



Pollution Control Board:: Assam
Bamunimaidam; Guwahati-21
(Department of Environment & Forests :: Government of Assam)
Phone: 0361-2652774 & 2550258; Fax: 0361-2550259
Website: www.pcbassam.org



Memo No. WB/G-1715/21-22/26

Dated Guwahati, the 18th December, 2021

1243

EXPRESSION OF INTEREST (EoI)

Pollution Control Board, Assam invites EoI from the eligible firms/agencies for making of short film on air pollution having minimum 3 years of experience in the field.

The EoI will be received upto 12.00 noon of 28th December, 2021 and will be opened on the same date at 2.00 PM in presence of the bidders or their representatives who would like to be present.

Specifications and other Terms and Conditions for preparation of Short Film

- 1) **Theme:** Air Pollution- its impact on environment and human health.
- 2) **Language:** Assamese with subtitle in English
- 3) **Duration:** About 40-60 seconds
- 4) **Concept and Script:** The concept note along with full script including sight/scene description, animation and graphics description etc. in Assamese with sub title in English shall be submitted.
- 5) **Video, Sound and Music:** High quality video, detail of Sound and Music, voice to be incorporated and artist requirement etc. shall be mentioned.
- 6) **Targeted Time:** work to be completed within 15 days from date of issuing of work order.
- 7) **Copy Right:** Board shall reserve the exclusive right of the video.
- 8) 10 copies of film in pen drive along with Raw Files in appropriate media shall be submitted to the Board.
- 9) The Letter of Expression of Interest shall contain total Production Cost excluding GST. However GST shall be mentioned separately.
- 10) A Draft amounting Rs 500.00 (Rupees five hundred) only (non-refundable) drawn in favour of 'Member Secretary' Pollution Control Board, Assam shall be affixed with the EoI.
- 11) The undersigned reserves the right to accept or reject any or all Letter of Expression of Interest received without assigning any reason thereof.
- 12) Letter of Expression of Interest shall contain full bio-data of the party along with the tax clearance and valid registration certificate.
- 13) The Board may call upon the short listed parties for discussion/demonstration before assigning the job.
- 14) The interested firms/agencies are requested to visit website of the Board www.pcbassam.org or the Head Office of the Board at Bamunimaidam, Guwahati – 21 during office hours.

*Smruti / A.B.O.T.
Sgt. Abin
20/12/21*

15) Any dispute arising in this matter shall be under jurisdiction of courts in Guwahati city (Assam).

(Shantanu Kr. Dutta)
MEMBER SECRETARY

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Copy to:

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1. The P.A to the Chairman for kind appraisal of Hon'ble Chairman, PCBA.
2. The Deputy Manager (F&A) PCBA for information and necessary action.
- ✓ 3. The Head of IT, PCBA for information and to upload the notice in the Boards website.
4. Notice Board of the Head Office.

SDutta
(Shantanu Kr. Dutta)
MEMBER SECRETARY