



Government of India
Ministry of Home Affairs
Office of the Director of Census Operations: Assam
G.S.Road Ulubari, Guwahati- 781007

No:-DCO/E/77/2012

Date: 03/08/2012

TENDER NOTICE

Sealed tender is hereby invited from the registered and interested firm/videography related organization for videography work in different districts of Assam for collection of data related to Mother Tongues Survey of India Project on or before 13th August,2012(up to 2.00 p.m) through Registered Post/By Hand. The details can be collected from the office on working days.

A) The Equipments for Video Recording with following specifications:

- i) HDV Camera with the recording in high definition mode(e.g., Sony Z7 HDV)
- ii) Caller Microphones (e.g., Sennheiser ew 112-p)
- iii) Zoom H4 Audio Recorders

B) Output of Video Recording and Other descriptions will be as follows:

- i) Data for 48 samples of 6 Mother Tongues will be collected within a span of two months starting probably by mid of August,2012 with a requirement of at least 12 Videography teams consisting of one videographer and one assistant for each videography team. The ceiling for videography is Rs.1500/-(fifteen hundred only) per day for the team (one videographer and one assistant) for a maximum period of 10 days for each sample. This includes the cost of three sets of DVDs for each sample to be handed over by the videography team to this office along with the TA/DA, Accomodation etc of the videography team. Each Videography team has to collect 4 number of samples from two different mother tongues within 10 days for each sample.
- ii) For each sample MT, the DVDs are to be labelled clearly showing the following:
 - a) Serial No. of the DVD
 - b) Name of the Mother Tongue along with name of the State/District/Tehsil where it has been recorded.
 - c) Name and type of informant(e.g. Rama Devi, Rural Female, age 55 years)

d) Name of the sections,subsections, serial number of words/sentences covered in a DVD and the date and time of videography.

The quotation shall be received in the office of the DCO,Assam on or before 13th August,2012 up to 2.00 p.m. and the same will be opened on the same day at 3 p.m.

Firm may quote their lowest rate within the limit of Rs. 1500/- per day for two persons (one videographer and one assistant) along with the equipments and other costs as stated above. They should specify the number of Teams which should not be less than 12. They need to deposit 3% as earnest money of Rs.21600/-in the form of Cheque or Demand draft in favour of the Assistant Director of Census Operations, Assam, payable at Guwahati of the total videography project cost Rs.720000/- (Seven lakhs twenty thousand only)

The undersigned however reserves the right to select any or reject all the quotations and is not bound to accept the lowest rate. If the tender is accepted, the same will be on satisfaction of the following conditions.

1. Completion of the work must be made within the stipulated time, for which requisitions will be sent to successful firm.
2. The equipments must be of required quality and if the equipments are not conform to the specified quality , the same will be rejected.
3. Transportation, loading,fooding and cost of DVDs are to be borne by the bidder.
4. The payment after completion of the work will be made only after verification of the work.
5. The following items/documents have to be enclosed.
 - i) Copy of up to date income tax returns(self attested)
 - ii) Copy of sales tax, VAT clearance certificate
 - iii) Self certification to the effect that the tenderer is not blacklisted by Central Government.
6. Any dispute will be subject to Guwahati jurisdiction only.

(R.K.Das, I.A.S)

Director