

Y-18020/6/2019-CAP
Government of India
Ministry of Statistics & Programme Implementation
National Statistical Office
(CAP Division)

Sardar Patel Bhawan,
Sansad Marg, New Delhi.
Dated: 23.03.2020

CORRIGENDUM TO E-TENDER NOTICE

With reference to e-tender notice no. **Y-18020/6/2019-CAP** published vide tender id **2020_MOSPI_551246_1** dated 09.03.2020 for engagement of media agency for MoSPI and the pre-bid meeting held on 13.03.2020. The following corrigendum/addendum/clarification in response to the pre-bid queries is hereby issued (**ANNEXURE-A**). It shall form an integral part of bid document and it may amount to an amendment of relevant Para/clause of the bid document.

Other terms and Conditions of the above tender remain same.

Manvi Agarwal
23/3/2020

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Enclosed: ANNEXURE-A

The Corrigendum/Addendum/Clarification to Pre-Bid Queries for engagement of media agency raised by prospective Bidders in response to RFP No. Y-18020/6/2019-CAP, dated 09.03.2020.

1. Modification to the RFP document

| Sr. No. | RFP Document Reference(s) Section (section number / page number) | Content of RFP requiring clarification | Clarification Sought | Clarification Given |
|----------------|---|--|--|---|
| 1 | Page no 6 Eligibility condition, Experience I | The agency must have an experience of working with at least 2 Central Government/PSU clients | Kindly allow experience of working with any government organization. | On account of the suggestion , the para 1 of Sr. No. 6 of RFP document at page 6 stand modified as under: “The agency must have an experience of working with at least 2 Central Government/PSU clients/State Government” |
| 2 | Page no 7 Eligibility condition, Experience III | The agency must have an experience of at least 2 years in organizing press meets, media briefs, etc. for a Central Government Department / PSU clients | Kindly allow experience of working with any government organization. | On account of the suggestion , the para 1 of Sr. No. 7 of RFP document at page 7 stand modified as under: “The agency must have an experience of working with at least 2 Central Government/PSU clients/State Government” |
| 3 | Page No 5 of RFP under, Eligibility condition - Registered in India | A Company incorporated in India under the Companies Act, 2013 as amended from time to time. | Would request you to also consider the Partnership Firms in the Eligibility Criteria who are registered under "The Indian Partnership Act 1932". | On account of the suggestion , the para 1 of Sr. No. 1 of RFP document at page 5 stand modified as under: “A company incorporated in India Under the Companies Act, 2013 and The Indian Partnership Act 1932, as amended from time to time ” Remaining conditions remained unchanged. |

| Sr. No. | RFP Document Reference(s) Section (section number / page number) | Content of RFP requiring clarification | Clarification Sought | Clarification Given |
|----------------|---|--|---|--|
| 4 | Page no. 9 of RFP, Under point no. 6 (v) | Exemption of EMD fee for MSEs certificate holders. | Would request you to kindly consider the MSME holders who are registered under "Udyog Aadhaar Memorandum" | <p>On account of the suggestion and as per the provisions mentioned in MSME O.M. No. 5(2)/3/2015-MSMS dated 15.10.2015 (Pg. 552-553/c) and Rule 170 of GFR 2017 (Pg. 554/c), the Commercial Conditions stands modified as under:</p> <p>“EMD is not required to be submitted by those bidders who are registered with the Central Purchase Organization and Micro and Small Enterprises (MSEs) with NSIC as defined in MSEs Procurement Policy issued by Department of MSME as per Rule 170 of GFR-2017 and/or MSME units having valid Udyog Aadhar Memorandum, for which they shall submit a valid certificate issued by the appropriate authority in this regard”</p> <p>Remaining conditions remains unchanged.</p> |

