

CHHATTISGARH SAMVAD
(An Associate organization of Department of Public Relation, Govt. of Chhattisgarh)
North Block, Sector-19, Nava Raipur-Atal Nagar, District- Raipur (C.G.)
Web :- <https://samvad.cg.nic.in/>, Email :- cgsamvad@gmail.com
Ph: 0771-2512536, 39

Tender Reference Number: 5259 Dated: 17/02/2026

PRE BID RESPONSE

Project Name	Notice inviting online request for the empanelment of agencies for exhibition services				
S. No.	Tender Document Reference(s)	Page Number(s)	Content of Tender requiring Clarification(s)	Point of Clarification	Response from Samvad
1	Notice inviting online request	Page 3	Interested agencies may obtain detailed tender documents from the Chhattisgarh Samvad's official website https://samvad.cg.nic.in/ , cost of tender document of Rs. 11,800/- (incl. of 18% GST) (non-refundable) and EMD of Rs. 5,00,000/- (refundable without interest).	Please reduce the amount of tender cost from-Rs. 11,800/- To Rs. 5000/- The EMD amount for the new "Emerging/Growth Agency" category should be lower than that for Category A.	As per RFP As per RFP
2	RFP Name	-	Empanelment of agencies for exhibition services	Addition of the Term "Stall" We request that the word "Stall" be added along with "Exhibition" in the main heading as well as at all relevant places in the tender document, wherever applicable, to maintain clarity and alignment with the scope of work.	As per RFP
3	Section 3.2.2 - Experience Flow Design	Page 8	i. Define sensory progression: visual density, light rhythm, audio intensity, narrative beats, and space transitions. ii. Identify "anchor experiences" such as immersive walls, VR stations, large-format displays, thematic installations.	Please provide the clarity what is require for this head.	The agency would have to create experience zones as per requirement of Client.
4	Section 3.2.4 - Accessibility Integration	Page 8	Incorporate universal design: tactile indicators, audio assistance, high-contrast visuals, accessible content formats and non-intrusive circulation.	Please provide the clarity what is require for this head.	The agency would have to design physical or digital environments that are usable by everyone, regardless of age, ability, or disability, from the very beginning, as per requirement of Client.

S. No.	Tender Document Reference(s)	Page Number(s)	Content of Tender requiring Clarification(s)	Point of Clarification	Response from Samvad
5	Section 8 - Earnest Money Deposit & Tender Fee, Section 9 - Performance Bank Guarantee (PBG)	Page 13	The bidder shall deposit an Earnest Money Deposit (EMD) of ₹5,00,000/- (Rupees Five Lakhs only) and a Tender Fee of ₹11,800/- (Rupees Eleven Thousand Eight Hundred only), inclusive of 18% GST. The successful bidder shall, at their own cost, furnish an unconditional and irrevocable Performance Bank Guarantee (PBG) of ₹15,00,000/- (Rupees Fifteen Lakh only) in favour of the Chhattisgarh Samvad, Government of Chhattisgarh, within fifteen (15) days from the date of issuance of the Letter of Award.	As the tender requires submission of both Earnest Money Deposit (EMD) and Performance Bank Guarantee (PBG), we kindly request that the EMD of the successful bidder be returned immediately upon submission and acceptance of the Performance Bank Guarantee.	As per RFP
6	Section 14 - Pre-Qualification Criteria, S. no. 2	Page 17	Minimum average annual turnover of INR 5 crores or more in the last three financial years (i.e. 2022-23, 2023-24 and 2024-25).	You are requested to make clause of average turnover of 5 crore to Cumulative turnover of 5 cr in past three years	As per RFP
				Reduce it to ₹2.5-₹3 crore so that local and medium level agencies can also be eligible	As per RFP
				A minimum turnover of ₹1.5 crore should be set for the new "Emerging/Growth Agency" category.	As per RFP
7	Section 14 - Pre-Qualification Criteria, S. no. 4	Page 17	The bidder must have executed at least one (1) completed End-to-End Exhibition Project during the last three (3) financial years for a Central Government Department / State Government Department / Government Agency / PSU. Exhibition-specific experience is mandatory and event-only projects shall not be considered. In addition, the bidder must meet any ONE of the following financial experience criteria: 1. One (1) Exhibition / Event project of 1.5 Crore or more, OR 2. Two (2) Exhibition / Event projects of 1 Crore or more, OR 3. Three (3) Exhibition / Event projects of 50 lacs or	Please give more flexibility in experience also.	As per RFP
				Add the following option to the experience criteria:	As per RFP
				1. 1 project worth ₹30 lakh, OR 2. 2 projects worth ₹25-30 lakh each We Request you to kindly consider Exhibition and Event and Event Branding project as well and revise the project value in the given criteria as follows: 1. One (1) Exhibition / Event project of 1 Crore OR 2. Two (2) Exhibition / Event projects of 50 lacs OR 3. Three (3) Exhibition / Event projects of 25 lacs	As per RFP

