Minutes of Pre-Bid meeting for the RFQ-cum-RFPs for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015.

I. A meeting on the above mentioned subject was held at 11:00 am on 4.2.2015 in Room No. 152, Committee Room, Udyog Bhawan under the Chairmanship of Shri Atul Chaturvedi, Joint Secretary. List of participants is at Annexure-A.

II. Chairman welcomed the participants and conveyed the objective of the work and invited the representatives to present their queries which were responded to as below:

A. Shri Rajesh Suri, Cineyug Entertainment P Ltd.

Q.1. What is the exact venue, location for the event and how many days would be available to the agency for carrying out ground production and rehearsals? Would equipment and props need to be rented? Would audio and lighting be provided at the venue and stage coordination issues?

A. As per the RFP for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015, under Section '5', Scope of Work, para 5.1.1, the Agency should chart out a creative strategy and logistics for a modern and yet traditional performance for the inauguration ceremony of Hannover Messe 2015 on 12.4.2015 for a duration of 15 minutes. The performance should include high quality new media elements (Hologram/AV elements) around the theme of manufacture and industry while detailing the classical elements of Indian culture and Yoga.

The photographs of venue, Hannover Congress Centrum(HCC), Theodor-Heuss-Platz 1-3, 30175, Hannover Germany are attached at Annexure-B. The duration of inauguration ceremony is likely to be around 1.5-2.00 hours. India has been allotted 15 minutes time for its event during the inaugural ceremony.

The second event would be on 13.4.2015 for the opening ceremony at the HM grounds in/around the India Pavilion which is of around 1200 sq.mtr. size.

The agency in charge of conducting HM inaugural ceremony is “Insgluck” and the contact person in the agency is Mr. Christoph Kirst, CCO, Phone no. +49 30400068-76, Fax no. +49 30400068-99, e-mail: c.kirst@insglueck.de, website: www.insglueck.de.

The Indian agencies may contact the above said agency for details of available time etc. for rehearsals, renting of equipment, lighting, props and stage coordination issues. Technical requirements of screen and audio would also be provided by the above agency.

B. Shri Sanjeev Pasricha, CS Direct.

Q.1. For the AV, prop, lighting would equipment be provided or the agency would have to bear the cost? Will they allow to take props and equipment to the venue?

A. Technical assistance would be made available by the organizers of the event. The bidding agencies may carry out enquires in this regard from the agency in charge of conducting HM inaugural ceremony viz. “Insgluck” whose details are given in answer to
Q.1 A above, before submitting bids.

Q.2 Would the theme of shows be "Make in India"?

A. As per the RFP for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015, under Section ‘5’, Scope of Work, para 5.1.1, the Agency should chart out a creative strategy and logistics for a modern and yet traditional performance for the inauguration ceremony of Hannover Messe 2015 on 12.4.2015 for a duration of 15 minutes. The performance should include high quality new media elements (Hologram/AV elements) around the theme of manufacture and industry while retailing the classical elements of Indian culture and Yoga. The bidding agencies has to work out the shows accordingly.

C. Shri Abhishek Sahu, Percept D' Mark.

Q.1. As per para 2.1.2 of Section 2, instructions to applicants, of RFP the bids are to be submitted through CPPP portal only, whereas as per para 2.4, subpara 1.5.4. the envelopes containing technical and financial proposals should be delivered at Udyog Bhawan?

A. The bids are to be submitted online through CPPP portal only. Corrigendum in this regard has been issued and uploaded on website of DIPP as well as on CPPP portal.

Q.2. Is the EMD to be given through DD or Bank Guarantee?

A. As per the RFP for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015, under Section ‘2’, Instructions to applicants, para 2.3.10, EMD in the form of DD/Bank Guarantee shall be required to be submitted. The option is with the applicant therefore for choosing the suitable instrument.

D. Shri Allister Mascarenhas, WIZCRAFT:

Q.1. Whether the performance would be done at airports and other locations outside the venue also?

A. As per the RFP for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015, under Section ‘5’, Scope of Work, the agency has to chart out creative strategy for the inauguration ceremony of Hannover Messe, 2015 on 12.4.2015 and outside the inauguration and opening ceremony venue at various locations on 12.4.2015 and 13.4.2015. As such the performance would have to be made in and around the venue grounds.

Q.2 What would be the timing and location of Inaugural ceremony and opening ceremony?

A. The inaugural ceremony is proposed to be held on 12.4.2015 in the evening in the HCC, and the opening ceremony is likely to be held on 13.4.2015 at India Pavilion in the forenoon. The location of both the events would be different.
Q.3. Would DIPP provide any support regarding arrangements for visa, cargo etc. to the agency?

