

**GOVERNMENT OF ASSAM  
DIRECTORATE OF TRAINING  
ASSAM ADMINISTRATIVE STAFF COLLEGE  
JAWAHARNAGAR: KHANAPARA: GUWAHATI**

**TENDER NOTICE**

No. AASC(T)192/2018-19/

Dated Guwahati the 29<sup>th</sup> of December, 2018

**For production of a colour film on Assam Administrative Staff College in digital format for training purpose of IAS/ACS and other courses.**

Sealed tenders on plain papers affixed with non-refundable court fee stamp of Rs. 8.25 (Rupees eight & twenty five paise) only are invited from reputed firms with experience in producing short/documentary films for production of a colour film on Assam Administrative Staff College. The firms are requested to submit the script of the film of 10 (Ten) minutes duration in English language along with the tender papers. The content of the film will cover following:

- Background of AASC.
- Infrastructure and facilities of AASC:
  1. Classrooms
  2. Conference halls
  3. Hostel
  4. Library
  5. Computer lab
  6. CSOI
- Activities of AASC.

The last date of submission of tender is 2.00 PM of 10<sup>th</sup> January, 2019 and these would be opened on the same date at 3.00 PM. If that day happens to be a holiday, the tenders would be opened on the next working day. For detailed information, interested firms may contact the undersigned during office hours.

**TERMS & CONDITIONS**

**The interested firms should enclose / submit**

1. Attested copy of the Government Registration Certificate.
2. Attested copy of the up-to date income tax and GST clearance certificate with PAN and TIN numbers respectively.

**Further**

1. Rates should be quoted inclusive of all taxes and overwritten rates will not be accepted.
2. Relevant documents on the experience of film making.
3. The undersigned reserves the right to accept or reject any one or all tenders without assigning any reason thereof.
4. The authority is not bound to accept the lowest bid only. Experience of the film maker will also be considered.
5. Unsuccessful bidders may get back their script from the office if required.

Sd/-  
Director of Training  
Assam Administrative Staff College  
Jawaharnagar:Khanapara:Guwahati-22