

## MINUTES OF MEETING

**Title: PRE BID MEETING FOR ANNUAL RATE CONTRACT FOR PUBLICATION OF TENDER NOTIFICATIONS, JOB ADVERTISEMENTS, CORRIGENDUM ETC.**

**Date:** 30<sup>th</sup> May, 2018

**Time:** 15:30 PM- 16.30 PM

**Venue:** NHSRC Clinic, Delhi.

**Objective:** Key discussion/clarification on doubts i.r.o. Tender of annual rate contract for publication of tender notifications, job advertisements, corrigendum etc.

The Following member were present at this meeting.

### **VENDORS :**

- |                       |                                   |
|-----------------------|-----------------------------------|
| 1. Mr. Aditya Bera    | M/s National Add Agency           |
| 2. Mr. Naresh Kumar   | M/s Yakshi Communication          |
| 3. Mr. Rajkumar Pawar | M/s Nirman Advertisement (P) Ltd. |
| 4. Mr. Shekhar        | M/s Invicta Media                 |
| 5. Mr. Deepak         | M/s Artnal Advertisement          |

### **TEC and Administration Member.**

- |                              |                               |
|------------------------------|-------------------------------|
| 1. Dr. Uddipan Dutta         | PAO                           |
| 2. Mr. Padam Khanna          | Sr. Consultant Knowledge Cell |
| 3. Mr. Gaurav Prakash        | Finance Manager               |
| 4. Mr. Subrat Patel          | Consultant H R                |
| 5. Mr. Bhupendra Kumar Singh | Consultant Admin              |

Points Raised by vendor	Decision from PAO/TEC.
Points raised by Mr. Aditya Bera of M/s National Add Agency that discount on DAVP rate is not justified and it should not be taken into account during tender evaluation.	It was suggested that this organization is using the facility since it started and also taking discount regularly, So this point can not be considered
Points raised by Mr. Aditya Bera of M/s National Add Agency and Mr. Shekhar of Invicta that instead of taking only single vendor who is L1, your agency may consider the empanelment of two vendor on rotation basis with L1 rate during tender evaluation.	It was agreed that the empanelment of two vendor may be considered with L1 rate on. The empanelment will be L1 and L2, if L2 is not ready with L1 rate then we may consider L3, L4 etc.

**FINANCIAL BID**

**\* To be submitted in a Separate Sealed Envelope super scribed as “FINANCIAL BID” RATES FOR Annual rate Contract for publication of Tender Notifications, Job Advertisement, Corrigendum etc**

Sl No	Name of Agency	News paper					
		National	Rate	Regional	Rate	Metro	Rate
Discount if Any on DAVP rates							
Total							
Grand total							

1. The rates quoted shall not exceed DAVP rate inclusive all taxes except GST. Nothing extra shall be applicable.
2. Lowest will be selected on basis of maximum discount on DAVP rates. More than one vendor may be empaneled at the lowest rate.
3. Applicable TDS will be deducted as per Income Tax applicable.

**SIGNATURE OF BIDDER**  
**(PROP. / Partner/ Authorized Signatory)**  
**Name & Address with Seal of the firm**

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