

DELHI JAL BOARD: GOVT OF NCT OF DELHI

PUBLIC RELATIONS OFFICE (W)

ROOM NO. 306, VARUNALAYA PHASE – II

KAROL BAGH, NEW DELHI

EMAIL ID: prodjb115@gmail.com

PHONE NO. – 011 2355 0843

Expression of Interest

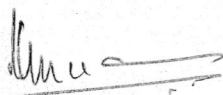
1. Delhi Jal Board intends for ***"Selection of a Social Media Management Agency to execute Online Reputation Management work using Digital Tools alongwith Grievances Redressal for Delhi Jal Board"***.
2. Delhi Jal Board invites sealed Bids from eligible Bidders, having experience of minimum Two Years in similar to this projects- Social Media Management (Facebook, Twitter, Instagram, YouTube, LinkedIn, Koo etc.), handling of social media accounts of Government Departments/Agency, Online grievance redressal and building a reputation by crisp designing of posts/creatives etc. is essential to conduct and carry out ***"Online Reputation Management work using Digital Tools alongwith Grievances Redressal for Delhi Jal Board ."***
3. Bidding will be conducted through local competitive bidding procedure specified in the Bid Document available for purchase at PR Department Head Quarter at an amount of . A ***Single-Stage, Two-Envelope, bidding procedure will be adopted. Bidders are required to submit simultaneously two sealed envelopes, one containing Technical Proposals and others containing the Price Proposal. First only the Technical Qualification will be evaluated, and those Agencies who qualify their Financial Proposal shall be opened.***
4. All prospective Bidders may obtain further information from and the office of ***The Director (Public Relations), Delhi Jal Board, Room No. 306, 3rd floor, Phase-II, Varunalaya, Karol Bagh, New Delhi-110005 (India), Tel: +91-11-23516261/23550843, Email: prodjb115@gmail.com.***
5. A complete set of Bidding Documents may be purchased by interested Bidders on the submission of a written application to the address above and upon payment of a ***non-refundable bid processing fee of INR 1000 (Indian National Rupee One Thousand Only). The applicants shall directly*** deposit the non-refundable document fee in the DJB A/C No. 50448339804 at Allahabad Bank, Baroda House Branch, New Delhi (IFSC Code No. ALLA0210619).

Salient Dates:

(i)	Start Date/Time of Purchase of bid documents	09/12/2021 at 11:00 Hours
(ii)	Last Date/Time of Purchase of bid documents	17/12/2021 at 17.00 Hours
(iii)	Date/Time of Pre-Bid Meeting	20/12/2021 at 11:00 Hours
(iv)	Date/Time of submission of bid	27/12/2021 up-to 16:00 Hours
(v)	Date/Time of opening of Initial Filter	28/12/2020 at 11:00 Hours

Sl. No.	Name of Work	Estimated Cost (In Rs.)	Bid security deposit (In Rs)	Period of Completion
1.	"Selection of Social Media Management Agency to execute Online Reputation Management work using Digital Tools alongwith Grievances Redressal for Delhi Jal Board."	Lump Sum	Nil	12 months

The bid shall remain valid for a period of 180 days after the last date of submission of bids. Any further corrigendum/addendum/clarification, if any, will be uploaded on Delhi Jal Board's website only i.e www.delhijalboard.nic.in under "Expression of Interest" link.


7/12/21

Director PR
Delhi Jal Board
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DELHI JAL BOARD,
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