

CHENNAI METRO RAIL LIMITED
PREBID QUERIES REPLY
TENDER E-PROCUREMENT ID : 2022_CMRL_701910_1,
NIT NO : CMRL/PR/DM-01/2022

Sl.No	Page No & Clause No	Clause Description	Bidder Queries	CMRL Replies	Yes/No
1.	Page Number – 4 3. Scope of Work Section 4: KEY DETAILS Technical Detail Form-Annexure IX	Cost of TENDER/Bid documents: ₹ 16,000/- for Online Document Bid Security: ₹ 130,095/- (Rupees One Lakh Thirty Thousand Ninety Five Only)	Is there an exemption of tender fee and EMD for MSMEs?	Tender fee and EMD waiver is applicable for MSME.	YES
			In case we are making ON-LINE payment for Tender Document (RS. 16,000/-) and Bid Security (Rs. 1,30,095/-) then do we still have to submit the UTR details through Hard Copy?	UTR details to be submitted as per Technical Detail Form-Annexure IX Tender Conditions Prevails.	NO
			There are two different amounts mentioned for EMD and Tender fee in the RFP. Kindly clarify.	Tender Conditions Prevails.	NO
2.	Invitation for Open Tender (Page No 1) of the Tender Document and also in the Annexure – V of Eligibility Criteria and Annexure IX of Technical Detail Form	a) The Bidder should have a minimum average total turnover of Rs. 1 Crore for the last 3 financial years (2019- 20, 2020-21 & 2021-22). b) Bidder shall have positive net worth for the last 3 financial years (2019-20, 2020-21 & 2021-22) and must be attested by CA. c) The agency must have registered office in Chennai, Tamil Nadu for at least two years d) The Bidder should have completed at least Two Projects in Digital Media Marketing/Branding/ Social Media/Public Relations during the last 3 Financial years (2019- 20, 2020-21 & 2021-22) e) The agency must have been Empanelled with Information and Public Relations Department, Government of Tamil Nadu for Digital Media Marketing/Public Relations/Social Media/Branding/Advertising	Financial auditing for FY 2021-22 is under process and will be ready by October only. Kindly suggest whether we can give audited turnover for 2018-19, 2019-20 and 2020-21.	Please refer to Addendum 01	YES
			If Audited P&L for FY 2021-22 is not possible to submit, Can we submit Provisional IT with Auditor signature or Turnover declaration as per GSTR3B filed with Auditor signature?		
			In Annexure V mentioned "The turnover of the agency for each financial year 2019-20, 2020-21 and 2021-22 should be at least INR 1 Crore." But in Annexure VI Mentioned "Average Annual financial turnover during the last three financial years (2019-20, 2020-21, 2021-22) agency should have an average of ₹ 1 Crore and above turnover per annum." Whether Annexure V (Annual Turnover) or Annexure VI (Average Annual Turnover) is considered for this tender?	Please refer to Addendum 01	YES
			We are a Registered Partnership Firm - we will not come under the Companies Act, 1956 - Kindly suggest whether we can submit our Firm registration certificate (Attached with this email).	Firm Registration certificate may be submitted	YES
			Can we submit a Rental agreement as a proof for clause 3 of Annexure - V Registered office in Chennai criteria?	Rental agreement along with Company registration, GST can be submitted towards the registered office address.	YES
			Eligibility Criteria - S.No : 1 - We are a Proprietorship firm and we are not Registered under ROC, But we are Registered under MSME and we have GST Registration. Please clarify.	Bidder may please furnish the MSME registration and GST registration during the submission.	Yes
			Is there an exemption for this? We are in the process of getting empanelled.	Tender Conditions Prevails.	NO
3.	Annexure I Section – 2 Scope of Work	2.3 Key Personnel	1. We understand that we need to deploy 2 personnel – One Social Media Expert & One PR Expert. Clarify if correct 2. Kindly clarify was there any manpower to be deployed in cmrl office	Please refer to Addendum 01	YES
4.	Annexure IV Financial Bid Form	2. Consumable Charges	Consumable Charges: Items under this head in the financial bid - will be on a case to case basis and will be charged extra on a prorata basis.	The requirements are self-explanatory. Further details are to be worked out by the Bidder. Tender Conditions Prevails.	NO
5.	Annexure – IX	Documents for work experience in any three Central/ State Govt Department/ Ministries or Government undertaking in last three years	1. What type of work experience needs to be shown? 2. Can work done for private companies be shown? 3. Please clarify the period of work done (ie) not before October of which year?	Refer to Annexure V Eligibility Criteria Tender Conditions Prevails.	NO
6.	Annexure – I Sl No 2	Google Ads , Location Based Advertising, PPC, remarketing campaigns etc	As per scope of work clause 1. Point no 4 & 7 is it under paid promotion	Tender conditions are self-explanatory.	NO

