

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED
(DSIIDC)**

A Government of NCT of Delhi Undertaking

<https://dsiidc.delhi.gov.in/>

**REQUEST FOR PROPOSAL (RFP)
FOR ENGAGEMENT OF A SOCIAL MEDIA MANAGEMENT &
CREATIVE AGENCY FOR DSIIDC**

1. NOTICE INVITING TENDER

Delhi State Industrial & Infrastructure Development Corporation Limited (DSIIDC), a Government of NCT of Delhi Undertaking, invites proposals from eligible and experienced Multi-Media / Communication / Creative Agencies for engagement as a Social Media Management & Creative Agency for DSIIDC.

DSIIDC undertakes industrial infrastructure development, redevelopment and maintenance of industrial areas, implementation and facilitation of Government schemes and programmes, promotion of MSMEs and entrepreneurship, stakeholder engagement, exhibitions, workshops, events, public outreach and other assignments entrusted by the Government from time to time. The selected Agency shall provide integrated communication, digital outreach, creative, audio-visual and related support for these activities.

Interested bidders are advised to study this RFP carefully before submitting their proposal. Submission of a bid shall be deemed to signify that the bidder has examined and understood the terms, conditions, scope and implications of the assignment.

Particular	Details
RFP availability	Government e-Procurement Portal and DSIIDC website
Pre-bid meeting	27 th July, 2026
Last date and time for submission	10th August, 2026 – 12 Noon
Opening of Technical Bids	10th August, 2026 – 03.00 PM
Technical Presentation / Interaction	13th August, 2026
Opening of Financial Bids	14 th August, 2026
Contract Period	One year (365 days) from commencement of services; extendable by one further year subject to satisfactory performance, continued requirement and approval of the Competent Authority
Bid System	Two-bid system: Technical Bid and Financial Bid
Selection Method	Quality and Cost Based Selection (QCBS) – 70:30

The maximum financial ceiling for the initial Contract Period of one year shall be ₹2.20 crore (Rupees Two Crore Twenty Lakh only), exclusive of applicable GST. Bidders shall independently assess the Scope of Work, manpower requirements, service levels and deliverables and submit their Financial Proposal accordingly.

2. ELIGIBILITY REQUIREMENTS

Sl. No.	Eligibility Requirement	Supporting Document
1	Bidder shall be a company/LLP/partnership firm/proprietorship legally registered in India.	Certificate of incorporation/registration, MoA & AoA, partnership deed or equivalent document.
2	Bidder shall be on the latest valid empanelment of Central Bureau of Communication (CBC) as a Multi-Media Agency, as applicable on the date of bid submission.	Copy of valid CBC empanelment order/certificate.
3	Bidder shall have minimum average annual turnover of ₹10 crore during the last three completed financial years.	CA certificate and audited financial statements.
4	Bidder shall have positive net worth as on the close of the latest completed financial year.	CA certificate.
5	Bidder shall have office presence in more than one city in India.	Registration/GST/lease or other documentary evidence.
6	Bidder shall have at least 50 full-time executives/professionals on payroll across relevant functions including creative, content, digital media, research, technology and operations.	Certificate from HR Head/authorised signatory, supported by EPF/ESI or other verifiable records if sought.
7	The bidder shall have undertaken at least three (03) Qualifying Assignments, as defined under Clause 6.1.1 of this RFP, during the five years immediately preceding the last date of bid submission.	Documents prescribed under Clause 6.1.1.
8	Bidder shall have capability to develop content in English, Hindi and other Indian languages.	Self-certification with examples of work.
9	Bidder shall not have been blacklisted/debarred by any Central/State Government Department, PSU, statutory body or ULB as on the date of bid submission.	Self-declaration.
10	Bidder shall possess valid PAN and GST registration.	Copies of PAN and GST registration.

3. SCOPE OF WORK

The Agency shall primarily support DSIIDC in communicating its institutional mandate, programmes, projects, schemes, achievements, events and public-facing initiatives. The scope shall include the following, without being limited thereto:

3.1 Social Media Management & Digital Outreach

Management of DSIIDC's official social media platforms including content planning, publishing, community management, platform optimisation, campaign calendars, proactive messaging and performance analytics.

3.2 Digital Content Production

Creation of engaging digital assets including static creatives, infographics, carousels, reels, shorts, explainer videos, animations, motion graphics, campaign films, project stories and other platform-specific content.

