

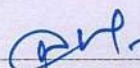
Corrigendum Document

on

Hiring of Agency for Social Media Management through e-Procurement

Corrigendum Reference Number: 01

Please note that this corrigendum shall be read along with the RFP and response to pre-bid queries. This corrigendum forms part of the RFP document published earlier and supersedes the corresponding clause in the RFP. The participating Bidders are deemed to read and accept this corrigendum along with earlier published RFP. All other clauses, terms and conditions of the RFP shall remain unchanged until revised through another corrigendum.



Clarifications/Amendments

RFQ NIT No. DEFCC/01/2025

Request for Proposal (RFP)

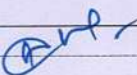
for

Hiring of Agency for Social Media Management through e-Procurement

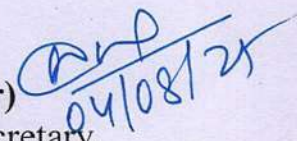
| Sr. No. | Bidding Document Reference (Number/Page) | Reference to Tender Document Clause/Queries | Queries/Requests | Clarifications/Amendments | | | |
|---------|--|--|---|--|---|---|---------------|
| 1. | Page No 10 Pre-qualification | The Bidder must have average annual turnover of not less than INR 1 crore in last three financial years (FY 2022-23, FY 2023-24 & FY 2024-25), as evidenced by the audited accounts. | Kindly consider the provisional balance sheet for the financial year 2024 2025, as the audit has not yet been finalized | In the case of FY 2024-25, provisional Balance Sheet and Profit & Loss Account will be accepted. | | | |
| 2. | Page 11 | 17. Evaluation Formula | The method of evaluation is QCBS; however, there is no clarity regarding the marks allocated for the technical evaluation. Only marks for Technical Presentation (70 Marks) is mentioned. Kindly clarify. | Sl. No. | Criteria | Details (Marks) | Maximum Marks |
| | | | | 1 | The Bidder should be an established entity registered under Companies. Act 1956/2013 or Partnership Act 1932 or Limited Liability Partnership Act 2008 | Establishment more than 5 years- 10 Less than 5 years- 05 | 10 |
| | | | | 2 | The Bidder must have average annual turnover of not less than INR 1 crore in last three financial years (FY 2022-23, FY 2023-24 & FY 2024-25), as evidenced by the audited accounts | Turnover more than 2 crores.- 10 More than 1 crores upto 2 crores.- 05 | 10 |
| | | | | 3 | Experience of at least 2 projects (completed or ongoing for more than 2 years) related to Social Media Management in last 3 calendar years with Central State Government Organization /Public Sector Unit (PSU) in India/local bodies | 4 or more projects- 10 more than 2 but less than 4 projects- 05 | 10 |
| | | | | 4 | Agency shall have at least 5 full-time employees on payroll as on date one year prior to proposal submission due date. | 10 or more full time employees - 10 5 or more full time employees - 05 | 10 |
| | | | | 5 | Presentation | | 30 |
| | | | | Total - | | | 70 |

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| 3. | Page 5 | EMD of Rs 1,00,000/- | We are registered under the Udyam Registration Certificate (MSME). Kindly grant us an exemption from the EMD. | Exemption as per NIT. |
| 4. | Page 16 | Increase of Organic Subscriber Agency has to ensure increase of organic subscribers/followers of 100000 in each of 4 Social media channels of DOEFCC, GOB that is in Facebook, YouTube, Instagram and X (Twitter) | Organically, it is very difficult to achieve such a high number of subscribers. Reaching this target would require paid marketing efforts, which will incur additional charges. | Agency has to ensure increase of organic subscribers/followers of 50,000 in each of 4 Social media channels of DOEFCC, GOB that is in Facebook, YouTube, Instagram and X (Twitter) |
| 5. | Page 13 | B. Deliverables | You have mentioned various types of videos to be created. Please specify the total number of videos to be made in a month/Year? Because, it means cost alot. | No. of total videos to be uploaded during the year must be 324. In the place of social media influencer, Collaboration with renowned environmental activists/ Wildlifers/ Naturalists for joint content creation, including video content. |
| 6. | Page 10 | Eligibility Criteria | The tender invites participation from Companies, Partnership Firms, and LLPs. As a Proprietorship Firm, we wish to confirm our eligibility to participate in this tender. | The Properitorship firms are not eligible to participate. |
| 7. | 14, Pt. 4, Page no. 10 | Experience of at least 2 projects related to Social Media Management in last 3 calendar years with Central State Government Organization /Public Sector Unit (PSU) in India/local bodies | Since such similar assignments are usually of longterm nature, we request you to also consider ongoing assignments for evaluation purpose. | Ongoing project/works will be considered provided the applicant has been working for more than 2 years in that project. |

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| 8. | 17, Page no. 11 | <p>The Agency is to be selected under Quality and Cost based selection (QCBS). The formula for determining the Financial Scores is to be calculated as per the following: The lowest evaluated financial proposal (FM) is given the maximum financial score (SF) of 30. $SF = 30 \times FM / F$, in which "SF" is the financial score, "FM" is the lowest price quoted among all responsive bidders, and "F" is the price of the proposal of bidder under consideration.</p> | <p>We request you to modify the selection method by assigning 80% weightage to the technical proposal and 20% to the financial proposal. This adjustment aims to prioritize the selection of technically proficient and competent firms for the assignment, capable of delivering high-quality outputs as per the expected standards.</p> | <p>Under QCBS, there is 70% weightage to technical proposals and 30% to the financial proposals.</p> |
| 9. | 21, Page no. 19 | <p>If there is a delay in achieving the milestones or submission of deliverables, penalty to the Bidder may be imposed as follows.</p> <ul style="list-style-type: none"> • 0.1% of the payment cost for respective Deliverable(s)/Miles tone(s) for the delay per day or part thereof for the delay provided the delay is attributable solely to the successful bidder (service provider). • Such deductible amount shall be deducted from the invoice/s of the successful bidder (service Provider). • Overall penalty, for reasonable delay, will not | <p>Deficiencies and delays in a project may occur due to unforeseen circumstances and factors beyond the reasonable control of the consultant such as data availability, administrative approval, etc. Therefore, we request you to remove such stringent clause.</p> |  |

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| | | exceed 5% of total cost of the project component. | | |
| 10. | Page 9 | General Sub Agreement. | We kindly request you to allow participation through Joint Venture/Consortium, as it will enable firms with complementary expertise to collaborate and bring in the best possible combination of technical and managerial capabilities for successful execution of the assignment. | Joint venture/ consortiums are not allowed. |
| 11. | Page 5 | Fact sheet | ----- | Last date of submission of proposal by bidders - 11/08/2025; 3:00 PM Date and time for opening of General cum Technical bids- 12/08/2025; 4:00 PM |

(Abhay Kumar) 
 CCF-cum-Special Secretary,
 Environment, Forest and Climate
 Change Deptt.,
 Bihar, Patna
 मुख्य वन संरक्षक-सह-विशेष सचिव,
 पर्यावरण, वन एवं जलवायु परिवर्तन विभाग
 बिहार, पटना