

RAMKRISHNA ASHRAM RURAL DEVELOPMENT WING

(A UNIT OF SRI RAMKRISHNA ASHRAM)

P.O. NIMPITH ASHRAM-743338

SOUTH 24-PARGANAS (SUNDARBANS)

WEST BENGAL, INDIA

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Ref: SRAN/RDW/GC/Skills Up! / 2022/136

Date: 21.06 2022

TENDER /QUOTATION INVITATION NOTICE FOR SHORT VIDEO DOCUMENTARY FILM (APPROX. 15 MINUTES) UNDER MARKETING ACTIVITIES (PHOTO/FILM DOCUMENTATION).

Sealed Quotations are inviting from the Registered/Authorised Videographic Agency for submitting their most competitive Quotation along with the photo copies of all relevant documents for delivery/arrangement of short video documentary film under **Marketing Activities (photo/ film documentation)** as per specifications terms & conditions as stated below for the project on "Skill Up! Strengthening Skills Development, Creating Future Perspectives (Project No. IND. 1369-19)" on and before **06.07.2022**. through by post or may be dropped directly in the Tender/Quotation Box in the Office of the Ramkrishna Ashram Rural Development Wing (RARDW) latest 3-30 p.m.

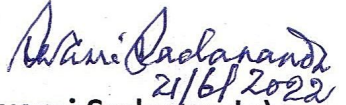
The tenders/quotations will be **opened on the same day at 3-30 p.m.** of the said **RARDW Office of Sri Ramkrishna Ashram, Nimpith** in presence of the Bidders/Quotationers or their authorised representatives are also requested to be present on the said day in time with all original documents for verification.

All the Tenders/Quotations are to be sent in favour of the Secretary/Project Holder, Ramkrishna Ashram Rural Development Wing of the above address.

For any query, please contact directly to the RARDW Office within working hours except holydays or send us mail on secysranrd@gmail.com with subject like "Enquiry for quotation for short video documentary film".

Looking forward for favourable response in this regard.

Yours in Service,


21/6/2022
(Swami Sadananda)

Secretary.

Secretary

Sri Ramkrishna Ashram
P.O.- Nimpith Ashram 743338
South-24 Parganas (Sundarbans)
West Bengal

Specifications, Terms & conditions for delivery/ arrangement of short video documentary film for the project on "Skill Up! Strengthening Skills Development, Creating Future Perspectives "project No. IND. 1369-19.

A.

Sl. No.	Main Specifications	Average Unit
1.	Story writing & brainstorming	1
2.	Shooting & Field Visit	<u>4-5 times</u>
3.	Voice recording & studio work	
4.	Production (Editing, music, sound, motion, Graphix etc.)	
5.	Providing master copy with DVD with cover page and 5 copies.	
6.	Miscellaneous	

B. Tenders / Quotationers rate must be competitive.

C. Bidders/Quotationers must have the capability in arranging such assignment and after selection, proper Bank Account details along with free consent letter will be submitted.

D. Venue and total numbers of field visit will be intimated 4-5 days before the commencement of the videography.

E. No advance payment will be allowed in any circumstances.

F. All supplies bills must be raised in favour of "The Project Holder/Secretary, Ramkrishna Ashram Rural Development Wing -G.C. Skills Up! Project."

G. Defective Video documentary film would not be accepted.

H. Hygienic conditions must be maintained.

I. In any dispute, the Project Holder /Secretary Swamiji's decision will be treated as final after discussion with the Members of the Implementation Committee.

J. IT and GST rules would be followed at the time of payment.

Swami Sadananda
21/6/2022
(Swami Sadananda)

Secretary.

Secretary

Sri Ramkrishna Ashram
P.O.- Nimpith Ashram 743338
South-24 Parganas (Sundarban)
West Bengal