

ASSAM TOURISM DEVELOPMENT CORPORATION LTD.

(A Govt. of Assam undertaking and ISO 9001:2015 certified organisation)

AsomParyatanBhawan (4th Floor), A. K. Azad Road, Paltanbazar, Guwahati – 8

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No.ATDC/3457/2022/ 2033

Date:03/09/2022



CORRIGENDUM CUM ADDENDUM

As per Pre-Bid Meeting held on 30.08.2022 in the office of the Managing Director, Assam Tourism Development Corporation Ltd. Guwahati-8 for the work “**Empanelment of Event Management**” following addendum are prepared for queries raised by the present bidders / representative as follows :-

Sl. No.	Party Name	Clause No.	Queries	Reply
1.	Insight Brandcom Pvt. Ltd.	Section-I 5(i)	Bidder must be having minimum average annual Audited turnover of Rs.500 lakhs (Rupees Five Hundred Lakhs) for Category A and Rs.100 lakhs (Rupees One Hundred Lakhs) for Category B during the last 3 years i.e. FY, 2019-20, 2020-21 and 2021-22. The Audited balance sheet for the last three (3) years along with Chartered Accountant should be submitted along with Bid/EOI along with auditors report. The Audit for the period 2021-22 has been initiated by most of the bidders as usually audit takes place during September to November period. Request you to kindly consider Audited Statements of FY 18-19, 19-20 & 20-21.	Provisional Certificate for the FY 2021-22 has to be submitted.
		Section-I 5(ii)	The Bidder should have experience of at least five (5) years in the field of National & International Event Management. Is it mandatory to have International event management experience or any of the international event management experience shall be considered?	Ok
			As the empanelment is for 2 categories Category A and B, kindly clarify what is the difference in the work to be carried out in the 2 categories.	As per value & volume of works.
2.	Span Communications	Section-II 1(4)	The bidder should have a full-fledged office in Assam presence in Guwahati to support timely service for the activities within the scope of the work.	Ok

			<p>The bidder must submit the Documentary Proof of such office.</p> <p>It is requested to kindly allow the agency to open a full-fledged office in Guwahati with the required personnel / manpower within 30 (thirty) days of issue of Letter of Award.</p> <p>Agencies may be allowed to submit an undertaking to this effect.</p>	
		Section-II 9(v & vii)	<p>Copy of up to date Labour License & Trade License.</p> <p>It is requested to kindly allow the agency to open a full-fledged office in Guwahati with the required personnel / manpower within 30 (thirty) days of issue of Letter of Award. Accordingly, Labour License & Trade License to be procured by the agency.</p> <p>Agencies may be allowed to submit an undertaking to this effect.</p>	Ok
			<p>We require time to prepare our bid after receiving reply to pre bid queries. Also, the bank takes 03 to 04 days to prepare bank guarantee for making EMD.</p> <p>In view of this, we request you to kindly extend the date of submission by a few days.</p>	Extension will not be granted.
3.	Bhawani Marketing		<p>Bidder should have experience of at least 5 years in the field of National & International Event Management.</p> <p>Is it mandatory to submit both National & International experience? or Anyone experience is sufficient to qualify for the said criteria.</p>	Not mandatory.
4.	Zangfai Events & Promotions Pvt. Ltd.		Is there any format for Bank Guarantee that needs to be submitted?	No such format.
			Will the cumulative turnover of the last 3 years be considered or individual turnover of each year?	Average turnover of last 3 years.
			Will the Case Study as mentioned to be discussed on 7 th Sep, 2022 be provided from ATDC or we need to prepare the same ourselves?	Technically eligible bidder will be informed by e-mail.
			For documents establishing bidder's eligibility, can you please explain Point No. 8 of furnishing a clause by clause compliance to the requirements?	The bidder have to compliance all clauses of the bid.

			Are there any documents required for qualifications and experience of key personnel required for administration?	Yes
5.	Tattva Creations	Section-II 1(2)	As the FY 2021-22 Audited Balance sheet is yet to finalise, can we submit a provisional certificate provided by CA?	Ok
		Section-II 3(a)	As Govt. of India notified regarding the bid processing fee exemption of MSME registered organisation. We are a MSME registered organisation. Will we get the exemption for the same?	Yes
		Section-II 3(b)	As Govt. of India notified regarding the bid processing fee exemption of MSME registered organisation. We are a MSME registered organisation. Will we get the exemption for the same?	Yes
		Section-II 6	If there are any amendments, will there be any extension of the submission date?	Extension will not be granted.
		Section-V	During the bidding phase should we submit only CVs or self-declarations that are also mandatory against the mentioned positions?	Ok
6.	Expression 360 Services India Pvt. Ltd.		As per your requirement we have to submit EMD/Bid Security of Rs.5 lakh for Category A and Rs.1 lakh for Category B in favour Bank Guarantee or FDR. Can we submit a Demand Draft against EMD/Bid Security?	No


 Managing Director
 Assam Tourism Dev. Corpn.Ltd.
 Date:03/09/2022

Memo. No. ATDC/3457/2022/

Copy to:

1. Sri Parikhit Phukan, CDP / Sri Ujjwal Sarma, CDO, for necessary action to upload the same in the website.
2. Notice Board.
3. Master file.


 Managing Director
 Assam Tourism Dev. Corpn.Ltd.