

Government of India
Ministry of Tourism
(Marketing, Promotion and International Cooperation Division)

Transport Bhawan
1-Sansad Marg
New Delhi

File. No. (MPI)-21/2/2025-M&PI-Part(1)

Date: 13.02.2025

CORRIGENDUM

Subject: Clarification of the queries in respect of Tender No. (MPI)-21/2/2025-M&PI-Part(1) for design and construction of India Pavilion at ITB, Berlin 2025 from 4th - 6th March 2025

Reference is invited to the Ministry of Tourism's Tender No (MPI)-21/2/2025-M&PI-Part(1) dated 06.02.2025 for Design and construction of India Pavilion at ITB 2025, to be held in Berlin from 4th - 6th March 2025.

2. In this context, corrigendum indicating clarification and reply to the queries asked during pre-bid meeting held on 10.02.2025 is annexed
3. This issue with the approval of competent authority.



(Sudeshna Ramkumar)
Assistant Director General

Encl: - As above

To,
All perspective bidders

PRE-BID CLARIFICATION ITB 2025**M/s 6th P Marketing**

Sl. No.	Tender Clause No.	Page No.	Current Requirement	Clarification Requested	Response of the Ministry
1.	II. 1. i	3	Accomplished and completed such/similar project of reputed successfully as under during the last 5 financial years ending March (2024) : a) Minimum one project of at least Rs 4.00 cr (or) b) Two projects of at least Rs 2.00 cr (or) c) Three projects of at least Rs 1.25 – 1.50 cr	Nowhere it is mentioned Tradeshows/Exhibition In overseas market so even conferences and meetings, roadshows will be eligible? Also are these works have to be for government or private. Please clarify	The work includes conceptualization, design and construction of India Pavilion and providing other related ancillary services (as detailed under Eligibility Criteria point no. II of the tender) for ITB Berlin.
2.	II. 1. ii	4	In the case of Consortium/JV participating in this tender, the works of any of the individual members of the Consortium/JV done independently will be considered as valid for “works of similar nature” also the accomplishment of projects would only be considered for any one agency (selected by the applicant)	If the accomplishment of projects would only be considered for any one agency then what is the use of Consortium/JV. ITS CLEARLY MENTIONED IN THE Manual for Procurement of Consultancy & Other Services that purpose of Consortium/JV is to increase the technical responsiveness of their proposal, and make larger pools of experts available or for other reasons. YOU ARE REQUESTED TO	In consideration to the observation of the prospective bidder clause no. II.1.ii may be read as In case of consortium /JV participating in this tender, the works done by the consortium/JV partners will be considered provided that the work orders and completion certificates for such works were in their own

				ALLOW THE COLLECTIVE ACCOMPLISHMENT OF THE CONSORTIUM PARTNERS	company name or the same consortium/JV partners who are bidding should have executed the similar works.
3.	II. 1. iv	4	Documents Required: The bidder should submit a copy/copies of the work order(s) issued in the name of the agency as well as copies of work completion certificate of the same work, clearly indicating the value of the work of similar nature. If the work order contains several works of other nature (as well), only the value of the works of a similar nature shall be considered for work experience. If the value of the works of similar nature is not specifically mentioned in the cost breakup, the work experience against that work order, the authority will have discretionary powers to either consider or not consider the same as valid. Without	PLEASE consider work/purchase orders only, as completion certificates are very rarely issued. Even Ministry of Tourism themselves do not issue the completion certificates	The clause may be kept as it is and bidder should submit the completion certificate.

			supporting completion certificate, the works will not be considered as valid.		
4.	II. 4	5	A professional agency with an average annual turnover of Rs. <u>5.00</u> crore or more (if Annual turnover of agencies in USD /Euro, etc. then the same should be converted and quoted in INR using official exchange rate of the Ministry of External Affairs, Govt. of India for the month of February 2025 at Annexure-9 attached) during last 5 financial years as per Annexure - 4	Since in FY 2020-2021 and 2021-2022 there were no physical exhibitions due to covid 19 pandemic so either make it in any three of the last five financial years or consider 2017-18 and 2018-19 secondly CVC guidelines clearly state that the required turnover value should be at least 30% of the estimated cost but in this case it is more than 100%. (guidelines attached) also other ministries are following best of three Financial years in last 5 procedure. (sample attached)	During the Pre Bid Meeting today (10.02.25), this point was raised by other agencies as well. Therefore, the request may be considered favorably and average annual turnover of any three of the last five financial years may be considered. The clause II.4 may be read as below - A professional agency with an average annual turnover of Rs. 5.00_ crore or more (if Annual turnover of agencies in USD /Euro, etc. then the same should be converted and quoted in INR using official exchange rate of the Ministry of External Affairs, Govt. of India for the month of ___ at Annexure-9 attached) during any three financial

