

RPF for appointment of PR Agency dated 1st may 2020 - Pre-Bid queries and PFRDA's response to the bidders' queries

Sl	Section & Page No.	Clause Requiring Clarification	Clarification Requested/Sought	PFRDA's response to the bidders' queries
1	3.2 (b) Page 7	Arrange for national/regional/local media to cover various events organized by PFRDA or its authorized representatives. Provide a pre-event build up to seminars, workshops, camps and conferences etc organized by PFRDA or its authorized representatives in any part of the Country.	Are there any priority markets / states for the communication program.	The pension schemes are distributed by Point of Presences through their branches spread across the country and the communication program is targeted uniformly across the country.
2	3.2 (b) Page 7	Arrange for media coverage of any significant event attended by the Board members or senior management of PFRDA (as specified by PFRDA) in any part of the country.	How many spokespeople / Board members would need to be profiled in media	Chairperson, 03 Whole-Time Members, 03 Part-Time Members and 02 Executive Directors.
3	3.2 (c) Page 8	Social Media Engagement – Profile management and modulation for PFRDA and its regulated/administered products, the initiatives of the organization and its spokespersons on social media channels.	How many spokespeople / Board members would need profile management on social media	Chairperson, 03 Whole-Time Members, 03 Part-Time Members and 02 Executive Directors.
4	3.4 (M) Page 10	Compile reports, annual year book, impact analysis of PR activities.	Tracking cost for print, TV and social listening tools are third party cost. Do we need to add this cost to the final fee quote or keep third party costs as separate cost head	Please refer to Annexure VII of the RFP.
5	5.3 (A) Page11	Bidder will have to provide a EMD/Bid security of Rs.50,000/- (Rupees Fifty Thousand only) by way of either a demand draft/pay order, issued in favour of Pension Fund Regulatory and Development Authority, payable at New Delhi or by making electronic payment through NEFT/RTGS.	Please provide NEFT transfer details	Bank Account No: 159901000000855 Bank Name & Branch Address: Indian Overseas Bank, Vasant Vihar Branch, New Delhi IFSC Code: IOBA0001599
6	Section 2 - Page 6	Clause 2.1 Point No. 7	Whether a private office in a co-working space will be eligible within the Pre-Qualification criteria	Please refer to clause 2.1 (7) of the RFP. It should be a fully functional office for accomplishing the scope & deliverables of RFP

7	Section 2	Clause 2.1 Point No. 5	Audited reports for 2019-20 2019-2020 audit are not yet done. Can we submit unaudited figures?	Please refer to clause 2.1 (5) of the RFP.
8	Section 5 - Page 11	Clause 5.2 Point No. a	While we are exempted from EMD (Bid Security) as we fall under MSME, we wanted to check if application fee is applicable or are, we exempted from the same too.	Please refer clause 5.2 (b) and 5.3 (b) of the RFP No exemption of Application Fee & EMD
9	Section 6	Section 6 Clause 6.10	Every agency hires third party services like for eg. tracking, translation and at times and if required stringers in those centres where the scope of work is few and varied. While the obligation and responsibility will be ours at all times, needed clarification on outsourcing of third-party services.	Please refer to clause 6.10 of the RFP.
10	Not available	Not available	We are seeking clarification on one of the eligibility criteria mentioning 'The agency should be the empanelled PR Agency for at least 01 Government Organizations (Government Client/Govt. Departments/ Central, State PSUs / Autonomous Bodies) as on the date of application. We have worked with Delhi Jal Board for Yamuna Action Plan II, but it was not in last one year. Also, we are not working with any client in BFSI sector now.	Please refer clause 2 and 5.5(f) of the RFP.

NOTE:

Due to lockdown on account of covid-19, the Pre-Bid Meeting in terms of clause 5.4 of RFP can also be attended by the Bidders online: <https://meet.google.com/cue-ycmm-qqa>