



सत्यमेव जयते

GOVERNMENT OF WEST BENGAL  
BACKWARD CLASSES WELFARE DEPARTMENT &  
TRIBAL DEVELOPMENT DEPARTMENT  
CULTURAL RESEARCH INSTITUTE  
AMBEDKAR BHAVAN  
P-1/4, C.I.T. Scheme VII (M) V.I.P. Road,  
P.O. Kankurgachi, Kolkata: 700 054.  
Tel: (033) 23207623, Extn.-121  
Tele Fax: (033) 23209100 (Director)  
E-Mail ID: cridir@gmail.com Website: criwb.in

Memo No.: 388/CRI/N-1/2026

Dated: 29/09/2026.

## INVITATION OF PROPOSALS

### PROJECT: DOCUMENTATION OF MUSIC AND MUSICAL INSTRUMENTS OF THE BHUTIA COMMUNITY

The Cultural Research Institute (CRI), under the Backward Classes Welfare Department, Government of West Bengal, and functioning as the Tribal Research Institute under the Tribal Development Department, invites proposals from reputed Agencies/NGOs/Registered Societies/Organizations having relevant experience in research, documentation, tribal/cultural studies and audio-visual production.

#### 1. Project Details

**Maximum Budget:** ₹10,00,000/-

**Duration:** Approximately 2–3 months from the date of issue of the Work Order.

#### 2. Scope of Work

The selected agency shall undertake field-based documentation in consultation with CRI, covering:

- Documentation of traditional musical forms, genres, songs and performances.
- Documentation of traditional musicians, performers and knowledge holders.
- Documentation of musical instruments, their local names, materials, construction, making process and method of playing.
- Documentation of the cultural and ritual significance of music and musical instruments.
- Field survey, mapping and identification of relevant practitioners and cultural resources.
- Audio-video interviews and documentation of traditional musical practices and performances.
- Photographic documentation with a properly captioned Photo Album.
- Preparation of suitable representative physical/models/specimens of documented musical instruments, wherever applicable.
- Preparation of a comprehensive Final Report with photographs, transcripts, field findings, analysis and recommendations.
- Submission of all raw and edited audio-video, photographic and other digital documentation materials to CRI.

#### 3. Eligibility

The applicant should:

- Have valid registration and statutory documents, including **NGO Darpan registration**, wherever applicable;
- Have relevant experience in research, documentation, tribal/cultural studies or audio-visual production;

- c) Have adequate technical and human resources for fieldwork;
- d) Preferably have experience working with Government Departments and Tribal Communities; and
- e) Be capable of completing the project within the stipulated period.

#### **4. Documents to be Submitted**

The proposal should include the organization profile, registration/statutory documents, relevant previous experience, details of the proposed team, methodology and work plan, proposed deliverables and item-wise financial proposal.

#### **5. Final Deliverables**

The selected agency shall submit:

1. One hard-bound Final Report with soft copy in Pen Drive/Hard Disk;
2. One properly prepared Photo Album with captions, identification, location and relevant details;
3. One edited 15–20 minute Audio-Visual Documentary with English subtitles covering the documented music, instruments, performances, practitioners and interviews;
4. Suitable physical/model specimens of documented musical instruments, wherever applicable; and
5. All relevant raw audio, video and photographic materials in suitable digital formats.

#### **6. Copyright, Publication and Permission**

All copyright and intellectual property rights relating to the project outputs and original documentation materials shall be subject to the terms and conditions prescribed by CRI. No book, publication, reproduction, commercial use, audio-visual release, exhibition, dissemination or other public use of any project material shall be undertaken without prior written permission of the Director, Cultural Research Institute.

#### **7. Submission of Proposal**

Proposals should be addressed to:

**The Director**

Cultural Research Institute  
Ambedkar Bhavan, P-1/4, CIT Scheme VII(M), VIP Road,  
P.O. Kankurgachi, Kolkata – 700054  
Email: [cirdir@gmail.com](mailto:cirdir@gmail.com)

**Separate Proposals for each project should be submitted in sealed envelope mentioning the name of the project.**

**Last Date of Submission: 13th October, 2026**

*Selection shall be based on relevant experience, technical capability, methodology, proposed deliverables and financial proposal. The Director, CRI reserves the right to accept or reject any or all proposals or modify/cancel the process without assigning any reason.*

*A. Sarkar*

Deputy Director  
Cultural Research Institute