					years in the last 5 financial years as per Annexure - 4
5.	V.18	8	Reaching out to local media (print, electronic and social) to promote the event among the local populace	Elobrate and clarify it to be included in the quote?	This is not to be considered for ITB Berlin
6.	V.21	9	Preparation of backdrop, AV system, sound system, cordless mics, stage, seating, press brief/kits for Press Conference, organized during the event.	Elobrate and clarify it to be included in the quote?	This is not to be considered for ITB Berlin
7.	V.23	9	All the detailed requirements are provided in the 'Specification & Requirement/BoQ	where is it attached?	Clarified - as per Specifications and Requirements given under clause VI of the tender document.
8.	Note 3	9	Internet, telephone and related charges for the services used for the pavilion	Which one to consider	Clarified - internet to be provided
9.	VI. g	10	Internet connectivity to be provided.		
10.	Format of Financial Quote	31	Annexure 8 (Detailed break-up of the costs to be provided as per the quantification submitted along with the bid).	There is no Provision in E procurement	Point is well noted.
11.	V.12	7	Set up a base kitchen in the pavilion properly equipped with necessary equipment such	Please elobrate FOOD and Beverages	Bidders to keep provision of Water, Tea, Coffee, cookies etc during the entire event.

		<p>as microwave ovens, refrigerators, coffee/tea making machines etc. following fire, safety and food standards and provide food & beverages etc. during the entire course of the exhibition. Estimated numbers of co exhibitors/ personnel to be served is 600 during the entire event</p>	
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M/s Expression 360 Services India Limited

S. No.	Tender Clause No.	Clarification requested	Current requirement	Division's Comments / remarks
1.	II. ELIGIBILITY CRITERIA – 1.	Request to consider the experience of current financial year also.	Accomplished and completed such/similar project of repute successfully as under during the last 5 financial years ending March (2024)	No Changes. To be kept as per original document to maintain a singular cut off date for all criteria.
2.	II. ELIGIBILITY CRITERIA – 1. Sub point (i)	Sir/Madam, as discussed during the meeting and clarified that majority of components in the considered points is designing and fabrication work. Please confirm?	Here similar work shall mean the work that involves majority of components such as conceptualization of the event details, designing of the total event and its elements, liaison with international partners/agencies, execution of the	The work includes conceptualization, design and construction of India Pavilion and providing other related ancillary services (as detailed under the Scope of Work in this in the tender) for ITB Berlin.

			<p>event overseas, management event of international importance which includes handling of high profile personalities, logistic arrangements, management of activities at multiple sites, fabrication and installation of infrastructure and facilities related components that are related to promotion of tourism/theme of the event which include and not limited to projections, digital interactives including content and software creation etc.</p>	
3.	<p>II. ELIGIBILITY CRITERIA – 1. Sub point (ii)</p>	<p>Sir/Madam, as discussed during the meeting and clarified that these are 2 points one is that the works of any of the individual members of the Consortium/JV done independently will be considered as valid for “works of similar nature” And second one is that accomplishment of this projects (ITB Berlin) would only be</p>	<p>In the case of Consortium/JV participating in this tender, the works of any of the individual members of the Consortium/JV done <u>independently</u> will be considered as valid for “works of similar nature” also the accomplishment of projects would only be considered for any one agency (selected by the applicant).</p>	<p>Clause II.1.ii may be read as - In case of consortium /JV participating in this tender, the works done by the consortium/JV partners will be considered provided that the work orders and completion certificates for such works were in their own company name or the same consortium/JV partners who are bidding should have executed the similar works.</p>

