

Bidhan Chandra Krishi Viswavidyalaya

Central Library

From,
DR KANKAN KR CHOWDHURY
Librarian



P.O. KRISHI VISWAVIDYALAYA,
Dist. Nadia, West Bengal, India Pin-. 741 252
Email: librarian@bckv.edu.in
Mobile: +91 8336056761 / 033 -2587 -7677

Ref. No: Lib/ 1408 / 2026-27

Date: 08/05/2026

Tender Notice

Sealed quotations are hereby invited from reputed and experienced production agencies/ individual documentary filmmakers for the preparation of a short-span documentary film on the theme:

'Role of Bidhan Chandra Krishi Viswavidyalaya in shaping students' future'

The documentary should highlight:

1. Academic excellence of the University;
2. Students' achievement in education, research, extension and entrepreneurship;
3. Success stories of alumni and present students;
4. Contributions of the University towards agricultural education and development;
5. Campus facilities, laboratories, libraries, farms and co-curricular activities;
6. Placement, innovation, and skill-development initiatives undertaken by the University
7. And other relevant areas.

Scope of Work

The selected agency/film maker shall be responsible for:

1. Concept development and script preparation;
2. Videography and photography as per requirement;
3. Interviews of faculty members, students and alumni;
4. Editing, voice-over, subtitles and background music;
5. Preparation of a high quality documentary film of approximately 5 minutes duration;
6. Submission of the final documentary in full HD/4K resolution in 16:9 aspect ratio with Studio Sound Track Stereo along with raw footage.

Eligibility Criteria

1. The vendor should have previous experience in documentary film making/ media production at the University/ Similar Academic institution/Government organization. Photocopy of such credentials should be attached with bidding documents.
2. Valid trade license/GST registration/ PAN.

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08/05/26
Registrar
BCKV, Mohanpur-741252
Nadia, W.B.

Submission of Tender

Interested bidders are requested to submit:

1. Documents relating to previous work experience and sample links/portfolio
2. Detailed financial quotation
3. The sealed envelope should be super scribed as 'Tender for Preparation of Documentary Film on BCKV' and addressed to The Librarian, Bidhan Chandra Krishi Viswavidyalaya, Mohanpur, Nadia, West Bengal – 741252
4. Quotation in sealed cover should reach to the 'Librarian, Central Library, BCKV, Mohanpur, Nadia – 741252, West Bengal' within **07 (seven) days** from the date of publication of this notification.

Terms & Conditions

1. The quoted price should be inclusive of all taxes.
2. The selected bidder shall complete the work within the stipulated period decided by the University Authority.
3. Any expert/team of expert from the university authority will provide their expert opinions regarding modifications if necessary.
4. The documentary and all related materials shall remain the property of the University.
5. Payment will be made after satisfactory completion and approval of the documentary.
6. The bidder must maintain originality and avoid any copyright infringement.
7. The Authority reserves the right to accept or reject any or all tenders without assigning any reason thereof.


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