



SANGIT BHAVANA

NOTICE FOR HIRING AGENCY OR INDIVIDUAL FOR ICSSR MINOR PROJECT

Applications are invited from eligible **Individuals, Professionals, Agencies, or Organizations** having experience in videography, photography, audio-visual documentation, video editing, and post-production work for an ICSSR-sponsored Minor Research Project entitled:

“Santiniketan–Sriniketan as a Living Heritage Model of Holistic Education: A Critical Study of Tagore’s Educational Experiment in the Light of Ancient Indian Education Systems and its Relevance to NEP 2020.”

Scope of Work

The selected individual/agency will be required to undertake the following assignments:

1. Professional videography and photography of research-related activities, field visits, interviews, festivals, educational practices, and heritage documentation.
2. Audio-visual recording of interviews with scholars, educationists, artists, community members, and other stakeholders.
3. Documentation of cultural events, festivals, workshops, seminars, and field surveys connected with the project.
4. Video editing, post-production, colour correction, audio enhancement, subtitling, graphics insertion, and preparation of final documentary outputs.
5. Preparation and submission of digital archives, photographs, video footage, edited films, and related materials in prescribed digital formats.
6. Delivery of all raw footage and edited materials with appropriate storage and backup arrangements.

Eligibility Criteria

Applicants should possess:

- Proven experience in videography and post-production work.
- Adequate professional equipment and technical expertise.
- Experience in documentary, educational, cultural, heritage, or research-related documentation will be preferred.
- Ability to undertake assignments at Santiniketan, Sriniketan, and other project locations as required.

Submission Requirements

Interested individuals/agencies should submit:

1. Detailed profile/CV of the individual or agency.

2. Documentary evidence of previous work experience.
3. Portfolio/showreel or links to completed works.
4. Copy of PAN, GST Registration (if applicable), and other relevant documents.
5. Financial quotation indicating rates for videography, photography, editing, and post-production services.

Selection Procedure

Selection shall be made through a duly constituted Selection Committee in accordance with the applicable rules and guidelines of ICSSR and Visva-Bharati. The Committee reserves the right to accept or reject any or all applications without assigning any reason.

Terms and Conditions

- The engagement shall be purely project-based and temporary.
- Payment will be made from the approved budget provision of the research project, subject to institutional and ICSSR rules.
- The selected individual/agency shall transfer all copyrights and usage rights of the recorded materials to the project and the affiliating institution as per applicable regulations.
- The authority reserves the right to modify the scope of work depending on project requirements.

Submission of Applications

Applications/quotations must reach the undersigned within **15 days from the date of publication of this advertisement.**

Project Director

ICSSR Major Research Project
Sangit Bhavana
Visva-Bharati, Santiniketan
Birbhum, West Bengal – 731235

Email: manas.bhul@visva-bharati.ac.in

Phone: 9851793448

Date: 03/07/2026