

**GOVERNMENT OF PUNJAB**  
**DEPARTMENT OF INFORMATION AND PUBLIC RELATIONS**  
**CRITERIA FOR THE EMPANELMENT OF AUDIO-VIDEO PRODUCTION**  
**AGENCIES (ELECTRONIC/WEB BASED MEDIA)**

Government of Punjab invites Expressions of Interest to empanel Production Agencies for production and release of Documentary Films/Advertisements, Video Spots/Jingles and Audio/Video songs as per prevailing DAVP rates for duration of 3 years from the date of selection.

**Pre-qualification criteria include:**

1. Agency must have produced at least 10 video spots (of minimum 30 seconds to 2 minutes duration each) or documentary films or episodes of docu-drama production in the past one year and produced at least 5 audio spots/jingles of minimum 30 sec duration each in the last 1 year.
2. Agency should have a minimum turnover of Rs. 5 Crore in the last financial year i.e. FY 2016-17.
3. Agency should have been in existence for at least 3 years (On the date of application).
4. Agency should not have been black-listed by any Government Department/Undertaking or Agency in India.
5. Agency should be able to provide dedicated copywriters/scriptwriters proficient in English, Punjabi and Hindi along with translators if needed.  
(Note – While in-house copywriters/scriptwriters in all the 3 languages would be preferable, agencies working with specialized writers on hire basis will also be considered).

Detailed qualification criteria and list of documents to be submitted can be collected from office of Deputy Director (Electronic Media) or download from [diprpunjab.gov.in/tender\\_or\\_punjab.gov.in](http://diprpunjab.gov.in/tender_or_punjab.gov.in). Interested applicants may collect the same on or before 09.02.2018 till 5.00 PM.

Application complete in all respects (as per detailed requirements) may be submitted to the office of Deputy Director (Electronic Media) Room no. 12, 5<sup>th</sup> Floor, Punjab Civil Secretariat, Sector-1, Chandigarh on any working day on or before 09.02.2018 till 5.00 PM.

The Department of Information & Public Relations, Punjab reserves the right to accept or reject any or all applications without assigning any reason.

**Sd/- Director,**  
**Department of Information & Public**  
**Relations, Punjab.**