

GOVERNMENT OF TRIPURA
TRIBAL RESEARCH AND CULTURAL INSTITUTE
Lake Chowmuhani, Krishnanagar, Agartala-799001

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Tel-Fax: 0381-2324389

F. No. 11(8)/TR&CI/AUDIO-VIDEO DOCU/2019/1250-

Date: 17/09/2022

EXPRESSION OF INTEREST

Proposals are invited from renowned or experienced Film Makers/Recording Agencies/Organizations/Persons for a project work recording 'Audio-Video Documentation on Religious places/Temples/Sculptures of the Tribes of Tripura'.

Complete details specification, terms and conditions may be collected from the office of the undersigned on any working days from 10:30 am to 5:30 pm or from our website www.trci.tripura.gov.in

Last date for submission of proposal is 30.09.2022



(A.H. Jamatia, TCS SSG)

Director

Tribal Research and Cultural Institute
Govt. of Tripura

TERMS OF REFERENCE FOR PRODUCTION OF AUDIO-VIDEO DOCUMENTATION ON RELIGIOUS PLACES/TEMPLES/SCULPTURES OF THE TRIBES OF TRIPURA.

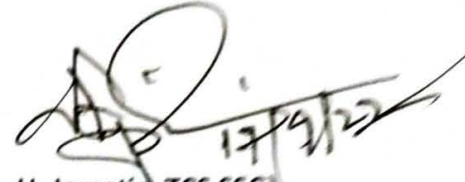
1. Full bio-data of the Applicant/Agency/Organization/person along with photocopy of the certificate of Registration.
2. Synopsis, break up of expenditure, detail work.
3. If the applicant is a company, a copy of the certificate of corporation along with a copy of the Memorandum and Articles of Association should be submitted with the application. In case of a partnership firm, a copy of the partnership deed and the certificate of the registration, if any should be submitted.
4. Attested copy of ration card/PAN card/Voter's card or passport as proof of residence of the applicant.
5. Experience certificate on Audio-Video documentation in the relevant field along with sample copy of earlier work.
6. Name of Artists to be engaged in the project Audio-Video documentations to be furnished.
7. During the production process the High Definition standard/Full HD should be maintained for a high quality output in MP4 format.
8. Duration of the Audio-Video documentation should be 1(one) hour and it should be completed within 180 days after award of the work.
9. The Entrusted Recording Agencies/Cultural Organizations will be liable to rectify/re-record any part or entire Audio-Video albums if it is found not up to the mark in view of the Institute.
10. At the time of final submission, the Recording Agencies/Cultural Organization will submit the following materials to TR&CI.
 - a) 300 copies of the album with designed cover.
 - b) A Hard Disk of Capacity: 500 GB/1 TB
 - c) All Raw Stock/Chip/Memory card used.
11. An earnest money of Rs.15,000/-(Rupees fifteen thousand) only in the shape of Draft from any Nationals Bank/Regional Bank drawn in favour of the Director, Tribal Research and Cultural Institute, Govt. of Tripura, Lake Chowmuhani, Agartala should be deposited by the Recording Agency/Cultural Organization along with the proposal.
12. Recording Agency/Cultural Organization who will be entrusted for the work are required to sign an agreement covering above terms and conditions with Tribal Research and Cultural Institute before taking up of the work.
- 13) The entire audio-visual documentation works should be completed within the budget of Rs.6.00 lakhs including all form of taxes i.e. GST, CGST, SGST, IGST etc. and within the time frame of 180 days from the date of issuance of work order.
- 14) Sub-title should be given indicating each event with name of events.



15) The scripts on the said video documentation should be submitted.

Selection: Selection will be done based on synopsis/detail work plan, eligibility, experience and sample of earlier work. In this regard the decision of the Audio Visual Subcommittee of Tribal Research and Cultural Institute will be final.

The undersigned reserves the rights either to accept or to reject any proposal without assigning any reason.



(A. H. Jamatia) TCS SSG

Director

Tribal Research and Cultural Institute
Govt. of Tripura