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**File No.: HPSEDC/Digital-Media/2k26-1340
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Corrigendum-I

(Tender No. HPSEDC/Digital-Media/2k26-1340)

HPSEDC published e-tender for Request for Empanelment of Digital & Social Media Agencies, bearing tender No: HPSEDC/Digital-Media/2k26-1340.

Based on the queries received from the bidders, the following changes/ modifications/ clarifications/ specifications in the tender Section(s)/ Clause(s) are incorporated in the tender document by issuing of Corrigendum.

The detailed response to the received Prebid queries is attached as **Annexure A**.

Last date for bid submission is extended till 06/08/2026 till 2:30 PM and same will be opened on 07/08/2026 at 2:30 PM.


**Data Controller,
HPSEDC**

S.No	Page No	Section of the RFP	Point of Clarification required as per RFP	Requested Clarification / Suggested Changes by the bidder	Clarification/ Revised Clause may be read as
1	17	Page 17, Clause 11.7 and Page 16, Clause 16.1	Annual Empanelment Fee of ₹50,000 is to be deposited by successful bidders. EMD of empanelled bidders shall be treated as Security Deposit and released after completion of the contract.	Kindly clarify the treatment of the EMD amount of ₹50,000 for empanelled agencies. Will the EMD be refunded immediately upon empanelment or retained throughout the empanelment period? Further, can the EMD amount be adjusted against the Annual Empanelment Fee of ₹50,000? If not, kindly clarify the mechanism for refund/adjustment of the EMD for empanelled agencies.	Clarification: The EMD shall be refunded to all the participants once the tender is finalized. EMD and Annual empanelment fee are different. The bidder is required to submit bid security in the form of EMD for participating in the tender. Only successful bidders are further required to submit Annual empanelment fee.
2	27	Page 27, Eligibility Criteria Point No. 10	The bidder should have carried out at least 10 projects. Work Order + Completion Certificate are required.	Kindly clarify whether ongoing projects/work orders can also be submitted as proof of experience in lieu of completed projects. Further, considering the nature of services, we request the department to reduce the requirement from 10 projects to 6 projects to enable wider participation and increase competition.	Revised Clause: The Bidder should have carried out at least 6 projects. out of the above projects, at least 2 projects should be in the last 3 financial years for Government of India or any Central / State Ministry / Corporate/ Board/ Corporation. Supporting Documents : Copy of work order + Completion Certificates from the client with reference of the client/ Relevant declaration from client for ongoing projects/ Self Certificate of Completion (Certified by CS/ CA/ independent auditor of the bidding entity)
3	14	Page 14, Clause 13 and Scope of Work	Agencies are required to provide Digital & Social Media Services and deploy manpower as per requirements.	Kindly clarify whether deployment of resources at the client location/on-site is mandatory at any stage during the contract period or whether the services can be rendered remotely from the bidder's premises.	Clarification: As per terms and conditions of the bid document, the resources must be deployed on-site.
4	13-14	Page 13-14, Clause 13	Services shall be engaged on an "as and when required" basis and mere empanelment does not guarantee allocation of work.	Since this is an empanelment tender without any assured quantity or guaranteed business and work may be allotted several months after empanelment, kindly clarify whether the prices quoted at the time of bid submission will remain fixed throughout the empanelment period. We request the department to permit price revision/escalation at the time of actual work allocation considering inflation and increase in manpower and operational costs.	Clarification: The prices finalized through this tender, shall be valid for the duration of the empanelment.

5	14	Page 14, Clause 13	User departments may invite concepts/creatives and allocate work based on merit and requirements.	Kindly provide the estimated annual business value, indicative quantity of work, or historical work orders issued under similar empanelments to enable bidders to assess the commercial viability of participating in the empanelment process.	Clarification: This is Request for empanelment, which will be applicable for the future works which are likely to be received from the department.
6	14	Page 14, Clause 13	Mere empanelment does not guarantee allocation of work.	In view of the Annual Empanelment Fee of ₹50,000 and the absence of any minimum business commitment, we request the department to specify whether any minimum work order value or minimum business guarantee is envisaged for empanelled agencies.	Clarification: This is Request for empanelment, which will be applicable for the future works which are likely to be received from the department.
7	NA	NA	NA	Will the selected agency be required to deploy dedicated onsite resources, or can the services be delivered remotely and one coordinator is deployed on site?	Clarification: As per terms and conditions of the bid document, the resources must be deployed on-site.
8	NA	NA	NA	Will there be a requirement for physical presence of the Creative Director or other key personnel at HPSEDC/client offices for coordination meetings?	Clarification: As per terms and conditions of the bid document, the resources must be deployed on-site.
9	NA	NA	NA	Are the quantities mentioned under content writing (blogs, radio jingles, documentaries, advertisement scripts, daily bulletins) fixed monthly commitments or only indicative upper limits?	Clarification: The quantities mentioned under content writing category are indicative upper limits.
10	NA	NA	NA	For the daily Himachal Bulletin (5–8 minutes), will the client provide source material and key updates, or is the agency expected to independently research and compile the content?	Clarification: This is Request for empanelment, which will be applicable for the future works which are likely to be received from the department. The further requirement shall be communicated at the time of issuing work order.

11	NA	NA	NA	Does the scope of “Advanced Video Editing & Video Creation” include animation, motion graphics, voice-over recording, subtitles, and stock footage procurement?	Clarification: This is Request for empanelment, which will be applicable for the future works which are likely to be received from the department. The further requirement shall be communicated at the time of issuing work order.
12	NA	NA	NA	Can HPSEDC specify the expected posting frequency across different social media platforms?	Clarification: This is Request for empanelment, which will be applicable for the future works which are likely to be received from the department. The further requirement shall be communicated at the time of issuing work order.
13	NA	NA	NA	In event photography, will travel and logistics costs be reimbursed separately?	Clarification: As per RFP, the prices are inclusive of all the services.
14	NA	NA	NA	Can resources be replaced during the contract period with personnel of equivalent qualifications and experience, subject to client approval?	Clarification: Resources may be replaced during the contract period only after consultation with the user department and after obtaining their approval.
15	NA	NA	NA	Whether EMD is exempted for MSEs as per MSME rules?	Clarification: Exemption, if any in evaluation criteria or any other terms & conditions of this document, will be as per Notification No. 4-Ind/SP/Misc/F/6-10/4/80-Vol-V dated 16.05.2020 issued by Controller of Stores Himachal Pradesh or any other orders issued by Govt. of Himachal Pradesh in case the committee deems it fit.