

Ref No: NIUA/EOI-M/E-199

Dated: 26<sup>th</sup> May, 2021

**INVITATION FOR EXPRESSION OF INTEREST FOR PROVIDING MEDIA SERVICES TO NIUA**

National Institute of Urban Affairs (NIUA) is the think tank for the Ministry of Housing and Urban Affairs, Government of India and a premier national institute for research, capacity building, policy advocacy and knowledge dissemination. Established in 1976, it is an 'autonomous body' under the Ministry of Housing and Urban Affairs, Government of India.

NIUA generates multi-media content pertaining to various urban themes that its various Centres and Projects focus on for institutional, educational/capacity building, and social media outreach requirements. NIUA is looking to engage agencies/firms/individuals on a contract basis to produce this content.

For the aforementioned purpose Expressions of Interest are invited from firms/individuals currently empaneled/retained/commissioned by a Government of India ministry or organization (**including autonomous bodies and PSUs**) for the purpose of providing one or more of the following services:

1. **Graphic Design**
2. **UI/UX/Web designing/programming**
3. **Video production**
4. **Photography**
5. **High quality colour printing**

Please apply with:

1. a cover letter presenting your case along with details of the services you have delivered, or are in the process of delivering to the government agencies, and a schedule of rates if available.
2. your firm's profile/portfolio/CV (in case of individuals) along with names and contact details of two referees from your Government of India ministry/organization clients.

Last date of application: **1 June 2021.**

It should be sent in an envelope mentioning "EOI for Services to develop multimedia content" on the top cover to the address given below. Alternatively, the submission can be emailed to [director@niua.org](mailto:director@niua.org)

Submissions need to be addressed to "The Director-National Institute of Urban Affairs", Core 4B, 1<sup>st</sup> Floor India Habitat Centre- Lodhi road, New Delhi – 110003. Further details, if any, may be obtained by emailing your request to [director@niua.org](mailto:director@niua.org) or from the Director's office, during the working hours (9:00 AM - 5:30PM) when open, subject to COVID 19 restrictions.

Eligible applicants may be invited for a presentation/proposal/ meeting before the selection committee of NIUA. Shortlisted applicants will be offered contracts for assignments/projects from time to time depending on institutional demands.



**Director**

**National Institute of Urban Affairs**

**Note:** NIUA reserves the right to cancel this request for EOI or invite afresh with or without amendments, without liability or any obligation for such request for EOI and without assigning any reason, information provided at this stage is indicative and NIUA reserves the right to amend/add further details to EOI.