

GOVERNMENT OF TRIPURA

TRIBAL RESEARCH AND CULTURAL INSTITUTE

Lake Chowmuhani, Krishnanagar, Agartala-799001

Website: [www.trci.tripura.gov.in](http://www.trci.tripura.gov.in)

Email ID: [dir.trci-tr@gov.in](mailto:dir.trci-tr@gov.in)

Tel-Fax: 0381-2324389.

F.No.12 (8)-TRI/AUDIO-VIDEO DOCU/2018/ 2266

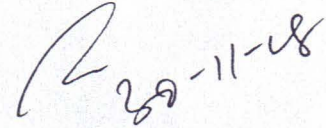
Date: 01/12/2018.

Notice

Proposals are invited from experienced Recording Agencies/Cultural Organization for Recording/Audio Documentation of Tribal folksong of Tripura.

Complete details specification, terms and conditions can be collected from the office of the undersigned on any working days from 10:30 am to 5:30 pm or from our website [www.trci.tripura.gov.in](http://www.trci.tripura.gov.in).

Last date for submission of proposal on 28.12.2018.



(S. Debbarma)

Director

Tribal Research and Cultural Institute  
Govt. of Tripura

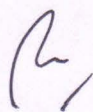
**TERMS OF REFERENCE FOR PRODUCTION OF AUDIO DOCUMENTATION OF TRIBAL FOLK SONGS OF TRIPURA.**

1. Application/proposal should contain:
  - a. Full bio-data of the Applicant/Agency/Cultural Organisation along with Registration Number & copy of the certificate of Registration.
  - b. Synopsis, break up of expenditure (within Rs.4.00 lakhs), detail work plan along with probable cost for each song and total no. of song.
  - c. If the applicant is a company, a copy of the certificate of corporation along with a copy of the Memorandum and Articles of Association should be submitted with the application. In case of a partnership firm, a copy of the partnership deed and the certificate of the registration, if any should be submitted.
  - d. Attested copy of ration card/PAN card/Voter's card or passport as proof of residence of the applicant.
  - e. The applicant/Agency/Cultural Organization should submit experience certificate along with CD/DVD as a sample of earlier work.

**2. TERMS AND CONDITIONS:**

- a) The application/Proposal should contain each of the enclosures as mentioned in Sl. No. 1(a-e). Application/Proposal without the above mentioned enclosures will be rejected.
- b) The duration of the song of the album will be as per requirements of the songs or maximum 6 Minutes each & minimum 15 Nos. Folksongs of different song of the Tribes of Tripura should be produced.
- c) During the production process the highest technical standards should be maintained for a high quality output in MP3 format.
- d) The lyrics of the songs should be submitted by the Entrusted Applicant/Agency/Cultural Organization within 15(fifteen) days of issuance of work order which is subject to be modified by the Expert Committee constituted by the TR&CI.
- e) The completed Audio CD should be submitted to this Institute within 120 days from the date of assignment of the work order and no request for extension of time will be entertained, failing which Earnest money will be forfeited.

**Contd. Next page**

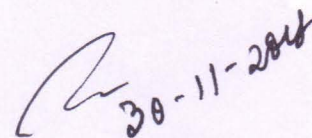


- f) The Entrusted Recording Agencies/Cultural Organizations will be liable to rectify/re-record any part or entire Audio albums if it is found not up to the mark in view of the Institute.
- g) At the time of final submission, the Recording Agencies/Cultural Organization will submit the following materials to TR&CI.
1. 300 copies of the album with designed cover.
  2. All Raw Stock/Chip/Memory card used.
- h) A security deposit of **Rs.15,000/-(Rupees fifteen thousand) only** in the shape of Draft from any Nationals Bank drawn in favour of the Director, Tribal Research and Cultural Institute, Govt. of Tripura, Lake Chowmuhani, Agartala should be deposited by the Recording Agency/Cultural Organization along with the Tender paper.
- i) Recording Agency/Cultural organization who will be entrusted for the work are required to sign an agreement covering above terms and conditions with Tribal Research and Cultural Institute before taking up of the work.

**SELECTION:**

Selection will be done based on synopsis/detail work plan, eligibility, experience and sample of earlier work. In this regard the decision of the Audio Visual Sub-Committee of Tribal Research and Cultural Institute will be final.

The undersigned reserves the rights either to accept or to reject any proposal without assigning any reason.

A handwritten signature in black ink, followed by the date '30-11-2014' written in a similar style.

**(S. Debbarma)**  
Director  
Tribal Research and Cultural Institute  
Govt. of Tripura.