

Annexure 507

GOVERNMENT OF ASSAM  
OFFICE OF THE DISTRICT SOCIAL WELFARE OFFICER  
LAKHIMPUR: NORTH LAKHIMPUR

No.LDC1/WCD/2025/BBBBP-Exp/23 1209

Dated N. Lakhimpur, the 21/1/2026

**SHORT TERM NOTICE INVITING QUOTATION**

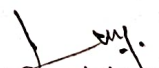
Sealed tender affixing court fee of Rs. 8.25 (Rupees Eight and Twenty- Five Paise) only are invited from the Intending registered firms/ suppliers/ contractors to making arrangement of below mentioned items under Beti Bachao Beti Padhao for the department of Women & Child Development, Lakhimpur under District Administration, Lakhimpur. The filled in quotation must be dropped in the box provided in the O/o the SANKALP: HEW, DC's Office, 2<sup>nd</sup> Floor, Room No 16, Lakhimpur from 22<sup>nd</sup> January 2026, 10.00 AM to till 28<sup>th</sup> January 2026, 5.00 PM. Quotation will be opened at 12.00 PM on 29<sup>th</sup> January 2026 in the Conference Hall of DC's Office, Lakhimpur in presence of bidders or their authorised representative.

The rate shall be inclusive of taxes and should be quoted both in figures and words. The earnest money in the shape of CDR of Rs. 5000.00/- (Five Thousand) only shall be deposited in favour of District Social Welfare Officer, Lakhimpur from any nationalised bank and same CDR should be attached with the quotation. Details

Sl. No	Item	Specification
1.	Video- (animation/graphic design) <i>(with special focus on Beti Bachao Beti Padhao: different schemes and services related to Girls Child under WCD. It can also raise awareness about women and children's safety issues, rights, and emergency contact numbers, especially in public spaces, workplaces, and educational institutions)</i>	- Duration: 3-5 minutes - Resolution: 1080p (Full HD) - Format: MP4, 16:9 aspect ratio - Content: Engaging visuals clear messaging, and a strong call-to-action with dialogue - Audio: Professional voiceover, crisp sound, and balanced background music - Style: Visually appealing, emotive, and shareable - Goal: Educate, inspire, or prompt action - Platforms: Social media (Instagram, Twitter, Facebook), websites, or events
2.	Video- with real casting (live-action) <i>(with special focus on Beti Bachao Beti Padhao: different schemes and services related to Girls Child under WCD. It can also raise awareness about women and children's safety issues, rights, and emergency contact numbers, especially in public spaces, workplaces, and educational institutions)</i>	Duration: 3-5 minutes - Resolution: 1080p (Full HD) - Format: MP4, 16:9 aspect ratio - Content: Engaging visuals clear messaging, and a strong call-to-action with dialogue - Audio: Professional voiceover, crisp sound, and balanced background music - Style: Visually appealing, emotive, and shareable - Goal: Educate, inspire, or prompt action - Platforms: Social media (Instagram, Twitter, Facebook), websites, or events

**Terms and Conditions:**


1. Firms/ Contractors/ suppliers should possess a valid registration certificate.
2. Attested copies of records/ documents relating of PAN card of firm/ vendor/ contractor, latest income tax clearance certificate, Trade license as on 2025, GST IN till 2025, Bank account details etc. should be furnished, along with the quotation.
3. Rate(s) should be Inclusive of all taxes admissible, taxes like GST/ Income Tax as applicable will be deducted at source from the bill amount.
4. Rate(s) once accepted will be treated as final and no alteration or modification will be entertained. However, the authority reserves the right to alter/ modify rate(s) of any/ all items as per procedure, in case of extreme necessity.
5. The authority is not bound to accept the lowest rate or any quotation and reserves the right to accept/ reject any quotation without notice and assign in reason thereof.
6. The Firm/ Supplier/ Contractor must have the capacity to deliver the items against the order placed within stipulated period of time, which will be mentioned in the work order; otherwise, the supply order will be treated as cancelled automatically.
7. Bill will be paid against supplied item(s) as per procedure subject to availability of fund.
8. Firms/ Contractors/ suppliers should be able to deliver or install at different location of the items as mentioned in the work order (if needed).
9. Firms/ Contractors/ suppliers shall to mention the Items of the quoted rate applied for in sealed envelope.
10. Firms/ Contractors/ suppliers shall supply quality product as per standard norms, if poor quality provided the contract will be cancelled any time.

  
District Commissioner,  
Lakhimpur, North Lakhimpur

Dated N. Lakhimpur, the 21/1/2026

No.LDC1/WCD/2025/BBBBP-Exp/23 1209 - A  
Copy forwarded to:

1. The District Social Welfare Officer, Lakhimpur, North Lakhimpur for information.
2. The DIO, NIC for necessary for information and necessary action.
3. The DIPRO, Lakhimpur for information and necessary action.
4. CA to DC for kind appraisal to the District Commissioner, Lakhimpur.
5. Office Copy

  
District Commissioner,  
Lakhimpur, North Lakhimpur