		considered for any one agency (selected by the applicant). Please Confirm?		
4.	II. ELIGIBILITY CRITERIA – 1. Sub point (iv)	As many of Government Ministries doesn't issue completion certificate and only issue sanction order or full payment as a proof of completion of the project. So, we kindly consider other documents such as payment proof/ sanction order/ CA certificate against completion certificate.	Documents Required: The bidder should submit a copy/copies of the work order(s) issued in the name of the agency as well as copies of work completion certificate of the same work, clearly indicating the value of the work of similar nature.	The clause may be kept as it is and bidder should submit the completion certificate.
5.	II. ELIGIBILITY CRITERIA – 4.	We request you to consider the turnover on an average of last three years only instead of last five years as due to COVID – 19, nothing work has happened during the financial year 2020-21 and 2021-22.	Average annual turnover of Rs. 5.00 crore or more during last 5 financial years as per Annexure - 4.	The clause II.4 may be read as below - A professional agency with an average annual turnover of Rs. 5.00 crore or more (if Annual turnover of agencies in USD /Euro, etc. then the same should be converted and quoted in INR using official exchange rate of the Ministry of External Affairs, Govt. of India for the month of ___ at Annexure-9 attached) during any three financial years

				in the last 5 financial years as per Annexure – 4.
6.	IX. OPENING OF BIDS, AND EVALUATION OF THE BIDS & SELECTION PROCEDURE: Stage-1: General cum Technical Bid Evaluation 1. Past Experience & Quality of Work	As per calculation the Max Marks should be 15 instead of 25. Please confirm?	Past Experience & Quality of Work (Max Marks-25)	It seems to be a typo error and may be read as below – Past Experience & Quality of Work (Max Marks-15)
7.	IX. OPENING OF BIDS, AND EVALUATION OF THE BIDS & SELECTION PROCEDURE: Stage-1: General cum Technical Bid Evaluation Technical Expertise (Max Marks: 5)	Please clarify the Marking as in both criteria marks are given as 5 Please clarify?	Project team with at least three members, having a recognized degree/diploma in Design / Architecture /Project management / Hospitality etc. as described in eligibility criteria; (No of members: 3 members - 5 mark, >3 members - up to max. 5marks)	The error is note and may be read as below - The marks will be given as (No of members: 3 members - 4 mark, >3 members - up to max. 5 marks)

M/s Trident Exhibitors

S. No.	Tender Clause No.	Clarifications requested	Current requirement	Division's Comments / remarks
1.	II Subpoint 2	We request you to please consider the last three financial years (FY 2021-22, FY 2022-23, and FY 2023-24) instead of the	The agency/lead partner should have experience in the field of event management for the last 5 years. Previous experience of handling work of conceptualizing,	Noted. The clause II.2 may be read as – The agency/lead partner should have experience in the field of event

		last five years.	designing, construction and management of Pavilion of around 300 sq. m. at minimum three (3) international fairs and/or exhibitions, held overseas during the last 5 financial years. Out of the three projects, a minimum of one project should be for Government (Central / State or Foreign Govt.) / PSU organization (Event conducted virtually will not be counted). Necessary documentary proof to be submitted. (Annexure – 2)	management for the last 5 years. Previous experience of handling work of conceptualizing, designing, construction and management of Pavilion of around 300 sq. m. at minimum three (3) international fairs and/or exhibitions, held overseas during three of the last 5 financial years ending March 2024. Out of the three projects, a minimum of one project should be for Government (Central / State or Foreign Govt.) / PSU organization (Event conducted virtually will not be counted). Necessary documentary proof to be submitted. (Annexure – 2)
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M/s Expro Events

S. No.	Tender Clause No.	Clarifications requested	Current requirement	Division's Comments / remarks
1	Point no. 12 under Scope of Work	Do we need to set-up a kitchen with cooking facilities or we require to put all mentioned equipments with-in a pantry area? For cooking facilities we may need to have a tab woter supply also?	Set up a base kitchen in the pavilion properly equipped with necessary equipment such as microwave ovens, refrigerators, coffee/tea making machines etc. following fire, safety and food standards and provide food & beverages etc. during the entire course	Provision should be kept for warming of food. However, live kitchen is not required for the current event under consideration.

			of the exhibition. Estimated numbers of co-exhibitors/ personnel to be served is 600 during the entire event.	
2	Point no. 13 under Scope of Work	Creating a separate office space with necessary furniture, equipment etc. within the pavilion for the office/managing team of MoT with necessary dry snacks available throughout the event (including setting up & dismantling duration)	Do we have an estimated no. of pax. or any desired size of the office space / facility area like work stations, meeting room or Director Cabin we wish to have.	Provision may be kept for at least four work stations.