



No. BB/EE/NGD/BAA/2020-21/1637

भारत सरकार जल शक्ति मंत्रालय

Government of India, Ministry of Jal Shakti

जलसंसाधन, नदीविकास और गंगा संरक्षण विभाग

Department of Water Resources, RD & GR

ब्रह्मपुत्र बोर्ड : : Brahmaputra Board

बशिष्ठ: गुवाहाटी-29: Basistha, Guwahati-29



Dated: 28.11.2020

**Minutes of the Pre-Bid Meeting for
Agency for Regional Media campaign held on 27.11.2020 through VC**

The RFP for “**Agency for Regional Media campaign for Brahmaputra Aamantran Abhiyan**” was floated on 24.11.2020 (**CPPP Tender ID - 2020_BP_573110_1 and Brahmaputra Board Website**) with due date of opening on 03.12.200. The online pre-bid meeting was held on 27.11.2020 through Cisco WebEx Platform. The list of participants is attached at **Annexure- I**.

At the outset Vice Chairman, Brahmaputra Board welcomed all the Prospective Bidders or their representatives who attended the pre-bid meeting. He clarified that the efforts will be made to give immediate clarifications but reply of the query will be issued later on in writing. He further requested Secretary, Brahmaputra Board to proceed. Secretary, Brahmaputra Board requested all the participants one by one to present their questions regarding the RFP. All the Bidders and their representative were given opportunity and sufficient time to raise their questions seeking clarifications. The details of the questions and clarifications are as appended in **Annexure II**.

The pre-bid meeting ended with vote of thanks to the chair and all the participants.

Sd/-

Director-NEHARI, Brahmaputra Board

Copy to:

1. PPS to Chairman, Brahmaputra Board
2. PS to Vice-Chairman, Brahmaputra Board
3. Chief Engineer-I & Chief Engineer-II, Brahmaputra Board
4. All Dy. Chief Engineers and all Superintending Engineers, Brahmaputra Board
5. All Superintending Engineers, Brahmaputra Board
6. Chief Vigilance Officer, Brahmaputra Board
7. Dy. Financial Adviser, Brahmaputra Board
8. All Executive Engineer, B. Board for wide publicity in all office Notice Board
9. IT-Cell for uploading in Website <http://www.brahmaputraboard.gov.in/>

Pre-Bid Meeting for
“Agency for Regional Media campaign Brahmaputra Aamantran Abhiyaan”
on 27.11.2020 through VC

Clarifications on the queries received from the prospective bidders

| Sl. No. | Ref to RFP document | Query | Clarification |
|----------------|----------------------------|--|---|
| 1 | | Whether MSME exemption is applicable or not? | As per GFR, applicable on production of valid document. |
| 2 | Page 15 (SI No.6) | Is there any number of paid media to be considered in the financial proposal? | As per RFP, scope is limited to identification of paid media and submission to Brahmaputra Board for decision regarding their engagement against payment on actual basis. |
| 3 | | What will be the payment schedule for the Paid Media? | To be decide at the time of their engagement. |
| | | Is there any viewership target? | At least 1 lakh viewership is expected from North East Region. |
| 4 | Page 15 (SI No.2) | Will there be Press conferences and media interaction and where?. | Press conferences and media interaction will be arranged wherever required. However, such interaction may be considered at three of the day long halt stations namely Pasighat, Majuli, Guwahati. |
| 5 | | Whether National & International media coverage is also included under the proposal? | National, International and Social Media coverage would me managed by Ministry of Jalshakti Media Cell. Scope of the proposal is limited as per RFP document |
| | | Any limitation on number of crew member to accompany expedition team? | Keeping in view limited space available, it should be minimum not more than 2 on the raft. But for on surface programme it should be optimized and detailed in the proposal. |

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|---|-------------------------|--|--|
| 6 | Page 13 (Sl. No. 11) | Do media crew have to make their own arrangements for their food, travel, accommodation? | Yes. As per RFP document. |
| 7 | Page 32 | What will be the payment schedule for media crew? | As per RFP document. |
| 8 | | Is there any number decided for Camera required for Photography/ Videography? | Optimum number to be proposed by the agency. |

Session detail for 'Pre-Bid Meeting For Regional Media Campaign':**Held on :27/11/2020 at 1530hrs**

| Participant | Name | Email |
|--------------------|--|---------------------------|
| 1 | Sh. P. M. Scott, Vice Chairman-Brahmaputra Board | cebbo-cwc@nic.in |
| 2 | V D Roy, Secretary, Brahmaputra Board | vdroy-cwc@nic.in |
| 3 | Shyam Lal Meena, Dy Financial Adviser, Brahmaputra Board | s_lmeena@nic.in |
| 4 | Ranjit Deka, Guwahati Division, Brahmaputra Board | bbghydivision@gmail.com |
| 5 | Paragjit Sarma, AE, Brahmaputra Board | bbrd-ghy@nic.in |
| 6 | Jagadish Deka | jagadishdeka87@gmail.com |
| 7 | Jnandip Borgohain | info@kitemanja.com |
| 8 | Ashutosh | ashutosh@expression360.in |
| 9 | Sarju Prasad Mishra | tenders@centumad.com |
| 10 | Ranjit | rdeka77@gmail.com |
| 11 | Ritu Bora | taalcine@gmail.com |