

# Corrigendum

## **Subject: Bid document for Hiring of agency for managing World AIDS Day function**

The bid document for hiring of agency for managing World AIDS Day function at Bhim Auditorium, Dr Ambedkar International Centre, Janpath on 1st December, 2018 was uploaded on NACO's website on 26<sup>th</sup> October, 2018. In this regard, the pre-bid meeting was conducted on 1<sup>st</sup> November, 2018 in NACO. During the pre-bid meeting, following amendments were made which are as follows:-

S.no.	Particular	Remarks
<b>Para 4 : Scope of Work for the logistic arrangement at Ambedkar Auditorium Janpath, New Delhi on World AIDS Day i.e. 1st December, 2018.</b>		
	<b>Details of Activities/items</b>	
<b>1.</b>	10 VVIP chairs to be placed on Dais (with clothing/proper accessories). With sufficient number of tables to make a dais.	<b>No change in this</b>
<b>2.</b>	Super quality floral decorations on dais and outside the auditorium in the hall.	Super quality floral decorations of height 1.5 ft and length 45 ft using gladiola, carnation and roses on dais and outside the auditorium in the hall.
<b>3.</b>	Lighting Lamp – 1 (with necessities like wick, oil, camphor and matchbox/big candle).	<b>No change in this</b>
<b>4.</b>	Name Plate – 10 (could be increased in number, depending upon the guest list). A complete set of 10 more has to be kept ready for standby.	Name Plate – 10 (could be increased in number, depending upon the guest list). A complete set of 10 more has to be kept ready for standby. The size of the Name Plate should be of 1 ft.
<b>5.</b>	Backdrop designing with overall necessities. LED screen 20ft X 10ft	Backdrop designing with overall necessities. LED screen 20ft X 10ft with switches for Video conferencing
<b>6.</b>	Podium with branding. One laptop.	<b>No change in this</b>
<b>7.</b>	20 high quality folders (Handloom/Jute). The folder will have, writing pads with branding, min-to-min programme, pen with branding.	<b>No change in this</b>
<b>8.</b>	Green welcome – 20 (Bonsai in plates) (1 sample to be submitted with proposal)	<b>No change in this</b>
<b>9.</b>	10 welcome bouquets	10 welcome bouquets of orchids / lilly's with carnation.
<b>10.</b>	Mementos with shawl- 20 (maximum 3 samples to be submitted with proposal)	Mementos with shawl- 20 (one sample to be submitted with proposal)

<b>Exhibition</b>		
<b>11.</b>	Stalls – 12. Fixing and setting up of an exhibition space (10 kiosks/stall, size 10’ X 12’) i.e. 10 cabins. (Octonum panel with roof) with light arrangements , one table and 2 chairs per cabin and material (double sided tape etc.) required for pasting /sticking of IEC material/ poster etc	Stalls – 12. Fixing and setting up of an exhibition space (12 kiosks/stall, size Size 3’ X 3’) i.e. 10 cabins. (Octonum panel) with light arrangements , 2 table and 2 chairs per cabin and material (double sided tape etc.) required for pasting /sticking of IEC material/ poster etc
<b>12.</b>	Arrangements for Ribbon cutting ceremony (plate, ribbon, scissor).	<b>No change in this</b>
<b>13.</b>	2 Rangolis (first, logo of NACO, 10ft X 10ft and second of ribbon) colours to be used: Red, Black & White.	<b>No change in this</b>
<b>14.</b>	30 Standees with 6ft X 3ft, foldable.	30 Standees with 6ft X 3ft, roll up
<b>Publicity about the event</b>		
<b>15.</b>	100 Hoardings of flex (same content as back drop with Direction mark) (8ft X 3ft feet) with installation at prominent locations of Delhi and the Venue.	100 Hoardings of flex (same content as back drop with Direction mark) (8ft X 4ft feet) with installation at prominent locations of Delhi and the Venue.
<b>16.</b>	Iron mounted flex panels – 10 (to be placed inside the hall)	<b>No change in this</b>
<b>17.</b>	20 cloth buntings with installations	30 cloth buntings with installations of 12feetX 3feet.
<b>18.</b>	1000 T-shirts with overall branding (maximum 3 samples to be submitted with proposal), 1,000 hand bands (maximum 3 samples to be submitted with proposal).	1000 T-shirts of neon color/refelcting color with overall branding (maximum 1 sample to be submitted with proposal), 1,000 hand bands (maximum 1 sample to be submitted with proposal).
<b>19.</b>	Red Ribbon Shape Size – 8ft X 6ft of sun board - 50 in number with installation at prominent locations of Delhi	Red Ribbon Shape Size – 8ft X 6ft of sun board - 50 in number with installation at prominent locations of Delhi with branding
<b>20.</b>	Invitation Cards – 500 No. as per design, multi color, on glossy specialty paper 250 GSM with envelope on glossy 160 GSM	<b>No change in this</b>
<b>21</b>	Red Ribbon – 1000, Plastic/fibre 15 mm cloth strip size	Red Ribbon – 1000, Plastic/fibre 15 mm cloth strip size with branding
<b>Refreshment</b>		
<b>22.</b>	VVIP High tea as per protocol - 300 person	Two main course items, three snacks items, juice, tea and coffee
<b>23.</b>	700 Refreshment (Samosa/patties, dry cake,	700 Refreshment (Samosa/patty, dry