S. No.	Tender Document Reference(s)	Page Number(s)	Content of Tender requiring Clarification(s)	Point of Clarification	Response from Samvad
8	Section 14 - Pre-Qualification Criteria, S. no. 5	Page 17-18	The agency must have an in-house team of at least 30 full-time professionals on its payroll , comprising a mix of Project Managers, Creative Directors, Copywriters, Production Supervisors, Technical Support Staff, Logistics and Operations personnel, Marketing and Promotion specialists, and other relevant roles required for effective planning, management, and execution of exhibition services.	In this point, it has been asked to provide the payroll of 30 full time professionals team in the format of HR certificate, so we request to make this process a little easy so that more and more agencies can participate in this tender.	As per RFP
				We request you to kindly consider revising the requirement to state that the agency must have an in-house team of at least 10 full-time professionals on its payroll.	As per RFP
				Currently, the requirement specifies 30 full-time professionals. We request an amendment to revise this criterion to 10-15 full-time professionals , which will encourage broader participation while still ensuring capability and quality execution .	As per RFP
				You are requested to wave off the condition of pay roll, as in this industry most of the work can be managed through outsourcing	As per RFP
9	Section 15 - Technical Evaluation Criteria, S. no. 3	Page 19	Cumulative value of End-to-End Exhibition Project during the last three (3) financial years for a Central Government Department / State Government Department / Government Agency / PSU. Scoring Criteria 3 – 5 Cr: 10 marks 5 – 7 Cr: 15 marks 7+ Cr: 20 marks	Final Project/Experience Amount Pre-qualification Criteria: 1. One (1) exhibition/event project worth ₹1.5 crore or more, or 2. Two (2) exhibition/event projects worth ₹1 crore or more, or 3. Three (3) exhibition/event projects worth ₹50 lakh or more. But in the technical evaluation: Scoring Criteria: 3-5 crore: 10 points, 5-7 crore: 15 points, 7+ crore: 20 points. We request that this process be simplified.	As per RFP
				Proposed points distribution: ₹1.5-₹2 crore: 10 points ₹2-₹3 crore: 15 points ₹3 crore and above: 20 points	As per RFP

S. No.	Tender Document Reference(s)	Page Number(s)	Content of Tender requiring Clarification(s)	Point of Clarification	Response from Samvad
				We request that the turnover range under Technical Evaluation Criteria be aligned with the Pre-Qualification Criteria scoring structure and begin from 1 Cr. to 3 Cr., and accordingly scale upward. We request inclusion of a structured scoring system as follows: • 1.0 Cr to 3 Cr: 10 Marks • Above 3 Cr to 5 Cr : 15 Marks • Above 5 Cr : 20 Marks	As per RFP
				Since the majority of Chhattisgarh Samvad events will be organized within the state, it is recommended that the department mandate at least 10% of the required exhibition experience to be from projects executed in Chhattisgarh. Agencies with prior local experience will have a stronger understanding of regional requirements and cultural nuances, ensuring better alignment with community needs and more effective execution.	As per RFP
				To ensure fair opportunities for local agencies, it is recommended that the cumulative value of End-to-End Exhibition Projects be considered over the last five (5) financial years instead of only three. In recent years, Raipur has hosted a limited number of exhibitions, which makes it challenging for local agencies to meet the threshold of ₹7+ crore within just three financial years. Extending the evaluation period to five years will provide a more equitable framework, allowing capable local agencies with relevant experience to compete effectively.	As per RFP
10	Section 15 - Technical Evaluation Criteria, S. no. 4	Page 19	Technical Presentation (not more than 10 mins) ▪ Past similar work experience with government clients ▪ Company credentials, capabilities and achievements	We would like to clarify whether the technical presentation should be a PowerPoint presentation or a walkthrough presentation, given the mentioned duration of not more than 10 minutes. Could you please provide further clarification on this matter?	The technical presentation should be a powerpoint presentation.

S. No.	Tender Document Reference(s)	Page Number(s)	Content of Tender requiring Clarification(s)	Point of Clarification	Response from Samvad
			- Understanding and comprehension of the scope of work - Exhibition strategy for the Government of Chhattisgarh	Additionally, we request that marks allocated for Presentation be reduced from 40 marks to 30 marks , and the balance marks be appropriately redistributed to the team strength criteria for a more objective and capability-based evaluation.	As per RFP
11	Section 15 - Technical Evaluation Criteria	Page 19	-	Additional Scoring for In-House Team Strength We request inclusion of a structured scoring system for in-house team strength under Technical Evaluation, as follows: 10-15 professionals : 3 Marks 16-25 professionals: 5 Marks Above 25 professionals: 10 Marks Maximum marks proposed: 10 marks	As per RFP
12	Annexure D - Project Data Sheet	Page 26	-	What does the project name mean?	Provide project-wise experience of the firm in this format, along with required supporting documents.
13	Annexure G - Manpower	Page 29	-	In case of proprietorship firm ?	In case of proprietorship firm, the proprietor can sign on the letter head.
14	-	-	-	We also humbly suggest that, if possible, agencies be categorized based on technical evaluation . Agencies with higher scores could be empaneled in Category A, while those with lower scores could be empaneled in Category B. This would also provide opportunities for small and medium-sized agencies, and the department would have a choice of agencies in different categories.	As per RFP
15	-	-	-	Opportunities should be provided in district/middle-level government work for the new "Emerging/Growth Agency" category. This will provide opportunities for young and new agencies, increasing competition and quality.	As per RFP

S. No.	Tender Document Reference(s)	Page Number(s)	Content of Tender requiring Clarification(s)	Point of Clarification	Response from Samvad
16	-	-	-	A provision for upgrading to Category A based on 5-7 years of good performance should be made for the new "Emerging/Growth Agency" category.	As per RFP
17	-	-	-	Category C criteria should be established for smaller events. Category C should have a turnover of ₹50 lakh .	As per RFP