

**Government of Meghalaya
Information Technology & Communication Department**

No. ITC(R) 14/2018/117

Dated Shillong the 20th August 2018

ADDENDUM & CORRIGENDUM - I

Request for Proposal (RFP) For
Engagement of an Agency
For
Social Media Management
And
Development & Maintenance of Website with Dashboard
For
The Chief Minister's Office, Govt. of Meghalaya
(RFP No. ITC(R) 14/2018/37 Dated Shillong, the 10th July, 2018)

Further to RFP, amendments are notified as below. All other requirements information / Terms and Conditions shall remain unchanged.

ADDENDUM

1 Addendum to the RFP

1.1. The following has been added in clause 1.5 Pre-qualification
Criteria of the RFP,

S/N	Broad Criteria	Basic Requirement	Specific Requirement	Documentary Proof to be submitted
11	Consortium or Joint Venture		Bidders are allowed to form a consortium in which case the prime-bidder should meet the Pre-qualification criteria mentioned in this RFP/ TENDER, except for cases where it is specified otherwise. Maximum 2 partners/entities will be allowed, with one having experience in Social Media Management and the other with Website Development experience. Out of which one bidder would be considered as Prime Bidder, who will be responsible for the implementation of the entire project (CMO's Social media management and CMO's Website Development and management), which should be clearly indicated in the consortium agreement. For Technical Evaluation, the experience/credentials of both of the consortium partners will be taken into consideration.	Consortium Agreement on non-judicial stamp paper needs to be submitted

1.2. The following sub-clause has been added in clause 1.7 Payment of the RFP:

“d) The payment for Training, shall be released in full after the training is completed.”

CORRIGENDUM

2. AMENDMENTS TO RFP

2.1. The following clause in Section 1.2 RFP Schedule & Critical Dates, in the RFP:

S. No	Event	Date
4	Last date of submission of bids	9 th August 2018 at 3 PM
5	Opening of Pre-Qualification Bids	9 th August 2018 at 4 PM
6	Opening of Technical Bids	10 th August 2018 at 11 AM
7	Presentation by Bidders	17 th August 2018 at 11 AM
8	Opening of Financial Bids	17 th August 2018 at 3 PM

Stands ammended as,

S. No	Event	Date
4	Last date of submission of bids	4 th September 2018 at 3 PM
5	Opening of Pre-Qualification Bids	4 th September 2018 at 4 PM
6	Opening of Technical Bids	7 th September 2018 at 11 AM
7	Presentation by Bidders	14 th September 2018 at 11 AM
8	Opening of Financial Bids	14 th September 2018 at 3 PM

2.2. The following clause in Section 1.5 Pre-qualification Criteria of the RFP,

S/N	Broad Criteria	Basic Requirement	Specific Requirement	Documentary Proof to be submitted
1	Legal Entity		Entity shall mean a company registered in India under the Companies Act 1956, or a partnership/proprietary firm registered under the relevant and prevailing laws relating to partnership/proprietorship in India, and operating for the last 5 years in Business as on March 31, 2018	<ul style="list-style-type: none"> i. Certificates of incorporation ii. Registration Certificates iii. GST Registration iv. Copy of PAN and TAN
2.	Experience in Social Media Management	Work Experience in Website and Social Media	The agency must have an experience of at least 5 years in the field of Social Media Management and must have undertaken a few Social Media Management projects in government structure.	Copies of the work orders OR completion Certificates from the clients.
3	Turnover	Revenue from IT/ITES Services	Average turnover of Rs. 2 Crores in the last three financial years. (Year 2016-17, 2015-16, 2014-15)	CA's certificate certifying the same should be submitted.
4	Technical Criteria	In-house development facility	The agency must have in-house development facilities for production and editing of contents in all forms including video in high definitions, research based technical content etc.	Self-certification on the letter head

5	Technical Experience	Followers in Social Media	The agency must have managed popular social networking platform/s such as FaceBook, Twitter, WhatsApp , YouTube, Instagram etc. for a govt/ non govt entity with at least 1.-1.2lacs followers/persons liking/reviewing the content on a topic or page in last two years	Self-certified copy of images having followers/viewership of the social media with necessary link & self-declaration in the letter head also.
10	Blacklisting	A self-certificate letter from the authorized signatory within the Bidder's firm/company	Bidders should not have been blacklisted by any of the State or Central Government Department/organizations due to any criminal & Cyber offence/fraudulent practice by any investigating authority or Court of law in the country	Self-certified letter/Undertaking from the agency on the firm/company's Letter Head.

