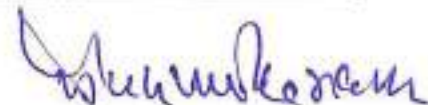


Pre Bid Queries

Pre-bid query reply to e-tender ID Number 2023_NAI_764000_1 held on 07/08/2023

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
1.	M/s StockHolding Document Management Services Ltd Navi Mumbai - 400710 Snehal patil-Marketing Mob: 7021967500	1	11. Criteria for evaluation	11.1 point no. 2 Sales turnover from archival scanning	Request to kindly consider overall sales turnover from digitization & not alone from archival scanning.	As per RFP
				11.1 point no. 4 Tools & Machines	Request to kindly relax the clause of ownership of scanners.	As per RFP
				11.1 point no. 8 Net profit	Request to kindly consider positive net worth	As per RFP
2.	M/s Newgen Software Technologies Limited, Ramesh M: +91-9873404979 T: +91-1140773700 X: 184 ramesh.kumar@newgensoft.com	1	Page-7 / Q 2. Fact Sheet	Earnest Money Deposit of Rs. 1,50,00,000 (Rupees One Crore Fifty Lakhs) in the form of Demand Draft/ Banker's Cheque / Bank Guarantee only and the same shall be drawn in favour of "The Director General, National Archives of India, New Delhi" payable at New Delhi. Not required in-case of MSME/NSIC/SSI		Exemption as per Rule 170 GRF 2017
		2	Page-14 6.3 Earnest Money	Bidders shall submit, along with their Proposals, an EMD of Rs. 1,50,00,000 (One Crore	(1) Bank Guarantee format is missing in tender, please provide	Earnest Money Deposit should be in form of Demand

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Deposit (EMD)	Fifty Lakhs) only, in the form of Demand Draft/ Banker's Cheque / Bank Guarantee only	the same for EMD submission.	Draft/ Banker's Cheque / Bank Guarantee
		3	Page-23 / Sr. No. 2 / Sales Turnover 11.2 Technical Qualification Criteria	Average Annual Sales Turnover generated from services related to Digitization of Archival material during each of the last three financial years i.e 2020-21, 2021 -22 and 2022-23 should be minimum Rs 3 Cr. >Rs 7.5 Cr 10 marks >Rs 6 Cr to Rs 7.5 Cr- 7 marks >Rs 4.5 Cr to Rs 6 Cr- 5 marks >Rs 3 Cr to Rs 4.5 Cr- 3 marks	(1) Request to amend this clause as "Average Annual Sales Turnover generated from services related to IT/ Document Management System / Digitization of Archival material during each of the last three financial years i.e 2020-21, 2021 -22 and 2022-23 should be minimum Rs 3 Cr." Since scope of work includes web based application too.	As per RFP
		4	Page-26 11.2 Technical	Firms that score a minimum of 30 marks in this section would be consider technically	(1) We believe that " 30 marks " is typographical error and it may be 70%,	As per RFP



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Qualification Criteria	qualified and will move to the next stage of financial evaluation	please clarify.	
		5	Page-26 11.3 Commercial Bid Evaluation	The bid price will include all taxes and levies and shall be in Indian Rupees.	(1) As per BOQ format, bid price to be quoted excluding GST, but as per this clause it is mentioned including all taxes, please clarify.	Corrigendum will be released
		6	Page-32 15. Terms of Reference I Scope of Work	Digitization of estimated 30 crore pages in two years onsite at National Archives of India, Janpath, and Lahore Shed, New Delhi -110001 along with in Regional Office, Bhopal, Records Centres at Jaipur, Bhubaneswar and Puducherry and uploading on the NAI's portal i.e. www.abhilekh-patal.in	(1) Request to increase project duration to at least 4 years, as two years is not sufficient for 30 Crore pages.	As per RFP
		7	Page-32 15.2 / 2 15.2 Job specification Image Capturing (Scanning):	All the pages should be provided with editable text using OCR.	(1) Please elaborate more on this requirement, as all the scanned pages will be OCR'd where it will be searchable in PDF file.	All the scanned pages should be OCR which make them searchable
		8	Page-32 15.2 / 3 15.2 Job specification	All the multilingual pages should be translated into English language.	(1) Whether it is with respect to metadata entry or OCR. (2) Do we need to	OCR

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Image Capturing (Scanning):		translate other languages into English like Hindi to English translation? (2) Whether it will be embedded into PDF file itself.	Yes Yes
		9	Page-33 / 11 Image processing and cleaning (Image Enhancement):	The vendor will carry out the above exercise outside the premises of NAI	(1) Please elaborate more on this requirement. (2) As per our understanding, due to confidential documents, it should not be allowed outside of NAI premises.	As per RFP only images will taken out
		10	Page-33 / 12 Image processing and cleaning (Image Enhancement):	The quality check of the final images and verification of physical pages being returned will also be carried out by the third party.	(1) We presume that third party will be of NAI, please confirm.	Third Party will be a separate vendor selected by NAI
		11	Page-33 / 13 Image processing and cleaning (Image Enhancement):	The vendor has to install total 75 scanners, 55 at Head office Delhi and 5 Each at Regional Office, Bhopal & Records Centres at Jaipur, Bhubaneswar and Puducherry	(1) Please remove this clause as it is vendor responsibility to complete the project as per given timeline.	As per RFP
		12	Page-34 / 1	OCR compatible with	(1) Accuracy may be	As per RFP



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Optical Character Recognition	documents language over 95% accuracy is desired to be achieved for the Digitized Documents with printed text.	vary, due to very old documents and it depends on physical document quality or printed text.	
		13	Page-35 /2 Subject Metadata and Captioning	The list of metadata which are to be captured shall be discussed by NAI team with the selected bidder before starting the digitization of the records.	(1) Request to specify approx. metadata field details per record/file along with average characters as it is required for costing purpose.	As per RPF
		14	Page-36 / 2 Connectivity/ Dash board	The vendor should provide the real time monitoring software with different types of user role to check the data movement in different process of the said tender i.e. pagination, receipt of documents, scanning, quality check, image editing, digital signature, NOC, restoration/delivery of physical records	(1) As per our understanding, monitoring software will be used during project period only and it will be taken back after project completion. It is not deliverable. Please confirm	Applicable As per RPF timelines
		15	Page-39 23. Access to digitized files/records	The successful bidder will have to import the scanned images/files and metadata into the AbhilekhPatal portal. Please note that only PDF file shall be imported into the database of AbhilekhPatal portal, whereas, the access	(1) If NAI is looking for Document Management System as a web based application then separate cost has to be included in BOQ and please provide following details;	As per RPF