2. Clarification to the Query/Suggestions

| Sr. No. | RFP Document Reference(s) Section (section number / page number) | Content of RFP requiring clarification | Clarification Sought | Clarification Given |
|---------|---|---|---|---|
| 1 | <p>1.2 Scope of Work</p> <p>Page No. 25</p> <p>B. Creation & Maintenance of Social Media Platforms for MoSPI</p> <p>Point (iii)</p> | <p>Developing e-Books on Content shared by the MoSPI.</p> | <ul style="list-style-type: none"> • MoSPI to kindly clarify on the approximate number of e-books to be developed for the duration of the contract with average number of pages for the same • Agency would need to accordingly factor in the cost for providing the same | <p>The number of e-books to be developed would depend on the requirement of the Ministry from time to time. The agency engaged is expected to provide the necessary support for formatting/ & converting the content provided by MoSPI in e-book format. Since these activities are part of the comprehensive scope of the work, no separate cost factor is being provided..Therefore, suggestion is not agreed to.</p> |
| 2 | <p>1.2 Scope of Work</p> <p>Page No. 25</p> <p>B. Creation & Maintenance of Social Media Platforms for MoSPI</p> <p>Point (v)</p> | <p>Daily informative and promotional updates in the form of relevant text, pictures, audio, unique & interactive content, interviews, news, quiz etc.</p> | <ul style="list-style-type: none"> • MoSPI to kindly clarify The average number of posts required in a day or month • Agency would need to accordingly derive the bidding cost | <p>The average number of posts cannot be pre decided as it depends on the circumstances prevailing at a particular point of time. However in order to have an overall idea, the website and the social media handles of the Ministry may be referred. Links available at http://www.mospi.gov.in/</p> |
| 3 | <p>1.2 Scope of Work</p> <p>Page No. 25</p> <p>B. Creation & Maintenance of Social Media Platforms for MoSPI</p> | <ul style="list-style-type: none"> • All queries received on all platforms which need not require inputs from MoSPI must be replied to within 24 hours and all queries which require a consultation with | <ul style="list-style-type: none"> • MoSPI to kindly clarify if the turnaround times would be relaxed on weekly offs as per labour laws and official state/central govt. holidays? | <p>The agency engaged needs to take necessary steps for deploying staff on shift basis, providing leave to staff etc. in compliance with labor laws etc, without affecting requirements of the Ministry as indicated under scope of work.</p> |

| Sr. No. | RFP Document Reference(s) Section (section number / page number) | Content of RFP requiring clarification | Clarification Sought | Clarification Given |
|---------|---|--|--|--|
| | Point (vii) (viii) | <p>the MoSPI should be answered within two working days.</p> <ul style="list-style-type: none"> • Moderation of all platforms with a frequency of 3 times a day in order to deal with spam, unauthorized advertisements, inappropriate content etc. | | |
| 4 | <p>1.2 Scope of Work</p> <p>Page No. 25</p> <p>B. Creation & Maintenance of Social Media Platforms for MoSPI</p> <p>Point (xii)</p> | <ul style="list-style-type: none"> • 24/7/365 monitoring of MoSPI / related entities for updating, analyzing and intervention | <ul style="list-style-type: none"> • MoSPI to kindly clarify if it requires additional manpower to be deployed ensuring 24Hrs work cycle and monitoring • Agency would need to accordingly factor in the cost for providing the same | <p>The requirement of manpower as mentioned in RFP is to be dedicated for the Ministry. The media agency should also have back office arrangement to deploy supporting staff required to accomplish activities envisaged in RFP.</p> |
| 5 | <p>1.2 Scope of Work</p> <p>Page No. 25</p> <p>B. Creation & Maintenance of Social Media Platforms for MoSPI</p> <p>Point (xvi)</p> | <ul style="list-style-type: none"> • Design backdrops, direction panels, and other awareness creating content for various workshops/meetings/conferences/trainings organized by MoSPI. | <ul style="list-style-type: none"> • These elements are for designing offline material and must be omitted from the social media mandate | <p>MoSPI organizes various workshops, conferences, etc. for which designing of panels/booklets/backdrops, etc. are required. The media agency should be equipped to provide necessary support to the Ministry as required from time to time. Accordingly, suggestion has not been agreed to.</p> |
| 6 | <p>Page no. 6 of RFP under Financial Worth - Turnover</p> | <p>The minimum annual Average turnover of the agency from Media communication services/ creative</p> | <p>Would request you to Kindly Lower down the Average Annual Turnover from 5 crore to 3.5 Crore.</p> | <p>The provision of Rs. 5 cr annual average turnover of the agency in the last three Financial Years has been kept, keeping in mind the financial</p> |

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|----------------|---|---|-----------------------------|--|
| | | services/ promotional services in the last three Financial Years 2016-17, 2017-18 and 2018-19 respectively should be Rs. 5 crore. | | viability of the firms/agency to bid for the work. Therefore request has not been agreed to. |