Standards Amended as,

S/N	Broad Criteria	Basic Requirement	Specific Requirement	Documentary Proof to be submitted
1	Legal Entity		Entity shall mean a company registered in India under the Companies Act 1956, or a partnership/proprietary firm registered under the relevant and prevailing laws relating to partnership/proprietorship in India, and operating for the last 2 years in Business as on March 31, 2018	<ul style="list-style-type: none"> i. Certificates of incorporation ii. Registration Certificates iii. GST Registration iv. Copy of PAN and TAN
2.	Experience in Social Media Management	Work Experience in Website and Social Media	The agency or consortium partners must have a combined experience of at least 3 years in the fields of Social Media Management and website development and must have undertaken a few Social Media Management projects in government structure.	Copies of the work orders OR completion Certificates from the clients.
3	Turnover	Revenue from IT/ITES Services including Services related to Social Media and Website management	The Agency or Prime bidder (in case of a consortium) should have average annual turnover of Rs. 2 Crores in the last two financial years. (Year 2017-18, 2016-17)	CA's certificate certifying the same should be submitted.
4	Technical Criteria	In-house development facility	The agency or consortium partners must have in- house development facilities for production and editing of contents in all forms including video in high definitions, research based technical content etc.	Self-certification on the letter head

5	Technical Experience	Followers in Social Media	The agency or consortium partners must have managed popular social networking platform/s such as FaceBook, Twitter, WhatsApp , YouTube, Instagram etc. for a govt/ non govt entity with at least 1.-1.2lacs followers/persons liking/reviewing the content on a topic or page in last two years	Self-certified copy of images having followers/viewership of the social media with necessary link & self-declaration in the letter head also.
10	Blacklisting	A self-certificate letter from the authorized signatory within the Bidder's firm/company	Bidders or consortium partners should not have been blacklisted by any of the State or Central Government Department/organizations due to any criminal & Cyber offence/fraudulent practice by any investigating authority or Court of law in the country	Self-certified letter/Undertaking from the agency on the firm/company's Letter Head.

2.3. The following clause in Sl. No. 6 of Section 1.5 Pre-qualification Criteria, of the RFP

6.	Experience in Web Development	Experience in Social Media Application Development	The agency must have developed and managed social media applications for Central/State Government organisations or PSUs or leading organisations in the Private Sector of at least 12 months' duration of worth minimum Rs. 50 lakhs in the last three financial years (as on year ending on 31st March 2016, 2017 & 2018)	Copy of the Completion Certificate from the Client along with the Work Order in case of Completed Work. Copy of Work Order & Client's Certificate in case of On-going projects.
7	Bidder's Positive Net Worth	Details of the assets & liabilities of the bidder	The bidder should have positive net-worth in each of the last three Financial Years (as on years ending on 31st March 2015, 2016 & 2017)	Extracts from the audited Balance sheet and Profit & Loss Account; OR Certificate from the statutory auditor

Standards amended as,

6.	Experience in Web Development	Experience in Web Development and Management	The agency or consortium partners must have developed Websites for Central/State Government organisations or PSUs or leading organisations in the Private Sector and managed the websites for at least 12 months' duration, the value of which should be of minimum cumulative worth of Rs. 30 lakhs in the last three financial years (as on year ending on 31st March 2018)	Copy of the Completion Certificate from the Client along with the Work Order in case of Completed Work. Copy of Work Order & Client's Certificate in case of On-going projects.
7	Bidder's Positive Net Worth	Details of the assets & liabilities of the bidder	The agency or consortium partners should have positive net-worth in each of the last two Financial Years (as on years ending on 31st March 2018 & 2017)	Extracts from the audited Balance sheet and Profit & Loss Account; OR Certificate from the statutory auditor or Chartered Accountant

2.4. The following paragraph in SECTION I, Sub-section 1.7 Earnest

Money Deposit of the RFP :

“ (i) Each bidder is required to submit Rs 50,000/- (Rupees Fifty Thousands only) as Earnest Money Deposit (EMD) in the form of Bank Draft / Demand Draft in favour of “Member Secretary, MITS”

(ii) Tender Fee of Rs.1000/- in favour of “Member Secretary, MITS”. Please note that only those bidders who have paid the tender fee shall be allowed to attend the Pre-Bid Conference.”

