

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)
National Institute of Electronics and Information Technology (NIELIT)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार

Ministry of Electronics and Information Technology (MeitY), Govt. of India

Pre-bid clarification “Empanelment of Event Management and Creative and Media Agencies” for NIELIT			
Sr. No.	Query		Action required
	Criteria (Tender Document page reference)	Query from the vendor	
1	<p>Page No. 06 (Point No. 4) Publication of pre-bid clarifications and issue of corrigendum / Addendum (if applicable) to be published Within 7 working days from the date of pre-bid meeting held on (24-06-2024 to 21-06-2024)</p>	<p>The committee was asked for clarification about the dates.</p>	<p>The Committee clarified that the dates may be read as 24-06-2024 to 01-07-2024. It was also mentioned that necessary corrigendum regarding the dates shall be notified.</p>
2	<p>Page No. 13 Point No. 6 (iv) Financial Standing A minimum average turnover of 5 crore in past 3 financial years (2021-22, 2022-23, 2023-24) query for reducing of average turnover for MSME</p> <p>Copy of balance sheet with certificate from statutory Auditor / Company Secretary citing there venue / turnover from equivalent business for each financial year. As per Annexure 8.</p>	<p>This clause inherently favours larger firms and discriminates against MSEs/Startups. This is also contrary to the vision of Hon'ble Prime Minister Shri Narendra Modi ji and numerous policies of the Government of India aimed at supporting and nurturing MSEs/Startups, recognising their vital role in the economy as key drivers of innovation.</p> <p>Therefore, it is requested that the turnover and scoring criteria for average annual turnover be reduced/revised for MSEs/Startups.</p> <p><i>EXAMPLE</i></p> <p><i>Average annual turnover in last 3 financial years (For MSE/startups)</i> <i>Between Rs 2-3 crores – 5 marks</i> <i>Between Rs 3-4 crores – 10 marks</i> <i>Above Rs 4 crore – 15 marks</i></p>	<p>For MSME having turnover < Rs.5 crore 10 marks shall be given.</p> <p>For Others: Max Marks: 20 Less than Rs 5 Cr – Not Eligible Rs. 5 Cr to Less than 10 Cr – 10 Marks Rs. 10 Cr to Less than 15 Cr – 15 Marks Rs. 15 Cr and above – 20 Marks</p>

<p>Page No. 14 Point No. 7 (i) Financial Standing Average turnover in the last 3 financial years Documentary evidence - Copy of balance sheet with certificate from statutory Auditor / Company Secretary citing the revenue / turnover from equivalent business for each financial year. Refer Annexure 8.</p> <p>Marks: Maximum 20 marks . Less than Rs. 5 Cr - Not Eligible . Rs. 5 to 10 Cr - 10 Marks . Rs. 10-15 Cr - 15 Marks . Rs. 15 Cr above - 20 Marks</p>	<p>This clause inherently favours larger firms and discriminates against MSEs/Startups. This is also contrary to the vision of Hon'ble Prime Minister Shri Narendra Modi ji and numerous policies of the Government of India aimed at supporting and nurturing MSEs/Startups, recognising their vital role in the economy as key drivers of innovation.</p> <p>Therefore, it is requested that the turnover and scoring criteria for average annual turnover be reduced/revised for MSEs/Startups.</p> <p><i>EXAMPLE</i></p> <p><i>Average annual turnover in last 3 financial years (For MSE/startups)</i> <i>Between Rs 2-3 crores – 5 marks</i> <i>Between Rs 3-4 crores – 10 marks</i> <i>Above Rs 4 crore – 15 marks</i></p>	<p>For MSME having turnover < Rs.5 crore 10 marks shall be given.</p> <p>For Others: Max Marks: 20 Less than Rs 5 Cr – Not Eligible Rs. 5 Cr to Less than 10 Cr – 10 Marks Rs. 10 Cr to Less than 15 Cr – 15 Marks Rs. 15 Cr and above – 20 Marks</p>
<p>Page No. 13 Point No. 6 (v) The Agency must have successfully completed at least 5 suitable events for ministerial / State / Central Government / PSUs of minimum total work order value worth Rs. 50 lakhs in the last 5 years</p> <p>Copy of work order and completion certificates from the client Or, Certificate of completion (Certified by the Statutory Auditor) As per Annexure 10.</p>	<p>It is stated that the minimum total work order value for events shall be Rs. 50 lakhs.</p> <p>As the event values indicated by NIELIT in point 4(k) of the RFE are in the range of 2.5-10 lakhs and above 10 lakhs the requirement of event work order values of 50 lakhs each are very high.</p> <p>It is therefore requested that the requirement of work order value of 50 lakhs for events be the cumulative value of up to 5 events executed in the last 5 years.</p>	<p>As per RFE</p>
<p>Page No. 14 & 15 point 7(2 & 4) Technical Evaluation Criteria for Empanelment</p>	<p>Work order events typically do not specifically mention the presence /attendance of union /state minister/MoS due to unpredictable schedule and security concern</p> <p>Therefore, we request that the requirement be rephrased /revised to work order or invoices for events, along with photo graph showing the presence of union /state minister/MoS at the events, as proof of having executed events at union and state minister/MoS level</p>	<p>The Committee clarifies that the work order for the particular event where the Hon'ble Minister(s) are supposed to grace the occasion is important, presence of the Hon'ble Minister(s) on the day of the event can be substantiated by providing documentary proof in form of photographs.</p>

