



**OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER,
NAYAGARH**

At/Po/Dist-Nayagarh , Odisha, Pin-752069

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EXPRESSION OF INTEREST (EOI)

Sealed quotations are invited by CDAO, Nayagarh for short listing the bonafide audio visual/ video documentation firms for video documentation of different demonstrations to be conducted during the year 2025-26 under NFSM, SAA, State Plan and other schemes.

The interested video documentation firms should offer their sealed quotations regarding video documentation by 21.07.2025 up to 1.00 P.M. & it will be opened on the same day at 4.00 P.M. in presence of the Selection Committee constituted by the CDAO, Nayagarh. The CDAO, Nayagarh will not be liable for any delay or for not offering the quotation within the stipulated date and time mentioned above. The quotation must be submitted in sealed envelope through Speed post/Registered Post/by hand during the working hours in the office. The quotation will be opened in the office chamber of CDAO Nayagarh for selection of the firm's documents to be attached in quotations are as under.

1. Request letter of the firm
2. PAN Card & Aadhar Card
3. Quoted Rate of the Firm
4. Proof of annual turnover of last 3(three) consecutive years not less than 30 lakhs. The statement of last 3 years must be certified by Chartered Accountant to be furnished
5. Self-Certificate stating that the agency has not been black listed by any department organization in the past.
6. Experience in Agril. activity documentation at least 5 districts in Odisha during the last 3(three) consecutive years under the Department of Agriculture Farmer's Empowerment Govt. of Odisha (Order Copy of DDA/CDAO to be attached)
7. IT Return of last 3(three) consecutive years
8. GST Certificate of the agency
9. The agency must have empanelled under the Department of Agriculture Farmer's Empowerment Govt. of Odisha
10. Copy of Empanelment by I & PR Department

Term & Condition

1. The payment to the agency on the assignment will be made by assigning authority / office after successful completion of assignment within 1 month of the harvest crop in the demonstration cluster.
2. The decision of the selection Committee is final & cannot be alleged at any circumstances & the undersigned reserves all right to cancel any or all quotations without assigning any reason.
3. The documentary film will be submitted to the CDAO, Nayagarh with the certificate of BAO/AAO in three copies (DVD) & 1 Pen drive soon after completion of the cropping season.
4. The contract period is only for the year 2025-26.
5. The price of the documentation is including GST.
6. No payment of advance is admissible. The payment will be made only after completion of video documentation & duly certified by the concerned BAO/AAO of Block.

The CDAO, Nayagarh shall be the sole Arbitrator & his decision shall be final.


Chief District Agriculture Officer
Nayagarh