3.3 DSIIDC Programme & Scheme Communication

Communication support for programmes and initiatives handled or facilitated by DSIIDC, including PMFME, RAMP, MSME promotion, entrepreneurship, industrial promotion, stakeholder outreach, workshops, capacity-building programmes and other schemes entrusted to the Corporation.

3.4 Industrial Infrastructure & Project Communication

Creative and audio-visual documentation of industrial infrastructure, redevelopment and maintenance works, engineering projects, land-related initiatives, industrial estates, project milestones, before-and-after documentation and institutional achievements.

3.5 Website Management & Optimisation

Content structuring and updates, creation of banners and campaign pages, press and media sections, basic search optimisation, analytics, performance monitoring and coordination with DSIIDC's technical teams for timely publication of approved content.

3.6 Events, Exhibitions & Stakeholder Engagement

End-to-end communication and creative support for workshops, conferences, exhibitions, trade fairs, consultations, launches, awareness activities and other DSIIDC events, including pre-event publicity, branding, live digital coverage and post-event documentation.

3.7 Photography & Videography

Professional coverage of official meetings, events, site visits, projects and programmes; editing and cataloguing of photographs and videos; preparation of short-form and long-form audio-visual content; and handover of raw and edited files.

3.8 Corporate Communication & Publications

Preparation of press releases, media briefs, presentations, speeches, talking points, brochures, newsletters, annual reports, booklets, success stories, case studies, project profiles, FAQs and other institutional communication material.

3.9 Media Monitoring, Research & Analytics

Monitoring of relevant media and digital conversations concerning DSIIDC's programmes and sectors; campaign and audience analysis; identification of communication opportunities; issue alerts; and periodic performance reports.

3.10 Branding & Creative Services

Design of campaign identities, posters, advertisements, event branding, exhibition panels, outdoor creatives, invitations, standees, signage, templates and other communication material in accordance with DSIIDC's requirements.

3.11 Communication Support for Entrusted Assignments

Where DSIIDC is entrusted with implementation, coordination or communication support for any programme, event or initiative of GNCTD or any of its Departments/Agencies, the Agency may be assigned related communication work under the overall supervision and directions of DSIIDC.

3.12 Other Related Work

Any other communication, creative, digital, multimedia, research, documentation or outreach assignment reasonably connected with the above scope and assigned by DSIIDC.

3.13 Exclusions / Separately Approved Expenditure

Media buying, paid promotion, large-scale printing, fabrication, venue hiring, event infrastructure, celebrity/influencer fees, statutory permissions and other substantial third-party expenditure shall not form part of the Monthly Professional Fee unless specifically included in the Financial Bid. Such expenditure, where required, shall be undertaken only with prior written approval of DSIIDC and dealt with separately in accordance with applicable rules and approved rates.

4. MANPOWER PLAN & KEY PERSONNEL

The Agency shall deploy an adequate multidisciplinary team and shall remain responsible for continuity, quality and timely delivery. The following key profiles are considered essential:

Functionary	Minimum Experience	Indicative Role
Project Manager / Lead - 1	7 years	Single point of contact; coordination with DSIIDC; assignment tracking; quality and timeline monitoring; reporting.
Creative Lead - 1	10 years	Creative direction; campaign concepts; visual identity; review and approval of design output.
Content Lead -1	10 years	English/Hindi content; editing; campaign messaging; publications; speeches; briefs; coordination with creative team.
Strategy & Research Manager – 1	10 years	Communication planning; research; campaign strategy; monitoring; analytics; issue and opportunity identification.
Digital / Social Media Manager - 1	5 years	Platform management; content calendar; publishing; engagement; analytics; digital optimisation.
Graphic Design & Motion Team – 2	Relevant experience	Static creatives; infographics; animation; motion graphics; event and campaign design.
Photography / Videography Team – 2	Relevant experience	Event and site coverage; editing; project documentation; short and long-form video content.
Web / Analytics Support - 2	Relevant experience	Website content coordination; campaign pages; analytics; reporting and optimisation.

The cost of deployment and availability of the above key personnel and functional resources shall be deemed to be included in the quoted Monthly Professional Fee, and no separate payment shall be admissible on this account.

The bidder may propose additional resources. DSIIDC may require interaction with the proposed core team during technical evaluation. Replacement of key personnel after award shall require prior approval of DSIIDC and the replacement shall have qualifications and experience not inferior to the person replaced.