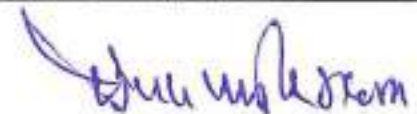
Abhilekh Patal

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				to the TIFF and JPEG files needs to be made available for NAI by the selected bidder through the web based application. Also, this application should facilitate to add the desired metadata in future as and when required by NAI.	<p>a) Whether this web based application will be deployed in a centralized server.</p> <p>b) Number of users required for accessing the web application.</p> <p>c) We presume that NAI would provide all the required infrastructures for web based application implementation.</p> <p>d) Whether this web based application is deliverable or will be used during project period only.</p>	
		16	Page-43 18.2 Penalties	The maximum penalty at any point of time and for any period should not exceed 20% of project cost as per the Commercial Bid submitted by the successful bidder. If the penalty exceeds this amount, NAI the right to terminate the contract. The project cost for this purpose shall be the rate quoted by the bidder per image	(1) As per industry standard maximum penalty should be 10%, please look into it.	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				In the RFP multiplied by the estimated image volume mentioned in the work order.		
		17	Page-70 Form 14: Format of Financial Proposal	Digitization of documents as per Scope of Work	As per scope of work, documents for digitization are mixed sizes from A-4, A-)/B-4/A-2/A-3. Maps, but BOQ has single line item for per page rate. Please clarify.	As per RPF
3.	M/s. Ninestars Information Technologies Pvt Ltd. Mr.Ravi, Contact no : +91 44 61 25 5100	1	11. Criteria for Evaluation, 11.1 Pre-Qualification Criteria Sl.No 1 Legal Entity (Page No 19)	A consortium between maximum three firms.	Request you not to allow Consortium partner. Single company should have experience of handling Scanning, Digitization, Infrastructure, Manpower, Applications, Integrations, Maintenance on its own any dependency on Consortium will delay the response time and overall it impacts the project. If one of the associate companies in the	As per RPF

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
					consortium can't come through, it could reflect poorly on the rest of the companies in the consortium when it comes time to bid on future projects. Request you to consider the single bidder for participate this tender.	
		2	1. Critical Dates	Bid Submission End Date :17/08/2023	As the time between Pre-bid meeting and bid submission deadline is merely a week working days we request you to provide at least 15 days after clarification of the queries as we need enough time to prepare such a comprehensive tender. Request you to provide extension for tender submission.	As per RPF
4.	M/s SG Informatics India Pvt. Ltd 706, Ashok Bhawan-93, Nehru Place New Delhi -	1	Page No. 10 Project Background Reference(s)	Total estimated number of pages to be digitized	Apart from 10,43,70,942 crore pages, all the documents are in the head office of National Archives, Janpath, Delhi only.	Yes
		2	Page No. 10	RC Bhubaneswar pages -	Because BOQ is same	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
	110019 Adil Rashid 9999889496 / 011 26295461, 26287496 adil@sginformat ics.com		Project Background Reference(s)	35,18,908 RC Jaipur- 6,31,02,075 pages RC Pondicherry - 66,16,599 pages RO Bhopal- 3,11,33,360 pages	then rates will be same outside delhi kindly ask for different rates for different locations	
		3	Page No. 15 Consortium	The prime bidder must satisfy the pre-qualifications of bid	If the prime bidder does not meet this clause, then consortium partner experience will be considered.	As per RPF
		4	Page No. 19 Pre-Qualification Criteria (Sr. no.3) Bidders Experience Capability	Bidder should have executed at least one project worth not less than 5% of the Gross Total Value of the tender i.e Rs 3.75 Cr or two projects worth Rs. 1.88 Cr or three projects of Rs 1.25 Cr.	Due to the pandemic, very few big tenders have come for the last several years, hence single order 1.5 crores should be changed and others accordingly	As per RPF
		5	Page No. 21 Pre-Qualification Criteria (Sr. no.6) Manpower Strength	Project Manager (01). Graduate with at least 5 years experience of having executed Isupervised similar projects	This is a very big and prestigious project so its project management should be PMP or PRINE 2 certified	As per RPF
		6	- General	-	Will all the work be allotted by only one vendor or after matching the L1 rate, the work can be distributed to other vendors as well.	As per RPF
5.	Writer House,	1	Technical	1.Approach and Methodology	The presentation we	The date of

