



OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, BHADRAK

At-Bagurai,Po-Madhabnagar,Dist-Bhadrak,Pin-756181

Mail id- ddabdk.dag@nic.in

Letter No- 2440 / Date 11.07.2025

Expression of Interest (EOI) for production of short films/ Documentary Film & Preparation of Display Board/Printing of leaflet/Poster for demonstration Programme of all the schemes (State Plan , Central Sponsored, OIIPCRA) of Bhadrak District for the FY-2025-26.

Expression of interest (EOI) is invited by Chief District Agriculture Officer, Bhadrak from intending bidders/reputed firms for Production of documentary films/ Preparation of display Board /Printing of leaflet/Booklet on different Demonstrations Programme and under all schemes (State Plan , Central Sponsored, OIIPCRA) for the FY-2025-26. The intending bidders/agencies shall submit the EOI Documents by sealed cover **separately** super scribed in capital letters i.e **EXPRESSION OF INTERST (EOI) for production of short video films /Display Board/Printing of leaflet/Poster** to the Chief District Agriculture Officer, Bhadrak by 25.07.2025 upto 11 AM and will be opened in the same day at 3 PM in Presence of the Committee constituted by Chief District Agriculture Officer, Bhadrak. The Chief District Agriculture Officer , Bhadrak will not be liable for any delay or not offering the EOI in stipulated date and time mentioned above. The bidder or agency may submit the EOI through Post only to the address mentioned above.

**N.B. - The price quoted for each items will be considered as Price inclusive of all taxes.*

List of Documents to be Submitted(Documentation)

1. Self Certificate stating that the Agency has not been blacklisted in the Past.
2. Average annual turnover of **3(Three) Consecutive years must be 20(Twenty) Lakhs** or above(Turn over statement of the last 3 years certified by Chartered Accountant is to be furnished)
3. The Agency must furnish a Copy of his/her GSTIN Registration Certificate and clearance upto **February 2024**.
4. The Agency must have conducted documentation & Preparation of Video CDs for similar agricultural assignments under Department of Agriculture & Farmers Empowerment, Govt of Odisha during the last 3(Three) Consecutive financial years.(Copies of the work Orders /Agreement to be furnished serially Year.wise).
5. The Agency must have been **empanelled under I &PR Department or Department of A&FE**.
6. The Authority reserves the right to accept or reject any or all quotations without assigning any reasons thereof. Besides, the applications received in incomplete forms after due date will also be rejected.
7. The Payment to the Agency on the assignment will be made by assigning authority/Office for the deliverables submitted by the Agency. The Payment will be made as per the Prevailing rates of Information & Public Relation Department, Govt. of Odisha after successful completion of assignment. The Schedule of Payment will be decided by the Authority.

8. The Agreement shall commence from the date of signing and shall continue initially for a Period of One Year unless it is curtailed or terminated by the authority owing to deficiency of service, Sub standard Quality of Performance ,breach of Contract etc or Change in requirement.
9. The resolution of video shooting should not be less than **1920 x 1080 pixel**.
10. The documentation of the demonstration will be made from seeding to harvesting (field day if mentioned in the work order) .The rate for documentation must be as per the prevailing rate of I & PR, Govt. of Odisha.
11. The agency having work experience in similar assignment with respect to Bhadrak District will be given preference.

List of Documents to be Submitted(Display Board)

1. Self Certificate stating that the Agency has not been blacklisted in the Past.
2. The Agency must furnish a Copy of his/her GSTIN Registration Certificate and clearance upto February 2024.
3. Size of the Display Board should be minimum of **4 ft x 3 ft size**. **.(Price must be quoted in Rupees/Square ft inclusive of all taxes)**
4. The Display Board must be made from **Sunboard with aluminium frame**.
5. Previous experience of supply of Display Boards of any Govt. agencies (Order Copy must be enclosed)
6. Sample copy of the any of the Display Board of specific criteria and size must be enclosed.
7. The lowest quoted price firm/firms will be ordered for supply of Display Boards.
8. The payment will be made after supply of the Display board and receipt of fund for the above purpose at this end.
9. The Authority reserves the right to accept or reject any or all quotations without assigning any reasons thereof. Besides, the applications received in incomplete forms after due date will also be rejected.
10. The rate quoted includes transportation cost to block point and taxes.

