

Minutes of the Pre-bid meeting of Empanelment of Event Management Agencies

IFP REFERENCE: BID/PR/2017/0013

Venue: NSDC Office, 301-306, West Wing Worldmark -1, Aerocity, New Delhi-110037

Date: 28-07-2017 (11.00 AM onwards)

Following are the response to the queries sought by the prospective bidders:

SI	Page No.	Clause No.	Clarification Sought	Response
1.	38	Scope of work	Events would be at different places hence different costing, how to standardize?	The costing invited at this stage is only normative and can be considered for ex-Delhi only.
2.	38	Scope of work	different type of events?	Six types of events are already defined in RFP document. Refer page 39-44.
3.	27	Financial Evaluation	quotation from empaneled agencies?	Quotations will be solicited from empaneled agencies
4.	13	17.3 (a)	proposal security amount of Rs 2 lacs to be deposited, how?	Bank Guarantee as mentioned in Clause 17.3 (a)
5.	13	17	Does MSME registration help for Security deposit?	No, Security deposit need to be provided by all Bidders
6.	13	17.3 (a)	deposit it in the form of?	Bank Guarantee as mentioned in Clause 17.3 (a)
7.	8	6.4	clause 6.4, please explain?	Self-explanatory, registration (if applicable) has to be provided during signing of FA by successful proposer.
8.	22 26	Qualification requirements /Technical Evaluation Criteria	Qualification requirement; Prime Minister and President event with a minimum value of 75 lacs.	This cannot be changed as the same has been fixed by expert committee reflecting the requirement of the organization.
9.	22 26	Qualification requirements /Technical Evaluation Criteria	Prime Minister and President event, more than central agencies but also Private parties may have a Prime Minister or President event	This can be considered for other occasions (other than central Government) as well if the event was attended by the dignitaries as mentioned (Prime Minister and President), in consultation with expert committee

10.	58	Price Schedule - Rate Cards- 49	Define cultural program	A module of two hours of evening program involving renowned regional artist with accompaniments
11.	58	Price Schedule - Rate Cards- 50	Street Food Vendor	Rate can be quoted for a unit vendor. Eg: Chat wala, Bhelpuri wala. Serving 3-4 different items.
12.	57	Price Schedule - Rate Cards- 27	large size skill India cut outs prize.	Agency may quote the price on per sqft basis.
13.	58	Price Schedule - Rate Cards- 58	What type of flex will be used all the type,	This may be quoted for two or three different type of materials being commonly used for such events.
14.	59	Note, point 3	rates quoted for one year?	The rate card will stay fixed for one full year as some duration need to be defined for validity.
15.	27	b. Financial Evaluation	what if the rates are open as of now and transparent but how to decide L1 going further?	Rates will be required by empaneled agencies
16.	27	Technical Evaluation Criteria - 8	creative solution suggested by the agency, point 8 technical qualification; to be defined for outdoor or indoor	This may be considered for outdoor situation.
17.	57	Act	Timing of programs/activities?	This will be different for each event and it will be communicated in the scope of work at the RFQ stage for a event to the empaneled agency.
18.	30	15, 16	Whether goods be insured or entire event be insured	Both
19.	57-59	Price Schedule - Rate Cards	Specifications of materials to be used	Specifications and respective costing to be provided by agencies for inventory