

No. 548

Date: 28/09/2018

Pre-Bid Clarifications of EOI for empanelment of Creative Agency for Social Media Management, Creation of Audio-Visual creatives and other related activities like event planning & design:

Pre-Bid Meeting of EOI for empanelment of Creative Agency for Social Media Management, Creation of Audio-Visual Creative and other related activities like event planning & design held on 10th September 2018 at 3:00 P.M. under the Chairmanship of Deputy Chief Executive Officer, Rourkela Smart City Limited in the Conference Hall of Rourkela Municipal Corporation. Following Members are present in the Meeting.

1. Dy. Executive Engineer, Rourkela Smart City Limited
2. Asst. Executive Engineer, Rourkela Smart City Limited
3. Representatives of Tata Consulting Engineers
4. Representative of Internetcrow Pvt. Ltd

The Pre-Bid Queries received by email by the Bidder are given below

SL No	Clause Reference of EOI	Query raised by the Bidder	Clarifications
M/s Internetcrow Pvt Ltd			
1	Page-1,A, Introduction	There are 3 requirements as per the EOI i.e. Social Media Management, Audio Visual Creative and Event management and planning . Should one agency apply for all the above requirements or different agencies to apply according to their grip into the relevant field?	One Creative Agency will be empanelled for all the three requirements.
2	Page-2,B,B2	The term of contract to be 2 years or 4 years?	Initially the term of Contract to be 2 years which is renewable further period of 2 years after successful performance of initial two years, However, RSCL reserves rights the terminate the Contract by Notice Period of 7 Days.
3	Page 2 C.C1.i:	As per EOI the agency should have a branch in Rourkela to be eligible to apply for the EOI. Our company has a track record of 12 years serving the Government as well as prominent business bodies in Odisha, India and	The Agency has to set up a branch within one month of signing of Agreement with RSCL

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		abroad. We are located in Bhubaneswar at Utkal Signature and DLF Cybercity and Bangalore as well. We are well capable to set up an office in Rourkela if we get in to the panel. So Can we apply for the EOI?	
4	Page 5 H1	Our query is whether the payment will be upfront or post work?	Payment will be post work
General			
5		Should budgetary concern be mentioned into the EOI?	This EOI is meant for Empanelment. Based on past experience and Technical Presentation, the Agencies will be shortlisted for submission of RFP which covers both Technical Bid and Financial Bid. At the time of RFP , the Agency has to mention the Budgetary Concern in Financial Bid.
6		Where should we physically be present during the whole processes and steps of the Tender bidding?	The Agency will be invited by RSCL for Power point Presentation before Technical Committee and they have to be present at RSCL.
SAKURA SOLUTIONS PVT LTD ,Janak Puri, New Delhi			
	General	We are Registered With MSME Companies registered with MSME are exempted from payment of EMD and Document Fees, Please Confirm.	This is EOI in Which document fees and EMD are not asked. But during RFP stage document fee and EMD have to deposit