5. INDICATIVE DELIVERABLES, TIMELINES & REPORTING

Category	Indicative Deliverables
Social Media & Digital	Content calendars; platform management; posts; stories; reels; short videos; infographics; motion graphics; campaigns; analytics.
Corporate Communication	Press releases; briefs; presentations; speeches/talking points; success stories; FAQs; institutional messaging.
Creative Services	Posters; banners; advertisements; brochures; flyers; invitations; event branding; exhibition panels; templates.
Website	Approved content updates; banners; campaign/project pages; document uploads; media section updates; analytics.
Photography & Videography	Coverage of assigned meetings, events, site visits and projects; edited outputs; raw files; highlight videos; project films.
Programmes & Schemes	Awareness and outreach content for PMFME, RAMP, MSME and other DSIIDC programmes and entrusted assignments.
Publications	Newsletters; brochures; reports; booklets; case studies; project profiles; annual/corporate publications as assigned.
Events & Outreach	Pre-event communication; branding; live digital coverage; photography/videography; post-event highlights and documentation.
Research & Reporting	Media/digital monitoring; research notes; monthly activity report; analytics; campaign performance and recommendations.

The following deliverables indicate the **expected** annual and monthly scale of services and are intended to enable bidders to assess the assignment and quote a realistic Monthly Professional Fee. The actual mix of work may vary depending upon DSIIDC's programmes, projects, events and communication priorities. The quantities are indicative benchmarks and not fixed monthly entitlements.

5.1 Indicative Monthly Deliverables

Category	Indicative Monthly Requirement
Social media content	50–70 posts/creatives across approved platforms, including static posts, carousels, stories and occasion-based content
Short-form video	10–15 reels/short videos, including scripting, shooting/editing or repurposing of approved footage
Motion graphics / animations	4–6 outputs
Corporate communication	4–6 press releases/media briefs; 3–5 presentations; briefs, speeches, FAQs and institutional messages as assigned
Creative design	10–15 posters/banners/advertisements/event creatives; 5–8 infographics; brochures/flyers as assigned

Website support	Approved content, banner, document and media-section updates as assigned; campaign/project pages where required
Photography / videography	Coverage of up to 10 assigned events/site visits/meetings, with edited outputs and complete handover of relevant raw files
Campaigns	Up to 2-3 focused digital/awareness campaigns relating to DSIIDC programmes, projects or entrusted assignments
Monitoring & analytics	Monthly media/digital monitoring, platform analytics, campaign performance summary and recommendations
	Rapid-response communication and creative support for important announcements, visits, events and emerging communication requirements, as assigned by DSIIDC.

5.2 Indicative Annual / Periodic Deliverables

Deliverable	Indicative Requirement
Annual / Corporate Report	Up to 1 major report, including content support, design and print-ready artwork
Corporate / Scheme Brochures and Booklets	Up to 8 during the year
Newsletters / E-newsletters	Up to 12 during the year
Major institutional / programme films	Up to 4 during the year
Success stories / case studies / project profiles	Up to 24 during the year
Major events / exhibitions / trade fairs	Communication and creative support for up to 8 during the year
Workshops / stakeholder consultations / outreach events	Communication support for up to 18 during the year
Annual Communication Calendar	One annual calendar with monthly/quarterly updates

5.3 Audience Growth & Engagement Performance

The Agency shall undertake sustained and proactive efforts to expand the organic reach and audience base of DSIIDC's official social media platforms. From the date of commencement of the Contract, the Agency shall endeavour to achieve a **minimum month-on-month increase of 5% in the number of followers/subscribers** on each active social media platform, wherever applicable, measured against the follower/subscriber base recorded at the beginning of the relevant month. The Agency shall also demonstrate a **consistent improvement in audience engagement**, wherever measurable and applicable, through indicators such as reach, impressions, views, likes, comments, shares, saves, clicks, video watch time, engagement rate and other platform-specific analytics.

For this purpose, the Agency shall:

- establish and document the baseline follower/subscriber count and engagement metrics for each active platform at the commencement of the Contract
- submit monthly platform-wise data showing opening follower base, additions, closing follower base, percentage growth and relevant engagement indicators
- analyse the reasons for any shortfall or decline in follower growth or engagement and submit corrective measures in the subsequent monthly communication plan
- continuously optimise content strategy, formats, posting schedules, audience targeting and platform-specific interventions to improve performance.