	<p>Page No. 25, Annexure - 3 - Pre-Qualification Bid point No. (viii) FSSAI Certificate</p> <p>Self attested copy of the FSSAI Certificate</p>	<p>This RFE is solely for empanelment of Event Management and Creative & Media Agencies, which would typically onboard different Catering Service Agencies (CSA) to provide food services for specific events and venues.</p> <p>Therefore, we request that the requirement for providing a self-certified copy of FSSAI license of CSAs be required only for future RFQ pertaining to event related works.</p>	<p>The Committee clarifies that the FSSAI clause is for the agency participating as an Event Management Agency under which the agency also has to make arrangements for Food & Beverages, therefore FSSAI certification is mandatory.</p>
3		<p>How many events in per yearly (Annually) in NIELIT</p>	<p>The Committee mentioned that generally there are 3-4 events annually, however the count may vary.</p>
		<p>Approx Budget of event</p>	<p>The exact budgetary amount cannot be specified, however depending on the scale and nature of the event, it may vary between Rs. 10.00 Lacs to Rs. 100.00 Lacs.</p>
		<p>Event Organize in India or Delhi Only</p>	<p>It is clarified that the RFE is for events to be organised in Delhi – NCR</p>
		<p>Last Year Budget</p>	<p>Not available</p>
4	<p>Page No. 06 (Point No. 4) Publication of pre-bid clarifications and issue of corrigendum / Addendum (if applicable) to be published at</p> <p>With in 7 working days from the date of pre-bid meeting held on (24-06-2024 to 21-06-2024)</p>	<p>Regarding Date Issue</p>	<p>The Committee clarified that the dates may be read as 24-06-2024 to 01-07-2024. It was also mentioned that necessary corrigendum regarding the dates shall be notified.</p>
5		<p>Duration of the empanelment of the Event Management and Creative and Media Agencies 6 Month or 1 year</p>	<p>It is clarified that the empanelment shall be for a period of 1 year</p>
		<p>How many agencies empanelled</p>	<p>It is clarified that based on evaluation, top ten (10) agencies shall be empanelled</p>
6		<p>How many events in per year (NIELIT Delhi Centre)</p>	<p>The Committee mentioned that generally there are 3-4 events annually, however the count may vary.</p>
7	<p>No Query Page No. 33 Annexure - 10 - Declaration of Events</p>		<p>The Committee clarifies and recommends that it is pertinent in the instant matter that the participating agency(bidder) should</p>

			submit work orders issued in the name of the participating agency(bidder) along with other substantiating documents as required in Annexure 10.
8	No Query Page No. 26 Annexure - 4 - Format for Reference Letter / Email from Client Issue by Govt. Organization / Ministry or other Work Competition Certificate		The Committee clarifies and recommends that it is pertinent in the instant matter that the participating agency(bidder) should submit work orders issued in the name of the participating agency(bidder) along with other substantiating documents as mentioned in the RFE.
9	Page No. 26 (Annexure-03) Pre-qualification on Bid.	FSSAI Certificate – Self attested copy of the FSSAI certificate This clause is restricting participation. Also to run advertising agency FSSAI certificate is not mandatory. It is kindly requested kindly delete this clause.	The Committee clarifies that the FSSAI clause is for the agency participating as an Event Management Agency under which the agency also has to make arrangements for Food & Beverages, therefore FSSAI certification is mandatory.
		It is kindly requested please provide the tentative budget	The exact budgetary amount cannot be specified, however depending on the scale and nature of the event, it may vary between Rs. 10.00 Lacs to Rs. 100.00 Lacs.
10	Page No. 13, Point No. 6 (iv), Financial Standing (Eligibility Criteria)	Please reduce the Average Annual Turnover limit for Micro & Small category bidders to 03 crore in last 3 years, or may give full exemption as per the Guidelines issued by the Govt to promote Micro & Small category bidders to participate in the tenders actively.	For MSME having turnover < Rs.5 crore 10 marks shall be given. For Others: Max Marks: 20 Less than Rs 5 Cr – Not Eligible Rs. 5 Cr to Less than 10 Cr – 10 Marks Rs. 10 Cr to Less than 15 Cr – 15 Marks Rs. 15 Cr and above – 20 Marks
	Page No. 13, Point No. 6 (v), Project Experience (Eligibility Criteria)	Request for Exemption of Big events experience for Micro & Small category bidders, as they are new to showcase such big events experience, but are capable to handle them if given a chance.	As per RFE