Standards amended as

“(i) Each bidder is required to submit Rs 50,000/- (Rupees Fifty Thousands only) as Earnest Money Deposit (EMD) in the form of Bank Draft / Demand Draft in favour of “Member Secretary, MITS” except for agencies that are MSMEs or registered under NSIC. Such MSME/NSIC registered firms shall have to submit the relevant documentary proofs supporting their claims.

(ii) Tender Fee of Rs.1000/- in favour of “Member Secretary, MITS”. Please note that only those bidders who have paid the tender fee shall be allowed to attend the Pre-Bid Conference, except for agencies that are MSMEs or registered under NSIC. Such MSME/NSIC registered firms shall have to submit the relevant documentary proofs supporting their claims.”

2.5. The following paragraph in SECTION II, Sub-section 2.1 of the RFP,

“All the statements, documents, certificates uploaded by bidders should be signed and sealed by the bidder, owning full responsibility for their correctness / authenticity.”

Standards amended as,

“All the statements, documents, certificates submitted by bidders should be signed and sealed by the bidder, owning full responsibility for their correctness / authenticity.”

2.6. The following paragraph in SECTION II, Sub-section 2.4.5.6 Indemnity of the RFP :

“The Agency shall execute and furnish to MITS a Deed of Indemnity in favour of the MITS in a form and manner acceptable to the State, indemnifying the MITS from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the Contract period out of;”

Standards amended as

“The Agency shall execute and furnish to MITS a Deed of Indemnity in favour of the MITS in a form and manner acceptable to the State, indemnifying the MITS from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and for 2 year after the Contract period out of:”

2.7. The following paragraph in SECTION III, Sub-section 3.1 Scope of Work, point XXIII of the RFP :

“Pre and Post establishment support - Any kind of support with regard to smooth functioning of hardware/equipment, software development. - The agency should provide 24 x 7 technical-support for maintenance of Chief Minister’s various Social Media Platforms through in-house staff.”

Stands amended as

“Pre and Post establishment support - Any kind of support with regard to smooth functioning of hardware/equipment, software development. - The agency should provide 24 x 7 technical-support (primarily the support will be from 8AM to 10PM, Monday to Saturday, apart from exceptional cases e.g. emergency situations, disasters, etc.) for maintenance and management of Chief Minister’s various Social Media accounts and contents through in-house staff.”

2.8. The following Table A: Project Costs in Annexure 3: Financial Bid Format,

S/N	Description	Amount in Indian Rupees. (A)	Taxes (B)	(C)=(A)+(B)
1.	Management of Social Media Communication Hub with 24 x 7 mode of functioning, Social Media Monitoring & Management for Chief Minister’s Office for 3 years from the date of UAT of CMO website as per the scope of work. (The selected Agency/Consultant will be required to deploy the resources as mentioned in Scope of Work of Section III, Point No. C)			
2.	Development of CMO’s Website with Dashboard			
3.	Maintenance of the CMO’s website with Dashboard after GoLive for 3 years from the date of UAT as per the scope of work (The selected Agency/Consultant will be required to deploy the resources as mentioned in Scope of Work of Section III, Point No. C)			
4.	Grand Total (in Rupees)			

Grand Total (in words):

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Stands ammended as:

S/N	Description	Amount in Indian Rupees. (A)	Taxes (B)	(C)=(A)+(B)
1.	Management of Social Media Communication Hub with 24 x 7 mode of functioning (primarily 8AM-10PM, Monday to Saturday, apart from exceptional cases e.g. emergency, disaster etc.), Social Media Monitoring & Management for Chief Minister's Office for 3 years from the date of UAT of CMO website as per the scope of work. (The selected Agency/Consultant will be required to deploy the resources as mentioned in Scope of Work of Section III, Point No. C)			
2.	Development of CMO's Website with Dashboard			
3.	Maintenance of the CMO's website with Dashboard after GoLive for 3 years from the date of UAT as per the scope of work (The selected Agency/Consultant will be required to deploy the resources as mentioned in Scope of Work of Section III, Point No. C)			
4.	Training Cost: Cost of 1 day training for a batch of 20 officers (Training hall facility shall be provided by Government of Meghalaya). This training is for officers other than those belonging to CMO. Officers belonging to CMO shall be trained free of cost, on the job, as and when the need arises.			
	Grand Total (In Rupees)			