Adil Rashid

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response																																
	CTS no. 1377 &1378, Church Road, Marol, Andheri (E) Mumbai - 400059 Rohit Gupta (Assistant Manager - Pre Sales Operation) M: +91 8657755272 rohit.gupta@wri terinformation.com		Qualification Criteria 11.2, Sr. No. 6 Presentation	<p>2. Proposed Infrastructure Set-up including proposed Team for same Achieving Quality Compliance:</p> <ul style="list-style-type: none"> • Two sets of 6 sample pages each of scanned image of TIFF, JPEG, PDF, Metadata CSV file and Quality Check CSV file to be presented • The samples for each of the two sets would be provided by the NAI- • Each bidder to also show the process used for creating the same. <p>3 The sample sets should be created as per standards *specifications defined in the scope of work.</p> <p>4. Video and images of live demonstrations of digitization work being executed by the Vendor, if any.</p>	have to give in person or we have to attach with RFP document. please clarify???	presentation date will be informed to all bidders later on.																																
		2	Project Back Point No 3.3	<table border="1"> <tr> <td>1</td> <td>GR</td> <td>18,07,14</td> <td>pages</td> </tr> <tr> <td>6</td> <td>PA</td> <td>24,00,000</td> <td>pages</td> </tr> <tr> <td>7</td> <td>Category</td> <td>11,67,717</td> <td>pages</td> </tr> <tr> <td>8</td> <td>Labor</td> <td>2,20,000</td> <td>pages</td> </tr> <tr> <td>9</td> <td>MR</td> <td>45,17,580</td> <td>pages</td> </tr> <tr> <td>10</td> <td>RO, FC</td> <td>16,41,79,702</td> <td>pages</td> </tr> <tr> <td></td> <td></td> <td></td> <td> IC Bhokanwar - 35,28,000 pages IC Jalpa - 6,11,86,970 pages IC Panchderry - 60,16,500 pages IC Bhopal - 1,11,23,200 pages </td> </tr> <tr> <td>11</td> <td>Total</td> <td>28,50,778</td> <td>pages</td> </tr> </table>	1	GR	18,07,14	pages	6	PA	24,00,000	pages	7	Category	11,67,717	pages	8	Labor	2,20,000	pages	9	MR	45,17,580	pages	10	RO, FC	16,41,79,702	pages				IC Bhokanwar - 35,28,000 pages IC Jalpa - 6,11,86,970 pages IC Panchderry - 60,16,500 pages IC Bhopal - 1,11,23,200 pages	11	Total	28,50,778	pages	Please clarify the Files, Bundles Qty for line Item 5, 6, 7, 8, 9, 10	As per RFP
1	GR	18,07,14	pages																																			
6	PA	24,00,000	pages																																			
7	Category	11,67,717	pages																																			
8	Labor	2,20,000	pages																																			
9	MR	45,17,580	pages																																			
10	RO, FC	16,41,79,702	pages																																			
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11	Total	28,50,778	pages																																			

Whole make from

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
		3	15.2 Job Specification	13.The vendor has to install total 75 scanners, 55 at Head office,DeIhi and 5 Each at Regional Office, Bhopal & Records Centres at Jaipur, Bhubaneswar and Puducherry	Is this a maximum or minimum requirement	Minimum
		4	15.2 Job Specification	Optical Character Recognition Point No 3 3.OCR compatible with documents language over 95% accuracy is desired to be achieved for the Digitized Documents with printed text. 4.The digitized documents would be in the following language - English, Hindi, Gujarati, Marathi, Bengali, Sanskrit, Arabic, Urdu & Persian and other regional languages 5.OCR should support recognition of multiple languages on the same page.	OCR Accuracy depends on the print and page quality of the pages. If we can some sample pages for scanning.	As per RPF
		5	15.2 Job Specification	Connectivity/ Dash board: The vendor will take the MPLS connectivity as required from the vendor with whom the NAI will take the MPLS connectivity.	Is MPLS connectivity is compulsion or whether use the Open Internet broadband. Please Clarify.???	MPLS connectivity
		6	15.2 Job Specification	1.Metadata of the all the digitized files describing the	Please clarify the Meta Data Fields which needs	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Subject Metadata and Captioning	<p>content of scanned document, in searchable format, should be assigned for each chapter / subchapter as per Dublin Core for field structure.</p> <p>2.The various type of metadata are to be captured, such as; Descriptive metadata, Structural metadata, Technical metadata, Administrative metadata. Administrative or technical metadata incorporates details on original source, date of creation, version of digital object, file format used, compression technology used, object relationship, etc, Administrative metadata may reside within or outside the digital object. The agency would provide the administrative metadata with appropriate documentation. The list of metadata which are to be captured shall be discussed by NAI team with the selected bidder before starting the digitization of the records.</p> <p>3.An appropriate structural data should be provided by the</p>	to be captured??	

gita malhotra

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				<p>selected bidder to help NAI organize the image files and to allow for navigation within the item.</p> <p>4.Metadata has to be provided in .CSV file and XML format with every batch of digital records and should be prepared in compliance with the Dublin Core standard for online interoperability.</p> <p>5, The minimum qualification of the skilled manpower for creation of metadata should be; graduation in History with fluency in English language (writing) and computer savvy and understanding of the Archival principle of provenance to be engaged for this activity-NAI would take a test for fluency in English language and computer skills,The decision of NAI in this regard will be final. If any error is found in metadata, the same has to be rectified by the firm without any additional cost.</p> <p>6, Manpower engaged should have the language skill to prepare metadata for non-</p>		

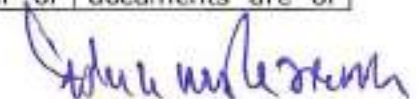
Chandrasekhar

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				English language records. 7. The metadata indexing has to be done with the right spelling, punctuation, grammar and information to the satisfaction of the NAI 8. It is most important to capture the contextual information about the document, which cannot be derived from just the subject. The document has to be read from start to end, by experts with History and Archival background to derive the right context of the document and extract relevant "Keywords" for the		
		6	BOQ	BOQ -	The BOQ Uploaded on tender portal is corrupted	The BOQ Checked & found good
6.	M/s NETSPIDER INDIA e- gaurav@niil.in	1	RFP Page no 19 Pre- Qualification Criteria Point No 1	Legal Entity	Proprietary firms have been excluded from bidding, which cannot be done so as the GFR rules does not discriminate a bidders status.	As per RPF
		2	RFP Page No 32 15.2 Job specification	All the multilingual pages should be translated into English language.	Clarifications on " Multilingual pages to be translated in English language" - this means	As per RPF

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S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Point No 3		that the rate per page can be significantly higher than the dept's expected rate.	
		3	General query	General query	Unbinding in case the documents are tightly bound and the text gets cut in the curvature area.	As per RPF
		4	RFP Page no 20 Pre-Qualification Criteria Point No 3 Bidders Experience/Capability	Bidder should have undertaken Digitization of documents including old files, old maps, old books, old photographs, old newspapers, etc. or similar assignments projects in last three years(03) years i.e., F.Y. 2020-21 , 2021-22 and 2022-23. Bidder should have executed at least one project worth not less than 5% of the Gross Total Value of the tender i.e Rs 3. 75 Cr or two projects worth Rs. 1.88 Cr or three projects of Rs 1.25 Cr. A certificate of completion of work from the client/s should be uploaded with the technical bid. The work should have been digitization of documents as mentioned above	NAI has various types of documents like old files, old maps, old books, old photographs, old newspapers etc. We would request NAI to ask for separate orders for separate experience of old files, old maps , old books and old newspaper and if possible the year of the same to be defined. This can be requested as an additional supporting experience from the bidder along with the other orders qualifying bidder for order value requested.	As per RPF