Achievement of the above targets shall be assessed having regard to the nature and existing maturity of the platform, the volume and nature of content approved for publication, organic and paid promotion undertaken, platform or algorithmic changes, and other factors reasonably beyond the control of the Agency.

5.4 Flexibility and Variation in Deliverables

DSI IDC may increase, decrease or substitute individual deliverables according to actual operational requirements, provided the overall level of professional effort remains broadly comparable to the service package contemplated under this RFP. For example, a month involving intensive event or project documentation may require fewer routine posts but more videos, presentations, event creatives or field coverage. Such variation shall not ordinarily entail additional payment where the assignment remains within the overall Scope of Work.

Any assignment involving substantial third-party expenditure, including media buying, large-scale printing, fabrication, venue hiring or event infrastructure, shall require prior written approval and shall be dealt with separately in accordance with the RFP and applicable rules.

5.5 Response Timelines

Activity	Indicative Maximum Timeline
Acknowledgement of assignment	Within 30 minutes during working/active assignment hours
Initial concept / first draft	Normally within 24 hours or as specified
Minor revision	Within 6 hours
Major revision	Within 24 hours
Urgent creative / communication requirement	As directed, ordinarily within 2 hours
Website update after approval	Within 4 hours
Social media publishing after approval	Within 30 minutes
Event coverage	Real-time / during the event
Event highlights	Ordinarily within 6 hours

5.6 Monthly Reporting

- Monthly Activity Report and Assignment Completion Statement.
- Platform-wise Audience Growth & Engagement Report showing the opening and closing follower/subscriber base, month-on-month percentage growth, reach, impressions, engagement rate and other relevant platform-specific performance indicators.
- Social media and website analytics, wherever applicable.
- Campaign performance summary and recommendations.
- Digital Asset Register and handover status.
- Status of pending and ongoing assignments.
- Communication calendar for the following month.

5.6 Certification

Monthly payment shall be processed after certification by the designated officer(s) of DSIIDC that the Agency has satisfactorily performed the assignments entrusted during the relevant month and submitted the required reports, deliverables and digital assets. Certification shall consider the overall quality, timeliness, responsiveness and professional effort deployed, and shall not be based solely on mechanical counting of individual outputs.

6. TECHNICAL EVALUATION

Technical proposals shall be evaluated for 100 marks. A bidder must obtain at least 70 marks to qualify for opening of the Financial Bid.

Criterion	Scoring Method	Max. Marks
Average Annual Turnover during last 3 completed FYs	₹10-15 crore: 5 - above ₹15–30 crore: 8 - above ₹30 crore: 10	10
Relevant Government/PSU assignments in media, digital media, creative services or integrated communication during the last five years	Marks shall be awarded for qualifying assignments over and above the minimum eligibility requirement of three assignments, as detailed under Clause 6.1 below.	20
Experience, domain knowledge and operational readiness of proposed core team	- Interaction/evaluation of Project Manager - Creative Lead - Strategy & Research Manager - Content Lead up to 5 marks each	20
Technical Presentation	- Understanding of DSIIDC and scope: 10 - approach and implementation plan: 10 - innovative campaign concept: 15 - amplification strategy/ technology interventions: 15	50
TOTAL		100

6.1 Evaluation of Relevant Government/PSU Assignments – 20 Marks

The minimum eligibility criteria prescribed under this RFP require the bidder to possess experience of at least **three (03) qualifying assignments**. Accordingly, no technical marks shall be awarded merely for meeting the minimum eligibility requirement.

Marks shall be awarded for qualifying assignments **over and above the minimum requirement of three assignments**, as follows:

Total Number of Qualifying Assignments Marks

3 assignments	0
4 assignments	5
5 assignments	10
6 assignments	15
7 or more assignments	20

No proportionate or discretionary marks shall be awarded between the above slabs.

6.1.1 Definition of Qualifying Assignment

For the purpose of eligibility as well as technical evaluation, a “Qualifying Assignment” shall mean a single contract, agreement or work order awarded to the bidder by any Central Government Ministry/Department, State Government/UT Administration, Government Company, Public Sector Undertaking, Statutory Body, Autonomous Body or Urban Local Body for one or more of the following:

- Social Media Management;
- Digital Media Management;
- Integrated Communication Services;
- Creative and Design Services;
- Multimedia Communication;
- Digital Campaigns;
- Public Awareness or Outreach Campaigns; or
- any other substantially similar communication assignment.