Grand Total (in words):

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2.9. The following table in SECTION IV, Service Level Agreement of the RFP:

Sl. No.	Milestone	Target	Requirement/Consideration Period	Penalty
1	User base/followers	T+1 Year T is the Go-live date	Number of followers from India across various platforms to be increased by 50000.	0.1% of the yearly cost for management of Social media per 10000 fewer users
2	Daily Post/responses – Very high importance	Within 1 Hour	Social Media post (tweet/Facebook post/Youtube video etc) should be ready and posted within an hour of the event	Rs. 1000/per post/per Additional hour
3	Daily Post/responses – High Importance	Within 2 Hours	Social Media post (tweet/Facebook post/Youtube video etc) should be ready and posted within 2 hours of the event	Rs. 1000/per post/per Additional hour
4	Daily Post/responses – Normal Importance	Within 6 hours	Social Media post (tweet/Facebook post/Youtube video etc) should be ready and posted within 6 hours of the event	Rs. 1000/per post/per Additional hour
5	Security Breach	Within 1 hour	Security breach should be reported and dealt with within an hour of occurrence	Rs. 1000 per Additional hour
6	Customized Reports	Within 2 days	Any customized report/analysis that is required by the Government should be provided within 2 working days.	Rs 2000 per customized report per day of delay beyond target.
7	Manpower – Key Resource Deployment	T+1 Day T is the Go-live	The Key resources should be posted on the project from the start day. Onsite co-ordinator should be present	Rs 2000 per day of delay from the target date.

		date	at Shillong. Offsite staff's names and designation should be made official.	More than 10 days will be breach of Contract
8	Development and hosting of CMO's Website	3 months from the date of signing of agreement	The CMO website with all the required featured should be up and running within 3 months from the signing of agreement	Rs.5000 per additional week
9	Website uptime		The website should not be down during core working hours unless for emergency situation like security breach. In such case, the issue should be reported and resolved within an hour of occurrence. Regular maintenance should be scheduled during non-core hours.	Rs. 1000/- per additional hour of downtime
10	Website content update – High Priority/Importance	Within 3 hours	Website should be updated with content within 3 hours of communication of the event in case high priority/important content.	Rs. 1000/- per additional hour.
11	Website content update – Normal Importance	Within 8 hours	Website should be updated with content within 8 hours of communication of the event in case normal priority/important content.	Rs. 1000/- per additional hour

Standards amended as

<i>Sl. No.</i>	<i>Milestone</i>	<i>Target</i>	<i>Requirement/Consideration Period</i>	<i>Penalty</i>
1	User base/followers	T+1 Year T is the Go-live date	Number of followers from India across various platforms to be increased by 50000.	0.1% of the yearly cost for management of Social media per 10000 fewer users
2	Daily Post/responses – Very high importance	Within 1 Hour for Text and image update and 3 hours for video content	Social Media post (tweet/Facebook post/Youtube video etc) should be ready and posted within 1 and 3 hours of the event	Rs. 1000/per post/per Additional hour. Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.
3	Daily Post/responses – Normal Importance	Within 8 hours for text and image update and 12 hours for video content	Social Media post (tweet/Facebook post/Youtube video etc) should be ready and posted within 8 to 12 hours of the event	Rs. 1000/per post/per Additional hour. Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.
4	Security Breach	Within 1 hour	Security breach should be reported and dealt with within an hour of occurrence	Rs. 1000 per Additional hour. Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.

5	Customized Reports	Within 2 days	Any customized report/analysis that is required by the Government should be provided within 2 working days.	Rs 2000 per customized report per day of delay beyond target. Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.
6	Manpower – Key Resource Deployment	T+1 Day T is the Go-live date	The Key resources should be posted on the project from the start day. Onsite co-ordinator should be present at Shillong. Offsite staff's names and designation should be made official.	Rs 2000 per day of delay from the target date. More than 10 days will be breach of Contract
7	Development and hosting of CMO's Website	3 months from the date of signing of agreement	The CMO website with all the required featured should be up and running within 3 months from the signing of agreement	Rs.5000 per additional week. Upto maximum of 10% of the cost of Development of CMO's Website with Dashboard, beyond which it will be considered as breach of contract.
8	Website uptime		The website should not be down during core working hours unless for emergency situation like security breach. In such case, the issue should be reported and resolved within an hour of occurrence. Regular maintenance should be scheduled during non-core hours.	Rs. 1000/- per additional hour of downtime. Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.
9	Website content update – High	Within 6 hours	Website should be updated with content	Rs. 1000/- per additional hour.