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
		5	RFP Page no 35 Subject Metadata and Captioning		Please specify the metadata fields	As per RPF
7.	M/s Exela 9th Floor, ICC Tech Park • SB Road • Pune, MH 411016 M: +91 998.722.6442 prasad.aher@e xelatech.com	1	Tender28072 023 - Section 6.3 - Submission of Proposals: Page No. 14	EMD submission	Please confirm, if the physical copy of EMD should be sent by 17th August 2023? Address where the EMD should be sent?	Director General, National Archives of India, Janpath, New Delhi
		2	Tender28072 023 - Section 15 - Terms of Reference / Scope of Work: Page 32	-	Is it acceptable if the vendor securely transports documents to one of its several mailroom in India for digitization? Documents will be returned securely and in serial order after digitization.	As per RFP
		3	Tender28072 023 - Section 15 - Terms of Reference / Scope of Work: Page 32	-	Please share the approximate number or percentage of documents for each size (A0, A1, A4, etc.)	Maximum documents are of A-4 size
		4	Tender28072 023 -	-	Please share the approximate number or	Maximum documents are of



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Section 15 - Terms of Reference / Scope of Work: Page 32		percentage of oversize documents.	A-4 size
		5	Tender28072 023 - Section 15 - Terms of Reference / Scope of Work: Page 32	-	Please share the approximate number or percentage of non-English documents.	As per RFP
		6	Tender28072 023 - Section 15 - Terms of Reference / Scope of Work: Page 32	-	Please share the approximate number or percentage of documents that are old, fragile and require specialised treatment and scanning. Please also share the age of old, fragile documents.	As per RFP
		7	Tender28072 023 - Section 15 - Terms of Reference / Scope of Work: Page 32	-	Is duplex scanning required? If yes how many documents require duplex scanning.	As per RFP

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
		8	Tender28072023 - Section 15 - Terms of Reference / Scope of Work: Page 32		Please share the number of characters for indexing/keying per file type.	As per RFP
8.	M/s KGS, Mumbai A Parvez Banatwala Co-Founder M. +91 9223363301 E. parvezb@kgsmi.crosystems.com A. F-212/A Kailash Complex, Veer Savarkar Marg, Vikhroli (W), Mumbai 400079 INDIA.	1	Page No. 23, Section 11.2, Sr.No. 1, 2 & 3	Years of Experience, Sales Turnover, Experience/Capability Bidders	How will the Startups exempted from prior turnover and prior experience under the GFR Rule 173 (i) , be evaluated on these criteria.	As per RPF
					Will the start-ups be scored on 60 marks only in the technical evaluation and then their score proportioned to the relevant percentage.	As per RPF
9.	Bidder's Name: Capital Business Systems Pvt. Ltd.,	1	Page No. 11 Clause No. 3.3 (Note)	One page of a file is one digital image.	One page means one side of the page in case of pages are printed / written on both sides. Please confirm	As per RPF
		2	Page No. 11	Through this RFP,NAI is	a) Scanning activities	As per RPF

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S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
	30-B, Preti ad btarket, Karol Bagh, New Dethi-110005. Contact Person/Contact Details: RajKumar Gautam, AGN-Business Development, Email ID: ralkumar.gautam@cbsInrouo.in, Phone no: 09540809652 sharad.dixit@cbisgroup.in		Clause No, 3.3 (Note)	looking to the digitization of estimated thirty (30) crore pages in two years available onsite at National Archives of India,Janpath,New Delhi-110001 along with in Regional Office,Bhopal and record Centers in jaipur,Bhuvaneshwar and Puducherry and uploading on the NAI's portal i.e. www.abhiJekhpatal.in . The number of pages may vary between 20 to 30 crores.	shall be required to be carried out at TO. premises at Jaipur, Bhuvneshwar, Puducherry, and Bhopal. Please confirm on understanding. b) Shall we be required to start work simultaneously at the ROs and at NAI, New Delhi. Please Advise	
		3	Page No. 15-16 Clause No. 6.6	Consortiums shall be eligible to participate in the bidding process. A maximum of three firms are allowed to enter into the consortium. The prime bidder must satisfy the pre-qualification of bld. The agreement between consortium members has to be submitted along with the bid clearly mentioning the role of the consortium firms.	Considering the sensitive nature of the documents to be digitized for the project, a consortium of up to 3 members is permitted in the RFP for this kind of work such consortium is not required. We have never seen consortium that too with 3 Parties in such kind of tender. Therefore, we suggest that consortium should not be allowed in the bid. That will help NAI to have the work	As per RPF

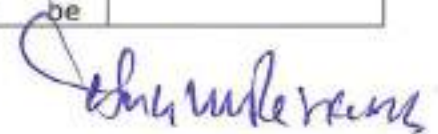
S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
					completed successfully and smoothly.	
		4	11 Criteria for Evaluation Pre-Qualification Criteria & Page No. 19	Legal Entity • Should have been operating in India or abroad for the last five years as on the last date of RFP response submission and have a registered office in India	Considering the volume of this project, the bidder should have vast experience for handling overhead scanners of old/rare documents project's, hereby It is requested that this clause may be changed to "Should have been operating in India for at least last Ten years as on the last date of RFP response submission and have a registered office in India" so that bidders should be continuously running their business for at least 10 years in India	As per RPF
		5	Page No. 20 Clause No. 11.1 Point No. 2	Average annual turnover from digitization/related services work of Archival material as defined in Para 3 below during the last three years i.e.2020-21,2021-22 and 2022-23 should be at least Rs 3 Cr.	The turnover of Rs 3 crore being asked for in RFP is too low for the size of the projects. As per CVC Govt. Guidelines, it should be at least 30 % of project value.	As per RPF

