

Pre-Bid Queries for Expression of Interest (EOI)

**“EOI for Empanelment of Photographers and Videographers for undertaking photo & video shoots
for Madhya Pradesh Tourism Board”**

NIT No:3386/2023/PUB/MPTB

System No: 2023_MPTB_281466

05th June 2023

S. No	EOI Clause no and Page no.	Clause as stated in EOI	Query/Suggestion	Response
UNIQUE ADVERTISING				
1)	Clause 5 General terms and conditions Sub-clause 5.1 & 5.2 Page no. 8	5.1. The bidder must have the sufficient number and quality of cameras, operators, and complete infrastructure for carrying out the work. He shall carry out the assigned work himself along with his 2 team members. He will not be allowed to delegate / transfer/outsource / assign his /her contract or part thereof to some other party to the disadvantage to this office. 5.2. The bidder is required to give disclosure in Annexure 3 specifying the names of his 2 team members along with his application.	Generally photography firms don't have permanent employee apart from HOD we hire rest of the team as freelancers, hence it's not possible to provide the names of the team members. What we can do is let the HOD be there to ensure the smooth work process.	No change
2)	Clause 5 General terms and conditions Sub-clause 5.9 Page no. 8	5.9. The offer should also enclose the list of the reputed organization including Govt. clients for which photography / videography jobs have been undertaken by them.	Do we have to give work orders of GOVT or we can also give private projects. Clarification sought.	Yes, work orders of any organization including government organizations can be attached. Also please refer clause 5.9 of the EOI.

3)	<p>Clause 6 Eligibility criteria</p> <p>point no. (iii)</p> <p>Page no. 8</p>	<p>iii. The bidder may submit work orders and other relevant supporting documents of minimum five (5) projects to qualify in experience criteria.</p>	<p>Supporting documents for min 5 projects or min 5 supporting documents for each category.</p> <p>Clarification sought.</p>	<p>Work orders and supporting documents for min 5 projects have to be submitted.</p>
4)	<p>Clause 6 Eligibility criteria</p> <p>point no. (iv)</p> <p>Page no. 10</p>	<p>iv. Available instruments – a declaration towards availability of Camera/lens/computer and photo editing software to be given on the letter head of bidder.</p>	<p>The declaration of availability of equipment do we have to mention the list of equipment we already own? Because in our field we can easily get the equipment on rent but if it's a necessity then I will purchase them if we get the contract and provide this declaration before the agreement.</p> <p>Clarification sought.</p>	<p>No change</p>
5)	<p>Clause 6 Eligibility criteria</p> <p>point no. (vi)</p> <p>Page no. 10</p>	<p>vi. Further, the photographer and videographer shall have the capability of post-production, Image & video editing, VFX, animation etc. (Proof to be attached).</p>	<p>How to prove by giving before and after?</p> <p>Clarification sought.</p>	<p>No change</p>
6)	<p>Clause 10 Proposal evaluation</p> <p>Sub- clause 10.2</p>	<p>10.2 The photos and videos submitted should have been shot with equipment's specified in clause no. 2.1 or higher.</p>	<p>Since we are already giving you the declaration of availability of equipment then we can remove this clause .TO ensure the images are shot with the required equipment we can submit you the show raw files as</p>	<p>No change</p>

	Page no. 12		well which you can also cross check if we shot with the required equipment or not.																									
7)	Clause 10 Proposal evaluation Sub- clause 10.3.1 Page no. 12	<table><tr><th>S.no</th><th>Particulars</th><th>Max Marks</th></tr><tr><td>1</td><td>Portfolio/profile of the bidder</td><td>10</td></tr><tr><td>2</td><td>Capability and Approach and Methodology</td><td>25</td></tr><tr><td>3</td><td>Experience in Videography and Photography in Tourism</td><td>25</td></tr><tr><td>4</td><td>Award and accolades</td><td>10</td></tr><tr><td>5</td><td>Technical capabilities (the capability of post-production, Image & video editing, VFX, animation etc)</td><td>10</td></tr><tr><td>6</td><td>Sample of photos and videos</td><td>20</td></tr><tr><td></td><td>Total</td><td>100</td></tr></table>	S.no	Particulars	Max Marks	1	Portfolio/profile of the bidder	10	2	Capability and Approach and Methodology	25	3	Experience in Videography and Photography in Tourism	25	4	Award and accolades	10	5	Technical capabilities (the capability of post-production, Image & video editing, VFX, animation etc)	10	6	Sample of photos and videos	20		Total	100	Please specify what are the benchmarks for judging CAPABILITY AND APPROACH AND METHODOLOGY since these are subjective terms. This is in almost same for the marks under the SAMPLE PHOTOS AND VIDEOS. Clarification sought.	No change
S.no	Particulars	Max Marks																										
1	Portfolio/profile of the bidder	10																										
2	Capability and Approach and Methodology	25																										
3	Experience in Videography and Photography in Tourism	25																										
4	Award and accolades	10																										
5	Technical capabilities (the capability of post-production, Image & video editing, VFX, animation etc)	10																										
6	Sample of photos and videos	20																										
	Total	100																										

SOBHAGYA

8)	<p>Clause 5. General terms and conditions</p> <p>Sub-clause 5.13</p> <p>Page no. 8</p>	<p>EMD</p> <p>5.13 The proof of experience must be submitted with the Tender/Application. Earnest money of Rs.20,000/- shall be deposited online with the EOI, which will be converted into security deposit and will be kept with MPTB for the period of validity of the tender.</p>	<p>Suggestion</p> <p>सुरक्षा ज्ञात 20 हजार अपयात है (बेकआडट होने का दशा मराश अपयात होगी) कायक्रगंभीरता को यान मखते हुए यह राश 2 लाख होनी चाह्य</p>	No change
9)	<p>Clause 6 Eligibility criteria</p> <p>point no. (iii)</p> <p>Page no. 10</p>	<p>iii. The bidder may submit work orders and other relevant supporting documents of minimum five (5) projects to qualify in experience criteria.</p>	<p>संबंधित काय (क्रम और फोटो फ के वकड शसकय हमाय क्रये जाने चाह्ये। इससे पयन बोड को योय और पोपेशनल प से गुणव पूर्वक काय करने वाले योय मल सकगे।</p>	No change