

Government of Jammu and Kashmir
DEPARTMENT OF ECOLOGY, ENVIRONMENT AND REMOTE SENSING
S.D.A. Colony, Bemina, Srinagar-190018 / Paryavaran Bhawan, Transport Nagar, Gladni, Jammu,
website: www.jkdears.com email: dirjkers@gmail.com

**EXPRESSION OF INTREST (EOI) FOR PRODUCTION OF
DOCUMENTARY FILM**

The Department of Ecology, Environment & Remote Sensing, Jammu & Kashmir, invites Expression of Interest (EOI) from authorized agencies/individuals for production of:

1. 30-40-minute documentary films
2. 5-minute short films
3. 30-second to 1-minute promos

in Hindi/Urdu/English on Environment Parks of the Department and other Environmental related Issues of Jammu & Kashmir, meant for all groups of people including children, young and old for sharing it on different platforms. Agencies having experience of production of films as described in the EOI document only need to apply. The job needs to be accomplished as per the rate structure fixed by the Govt. vide Order No. 35-ID of 2013 Dated: 06-12-2013.

Agencies fulfilling the above requirement may apply to the PCCF/Director, Department of Ecology, Environment & Remote Sensing, J&K, Paryavaran Bhawan, Forest Complex, Gladani, Jammu - 180006 by or before of 25-02-2020, as per the EOI document which is available on website of Department of Ecology, Environment & Remote Sensing, www.jkdears.com

No: No:DERS/2020/E-101/2630/-31

Dated: 10-02-2020

Sd/-

PCCF/Director
Deptt.Ecology, Environment & Remote Sensing
J&K, Jammu

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DEPARTMENT OF ECOLOGY, ENVIRONMENT AND REMOTE SENSING
S.D.A. Colony, Bemina, Srinagar-190018 / Paryavaran Bhawan, Transport Nagar, Gladni, Jammu-180006
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**DETAILED EXPRESSION OF INTREST (EOI) FOR PRODUCTION OF
DOCUMENTARY FILM ON ENVIRONMENT PARKS OF
DEPARTMENT AND ON OTHER ENVIRONMENTAL RELATED
ISSUES OF JAMMU & KASHMIR**

1. SCOPE OF WORK

The Department of Ecology, Environment & Remote Sensing, Jammu & Kashmir, intends to produce documentary, short films on Environment Parks and other Environmental related issues of Jammu & Kashmir. The films shall be for all groups of people including children, young & old. The film is to be produced in Hindi/ Urdu/ English and may be dubbed in English and other regional languages as the case may be.

2. PROCEDURE FOR SUBMISSION OF PROPOSALS

The proposals be submitted in a sealed envelope viz. Technical Bid only. The envelop may clearly be marked as Technical Bid for submitting to the Department by or before 25-02-2020 (4.00 P.M) The cover thus prepared should also indicate clearly the name, address, email and telephone number of the agency/individual to enable the envelop to be returned, if unopened, in case it is declared “Late”.

3. TECHNICAL BID

The envelop should contain the following:

- i. Name, registered address of the agency/individual who would provide services to the Department of Ecology, Environment & Remote Sensing, Jammu/Kashmir.
- ii. Topic/title/theme of the film/film(s) e.g., but not limited to: Environment Parks of DEE&RS, Air Pollution, Water Pollution, Soil Pollution, Solid Waste, Plastic Waste, E-Waste, Climate Change, Ecosystem Services, Other burning environment related issues, etc.

- iii. **Project synopsis (Not more than one A-4 size page) for each topic. Contents to be covered under project synopsis:**
 - a. **Project objectives**

Bullet points of what your project is trying to achieve, who all are the target audience and how the message of the film is expected to connect with the audience.
 - b. **Project Description**

Detail the storyline, explain who the characters are, and the questions and topics the film will explore and how this will unfold.
 - c. **Project methodology**

Describe your vision and creative approach for the film. A flow chart would be appreciated. Description should include the detailed visual treatment, for example. The list of location, or people who will be interviewed for the film. How much of the film will be based on archival footage and how much will be shot afresh? Who will provide footage?
 - d. **Project Location**

Specify in which cities/the project will take place and why?
 - e. Why do you think your projects is well suited to the objectives of the Department of Ecology, Environment & Remote Sensing, Jammu & Kashmir?
- iv. Links to You Tube or other Video sharing websites of last two films undertaken by the film maker.
- v. Profile of the film maker.
- vi. Certificate of Registration with Government/Autonomous body, if available (not mandatory)
- vii. Details of Eligibility criteria under which the bidder is seeking to be qualified.
- viii. EMD of Rs 1,000/- (Rupees One Thousand) in shape of CDR/FDR in favour of the Accounts Officer, Department of Ecology, Environment & Remote Sensing, Paryavaran Bhawan, Forest Complex, Gladani, Jammu - 180006.
- ix. Every page of EOI must be self-attested/stamped by bidder, thereby agreeing to the terms and conditions contained in the EOI.