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
					Accordingly, the average turnover needs to be increased to Rs 22.50 crore. So that bidders having adequate financial strength to sustain during the execution of the project	
		6	11 Criteria for Evaluation Pre-Qualification Criteria & Page No. 21	Bidders Experience/ Capability Bidder should have undertaken Digitization of documents Including old files, old maps, Id books, old photographs, old newspapers, etc. or similar assignments I projects in last three years(03) years i.e., F.Y, 2020-21 , 2021-22 and 2022-23. Bidder should have executed at least one project worth not less than 50% of the Gross Total Value of the tender I.e Rs 3. 75 Cr or two projects worth Rs. 1.88 Cr or three	It is requested that this clause may be changed from 3 Years experience to 7 Years experience to increase the participation of the company having similar experience of handling these types of documents.	As per RPF

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				<p>projects of Rs 1.25 Cr. A certificate of completion of work from the client/s should be uploaded with the technical bid.</p> <p>The work should have been digitization of documents as mentioned above</p> <p>Note: a) I fore than one (1) consecutive year's continuous assignment/project with the same entity would be considered as one {1} assignment/project</p>		
		7	Quality & Security Certification & Page No. 21	<p>The bidder should have below mentioned certifications valid as on the last date of bid submission:</p> <ul style="list-style-type: none"> • ISO 9001: 2015 • 180/IEC 27001 :2013 	<p>It is requested that this clause may be changed to- "Prospective bidder should have ISO 9001 -2015 Quality certification, ISO 27001:2013 for Data security and CMMI level 5 Certificate for software development etc. in bidder's name" So that prospective bidders should have</p>	As per RPF

which was to be done

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
					certifications required for the execution of this project i.e. providing application software like retrieval system/DMS/Multipl	
		8	Page No. 21 Clause No, 11.1 Point No. 5	The Bidder should have below mentioned certification valid as on the last date of bid submission: <ul style="list-style-type: none"> • ISO 9001:2015 • ISO/IEC 27001:2013 	This is a project where all kind of IT security system are needed to be in place. Therefore we request that the bidder should also have the following Additional ISO certification to be eligible under the RFP <ul style="list-style-type: none"> • ISO20000-1 :2011 for Service Management System • OHSAS 18001:2007 Occupational Health and Safety Management. 	As per RPF
		9	Page No. 22 Clause 11.1 Point No. 8	Audit report of the company for the FYs 2020-21,2021-22 and 2022-23 showing that it's a profit making company.	Government guidelines stipulate that balance sheet can be audited upto 30 th September. Accordingly; the audited balance sheet for the year 2022-2023 cannot be	Corrigendum will be released

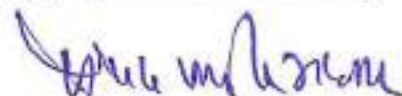


S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				Suggestion	submitted. We request to change the clause as "Audit report and audited balance sheet of the company for FYs2019-2020-21,2021-22 should be submitted and provisional balance sheet (CA certified) be submitted for 2022-23.A CA Certificate should be submitted that the company is earning a Net Profit after take in each of the last 3 year . To ensure the financial strength of the bidder the bidder it should be stipulated that: a) The bidder should be having positive net worth in the last three year as per their audited balance sheet. The borrowal accounts of the bidder should not be NPA as on 31-03-2023.	
		10	11.2 Technical Qualification	Bidder should have minimum experience of three years in digitization of	We request to this clause may be changed considering the volume	As per RPF

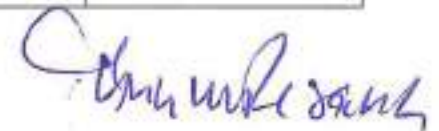
John M. Stone

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			Criteria & Page No. 23	Archival material as defined in the RFP more than 6 years 10 marks 5 years to 6 years - 7marks 4 years to 5 years - 5 marks 3 years to 4 years - 3marks	and nature of the project, "Bidder should have minimum experience of Seven years in digitization of Archival material/ old and rare documents as defined in the RFP more than 10 years - 10 marks 9 years to 10 years - 7 marks 8 years to 9 years - 5 marks 7 years to 8 years - 3marks	
		11	2. Sales Turnover and Page No. 23	Average Annual Sales Turnover generated from services related to Digitization of Archival material during each of the last three financial years i.e 2020-21, 2021-22 and 2022-23 should be minimum Rs 3 Cr. >Rs 7.5 Cr 10 marks >Rs 6 Cr to Rs 7.5 Cr-7 marks >Rs 4.5 Cr to Rs 6 Cr-5 marks >Rs 3 Cr to Rs 4.5 Cr-3 marks	It is requested that this clause may be changed to Average Annual Sales Turnover generated from services related to Digitization of Archival material during each of the last Seven financial years should be minimum Rs 3 Cr. >Rs 7.5 Cr 10 marks >Rs 6 Cr to Rs 7.5 Cr-7 marks >Rs 4.5 Cr to Rs 6 Cr-5 marks >Rs 3 Cr to Rs 4.5 Cr-3 marks	As per RPF
		12	Page No. 23	Volume of work completed in term of no. of pages of	It is requested that this clause may be	As per RPF

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				Archival material digitized annually in the last three financial years > 3.5 Cr - 20 marks 2.5 Cr. - 3.5 Cr - 15marks 1.5 Cr. To 21 .5 Cr.- 10Marks 1 Cr. To 1.5 Cr. - 5Marks	changed to Volume of work completed in term of no. of pages of Archival material/ old documents digitized annually in the last three financial years > 3.5 cr - 20 marks 2.5 Cr. - 3.5 Cr - 15marks 1.5 Cr. To 21 .5 Cr.- 10Marks 1 Cr. To 1.5 Cr. - 5Marks	
		13	Marks & Page NO. 26	Firms that score a minimum of 30 marks in this section would be consider technically qualified and will move to the next stage of financial evaluation.	As per standard of the RFP, minimum marks for eligibility should be atleast 60-70 Marks. Request to please change the same accordingly.	As per RPF
		14	General		An affidavit and CA certificate should be submitted with bid documents.	As per RPF
		15	Page No. 26 Clause 11.3 Point No. C	Suggestion	Considering the overall volume of work to be accomplished under the project, we suggest that the work may be split and allocated to L-1 and L-2 bidder. This would	As per RPF



