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ଓଡ଼ିଶା ସରକାର  
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ଓଡ଼ିଶା ପର୍ଯ୍ୟଟନ  
ପର୍ଯ୍ୟଟନ ଭବନ, ଲୁଇସ ରୋଡ୍,  
ଭୁବନେଶ୍ୱର-୭୫୧୦୧୪

Government of Odisha  
Tourism Department

No. 10437 / TSM, Bhubaneswar, Dated 24.12.21  
TCT-TSP-EM-0044-2021

**REQUEST FOR QUOTATION (RFQ)  
FOR SELECTION OF AGENCY TO CONCEPTUALISE, SHOOT, EDIT AND  
PRODUCE PROMOTIONAL TVCs FOR ECO RETREAT ODISHA**

Odisha has a 482 km long coastline, along with varied natural elements like forests, mountains, rivers, valleys, gorges, and waterfalls through which the State offers the best of experiences to Nature lovers, be it trekking, sightseeing, safari and boating. Complementing the Nature's bounty is the State's rich culture boasting of splendid historical monuments, vibrant art forms, numerous indigenous crafts, and delicious cuisine.

With this background, Department of Tourism, Government of Odisha wants to promote such diverse tourism offerings, Odisha Tourism is organizing its 3<sup>rd</sup> edition of Eco Retreat Odisha, a 3-month glamping event offering eco-friendly luxurious resort like accommodations and facilities across 7 exotic locations in the State:

- 1) Ramchandi Beach, Konark
- 2) Baliput, Satkosia
- 3) Hirakud
- 4) Daringbadi
- 5) Pentha Beach, Bhitarkanika
- 6) Pati-Sonapur, Ganjam
- 7) Putsil, Koraput

Odisha Tourism intends to promote the above Eco Retreat sites and nearby locations in the form of advertisements in various electronic and digital media platforms through TVCs.

Department of Tourism, Government of Odisha is inviting Short Tender notice for selection of creative agency to conceptualize, shoot, edit and produce promotional TVCs for Eco Retreat Odisha.

**Terms and Conditions**

The selected agency will have to bear all expenses related to Lodging, Boarding & Transportation for undertaking this assignment.

The photographs/videos should be the sole proprietary products of DoT and the selected agency should have no right to use it in any way whatsoever sans written consent of the DoT, GoO.



**Deliverables:**

Sl. No.	Items	Quantity
1	30 second TVC (2K)	7
2	1min TVC (2K)	7
3	3 min film of All Eco Retreats and their nearby tourist destinations	1
4	Hi-resolution non-repetitive photographs (Including drone view of tent area, nearest tourist destinations), with each file labelled as per location	50 per location
5	Video raw footage comprising clips from every location included in the master film to be submitted in an external hard drive.	

**Minimum eligibility criteria for application**

1. The Agency/Applicant should be registered under the Companies Act 2013 or a Limited Liability Partnership registered under the LLP Act 2008 or a Sole Proprietorship. The Agency must submit a proof of Registration of the legal entity (Certificate of Incorporation, GST registration certificate, PAN)
2. The Agency/Applicant must have minimum 3 years of experience in the field of videography and photography preceding the RFQ submission due date.
3. The Agency/Applicant must have successfully executed or Implemented minimum 2 projects/works (Corporate AVs/ Videos) during the last 5 years. *Work orders/ completion certificates to be furnished by the agency.*

Interested Agencies/Applicants are requested to submit their proposals as under:

- Documents sufficing the minimum eligibility criteria in a sealed envelope.
- Quotation in INR only(exclusive of applicable GST)in a separate single sealed envelope
- Both the above sealed envelope to be further sealed in a larger envelope along with Agency's name and address
- The quotations shall be submitted, as above, **in hard copy only**, to the following address on or before **06.01.2022** (Last date of submission)

Director Tourism

Paryatan Bhawan, Lewis Road,  
Bhubaneswar, Odisha – 751014

Email: - info@odishatourism.gov.in; pmu@odishatourism.gov.in

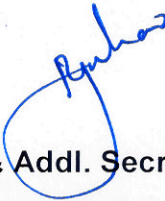
Ph: 0674 – 2432177

Fax: 0674 – 2430887

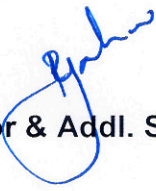
Department of Tourism reserves the right to accept or reject any or all quotation and to annul the selection process and reject all Quotations at any time during the bidding process without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.

DOT, also, reserves the right to reject any Proposal if:

- a. at any time, a material misrepresentation is made or uncovered, or
- b. the Agency does not submit in time any information or clarification asked for

  
Director & Addl. Secretary to Govt.

Memo No. 10438 /TSM Bhubaneswar Dated the 24.12.21  
Copy forwarded to the Notice Board/ Odisha Tourism website for information of general public.

  
Director & Addl. Secretary to Govt.