

**National Health Systems Resource Centre**  
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**WEBSITE: [www.nhsrccindia.org](http://www.nhsrccindia.org)**

**Dated: 29<sup>th</sup> February 2024**

**A. Pre-bid Meeting of EOI for Empanelment of Vendors for Designing, Printing, Videography, and Creative Work was held on 29.02.2024 at 03:00 PM at theatre, NHSRC Building under chairmanship of Brig. Sanjay Baweja, Principal Administrative Officer, NHSRC.**

**B. The list of attendees is as below:**

<b>Agency Representative(s)</b>		
<b>S. No.</b>	<b>Name of the Representative(s)</b>	<b>Agency Name/ Address</b>
1.	Pinki Talukdar	Aries Marketing Group
2.	Vinay Baweja	VIBA Press
3.	K.K. Malhotra	Rolleract Press Services
4.	Manik Khanna	Rogue Communications
5.	Manish Malik	Yukti Prints
6.	Varun Kaushik	Royal Press
7.	Jeevan Singh	Macro Enterprises
8.	Manpreet Singh	ASK Media & Technologies
9.	Yashasvi Bhardwaj	Four Dimensional Events
10.	Devendra Chopra	Vibhore Video Vision
11.	Ravindra Sinha	Double Eight Events

<b>NHSRC Personnel</b>		
<b>S. No.</b>	<b>Name</b>	<b>Designation</b>
1.	Brig. Sanjay Baweja	Principal Administrative Officer
2.	Khushboo Singh	Consultant, Publications
3.	Vinay Kumar	Consultant, Publications
4.	Prakash Kumar	Consultant, Publications

**C. The queries raised by the representative(s) of agency(s), followed by the clarification given by the NHSRC respectively are as below:**

**I. Manish Malik from Yukti Prints.**

**Question: What is the mode of bidding- online/offline?**

**Answer:** The bidding process is offline.

**II. Manish Malik from Yukti Prints.**

**Question: Is it required to bid for all the segments mentioned in the tender document as Yukti Prints provides designing services only?**

**Answer:** The vendor may bid in accordance with their core competencies to deliver quality output after work allocation.

- III. **Manish Malik from Yukti Prints.**  
**Question: What if we have further queries after this pre-bid meeting?**  
**Answer:** The pre-bid meeting of EOI has been organized to address your all queries today itself. However, vendor(s) may raise their queries by mail post this meeting too.
- IV. **Pinki Talukdar from Aries Marketing Group.**  
**Question: Are we supposed to present a PPT during another round of meeting?**  
**Answer:** PPT is not required. The vendor(s) must provide the proofs and credentials as mentioned in the tender document.
- V. **Vinay Baweja from VIBA Press.**  
**Question: Where can we get the financial specifications related to the tender?**  
**Answer:** It is available on the official website of NHSRC along with the tender/EOI document.
- VI. **Manish Malik from Yukti Prints.**  
**Question: Are we allowed to showcase previous work samples for better understanding of quality output by the vendor(s)?**  
**Answer:** NHSRC will specify the requirements at the time of work allocation post empanelment.
- VII. **Manish Malik from Yukti Prints.**  
**Question: Can NHSRC show the deliverables by previous agency(s) to the tentative participants willing to bid this year?**  
**Answer:** The agency(s) will receive the specifications related to each work allocated to the agency. Samples/ references may be provided post empanelment.
- VIII. **K.K. Malhotra from Rolleract Press Services.**  
**Question: It seems like NHSRC is more into printing of books.**  
**Answer:** The range of publicity materials has been increased with time. Short video films, events and IEC materials are more focused these days. NHSRC has a wide range of work to allocate to the agency(s)/ vendor(s), including 2D & 3D design, books, printing, etc.
- IX. **Devendra Chopra from Vibhore Video Vision.**  
**Question: What are the chances of empanelment for a startup company?**  
**Answer:** It is based on technical and financial review of the company.
- X. **Devendra Chopra from Vibhore Video Vision.**  
**Question: However, our company is one year old, but it is empanelled with DAVP too. We do provide quality delivery.**  
**Answer:** Empanelment will be as per the criteria and EOI.
- XI. **Pinki Talukdar from Aries Marketing Group.**  
**Question: How much weightage will be given to government and private projects during the review?**  
**Answer:** The tender document/ EOI uploaded on the website clarifies this.

- XII. P.A.O.: Agency(s)/vendor(s) are required to submit the certificates related to blacklisting/ litigation.**
- XIII. Manish Malik from Yukti Prints.**  
**Question: What is the parameter of selection – L1, quality or rate?**  
**Answer:** The NHSRC has a huge volume of work to allocate. It prefers best product at optimum price. Agency(s)/vendor(s) will have opportunity to agree on L1. GFR has clear instructions on L1.
- XIV. Vinay Baweja from VIBA Press.**  
**Question: How many agencies/ vendors will be empanelled by NHSRC?**  
**Answer:** NHSRC will empanel maximum eligible agencies/ vendors.
- XV. Devendra Chopra from Vibhore Video Vision.**  
**Question: What if an agency bids lower than the standard rate? It will impact other agencies negatively.**  
**Answer:** Action will be taken as per DOE, policy on the subject.
- XVI. Devendra Chopra from Vibhore Video Vision.**  
**Question: Our agency is willing to bid on standard rates. What does the NHSRC suggests?**  
**Answer:** It will be decided post technical & financial review.
- XVII. Manish Malik from Yukti Prints.**  
**Question: Is it allowed to quote two or three different rates in the annexure, based on quality of delivery (standard/ better)?**  
**Answer:** Agency(s)/Vendor(s) may quote as per their understanding. However, the annexure uploaded on the website will be considered.
- XVIII. Manish Malik from Yukti Prints.**  
**We will follow the annexure.**
- XIX. Manish Malik from Yukti Prints.**  
**Question: is the agency(s)/ vendor(s) supposed to develop content too?**  
**Answer:** NHSRC will provide the final text (content) to be used for designing. Agency(s) is not allowed to alter the text. Proofreading will be required for quality output.
- XX. Devendra Chopra from Vibhore Video Vision.**  
**Question: The annual turnover criteria is 50 lac which is too low. It must be above 1 crore.**  
**Answer:** NHSRC deals in various types of work. The turnover of 50 lac per annum was kept to inline with the scope of work and give equitable opportunity to each bidder.
- XXI. Jeevan Singh from Macro Enterprises.**  
**Question: Are we required to provide copyediting services?**  
**Answer:** Copyediting services are also required.
- XXII. Jeevan Singh from Macro Enterprises.**

**Question: How does NHSRC allocate work to agency(s)/vendor(s)?**

**Answer:** NHSRC issues P.O. to the related agency(s)/vendor(s).

The meeting ended with a vote of thanks.

s/d

**Brig. Sanjay Baweja (Retd.)**  
**Principal Administrative Officer, NHSRC, New Delhi**