List of Documents to be Submitted(Hoarding)

1. Self Certificate stating that the Agency has not been blacklisted in the Past.
2. The Agency must furnish a Copy of his/her GSTIN Registration Certificate and clearance upto February 2024
3. Size of the Hoarding should be minimum of **20 ft x 10 ft size & 15 ft x 10 ft**. **(Price must be quoted in Rupees/Square ft inclusive of all taxes)**
4. The quality of the flex banner should be **double star black back flex with minimum 260 dpi**.
5. Previous experience of supply of Hoarding of any Govt. agencies (Order Copy must be enclosed)
6. Sample copy/Photocopy of the any of the Display Board of specific criteria and size must be enclosed.
7. The lowest quoted price firm/firms will be ordered for installation of Hoarding.
8. The payment will be made after supply & installation of flex banner in the hoarding and receipt of fund for the above purpose at this end.
9. The Authority reserves the right to accept or reject any or all quotations without assigning any reasons thereof. Besides, the applications received in incomplete forms after due date will also be rejected.

List of Documents to be Submitted(Leaflet)

1. Self Certificate stating that the Agency has not been blacklisted in the Past.
2. The Agency must furnish a Copy of his/her GSTIN Registration Certificate and clearance upto February 2024.
3. Size of the Leaflet should be **22cm x 28cm(1/4 demy) or 14cm x 22cm(1/8 demy) in colour format** as per the content and design. **(Separate Price must be quoted in Rupees/ 1 leaflet inclusive of all taxes)**
4. The paper quality of the leaflet should be **80GSM maplitho paper(Only writing materials without photographs) / 130 GSM Glossy Paper(Multicolour writing materials with photographs)**.
5. Previous experience of supply of leaflets of any Govt. agencies (Order Copy must be enclosed)
6. Sample copy of the any of the leaflets of specific criteria and size must be enclosed.
7. The lowest quoted price firm/firms will be ordered for supply of Leaflets.
8. The payment will be made after supply of the leaflets and receipt of fund for the above purpose at this end.
9. The Authority reserves the right to accept or reject any or all quotations without assigning any reasons thereof. Besides, the applications received in incomplete forms after due date will also be rejected.

List of Documents to be Submitted(Poster)

1. Self Certificate stating that the Agency has not been blacklisted in the Past.
3. The Agency must furnish a Copy of his/her GSTIN Registration Certificate and clearance upto February 2024.
2. Size of the Poster must be **44cm x 56cm(Demy size)) or 88cm x 56cm (Double Demy Size)** as per the content & design. **(Separate Price must be quoted in Rupees/ 1 Poster inclusive of all taxes)**
4. The paper quality of the Poster should be **80GSM maplitho paper.**
5. Previous experience of supply of Poster of any Govt. agencies (Order Copy must be enclosed)
6. Sample copy of the any of the Poster of specific criteria and size must be enclosed.
7. The lowest quoted price firm/firms will be ordered for supply of Posters.
8. The payment will be made after supply of the Poster and receipt of fund for the above purpose at this end.
9. The Authority reserves the right to accept or reject any or all quotations without assigning any reasons thereof. Besides, the applications received in incomplete forms after due date will also be rejected.

Memo No. 2441

Date. 11/07/2025

Copy to Notice Board of CDAO Bhadrak /ADO Bhadrak/Dhamnagar /BAO's(All) for wide Publicity.

D. S. S.
11.07.25
Chief District Agriculture Officer-Cum-
Project Manager (NFSM) Bhadrak

D. S. S.
11.07.25
Chief District Agriculture Officer-Cum-
Project Manager (NFSM) Bhadrak

Memo No. 2441(A)

Date. 11.07.2025

Copy forwarded to The DeGM, Bhadrak for information and the it may be floated in District NIC website on 11.07.2025 to 25.07.2025 for selection of Agency under all the scheme (State Plan/Cental Sponsored/OIIPCRA) of Bhadrak District for FY year-2025-26.

Deletri
11.07.25

Chief District Agriculture Officer-Cum-
Project Manager (NFSM) Bhadrak.

Memo No. 2442

Date. 11.07.2025

Copy to the DA & FP(O), Bbsr for favour of kind information and necessary action.

Deletri
11.07.25

Chief District Agriculture Officer-Cum-
Project Manager (NFSM) Bhadrak