	wafers & Mango/orange/mixed-fruit juice)	cake, wafers & Mango/orange/mixed-fruit juice) from registered/branded vendors.
<b>24.</b>	2000 packed water bottles (1/2 ltr) branded.	<b>No change in this</b>
<b>Documentation</b>		
<b>25.</b>	Still Photography & Videography with live coverage (with developed photographs 6”X8” and Video on CD/DVD). Along with 6 albums with minimum 20 pages. Karizma style album. The bytes of the dignitaries needs to be edited immediately after the event and to be handed over to NACO in DVD.	Still Photography & Videography with live coverage (with developed photographs 6”X8” and Video on CD/DVD). Along with 6 albums with minimum 20 pages. Karizma style album. The bytes of the dignitaries needs to be edited immediately after the event and to be handed over to NACO in Pendrive (5 numbers of 16 GB each. Two DSLR. Online editing set up is required to do same. PMW-300 (Full HD)-3 camera with switches/multi setup.
<b>Walk</b>		
<b>26.</b>	Flag (Satin cloth standard size) 4 no. with stick for flagging of the AIDS Walk	Flag (Satin cloth standard size with red ribbon over it) 4 no. with stick for flagging of the AIDS Walk
<b>27.</b>	100 hand placard with stick of 2ftX2ft with branding.	<b>No change in this</b>
<b>s28.</b>	6 ushers (3 males & 3 females).	<b>No change in this</b>
<b>Activities</b>		
<b>29.</b>	Comparer – 1 - Female/Male, English/Hindi	
<b>30.</b>	Designing, printing and individual packaging of NACO’s annual Calendar. (Quantity: 1000). The calendar is to be launched during the event.	Designing, printing and individual packaging of NACO’s annual Calendar. (Quantity: 1000). The calendar is to be launched during the event.  Specification Size 44“ X 69“ No. Of pages -6 Falps of 3 months each Color: 4 color single side Material-170 GSM art paper Binding“ Wiro binding with Hanging wire And Scroll box.
<b>Miscellaneous</b>		
<b>31.</b>	Cleaning, sanitation and hygiene of entire event premises has to be maintained by the Event	<b>No change in this</b>

	Management Agency.	
32.	2 LED screens with installation (55 inches)	(i) Branding of 6 pillar in the lobby of the Audition of 10 ft X 8ft. (ii)10 standees for branding in the auditorium 8 feet X 4 feet.
33.	Security Guards (8 in number) from reputed registered security agency	Security Guards (2 –Females and 6 Males) from reputed registered security agency
34.	Additional requirement for Video onferencing	<ol style="list-style-type: none"> <li>1. 10 Table Mics</li> <li>2. 2 Podium Mics</li> <li>3. Hardware decoder</li> <li>4. Video Conference Bridging</li> <li>5. Dedicated Internet Connection of minimum 20 mbps</li> <li>6. Public IP</li> <li>7. All ports open</li> <li>8. 5KVA Online UPS with 1 hour backup VC equipment</li> <li>9. Extension boards with 5 Ampere sockets</li> </ol>
<b>Para 11 Bid Opening</b>		
	<b>Time, date, and place for bid opening are: 1415 hrs (Indian Standard Time) on 00/00/2018 at the following address:</b> National AIDS Control Organization, 6th Floor, Committee Room, Chanderlok Building, Janpath, New Delhi- 110001	<b>Time, date, and place for bid opening are: 1415 hrs (Indian Standard Time) on 19/11/2018 at the following address:</b> National AIDS Control Organization, 6th Floor, Committee Room, Chanderlok Building, Janpath, New Delhi- 110001