	Priority/Importance		within 6 hours of communication of the event in case high priority/important content.	Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.
10	Website content update – Normal Importance	Within 12 hours	Website should be updated with content within 12 hours of communication of the event in case normal priority/important content.	Rs. 1000/- per additional hour. Upto maximum of 10% of quarterly social media management and website maintenance fee, beyond which it will be considered as breach of contract.

2.10. The following table in Annexure 4: Evaluation Criteria (Technical) of the RFP:

ii)	Quality Certification	Max: 10
	ISO 9001: 2008 (Quality Management)	03
	ISO: 20000	01
	ISO: 27001:2013	01
(iii)	CMM level 3: 2 marks CMM level 4 and above : 5 marks Documents: CMM level certificates , ISO certificate	05
	Social Media Management with more than 1.5 Lac followers.	Max: 05
	One Organisation: 2 Marks More than one organisations: 5 Marks Documents: Self certificate along with the screen shot of the verified account of the organization.	05

Standards Amended As

ii)	Quality Certification	Max: 5
	ISO 9001: 2008 (Quality Management)	01
	ISO: 20000	01
	ISO: 27001:2013	01
	CMM level 3 and above : 2 marks	02
	Documents: CMM level certificates , ISO certificate	
(iii)	Social Media Management with more than 1.5 Lac followers.	Max: 10
	1 Organization: 2 Marks 2-4 organizations: 6 Marks More than 4 : 10 Marks	10
	Documents: Self certificate along with the screen shot of the verified account of the organization.	

3. The following table in Annexure 6: Pre-qualification Format of the RFP:

S/N	Broad Criteria	Basic Requirement	Specific Requirement	Documentary Proof to be submitted	Compliance (Yes / No)	Ref. Page no.
1	Legal Entity		Entity shall mean a company registered in India under the Companies Act 1956, or a partnership/proprietary firm registered under the relevant and prevailing laws relating to partnership/proprietorship in India, and operating for the last 5 years in Business as on March 31, 2018	<ul style="list-style-type: none"> i. Certificates of incorporation ii. Registration Certificates iii. GST Registration iv. Copy of PAN and TAN 		
2	Experience in Social Media Management	Work Experience	The agency must have an experience of at least 5 years in the field of Social Media Management and must have undertaken a few Social Media Management projects in government structure.	Copies of the work orders OR completion Certificates from the clients.		
3	Turnover	Revenue from IT/ITES Services	Average turnover of Rs. 2 Crores in the last three financial years. (Year 2016-17, 2015-16, 2014-15)	CA's certificate certifying the same should be submitted.		
4	Technical Criteria	In-house development facility	The agency must have in- house development facilities for production and editing of contents in all forms including video in high definitions, research based technical content etc.	Self-certification on the letter head		

6	Experience in Web Development	Experience	The agency must have developed and managed social media applications for Central/State Government organisations or PSUs or leading organisations in the Private Sector of at least 12 months' duration of worth minimum Rs. 50 lakhs in the last three financial years (as on year ending on 31st March 2016, 2017 & 2018)	Copy of the Completion Certificate from the Client along with the Work Order in case of Completed Work. Copy of Work Order & Client's Certificate in case of On-going projects.		
7	Bidder's Positive Net Worth	Details of the assets liabilities	The bidder should have positive net-worth in each of the last three Financial Years (as on years ending on 31st March 2015, 2016 & 2017)	Extracts from the audited Balance sheet and Profit & Loss Account; OR Certificate from the statutory auditor		
8.	Conflict of Interest		Bidder should not have a conflict of interest in the assignment in question as specified in the bidding document. Comply with the code of integrity as specified in the bidding document.	Self-Declaration / Certification on the company/firm letter head.		
9	Power of Attorney	Authorized Representative from Bidder	A power of attorney / Board resolution in the name of the person signing the bid	Original Power attorney/Board resolution copy		
10	Blacklisting	A self-certificate letter from the authorized signatory within the Bidder's firm/company	Bidders should not have been blacklisted by any of the State or Central Government Department/organizations due to any criminal & Cyber offence/fraudulent practice by any investigating authority or Court of law in the country	Self-certified letter/Undertaking from the agency on the firm/company's Letter Head.		
11	(i) Details of EMD of Rs.50,000 and (ii) Tender Fee of Rs.1,000					