A. As per the RFP for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015, under Section 6, Standard Form of Work Order, para 3.4, the Client i.e. DIPP will use its best efforts to ensure that the Government will provide the Agency with work permits and such other documents as necessary to enable the Agency to perform the Services, and issue to officials, agents and representatives of the Government all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services.

E. Shri Rajesh Bhatia, Ferriswheel Entertainment Ltd.:

Q.1. Is it possible to extend the last date of submission of bids upto 16.2.2015 as the agencies would need time to create strategy after discussing with the concerned agency at Hannover? (Representatives of other agencies present also requested for the same)

A. In light of the collective request from the agencies present, with a view to facilitate the applicants, the last date for submitting bids would be extended upto 13.2.2015 till 3.00 PM. Consequently, the presentation by Technically Qualified applicants would be held on 14.2.2015 at 11.00 AM in Udyog Bhawan.

Q.2. Can the name and details of German agency be provided by the DIPP?

A. The query has already been replied to in Section II-A, Q.1 of the minutes.

Q.3. Can the minimum qualification for having a cumulative turnover from event related work of Rs.20 crore during last three financial year (2011-12 to 2013-14) be relaxed to 15 crore.?

A. The same would not be possible.

III. In addition to above queries made by bidders present in the pre-bid meeting, the written queries received till the last date for receiving queries are also clarified as follows:

F. Wizcraft International Entertainment Pvt. Ltd.

Q.1. As per page 6 | Point 2.1.2 – The inauguration of the Hannover Messe will take place at the central theme pavilion (India Pavilion) on April 13, 2015, at the Exhibition grounds. Can we have the following details:-

1) Venue details.
2) Venue layout
3) Venue rules
4) No.of days available for production set up
5) No.of days available for rehearsals
6) Will there be any speeches at the inauguration ceremony.

A. Reply to queries 1 to 5 above are given in reply to Section II-A, Q.1 of the minutes. The details of the pavilion at HM grounds is at Annexure-C. Reply to query at 6 above is in the affirmative.
Q.2. Submission of Proposal [Detailed process of submission of the proposal & whether the bid needs to be submission is by CPPP or through by courier in the envelope or both]

A. The query has already been replied to in Section II-C, Q.1 of the minutes.

Q.3. As per point 2.1.2– It states that the Inauguration of the Hannover Messe will take place at the central theme pavilion on the 13th April 2015 but point 5.1.1 states that inauguration ceremony is on 12th April 2015 for 15 minutes both these points are contradicting each other therefore we request you to please clarify the dates and the venue for the Inauguration ceremony and the opening ceremony.

A. The query has already been replied to in Section II-D, Q.2 of the minutes.

Q.4. Point 5.1.2 - The point states that the creative needs to chart creative strategy for a modern Indian performance outside the inauguration ceremony at various locations can we please have the following details:-
   1) How many locations will this performance need to be at?
   2) What will be the duration of the performance?
   3) Do we need to execute stage, lights, sound and other production elements for these locations?

A. The query has already been replied to in Section II-A, Q.1 and Section II-D, Q.1 of the minutes.

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Annexure-A

Attendance Sheet for the Pre-Bid meeting for RFQ-cum-RFP for appointment of Agency for Organizing Shows for Opening Ceremony at Hannover Messe, 2015. (RFP-III)

Date: 4th February, 2015    Time: 11:00 AM    Venue: Udyog Bhawan (Committee Room No.152)

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<thead>
<tr>
<th>S.No.</th>
<th>Name of Firm/Agency</th>
<th>Name of representative</th>
<th>Designation</th>
</tr>
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<tbody>
<tr>
<td>1.</td>
<td>Cineyug Entertainment P Ltd.</td>
<td>Shri Rajesh Suri</td>
<td>Business Head, North India</td>
</tr>
<tr>
<td>2.</td>
<td>Percept D’Mark</td>
<td>Shri Abhishek Sahu</td>
<td>GM-BDM</td>
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<td>3.</td>
<td>CS Direct</td>
<td>Shri Sanjeev Pasricha</td>
<td>CEO</td>
</tr>
<tr>
<td>4.</td>
<td>Ferrswheel Entertainment Ltd.</td>
<td>Shri Rajesh Bhatia/Aditya</td>
<td>AVP Event</td>
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<td>5.</td>
<td>Ferrswheel Entertainment Ltd.</td>
<td>Shri Aditya</td>
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<td>6.</td>
<td>WIZCRAFT</td>
<td>Shri Allister Mascarenhas</td>
<td>GM</td>
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<td>7.</td>
<td>ENCOMPASS</td>
<td>Shri Sanjeev K. Pankaj</td>
<td>GM-OPS</td>
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<td>8.</td>
<td>-do-</td>
<td>Shri Rohit Tiwari</td>
<td>CSO</td>
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