



C.No. HOTNFD/ 2210/ 2025

Office of the Director,  
Tamil Nadu Forest and Wildlife Crime  
Control Bureau (TNFWCCB),  
7<sup>th</sup> Down Floor, Panagal Building,  
Saidapet, Chennai - 15  
Date : 30.01.2026

## **REQUEST FOR EXPRESSION OF INTEREST (EOI)**

As part of the outreach and awareness programmes of the Tamil Nadu Forest and Wildlife Crime Control Bureau (TNFWCCB), an Expression of Interest (EOI) is invited from advertising agencies/ experienced institutions / resource organizations/individuals for undertaking the following work:

### **I. Nature of Work**

High-Resolution Photography, Videography and Production of an Outreach Video Documentary showcasing the functions, activities, and achievements of TNFWCCB, aimed at public awareness, capacity building, and dissemination of information on forest and wildlife crime prevention.

The Conservator of Forests and Director, TNFWCCB, invites proposals for the creation of a professionally produced outreach video documentary, supported by high-resolution photography and videography, highlighting the mandate, field operations, enforcement actions, and public responsibility towards forest and wildlife conservation.

### **II. Eligibility Criteria**

1. The applicant shall have prior experience in producing documentary films / outreach videos / awareness films for Government departments, public institutions, or similar organizations.
2. The applicant shall submit:
  - o A test video / showreel relevant to documentary or awareness content, and
  - o Sample works of documentary films or outreach videos previously executed.
3. Individuals or organizations with proven technical capability and creative competence are eligible to apply.

### **III. Project Area**

The project area shall cover the entire State of Tamil Nadu, including selected field locations of TNFWCCB as identified by the Bureau.

## **IV. Scope of Work**

The scope of work shall include:

1. High-resolution photography and videography covering:
  - Field operations
  - Enforcement activities
  - Office functioning
  - Training, coordination, and public interface activities of TNFWCCB
2. Development of a comprehensive outreach video documentary that:
  - Showcases the role, mandate, and functions of TNFWCCB
  - Highlights efforts in forest and wildlife crime prevention
  - Emphasises public awareness and responsibility towards forest and wildlife protection
3. Incorporation of inputs and feedback received from Zonal / Field Offices of TNFWCCB during production.
4. Final output suitable for:
  - Public awareness campaigns
  - Social media platforms
  - Workshops and official presentations

## **V. Method of Execution**

The selected agency / individual shall undertake all production-related activities, including:

- Conceptualisation and scripting
- High-resolution filming and photography
- Video graphics and captions
- Voice-over recording
- Editing and post-production
- Final delivery in formats approved by TNFWCCB

## **VI. Proposal Submission**

Detailed proposals shall be submitted, including:

- Concept note and methodology
- Work plan and timeline
- Cost estimates (with clear break-up)
- Sample works / links

Last date for submission: 14.02.2026 (before 5.00 PM)

## **VII. Evaluation and Selection**

The EOIs will be evaluated based on:

- Technical competence

- Quality of previous work
- Conceptual clarity
- Cost reasonableness

The selected bidder shall:

- Remit a security deposit as performance guarantee, and
- Execute an agreement with the Director, TNFWCCB, prior to commencement of work.

### **VIII. Payment Terms**

- 15% of the approved cost as advance, after execution of agreement.
- Balance payment shall be released as per the agreed delivery milestones and upon satisfactory completion of work.

### **IX. Delivery Schedule**

- Last date for submission of EOI: 14.02.2026
- Issue of Work Order: On or before 16.02.2026
- Completion and final delivery: Within one month from the date of issue of the Work Order

### **X. SUBMISSION OF EOI**

The EOI for the High resolution Photography and Videography on Tamil Nadu Forest and Wildlife Crime Control Bureau(TNFWCCB) should reach under the address given below on or before 14th Feb, 2026, before 5p.m. The EOI should contain brief details of the project with the specifications.

Address: Conservator of Forests and Director,  
TamilNadu Forest and Wildlife Crime Control Bureau,  
7<sup>th</sup> Down Floor, Panagal Maaligai,  
Saidapet, Chennai – 600015.  
Email- tnfwccb@gmail.com

  
Conservator of Forests & Director,  
TamilNadu Forest and Wildlife Crime  
Control Bureau, Chennai