Standards amended as

S/N	Broad Criteria	Basic Requirement	Specific Requirement	Documentary Proof to be submitted	Compliance (Yes / No)	Ref. Page no.
1	Legal Entity		Entity shall mean a company registered in India under the Companies Act 1956, or a partnership/proprietary firm registered under the relevant and prevailing laws relating to partnership/proprietorship in India, and operating for the last 2 years in Business as on March 31, 2018	<ul style="list-style-type: none"> i. Certificates of incorporation ii. Registration Certificates iii. GST Registration iv. Copy of PAN and TAN 		
2	Experience in Social Media Management	Work Experience	The agency or consortium partners must have a combined experience of at least 3 years in the fields of Social Media Management and website development and must have undertaken a few Social Media Management projects in government structure.	Copies of the work orders OR completion Certificates from the clients.		
3	Turnover	Revenue from IT/ITES Services including Services related to Social Media and Website management	The agency or Prime bidder (in case of a consortium) should have average annual turnover of Rs. 2 Crores in the last two financial years. (Year 2016-17, 2017-18)	CA's certificate certifying the same should be submitted.		
4	Technical Criteria	In-house development facility	The agency or consortium partners must have in-house development facilities for production and editing of contents in all forms including video in high definitions, research based technical content etc.	Self-certification on the letter head		

5	Technical Experience	Followers	The agency or consortium partners must have managed popular social networking platform/s such as FaceBook, Twitter, WhatsApp , YouTube, Instagram etc. for a govt/ non govt entity with at least 1.- 1.2lacs followers/persons liking/reviewing the content on a topic or page in last two years	Self-certified copy of images having followers/viewership of the social media with necessary link & self-declaration in the letter head also.		
6	Experience in Web Development	Experience	The agency or consortium partners must have developed Websites for Central/State Government organisations or PSUs or leading organisations in the Private Sector and managed the websites for at least 12 months' duration, the value of which should be of minimum cumulative worth of Rs. 30 lakhs in the last three financial years (as on year ending on 31st March 2018)	Copy of the Completion Certificate from the Client along with the Work Order in case of Completed Work. Copy of Work Order & Client's Certificate in case of On-going projects.		
7	Bidder's Positive Net Worth	Details of the assets liabilities	The bidder or consortium partner should have positive net-worth in each of the last two Financial Years (as on years ending on 31st March 2017 & 2018)	Extracts from the audited Balance sheet and Profit & Loss Account; OR Certificate from the statutory auditor		
8.	Conflict of Interest		Bidder should not have a conflict of interest in the assignment in question as specified in the bidding document. Comply with the code of integrity as specified in the bidding document.	Self-Declaration / Certification on the company/firm letter head.		
9	Power of Attorney	Authorized Representative from the Bidder	A power of attorney / Board resolution in the name of the person signing the bid	Original Power attorney/Board resolution copy		
10	Blacklisting	A self-certificate letter from the authorized signatory within the Bidder's firm/company	Bidders or consortium partners should not have been blacklisted by any of the State or Central Government Department/organizations due to any criminal & Cyber offence/fraudulent practice by any investigating authority or Court of law in the country	Self-certified letter/Undertaking from the agency on the firm/company's Letter Head.		

11	Consortium or Joint Venture		<p>Bidders are allowed to form a consortium in which case the prime-bidder should meet the Pre-qualification criteria mentioned in this RFP/ TENDER, except for cases where it is specified otherwise. Maximum 2 partners/entities will be allowed, with one having experience in Social Media Management and the other with Website Development experience. Out of which one bidder would be considered as Prime Bidder, who will be responsible for the implementation of the entire project (CMO's Social media management and CMO's Website Development and management), which should be clearly indicated in the consortium agreement. For Technical Evaluation, the experience/credentials of both of the consortium partners will be taken into consideration.</p>	Consortium Agreement on non-judicial stamp paper needs to be submitted		
12	(i) Details of EMD of Rs.50,000 and (ii) Tender Fee of Rs.1,000					