

U-11011/1/2012-NAD-9
Government of India
Ministry of Statistics & P.I.
Central Statistics Office
National Accounts Division

Sardar Patel Bhavan
Parliament Street
New Delhi-110 001

Office Memorandum

Date: 24th February 2012

**Subject: Clarification/corrigendum on the tender document
published on 7th / 8th February 2012.**

In order to host the 4th OECD World Forum at New Delhi from 16th to 19th October 2012, a tender has been floated by this Ministry to select a suitable Professional Conference Organiser (PCO). A pre-bid meeting was held in the basement hall of the Sardar Patel Bhawan, Sansad Marg, New Delhi – 110001, on 22th February, 2012 at 11.30 A.M as per the schedule presented in the tender documents.

The following PCOs attended the meeting:-

- a) M/s Cox & Kings
- b) M/s FICCI
- c) M/s KOUNI Destination Management
- d) M/s WIZCRAFT
- e) M/s Orbids Corporate

As per the discussions, the following clarifications were provided. PCOs participating in the meeting were requested to submit their bids taking these clarifications in account:-

Sl.No.	Item No. (as per the Financial bid documents)	Query raised	Action
(1)	(2)	(3)	(4)
1.	Item - A	a)How long the conference hall will be used in a day? b)What will be minimum committed no. of participants?	a)Main conference hall will be booked for 24 hours for all the days of the conference. b)"Estimated no./quantity" should be taken as "1000" in place of "1500". The minimum committed no. of participants would be "750". However, the rate should be quoted for 1000 persons.
2.	Item - G	Security systems are already inbuilt in	Yes. But please note that this cost

Sl.No.	Item No. (as per the Financial bid documents)	Query raised	Action
(1)	(2)	(3)	(4)
		the venue. Whether to quote separately?	will not be added to the Grand Total .
	Item-I(6)	Temporary data cards are not available on rental.	Price may be quoted if possible. However, this cost will not be added to the Grand Total .
3.	Item - O	Simultaneous interpretation – required in how many languages?	The presentations will be in English language only. However, interpretation may be required in French language. Rates may be quoted in anticipation of the requirement. Hence, no need to add the cost of this item to work out the Grand Total.
4.	Item – U(1)	Fabrication/demolition period for a/c Hanger to be mentioned or not.	The Hanger will be in operation for all the four days and rate should be quoted accordingly. In case there is any cost for fabrication/demolition, the same has to be included in the overall cost.
5.	Item – U (9 & 10)	What for the 8 halls and rooms for simultaneous interpretation are required? What will be the capacity of the halls?	These items need not be quoted or if quoted its cost should not be included in the total cost.
6.	Item – U (general)	Quantity of tea/coffee etc. required in the additional halls - as given in the footnote.	The facilities should be in place. But the rates need not be quoted and if availed it will be on actual basis.
7.	Item – W (all)	Clarification on liquor	Only soft drink would be quoted. Hard drink, if any, will be paid on actual basis. This would be applicable in all the cases where “liquor” has been mentioned.
8.	Item - Z	a) Volvo buses are not available at Agra. If, train is used for transport, delux buses can be arranged.	Two rates are to be quoted viz. a) by Volvo buses from Delhi to Agra and back and b) transportation by train and delux buses at Agra. The rate for the Volvo bus journey should be taken to work out the Grand Total and not the rate for the train journey. The rate should be provided for 500 foreign participants.

Sl.No.	Item No. (as per the Financial bid documents)	Query raised	Action
(1)	(2)	(3)	(4)
		b) Guide in how many languages?	b) In English language. May also quote the rate for the guide in French. For Grand Total, the cost for the Guide in English is to be taken.
9.	Item-AB(1)	Indian Artists of International repute.	A list of such maestros should be provided whom the tenderer can present with the respective amount to be charged by them.
10.	Item-AE(2)	How many rooms required for self-paid delegates?	"Estimated no./quantity" should be taken as "300" in place of "750". Rates will be quoted for 300 rooms only and need not be added to the total.
11.	Eligibility Criterion. Item-f (Annexure-II)	How many rooms should be blocked for delegates?	The tenderer must block 750 rooms (450 in 4 star and 300 in 5 star hotel) for accommodation.

The clarifications / modifications will be read along with the tender document and the bid should be made by the stipulated date.


 (S.Hazra)
 Deputy Director General, NAD