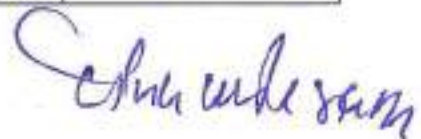
S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
					help the NAI to get the work done smoothly and written in the timelines given in the RFP.	
		16	Image Capturing (Scanning): & Page No. 32	2. All the pages should be provided with editable text using OCR. 3. All the multilingual pages should be translated into English language.	Please clarify on translation of Multilanguage text to English.	As per RPF
		17	15.2 job specification : Image Capturing (Scanning): & Page No. 34	14. The vendor has to work in two Shifts. The vendor has to digitize an average of 6 lakhs pages per day and report in this regard has to be submitted on daily basis. The vendor has to scan at least 1.25 Cr pages in a month. There is a penalty/reward clause on output of 2% of the base rate if the vendor unable to achieve the target and also a reward clause of 10% of the base rate if the vendor achieved above the target as per the given table above:	We understand the vendor will be able to work round the clock considering the volume and accordingly the inputs and all related support from the department will be provided.	As per RPF
		18	Connectivity	1. The vendor will take the	We understand this will be	As per RPF



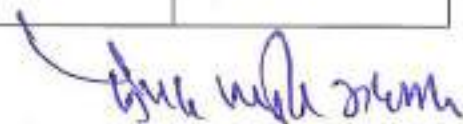
S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			/ Dash board: & Page No. 36	MPLS connectivity as required from the vendor with whom the NAI will take the MPLS connectivity. 2. The vendor should provide the real time monitoring software with different types of user role to check the data movement in different process of the said tender i.e. pagination, receipt of documents, scanning, quality check, image editing, digital signature, NOC, restoration/delivery of p'physical records.	Internal networking only, Please confirms.	
		19	General Terms and conditions: & Page No.36	1. The agency should compliance with Federal Agencies Digital Guidelines Initiative (FADGI)/NARA scanning guidelines/Best Practices & Guidelines for Production of Preservable a-Records (PRoPeR) published by Department of Electronics & Information Technology (DeitY) Government of India.	Please clarify on the same	As per RPF
		20	23. Access to digitized files/records	All the digitized files/records should be made accessible	We understand that all required storage for the data	As per RPF

Handwritten signature

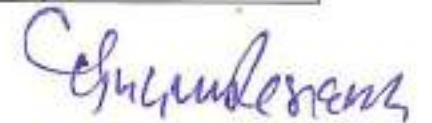
S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			& Page No. 39	from the NAI portal "abhilekh-patal.in". The successful bidder will have to import the scanned images/files and metadata into the AbhilekhPatal portal. Please note that only PDF file shall be imported into the database of AbhilekhPatal portal, whereas, the access to the TIFF and JPEG files needs to be made available for NAI by the selected bidder through the web based application. Also, this application should facilitate to add the desired metadata in future as and when required by NAI, Please note that the user acceptance testing will be done based on the data being searched and viewed through the NAI portal 'AbhilekhPatal' and the web application to be made available by the selected bidder.	(to be delivered to NAI in multiple formats) will be provided by NAI. Please confirm.	
		21	Working Hours & Page No.40	Normal working hours of the vendor would be from 7.00 AM to 2.00 PM and 2.00	Considering the volume of the documents as well as the timeline, request	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				to 9.00 Pm (Monday-Friday). If the work involves extended hours and additional working days, that may be indicated clearly along with the number of staff proposed to be deployed at various levels. Permission to work on Saturdays also may be considered.	please provide access of 24*7*365 for operational activity.	
		22	17. Payment Terms & Page No. 42	<p>a. Payment will be made to the firm on monthly basis for all end to end completed and delivered components as per the details and accepted by the custodial repository of the NAI or its authorized representatives after checking quality compliance of the digitized images/metadata.</p> <p>b. Monthly progress of work undertaken is to be provided to the DG, NAI on the last Wednesday of every month. Release of payment would be subject to verification of uploading of digitized material on AbhilekhPatal, search portal</p>	We request to please incorporate the SLA for Department QC as it is linked worth the payment. The images/data should be Qued within 7 Days of submission to department.	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				of NAI.		
		23	SLA & Penalty for Digitization services & Page No. 43	Images digitized shall be verified by third party quality check vendor. The digitized images shall be compared with reference to the original document. The vendor has to work in two Shifts. The vendor has to digitize an average of 6 lakhs pages per day and report in this regard has to be submitted on daily basis. The vendor has to scan at least 1.25 Cr pages in a month. There is a penalty/reward clause on output of 2% of the base rate if the vendor unable to achieve the target and also a reward clause of 10% of the base rate if the vendor achieved above the target as per the given table above:	1. We understand that there should not be any penalty on bidder if the delay is due to the department, Like not providing physical docs on time, not getting QC checked on time, not providing adequate timing for operational activities etc. Please confirm. 2. We request to please keep SLA for de	As per RPF
		24	18.2 Penalties & Page No. 44	c. The maximum penalty at any point of time and for any period should not exceed 20% of project cost as per the Commercial Bid	We understand there should not be any penalty for the bidder if the delay is due to the department, like not providing	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				submitted by the successful bidder. If the penalty exceeds this amount, NAI the right to terminate the contract. The project cost for this purpose shall be the rate quoted by the bidder per image in the RFP multiplied by the estimated image volume mentioned in the work order.	physical docs on time, not getting As per RPF QC checked on time, not providing adequate timing for operational activities etc. Also, request to please change the capping from 20% to 10% as per industry standard please.	
		25	Page No. 70 Form 14	Form 14	We understand that rate to be Quoted is per image (for two sided pages) please confirm.	As per RPF
10.	Md. Yusuf Info@webrisesimaging.com	1	Clause No. 6.6 of page 15	Consortiums shall be eligible to participate in the bidding process. A maximum of three firms are allowed to enter into the consortium. The prime bidder must satisfy the pre-qualification of bid. The agreement between consortium members has to be submitted along with the bid clearly mentioning the role of the consortium firms.	It is advised to change this clause that only one bidder only so that the work will be completed without any hindrance and NAI may allocate the work to L1, L2 and L3 so on.	As per RPF
		2	Clause No. 11.1 of page	Average annual turnover from digitization/related services	We suggest to be amended this to the	As per RPF