4. TERMS & CONDITIONS: -

- i) The job needs to be accomplished as per the rate structure fixed by the Govt. vide Order No. 35-ID of 2013 Dated: 06-12-2013.
- ii) The agencies/individuals are advised to ensure their capacity & capability for undertaking the work before bidding as the task has to be completed in short duration and in a time bound manner under the direction of Department of Ecology, Environment & Remote Sensing, J&K.
- iii) The Department reserves the right to reject any proposal without assigning any reason. If any successful bidder fails his obligation under this assignment, he/she may be blacklisted and Department would also be free to circulate such blacklisted agency (s) to other Departments.
- iv) The Agency will ensure inclusion of relevant music/song/sound effect to the satisfaction of the Department. The activity will be taken up in three stages as follows:
 - a) Finalization of script and work plan.
 - b) Submission of rough cut to the Department
 - c) Submission of final product to the Department.
- v) The final copy has to be submitted within the time line as specified by the department as per the award of assignment, failure to deliver within this deadline would amount to non-performance and Department would impose penalty with or without cancelling the work order.
- vi) Mere submission of EOI or giving a Presentation shall not confer any right whatsoever on the submitting entity to obtain the contract.
- vii) It shall be obligatory on part of the submitting entity to furnish any further information as may be sought by the Department of Ecology, Environment & Remote Sensing, Jammu & Kashmir.
- viii) Neither the issue of this invitation for EOI nor any part of its contents is to be taken as any form of commitment or acknowledgement on part of Department to proceed with any EOI or any entity and Department reserves rights to cancel or terminate the process or reject any EOI at any time or stage without assigning any reason.
- ix) The department shall be free to assign the different themes/topics to different agency(s)/individual(s) in case the committee recommends so.
- x) The agency(s)/individual(s) shall be responsible for any of the copyright issues arising out of the assignment accomplished by them and shall have to bear the costs of litigation and fine, if any, thereof.
- xi) The documentary(s)/short video(s)/promo(s) generated shall be the exclusive property of Department of Ecology, Environment & Remote Sensing, J&K Govt. However, due credits to the agency(s)/individual(s) involved in making such films shall be given.
- xii) The agency(s)/individual(s) shall have to collect the information, if any required, on their own.

5. EVALUATION PROCEDURE:

- i) Proposals received from agency(s)/individual(s) will be examined by a Committee to be constituted for the purpose by the Department.
- ii) The agency(s)/individual(s) whose technical proposals are shortlisted by the Committee will be invited to give a video/ PowerPoint presentation of about 10 minutes on the proposal (dates to be notified separately).
- iii) The weightage shall be given to the agency(s)/individual(s) having:
 - a. Made at least three to five document films earlier on a similar theme
 - b. Won International/National Level award for any film produced/directed earlier.
 - c. Made films earlier for Environment Parks & Other Environment related issues or another allied theme.
- iv) The Committee will recommend the most suitable proposal(s) for acceptance of the competent authority. The successful agency(s)/individual(s) will be informed of the decision and accordingly has to deposit an additional security performance in shape of CDR/FDR upto 20 % of the final cost.

Note: Only those bidders who are willing and are in a position to comply with above terms and conditions need to apply/submit EOI.

6. CONTACT DETAILS:

Eligible agency(s)/individual(s) may please submit their proposals clearly mentioning the name, address, email and mobile phone number of the bidder/authorized representative. The envelopes should be super-scribed with EOI for documentary film on “Environment Parks and other Environmental related issues of Jammu & Kashmir addressed to

The PCCF/Director,

Department of Ecology, Environment & Remote Sensing,

Paryavaran Bhawan, Forest Complex, Gladani, Jammu – 180006

which may be sent by hand, by registered post or by courier.

Last date/time for receiving the proposals is by or before **25-02-2020, 4:00 PM.**

For any other clarification/communication on working days you may e-mail your queries to dirjkers@gmail.com

**PCCF/Director
Ecology, Environment & Remote Sensing
J&K, Jammu**