

**Government of West Bengal**  
**Department of Environment**  
**"Pranisampad Bhaban", 5<sup>th</sup> Floor, LB-2, Sector-III, Salt Lake, Kolkata-700 106.**

Date: 18.07.2023

Tender Notice

Quotations are invited from bonafide licensed/authorised videography agencies for making a documentary of 30 to 45 minutes duration of 10(ten) Biodiversity Heritage Sites, notified by the Environment Department. The Biodiversity Heritage Sites are 1) Char Balidanga, Kaliganj Development Block, Nadia, 2) State Horticulture Research and Development Station (SHR&DS), Krishnagar, Nadia, 3) Amkholi Wood Fossil Park, Birbhum, 4) Namthing Pokhari, Kurseong Block, Darjeeling, 5) Tonglu Forests, Darjeeling, 6) Dhotrey Forests, Darjeeling, 7) Chilkigarh Kanak Durga, Jhargram, 8) Banerwar Shiva Dighi, Coochbehar, 9) Haldir Char, Mahishadal Development Block, Purba Medinipur, 10) Birampur to Baguran Jalpai, Contai-I Block, Purba Medinipur.

Terms &amp; Conditions of related issues :-

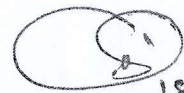
1. Valid licence holder/trade licence holder, GST Registered agencies can submit quotations.
2. Agencies shall have credential of making documentary for Government /Organisations (State/Central) for an amount not less than one lakh value each.
3. The documentary will be in video form of high resolution and quality
4. Cameras to be used for videography as in the following specification or better qualities :
  - a) Black Magic 6K Pro Camera
  - b) Hero Go-Pro 10 Camera
  - c) Nikon Coolpix P910 Camera
  - d) DJI Phantom 4 Pro Drone
  - e) Lens-for high resolutions for macro & micro objects and distance objects (From 70 mm to 800 mm)
  - f) LED Lights
 Number of Camera, Lens and LED shall be adequate for best quality of videography.
5. Script, literature and all other basic information will be provided by this Department.
6. Voice over for the audio-video document shall be provided by the Agency. The person shall have vast performing experience in this field. Artist should be selected in consultation with the Department.
7. The documentary to be prepared with videography of flora, fauna, habitats etc. of concerned Biodiversity Heritage Site, as well as the comments of experts.
8. Environment Department will be the copy right holder of the documentary, both the finished and raw files. It shall not be used for any other commercial purposes by the agencies.
9. Rate shall be average unit cost basis (No separate rate for different sites will be accepted).
10. Security deposit for an amount of Rs. 10,000/- in the form of Bank guarantee, Bank Draft in favour of the Assistant Secretary, Environment Department to be submitted.
11. Bid documents will be in two parts (i) Technical Bid (ii) Financial Bid, two separate envelopes to be within one big envelope.
12. The Department shall have right to cancel tender for any reasonable cause.
13. Last date of submission of tender on 04/08/2023 at 2.00 p.m., opening on 04/08/2023 at 4.00 p.m.



Special Commissioner  
to the Govt. of West Bengal

Copy forwarded to :-

- 1) The Member Secretary, West Bengal Pollution Control Board
- 2) The Director, IESWM
- 3) The CTO, EKWMA
- 4) The Member Secretary, West Bengal Biodiversity Board
- 5) The OSD to Hon'ble M.I.C., Environment Department
- 6) The Sr. P.S to Principal Secretary, Environment Department
- 7) Website of Environment Department
- 8) Notice Board.



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