

Office Of The  
**Festival Director**  
**Guwahati International Film Festival**  
Jyoti Chitraban Complex  
Kahilipara, Guwahati – 19

No. JCFF. 19/2018/6/

Dated : Guwahati, July 3, 2018

**EXPRESSION OF INTEREST**

Expression of Interest in Sealed Envelope affixing non-refundable Court Fee Stamp of Rs. 8.25 (Rupees Eight and Paise Twenty Five) only are invited from reputed Firm/ Authorised Security Agency/Parties etc. for 60 (Sixty) numbers of Volunteers for Guwahati International Film Festival-2018 scheduled to be held w.e.f. 25th October to 31st October, 2018 at Srimanta Sankardev Kalakshetra and Jyoti Chitraban (Film Studio) Society. The documents regarding Expression of Interest will be received upto 3.30 P.M. on 27-07-2018 and will open at 4.00 P.M. at the same place and date by the undersigned in presence of the intending tenderers who wish to be present. The Rates quoted should be inclusive of all taxes.

In the event of closure of the office on the submission date, due to any reason, the next working day will be the date and time of receiving and opening of the Expression of Interest

**Terms and Condition :**

1. The intending firms should submit valid proof of having an office at Guwahati.
2. Valid and Up- to-date Trade License issued by competent authority.
3. PAN Card
4. Up-to-date GST Registration Certificate issued by competent authority.
5. Up-to-date Licence for carrying out Security Agency Business from competent authorities.
6. Payment will be made subject to availability of fund under FOC.

The undersigned reserves the right to accept or to reject any or all the offers without assigning any reason thereof.

Memo No. JCFF. 19/08/6/

Dated : Guwahati, July 3, 2018

**Copy to :**

1. The Chairman, Jyoti Chitraban (Film Studio) Society
2. The Vice Chairman, Jyoti Chitraban (Film Studio) Society
3. P.S. to The Additional Chief Secretary to the Govt. of Assam Cultural Affairs Deptt. Dispur, Guwahati-6
4. P. S. to The Commissioner and Secretary to the Govt. of Assam, Cultural Affairs Deptt. Dispur, Guwahati-6
5. The Director, Cultural Affairs, Assam, Rabindra Bhawan, Guwahati-1
6. The Director, Information and Public Relation, Assam, Dispur, Guwahati-6. He is requested kindly to take necessary action for publication of the Expression of Interest in two daily newspapers (One Assamese & One English). Bills are submitted to undersigned for necessary payment.
7. The Finance and Accounts Officer, Jyoti Chitraban (Film Studio) Society
8. Notice Board, Jyoti Chitraban (Film Studio) Society
9. Superintendent, Jyoti Chitraban (Film Studio) Society
10. Accounts Branch, Jyoti Chitraban (Film Studio) Society
11. Office File

Festival Director

Guwahati International Film Festival-2018