

Minutes of Pre-Bid- Meeting

Brief Description: Hiring of Agency for Development of Audio and Video for Celebration of Silver Jubilee of QCI

Date and Time for Pre-Bid meeting: October 22, 2021, 3.40 PM to 4.10 PM

Mod of Pre-Bid Meeting: Video Conference

The following Bidders' Representatives attended the pre-bid meeting:

S. No.	Name of the Prospective Bidders/Firms
1.	Graphis Ads
2.	Axis Communications
3.	Softline Studios
4.	Tamarind Global
5.	Delightful Events & Decor

QCI officials were present in the pre-bid meeting to provide clarification to the queries from the prospective bidders. The meeting began with a brief by the committee on QCI and its operations and the project intended to be undertaken through this EOI document.

In order to bring uniformity and clarity among the prospective bidders on the expectations of QCI, various terms and conditions as mentioned in the EOI document, the queries received from bidder(s) during pre-bid meeting were discussed and clarified. The clarifications arrived thereof are indicated as under:

SR. No.	Content of Para / Clause under Reference as per Bid Document	Queries/Suggestions	Response
1	<u>Page No. 3: 3 Scope of Work</u> f. Press Ad Release (Delhi/National)	The firms requested clarification over the press release (if it is required in different languages or Hindi/English)	The firm can suggest the list for a better reach.
2	<u>Page No. 5: Pre-qualification Criteria</u> <u>b. Turnover</u>	The firms requested more clarification over the turnover criteria.	Necessary corrigendum shall be issued in this regard.
3	<u>Location of the shoot</u>	The firms requested a clarification over the location of the shoot.	The location of the shooting depends on the storyline. If the script requires a location other than Delhi-NCR, it shall be considered.

- ❖ All above points are noted and decided by the firm.
 - a. These minutes of pre-bid meeting shall form the part of bid document/Agreement.
 - b. Rest of the terms and conditions and specifications of the bid document shall continue to remain same subject to corrigendum issued.
 - c. The above amendments/ clarifications are issued for the information for all the intending bidders.
 - d. The submission of bid by the firm shall be construed to be in conformity to the bid document, Corrigendum and amendments/ clarifications given above.