

**EMBASSY OF INDIA
PARIS**

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Tender No. PAR/PIC/551/02/2020

Date: 06.01.2023

CORRIGENDUM-I

Reference E-NOTICE INVITING TENDER FOR Selection of an Agency for Social Media management and analysis in respect of Embassy of India, Paris, bidders may note the following changes in the tender document:

Section 5(i): The company, if based in France, should have valid Kbis Certificate, Le numéro SIRET and VAT certificates as per French regulations and if based in India, it should be registered with the Registrar of Companies and should hold valid PAN, Sales tax/GST registrations/VAT, etc.

Section 5(iii): The annual turnover of the agency should be at least Euro 100,000 or its equivalent in INR during each of the last three years.

Annexure I, Annexure II and Annexure III are revised and attached with this document. Revised tender document is also available on Embassy's website <https://www.eoiparis.gov.in/>. Details can also be collected from PIC Wing- (E mail: pic2.paris@mea.gov.in).

Annexure I

	Document
1.	Copy of Registration of the company (i.e. Kbis Certificate)
2.	Copy of Le numéro SIRET/ Copy of PAN & GST number as applicable (if company is based in India)
3.	Copy of VAT registration certificate/ Copy of Latest Sales Tax/VAT/GST Clearance Certificate or copy of latest tax deposit challan as applicable (if company is based in India)
4.	Copy of ITR returns for the last three years (if company is based in India)
5.	A list of their owners/partners etc. of the agency
6.	Copy of Certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere.
7.	Copies of award of contracts along with Certificate of satisfactory performance from Central Ministries/ Departments/private organizations of repute.
8.	Copy of proof of qualification/additional skills in respect of the team proposed to be employed by the Agency.
9.	Copy of an audited statement of account of the agency
10.	Proof of Annual turnover.
11.	Self-certification regarding Manpower employed by Agency

FINANCIAL BID

Annual Social Media Management Contract in respect of Embassy of India, Paris:

(A) Annual rate as per scope of work including one dedicated technician

Excluding taxes: Euros/INR.....

*Including taxes: Euros/INR.....

(B) Annual rate as per scope of work but excluding one dedicated technician:

Excluding taxes: Euros/INR.....

*Including taxes: Euros/INR.....

*The including rates are inclusive of all charges, surcharges, taxes, duties etc. including Work Contract Tax/ Service Tax etc. but excluding cost on supply of spare parts.

Taxes may be clearly mentioned separately head wise. Where no tax will be applicable **NIL tax** should be mentioned

BIDDERS SIGNATURE WITH OFFICIAL SEAL/STAMP

Bidder Details

a)	Name/Address of Agency including PIN Code	
b)	Registrations Details with date	
c)	Owner's Name	
d)	Le numéro SIRET / PAN Card Number	
e)	VAT Registration No.	
f)	Telephone No. Office	
	Residence	
	Mobile No.	
g)	Residential Address	
h)	Annual turnover for last three financial year	
i)	List of Major Corporate Clients	
j)	Performance Report, If any	
k)	Any Other Information/ Documents which may help in assessing Bidder's abilities	

Bidder's signature with stamp