by the Board, shall be mentioned in the Letter of Expression of Interest.
- 8) **Copy Right** : The copy right of the song will exclusively be of the Pollution Control Board, Assam's and no part of any Quicky in any form shall be marketed or used by the assigned party.
- 9) 100 copies of each Songs in high quality CD shall be submitted to the Board, if the works are awarded.
- 10) **Telecast** : One Song is proposed to telecast at around 8 AM on every alternate day through out the year. The Song may change from time to time but telecast duration will remain same.
- 11) The Letter of Expression of Interest shall contain Production Cost and Telecast Fee (as per schedule mentioned at point 10) including the service Tax. The cost involve in different sectors shall be mentioned separately.
- 12) The undersigned reserves the right to accept or reject any or all Letter of Expression of Interest received without assigning any reason thereof.
- 13) Letter of Expression of Interest shall contain full bio-data of the party along with the proof of experience on the line.
- 14) The Board may call upon the short listed parties for discussion/demonstration before assigning the job.

Member-Secretary