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			If yes is budget including into the costing	Tender Conditions Prevails.	
7.	Annexure I SI.No 3	YouTube Uploading new HD Videos, Creating New Contents like Testimonials, Event Coverage, Interviews, Awareness Activities, Guidelines and any kind of infotainment. (30 sec to 45 sec)	As per the scope of work clause 3 requesting for event calendar if it was fixed events	Tender conditions are self-explanatory. Tender Conditions Prevails.	NO
			In BOQ It's mentioned as 10 videos to be edited per month but under scope of work it's mentioned as 5 videos kindly clarify	May please refer to Addendum 01	YES
8.	Annexure I SI.No 9	Designing of Periodicals	How many numbers of pamphlets, posters, banners are required?	Tender Conditions Prevails.	NO
9.	Annexure IV	Financial Bid Form	In BOQ under professional expert's - Cell formulation seems to be wrong since both Monthly and year cell are calculating whereas only yearly rate has to be taken - Has to be changed	Tender Conditions Prevails.	NO

Joint Director
12-8-2022

Joint Director /Public Relations Officer



ADDENDUM – 01

To

**NIT NO: CMRL/PR/DM-01/2022
e-Tender No: CMRL/PR/DM-01/2022**

TENDER E-PROCUREMENT ID : 2022_CMRL_701910_1

CHENNAI METRO RAIL LIMITED IS A JOINT VENTURE COMPANY BETWEEN GOVERNMENT OF INDIA AND GOVERNMENT OF TAMIL NADU. CMRL INVITES DIGITALLY SIGNED OPEN E-TENDER THROUGH E-PROCUREMENT PORTAL FROM REPUTED, EXPERIENCED, FINANCIALLY SOUND, ELIGIBLE APPLICANTS, WHO FULFILL THE QUALIFICATION CRITERIA AS MENTIONED IN THE EQC THROUGH NATIONAL COMPETITIVE BIDDING (NCB) FOR UNDERTAKING WORK OF ENGAGEMENT OF AN AGENCY FOR HANDLING DIGITAL MEDIA MARKETING, PR WORKS, PHOTO AND VIDEOGRAPHY SERVICES OF CMRL.

**CHENNAI METRO RAIL LIMITED
ADDENDUM – 01**

**NIT NO: : CMRL/PR/DM-01/2022,
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Sl.No	Section/Reference No	Tender Clause	Description	Addendum/Amendments to the Tender Document
1.	Annexure I Sl.No 3 Scope of Work	YouTube	YouTube Uploading new HD Videos, Creating New Contents like Testimonials, Event Coverage, Interviews, Awareness Activities, Guidelines and any kind of infotainment. (30 sec to 45 sec) Minimum 5 videos per month Minimum of 70 videos per year	Typographical Error May please read the Target clause as Minimum 10 videos per month Minimum of 120 videos per year
2.	Annexure I Section – 2 Scope of Work	2.3 Key Personnel	Social Media Experts Quantity – 2 (One)	Typographical Error May please read the Quantity clause as Quantity – 2 (TWO)
3.	Invitation for Open Tender (Page No 1) of the Tender Document and also in the Annexure – V of Eligibility Criteria and Annexure IX of Technical Detail Form		The Bidder should have a minimum average total turnover of Rs. 1 Crore for the last 3 financial years (2019- 20, 2020-21 & 2021-22).	May please refer to the below Tender Clause: Average Annual financial turnover during the last three financial years (2019-20, 2020-21, 2021-22) agency should have an average of ₹ 1 Crore and above turnover per annum.
4.	Annexure IX Technical Bid Form		Average Annual Turnover	Please refer to Annexure A of Addendum 01


12.8.2022
Joint Director /Public Relations Officer

Annexure A

Annexure – IX Average Annual Turnover: (In Rs. Crores)

(On the Letterhead of the Statutory Auditor)

We have verified the relevant statutory and other scoring records of M/s _____ [Name of Bidder], and certify that the cumulative gross turnover of M/s _____ (Name of the Bidder) in the last 3 completed financial years is Rs. _____.

Year wise details of Average Gross Turnover are as under:

Name of the Bidder or lead member of JV	2019-2020	2020-2021	2021-2022 Unaudited /Provincial Financial Accounts of 2021-2022

Signature and Seal of the Statutory Auditor clearly indicating his/her membership number.

Note:

Turnover as brought out in the audited annual financial results is to be indicated in above table and certified by the statutory auditor of the Bidders.


12-8-2022

Joint Director /Public Relations Officer