the whole sum

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			20	work of Archival material as defined in Para 3 below during the last three years i.e.2020-21,2021-22 and 2022-23 should be at least Rs 3 Cr.	Bidder should have an average turnover of Rs. 30 crore or above from Scanning and Digitization solutions during the last three financial years in place of only 3 crore turnover company will not be able to complete this job.	
		3	11.1 Pre-Qualification Criteria of page 21	Bidders Experience/ Capability Bidder should have undertaken Digitization of documents including old files, old maps, old books, old photographs, old newspapers, etc. or similar assignments I projects in last three years(03) years i.e., F.Y. 2020-21 , 2021-22 and 2022-23.	The work experience of 7 Years to be considered for bidder eligibility so attract more bidders	As per RPF
		4	Quality & Security Certification & Page No. 21	The bidder should have below mentioned certifications valid as on the last date of bid submission: <ul style="list-style-type: none"> • ISO 9001:2015 • ISO/IEC 27001 :2013 	CMMI level 3 Certificate for software development capability to be added in this criteria for software customizations for the project	As per RPF
		5	18.2 Penalties of Page No. 44	quoted by the bidder per image in the RFP multiplied by the estimated image volume	We are suggesting that penalty should not be more than 7 to 10%	As per RPF



S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				mentioned in the work order.	otherwise it is difficult to sustain in this type of capital intensive project	
11.	M/s Iron Mountain India Atul Gupta National Manager- Strategic Initiatives Mobile: +91 93502-47986	1	Page 10, clause 3.3,	Project Background, Type of pages	As these are varied types of records, please allow survey of records	As per RPF
		2	Page No 20 & clause 11.1 point 3 / Bidders experience / capability	Bidders should have undertaken digitisation of documents including old files , old maps , old books, old photographs, old newspapers or similar assignments in last 3 years i.e 2020-2021 , 2021-2022,2022-2023, Bidders atleast executed at least one project worth not less than 5% of the Gross total value of the tender i.e Rs 3.75 Cr or two projects of 1.88 Cr or three projects of Rs. 1.25 Cr. A certificate of completion of work from the clients should be uploaded with the technical bid. The work should have been digitization of documents as mentioned above	Pl clarify "Similar assignments"	As per RPF
		3	Page No 20 & clause 11.1 point 4 Tools & Machines	the bidder should have state of art equipment digitization related equipment included overhead scanners of total worth of Rs. 1 Cr as on date of	Please clarify state of art equipments	As per RPF

Atul Gupta name

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				submission of proposal .Bidder should provide details of the type, number and make of the state of the art equipment they propose to use for digitization of records in NAI and submit documentary proof regarding their ownership, possession, MOA or lease of the said equipment at the time of submission of online bids.		
		4	Page No 20 & clause 11.1 point 2 Sales Turn over	Average turn over from digitization /related work of Archival material as defined in para 3 below during the last three financial year 2020-2021 , 2021-2022, 2022-2023 should be at least 3 cr	Please clarify if Certificate from CA will be accepted	As per RFP
		5	Page No 34 & point 3,4	OCR compatible with documents language over 95% accuracy is desired to be achieved for the Digitized Documents with printed text. The digitized documents would be in the following language English, Hindi, Gujarati, Marathi, Bengali, Sanskrit, Arabic, Urdu & Persian and other regional languages.	Please clarify what is the percentage of pages hand written and typed	As per RPF
		6	Page No 34 & point 1	Optical Character Recognition process will be one step	Please clarify does the bidder has to provide	As per RPF

Chhankar

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
				conversion from JPEG files. The vendor has to provide translation of multilingual pages in English. 2. Highest Recognition accuracy is desired in this process as there is no scope for manual correction of the recognized text.	translation of all multilingual pages and if yes , how many pages are multilingual	
		7	Page No 35 & Subject Metadata and Captioning point no 1	Metadata of the all the digitized files describing the content of scanned document, in searchable format, should be assigned for each chapter / sub- chapter as per Dublin Core for field structure.	Please clarify how many data fields are to be captured as this is a major cost component	As per RPF
		8	Page No 36 & Subject Metadata and Captioning point no 11	The vendor has to provide a quality certificate for the digitized documents as per the Form 17	Please clarify in Form No.17 (1) Each page has to be digitally signed (2) What type of audit certificate is required. (3) what type of physical storage NIA has (4) How the data would be transferred to you physical storage	As per RPF
		9	Page No 37 & General terms & conditions point 16	The images are to be renumbered as per the page sequence	Please clarify Do we need to do the physical pagination also of each type of record	As per RPF

Abhishek Kumar

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
		10	Page No 39 & General terms & conditions point 22	The following have to be Digital images are to be supplied in below mentioned standard of TIFF, JPEG and PDF/A FORMAT in HDDs or optical disk as decided by NAI along with Metadata in XML or CSV format, Checksum with the pages collated as per the original sequence and page integrity should be maintained. Agency shall also provide the Quality Check file in CSV format and for each document a Thumbnail Image file. Before handed over the digitized recorded to the NAI, Quality compliance and assurance should be ensure by the Agency. The output of the images should be original size of documents. If the images are not found as per the terms and conditions of the contract, the NAI will have the right to terminate the contract and forfeit the Performance Security.	Please clarify how the data will be transferred from HDD to your physical storage (mentioned in form 17)	As per RPF
		11	Page No 39 & General terms &	All the digitized files/records should be made accessible from the NAI portal "abhilekh-	It is mentioned that the access to TIFF and JPEG files needs to be made	As per RPF