Each Qualifying Assignment shall satisfy all of the following conditions:

1. The assignment shall fall within the period of five years immediately preceding the last date of bid submission.
2. The contract value of the assignment shall be ₹1.50 crore or more, excluding GST.
3. The bidder shall submit a copy of the relevant Work Order, Agreement or Letter of Award clearly establishing the name of the client, nature and scope of services, contract value and period of engagement.
4. In case of a completed assignment, the bidder shall submit a Completion Certificate or satisfactory Performance Certificate issued by the client.
5. An ongoing assignment shall also be considered, provided that the bidder has completed at least six months of services under the assignment as on the last date of bid submission and submits a satisfactory Performance Certificate or other documentary evidence issued by the client.
6. Multiple work orders, extensions or amendments issued under the same original contract or engagement shall collectively be treated as one Qualifying Assignment.
7. Only assignments supported by complete and verifiable documentary evidence shall be considered for evaluation.

For the Technical Presentation, all eligible bidders may be given a common brief relating to a DSIIDC programme, industrial infrastructure initiative, MSME outreach campaign or other institutional communication requirement. The presentation shall be assessed by the Evaluation Committee on the criteria stated above.

DSIIDC may verify work orders, client certificates, team credentials and other claims made in the bid. Marks shall be awarded only against verifiable documentary evidence and/or demonstrated capability during interaction.

7. FINANCIAL PROPOSAL & SELECTION METHOD

7.1 Financial Proposal

The bidder shall quote a single consolidated Monthly Professional Fee, exclusive of GST, for providing the services described in this RFP. The quoted fee shall include manpower, creative and technical resources, office infrastructure, software, equipment ordinarily required for the assignment, local travel within Delhi/NCR, overheads, profit and all incidental costs necessary for satisfactory performance, except separately approved third-party expenditure.

Item	Description	Unit	Quoted Rate (₹) excluding GST
1	Monthly Professional Fee for Social Media Management, Creative, Digital Outreach and Integrated Communication Services for DSIIDC in accordance with this RFP	Per Month	To be quoted by bidder

The total evaluated Financial Proposal for the initial Contract Period of one year shall not exceed the financial ceiling specified in this RFP. A Financial Proposal exceeding the prescribed ceiling shall be treated as non-responsive and shall not be considered for financial evaluation.

For determining compliance with the financial ceiling, the quoted Monthly Professional Fee shall be multiplied by twelve (12).

7.2 Financial Score

The lowest evaluated Financial Proposal (Fm) shall receive a Financial Score of 100. The Financial Score (Fs) of other bidders shall be calculated as: $F_s = (F_m / F) \times 100$, where F is the evaluated financial quote of the bidder.

7.3 Combined QCBS Score

The final selection shall be made under QCBS with 70% weightage to Technical Score and 30% weightage to Financial Score.

Combined Score = (Technical Score × 0.70) + (Financial Score × 0.30)

The bidder obtaining the highest Combined Score shall ordinarily be ranked H-1 and considered for award, subject to approval of the Competent Authority and fulfilment of all tender conditions.

8. COMMERCIAL TERMS & CONDITIONS

8.1 Contract Period

The Contract shall be valid for one year from commencement of services and may be extended for one further year, wholly or partly, subject to satisfactory performance, continued requirement, mutual consent where required and approval of the Competent Authority. Extension shall not be a matter of right.

8.2 Payment

Payment shall be released monthly against a GST-compliant invoice after certification of satisfactory services and submission of the prescribed reports and deliverables.

8.3 Taxes

GST shall be payable as applicable. Statutory deductions including TDS/GST-TDS shall be made in accordance with law.

8.4 Price Firmness

The Monthly Professional Fee shall remain firm during the initial Contract Period. Statutory changes in taxes shall be dealt with as per law.

8.5 Performance Security

The successful bidder shall furnish Performance Security in accordance with applicable Government instructions and the terms specified in the Letter of Award.

8.6 Earnest Money Deposit (EMD):

The bidder shall submit an Earnest Money Deposit (EMD) of Rs. 4,40,000/- (Rupees Four Lakh Forty Thousand only) through NEFT/RTGS to the following bank account:

Account Name: Delhi State Industrial & Infrastructure Development Corporation Ltd.

Account No.: 00950200001456

Bank Name: Bank of Baroda

Branch: B-Block, Connaught Place, New Delhi

IFSC Code: BARB0CONNAU

In case of payment through NEFT/RTGS, the bidder shall upload the transaction receipt/UTR number along with the Technical Bid as proof of remittance. Bids not accompanied by the prescribed EMD, unless exempted under applicable Government procurement guidelines, shall be treated as non-responsive and liable to be rejected.

