

**F.No. NEC/IPR/485/Advts/2016**  
**Government of India**  
**Ministry of Development of North Eastern Region**  
**North Eastern Council Secretariat**  
**Nongrim Hills, Shillong-793003 (Meghalaya)**

**Notice inviting Expression of Interest for Empanelment**

Expression of Interest is invited from DAVP empanelled Creative Agencies for designing Creatives/ Dummies / Prototypes for various advertisements /publicity or promotional materials / journals / bulletins /invitations / brochures etc. for NEC at DAVP approved rates. The Agency should have done similar works for the last 5 years or more.

Relevant documents and details for the purpose may be downloaded from NEC website <http://necouncil.gov.in> and submitted to Director (Information & PR), North Eastern Council, Shillong by 5<sup>th</sup> July 2017.



**North Eastern Council Secretariat**  
**Nongrim Hills, Shillong-793003, (Meghalaya)**

**Form for Expression of Interest for Empanelment**

1	Name of the Agency with Address, Contact No. and Mail ID	
2	DAVP Accreditation details for Creative and Multi-Media Works (Enclose proof)	
3	Details of Services Provided by the Agency	
4	Do you have adequate experience in undertaking Advt. Creative Design Works for the last 5 years (enclose proof and 2/3 samples)	
5	Do you have up to date Vat, Service Tax Clearance and IT Return (Enclose proofs)	
6	Do you also provide photographs as required by the advertiser on payment for use in the advts.? If so, mention rates	

Company Seal

Signature