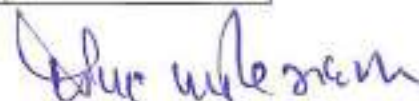
Chauhan

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			conditions point 23	patal.in". The successful bidder will have to import the scanned images/files and metadata into the Abhilekh Patal portal. Please note that only PDF file shall be imported into the database of Abhilekh Patal portal, whereas, the access to the TIFF and JPEG files needs to be made available for NAI by the selected bidder through the web based application. Also, this application should facilitate to add the desired metadata in future as and when required by NAI.	available by web based application. What type of web based application is required. Is there requirement of DMS (On-Prem)	
		12	Page No 45 & Deliverables & timelines point 16	Digitization of estimated 30 crore pages, within a period of two years as per standards mentioned in Scope of Work section. Target per month least 1.25 Crores pages (approx.) at NAI, New Delhi along with in Regional Office, Bhopal, Records Centres at Jaipur, Bhubaneswar and Puducherry, and uploading on the NAI's portal	Target is 1.25 pages per month , do we need to start the work at all locations in one go or we can complete one and start the next location, maintaining the target number	As per RPF
		13	Page No 45 & limitations of liability	Subject to the above, the aggregate liability of the Company/Firm, under this	Please consider the aggregate liability of the firm to the contract value	As per RPF

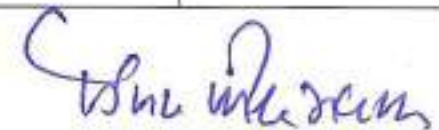
S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
			point 20 Access to digitized files	Contract, regardless of the form of claim shall not exceed 200% of the contract value.	only and not 200% of the contract value.	

Johnnie Green

S.No	Company Name	Query No	Bidding Document Reference(s) (Section Number/ Page Number)	Content of RFP Requiring Clarification	Points of Clarification Required	NAI's Response
12.	M/s SBL, Bangalore SREEJITH THIRUMANGALAM	1	Pre qualification - Sales turnover page no 20	Turnover from digitization/related services work of Archival material	Request you to consider Total turnover included from Digitization (Domestic and foreign clients) Kindly consider provisional balance sheet for 2022-2023 and CA undertaking that books of accounts are currently under audit	As per RPF
		2	Pre qualification - bidders experience /capability page no 20	Bidder should have executed at least one project worth not less than 5% of the Gross Total Value of the tender i.e Rs 3.75 Cr or two projects worth Rs. 1.88 Cr or three projects of Rs 1.25 Cr.	Kindly Request you to change condition to submit work order or completion letter as bidders can submit work order for ongoing project	As per RPF
		3	Pre qualification - bidders experiece /capability page no 20	executed Digitization of documents at least one project worth not less than 5% of the Gross Total Value of the tender i.e Rs 3.75 Cr or two projects worth Rs. 1.88 Cr or three projects of Rs 1.25 Cr. In last 3 years	Please consider project done during last 10 years	As per RPF
		4	Technical qualification criteria - Sales turn	Average annual turnover generated from digitization of archival materials during last 3 financial years	Request you to consider Total turnover included from Digitization (Domestic and foreign	As per RPF



		over page no 23		clients) Kindly consider provisional balance sheet for 2022-2023 and undertaking that books of accounts are currently under audit	
		5 Technical qualification criteria - Bidders experience capability page no 23	Volume of work completed in number of pages of archival materials digitized	Kindly consider Work order /agreement or completion letter. as bidders can submit ongoing continuous work.	As per RPF
		6 6.6 consortium page no 15	The prime bidder must satisfy the pre-qualifications of bid.	Request you to please change condition- prime bidder and consortium members combined should satisfy the prequalification and Technical qualification criteria	As per RPF
		7 General Terms and conditions: point no-36	The Agency is required to setup the infrastructure On-Site for digitization of the records for which adequate space will be provided by NAI. The setup would consist of requisite quantity of equipment like computers, high performance overhead scanners, software, UPS, tables and chairs required for sitting arrangements for its manpower, etc. and are required to be deployed by the Agency.NAI will not be responsible for	Request you to please provide necessary Infrastructure tables & Chairs from the respective department side.	As per RPF



			installation of the required infrastructure /setup. The space, electricity, electrical points, AC environment would be provided by the NAI.		
8	Subject Metadata and Captioning: Page no-35	he various type of metadata are to be captured, -such as; Descriptive metadata, Structural metadata, Technical metadata, Administrative metadata. Administrative or technical metadata incorporates details on original source, date of creation, version of digital object, file format used, compression technology used, object relationship, etc. Administrative metadata may reside within or outside the digital object. The agency would provide the administrative metadata with appropriate documentation. The list of metadata which are to be captured shall be discussed by NAI team with the selected bidder before starting the digitization of the records.	Kindly clarify:- How many approximate characters are required to capture as per given various type of metadata for the respective departments of NIA's	As per RPF	
9	General Terms and conditions: page no-36	The agency should have adequate number of overhead scanners, computers systems including image processing software, skilled manpower and other infrastructure to complete the target of digitization of estimated (30)	Kindly clarify:-As per NAI-bidder can deploy only overhead scanners, Kindly assist:-If A4/Legal documents quality is good, Can we deploy ADF scanners.	As per RPF	

			Estimated Thirty Crore pages within a period of two years (at least 1.25 Crores pages per month).			
		10	15.Terms of Reference/Scope of Work page no 32	Uploading on NAI's portal (AbhilekhPatal)	Kindly clarify:-Can we do bulk uploading or file wise only	As per RPF
		11	15.2 Job specification: Image processing and cleaning (Image Enhancement) page no 33	The vendor has to install total 75 scanners, 55 at Head office, Delhi and 5 Each at Regional Office, Bhopal & Records Centres at Jaipur, Bhubaneswar and Puducherry.	Kindly Request to provide th+A1:D12e sufficient space at all the HO and RO offices.	As per RPF
		12	Section - Fact sheet BID submission and EMD Page NO 7	BID Submission to be done online only and Physical copy of original EMD to be submitted EMD - Not required in-case of MSME/NSIC/SS/	For MSME exemption of EMD do we have to submit any proof physical or MSME certificate to be submitted online only.	As per RPF

Esther unlu sara