8.7 Confidentiality

All non-public information, data, plans, credentials, drafts and materials received from or created for DSIIDC shall be treated as confidential. The obligation shall survive expiry or termination.

8.8 Intellectual Property

All approved deliverables, source files, raw footage, photographs, videos, artwork, publications and other outputs created under the Contract shall vest in DSIIDC. The Agency shall hand over editable/native files and shall not reuse such material without prior written approval.

8.9 Conflict of Interest

The Agency shall disclose any actual or potential conflict that may materially affect performance of the Contract.

8.10 Termination

DSI IDC may terminate the Contract for material breach, persistent unsatisfactory performance, confidentiality breach, blacklisting, insolvency, fraud or other serious default, after following the procedure stated in the Agreement. DSI IDC may also terminate for administrative reasons by giving 30 days' written notice.

8.11 Force Majeure

Neither party shall be liable for failure caused by events beyond reasonable control, subject to prompt written notice and reasonable mitigation.

8.12 Dispute Resolution

The parties shall first attempt amicable resolution. Unresolved disputes shall be dealt with in accordance with the Arbitration and Conciliation Act, 1996, as amended. The seat of arbitration shall be New Delhi.

8.13 Jurisdiction

Courts at Delhi/New Delhi shall have exclusive jurisdiction, subject to the arbitration clause.

8.14 Audit and Verification

DSI IDC may verify records and supporting documents relevant to performance of the Contract. The Agency shall provide reasonable assistance for such verification.

8.15 No Subletting

The Agency shall not assign or sublet the core obligations of the Contract without prior written approval of DSI IDC.

9. BID SUBMISSION REQUIREMENTS

The Technical Bid shall include, at minimum:

- Letter of Technical Bid.
- Legal constitution and registration documents.
- CBC empanelment document.
- PAN and GST registration.
- Audited financial statements and CA certificates for turnover and net worth.
- Details and evidence of qualifying assignments.
- Details of office presence and manpower strength.
- CVs/profiles of proposed core team.
- Creative and campaign portfolio.
- Non-blacklisting declaration.
- Any other document specified in the tender schedule or corrigendum.

The Financial Bid shall be submitted only in the prescribed format and shall not be included in the Technical Bid.

ANNEXURE – I: LETTER OF TECHNICAL BID

To,

The Managing Director
DSIIDC

Sub: Technical Bid for engagement of Social Media Management & Creative Agency for DSIIDC

Sir/Madam,

We, the undersigned, having examined the RFP, hereby submit our Technical Bid. We accept the terms and conditions of the RFP and certify that the information furnished by us is true and complete. We undertake to provide the services in accordance with the RFP, our proposal and the Agreement, if selected.

Authorised Signatory:

Name:

Designation:

Bidder:

Date:

Seal:

ANNEXURE – II: FINANCIAL BID

Sl. No.	Description	Unit	Amount (₹) excluding GST
1	Monthly Professional Fee for providing Social Media Management, Creative, Digital Outreach and Integrated Communication Services for DSIIDC in accordance with the RFP	Per Month	

GST shall be payable extra at applicable rates. The quoted amount shall be comprehensive and shall include all costs specified as forming part of the Monthly Professional Fee.

ANNEXURE – III: DETAILS OF SIMILAR ASSIGNMENTS

[illegible]

ANNEXURE – IV: CORE TEAM DETAILS

[illegible]

ANNEXURE – V: NON-BLACKLISTING DECLARATION

We hereby declare that the bidder has not been blacklisted or debarred by any Central Government Department, State Government Department, PSU, statutory body or ULB as on the date of bid submission. We understand that any false declaration may result in rejection of the bid and other action as permissible under the tender conditions and law.

Authorised Signatory:

Name:

Designation:

Date:

Seal:

ANNEXURE – VI: MONTHLY ASSIGNMENT COMPLETION STATEMENT

[illegible]

ANNEXURE – VII: MONTHLY SERVICE CERTIFICATE

Certified that the Agency has satisfactorily rendered the services assigned during the month of _____, submitted the required reports and handed over the relevant deliverables/digital assets. The invoice is recommended for processing in accordance with the Contract.

Nodal Officer: _____
Designation: _____
Date: _____