

Minutes of the Pre-bid meeting held on March 22, 2018
ITB for Provision of Advertisement Services for UNDP on Long Term Agreement (LTA) Basis

Date: March 27, 2018

Members attended the meeting:

Name	Designation
Shamsun Nahar Airin	UNDP
Samer Kamel Abu Hawilih	UNDP
Asma Nargis Sultana	UNDP
Bidders	As per attached Attendance sheet.

With reference to the subject ITB issued on March 18, 2018, please find below the queries raised by Invitees and answers thereto from UNDP Bangladesh:

SL	Queries	Answers
1	What does it mean by standard rate?	Standard rate is actual newspaper rate for advertisement.
2	Amend in page no 33 and 34	In page 33, the column “ Discount ” will be renamed as “ Discount offered to UNDP ”. Revised priced schedule is attached below.
3	There are different standard rate for inner page of a newspaper	Kindly provide the lowest rate for inner page (for each newspaper).
4	In the e-tendering system, what to write in the place of price as this is a requirement of discount?	In the e-tendering system, there is a place to provide information regarding the price, there kindly provide the total of “ Column F ” of the Price Schedule (in page no. 33 of ITB Document). And also upload the price schedule separately.
5	Amend in page no 33 and 34	The price schedule in page no. 33 and 34 will be replaced by the below price schedule

Note: Above Clarifications in response to queries raised during the Pre-bid meeting and amendments shall be an integral part of the ITB document and supersede the all provisions as applicable.

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Cost Breakdown per Deliverable Items

Name of News Paper	Pages	Type of color	pages distribution ratio	Standard Price Per Coloumn/inch		NewsPaper Usage Ratio	Dicount offered to UNDP	Supplier Name	
				A	B			UN Rate	Total
Daily Prathom Alo	Inner	B/W	80%				D	E=B-(BxD)	F=ExCx A
	Front	Colored	10%			17.5%			
		B/W	5%						
		Colored	5%						
Daily Ittefaq	Inner	B/W	80%						
	Front	Colored	10%			17.5%			
		B/W	5%						
		Colored	5%						
Bangladesh Protidin	Inner	B/W	80%						
	Front	Colored	10%			5.0%			
		B/W	5%						
		Colored	5%						
Daily Kaler Kantho	Inner	B/W	80%						
	Front	Colored	10%			5.0%			
		B/W	5%						
		Colored	5%						
Daily Amader Shomoy	Inner	B/W	80%						
	Front	Colored	10%			5.0%			
		B/W	5%						
		Colored	5%						
The Daily Star	Inner	B/W	80%						
	Front	Colored	10%			30.0%			
		B/W	5%						
		Colored	5%						

Provision of Advertisement Services for UNDP on Long Term

Agreement (LTA) Basis

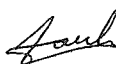
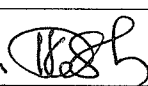
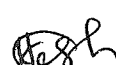
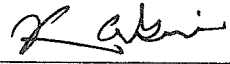
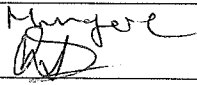
Venue: Village Well, Level-19, UNDP, IDB Bhaban

Date: 22 March 2018 Time: 11: 00 A.M

Reference: ITB-BD-2018-003

Attendance sheet for Representatives

S/L	Name of the Firm	Details of Representative of the firms	Contact details
1	Buzzuwka Communications	Name: <u>Mira Mostad Zafar</u>	Land Phone:
		Designation: <u>Sr. Executive</u>	Cell: <u>01766779119</u>
		Signature: <u>Shoan</u>	E-mail: <u>shoan@buzzuwka.com</u>
2	Saidul Islam	Name: <u>Saidul Islam</u>	Land Phone:
		Designation: <u>Executive</u>	Cell: <u>01672858404</u>
		Signature: <u>[Signature]</u>	E-mail: <u>saad93001@gmail.com</u>
3	Ad65 Bd Ltd	Name: <u>Sohel Sana</u>	Land Phone:
		Designation: <u>COO</u>	Cell: <u>01911389737</u>
		Signature: <u>[Signature]</u>	E-mail: <u>mktg@ad65.com</u> <u>mktg@ad65.com</u>
4	Oriental Media and Communication	Name: <u>Md. Khairur Rahman</u>	Land Phone: <u>9613520</u>
		Designation: <u>Exe. Media & Comm</u>	Cell: <u>01833312345</u>
		Signature: <u>[Signature]</u>	E-mail: <u>info@omcdhaka.com</u>
5	Zero Plus	Name: <u>Mahfuzur Rahman</u>	Land Phone:
		Designation: <u>Head, creative communication</u>	Cell: <u>01636159587</u>
		Signature: <u>[Signature]</u>	E-mail: <u>mahfuz27@gmail.com</u>
6	GreenFrame	Name: <u>Abusujan Biptra</u>	Land Phone: <u>0258817672</u>
		Designation: <u>CD</u>	Cell: <u>+8801715677071</u>
		Signature: <u>[Signature]</u>	E-mail: <u>abip1061973@gmail.com</u>

7	Space Marketing Communication	Name: Tushar	Land Phone:
		Designation Executive	Cell: 01985776324
		Signature: 	E-mail: tushar@spaceme.com
8	Space Marketing Communication	Name: Bharkor Hacha	Land Phone:
		Designation Executive	Cell: 01985776307
		Signature: 	E-mail: space-mc@gmail.com
9	Mediacom Ltd.	Name: Farhan Adib	Land Phone:
		Designation Sr. Account Executive	Cell: 01726202002
		Signature: 	E-mail: farhan@mediacombd.com
10	M.M.A.D.B INTERNATIONAL	Name: Jibon Saha 	Land Phone: 0171239521
		Designation CMO	Cell: 01712239521
		Signature: 	E-mail: mmad@dhaka.net
11	Sana Advertising	Name: M.S. Kabir Hossain	Land Phone: 57118562
		Designation Manager Marketing	Cell: 01718384198
		Signature: 	E-mail: sanaad.ltd@gmail.com
12	Guryenil Ltd.	Name: Najmul	Land Phone:
		Designation Asst. Marketing	Cell: 01977792003
		Signature: 	E-mail: guryenil.ltd@gmail.com
13	Annex Communication LTD.	Name: M.J.S.H. Saib	Land Phone:
		Designation Executive	Cell: 01678010774
		Signature: 	E-mail: annexsupply@gmail.com
14	Fahim Pearl Comm.	Name: Fahim Hossain	Land Phone: 01711667168

		Designation <i>Media Manager</i>	Cell:
		Signature: <i>[Signature]</i>	E-mail: <i>FaerK@Pearl-Bd.com</i>
15		Name:	Land Phone:
		Designation	Cell:
		Signature:	E-mail:
16		Name:	Land Phone:
		Designation	Cell:
		Signature:	E-mail:
17		Name:	Land Phone:
		Designation	Cell:
		Signature:	E-mail:
18		Name:	Land Phone:
		Designation	Cell:
		Signature:	E-mail:
19		Name:	Land Phone:
		Designation	Cell:
		Signature:	E-mail:
20		Name:	Land Phone:
		Designation	Cell:
		Signature:	E-mail:
21		Name:	Land Phone:
		Designation	Cell: