

Minutes of the Meeting for evaluation of quotations for Hiring of Event Management Agency for World AIDS Day,2016

The tender for hiring of event management agency for the World AIDS Day,2016 was uploaded on NACO's website. The last date for submission of bids was 24th Nov,2016 by 3.00 pm. Till set time the following 5 agencies submitted the quotations:

- (i) M/s Indiattitude
- (ii) M/s Expressions Ad Agency Pvt. Ltd
- (iii) M/s Central Art Service
- (iv) M/s Space 4 Business Solution Pvt. Ltd.
- (v) The agency had not mentioned the name of the agency.

The committee for evaluation of quotations met at 4.30 pm as mentioned in the tender document. The representatives from 3 agencies were also present in the meeting.

In the tender documented it was mentioned that the agencies need to submit samples of T-shirts, Caps and Mementos along with quotations. Out of the total 5 agencies who submitted quotations only 1 agency (M/s Space 4 Business Solution Pvt. Ltd) has submitted all the three samples. Whereas, other two agencies (M/s Expressions Ad Agency Pvt. Ltd and M/s Central Art Service) submitted only sample of T-Shirts and Caps. Other two agencies (M/s Indiattitude and The agency had not mentioned the name of the agency) have not submitted any sample.

To give fair chance to all agencies, the committee recommended allowing these 5 agencies to submit the samples on 25th Nov, 2016 by 11.00 am. It was also suggested that a notice may be uploaded on NACO's website also in this regards. No fresh quotations will be allowed to be submitted but the agencies who have submitted their quotations may submit samples only.
