

**Embassy of India  
Bahrain**  
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**22 April 2024**

**Corrigendum - I**

This is with reference to the Embassy's Tender No. BAH/CONS/551/03/2024 Date 28 March 2024 seeking RFP for outsourcing of CPV Services at the Embassy of India, Bahrain.

2. The bidding schedule and process mentioned in Chapter II of the RFP is amended as per the attached revised table at Annexure - I.
3. The minimum area required and number of counters mentioned in the Table in Para 1 (A) (XI) under Chapter VII of RFP is amended as per the attached revised table at Annexure - II.
4. Further, the following provisions of the RFP are amended as below:

<b>Existing Provision</b>	<b>Amended Provision</b>
<p><b>Point 20 (Column 3) of table given under para (vi) of Chapter XI @ page 68:</b></p> <p>“The OSP agrees to ensure that the telephonic queries shall be responded to from 9 A.M. to 8 P.M. on all working days with updated information on a real-time basis. Waiting time shall not exceed 3 minutes.</p> <p>A daily log indicating the waiting time and the handling time for each call shall be provided to the Mission(s) concerned on a daily basis.”</p>	<p><b>Point 20 (Column 3) of table given under para (vi) of Chapter XI @ page 68:</b></p> <p>“The OSP agrees to ensure that the telephonic queries shall be responded to from 7 A.M. to 7 P.M. on all working days with updated information on a real-time basis. Waiting time shall not exceed 3 minutes.</p> <p>A daily log indicating the waiting time and the handling time for each call shall be provided to the Mission(s) concerned on a daily basis.”</p>
<p><b>Part III of Annex C @ page 114:</b></p> <p>“The guiding principle of financial viability is that the Total estimated expenditure + Profit amount + Local taxes Payable (e) shall not exceed Total estimated revenue (f).”</p>	<p><b>Part III of Annex C @ page 114:</b></p> <p>“The guiding principle of financial viability is that the total estimated expenditure including total local tax payable, shall not exceed total estimated revenue.”</p>
<p><b>Point 14 of table given under Part - II-B of Annex C @ page 112:</b></p>	<p><b>Point 14 of table given under Part - II-B of Annex C @ page 112:</b></p>

14.	Indian CPV services @ your doorstep	25		14.	Indian CPV services @ your doorstep	39	
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**Insertion of point 15 & 16 of table given under Part -II-B of Annex C @ page 112:**

15.	Form filling for other consular services	0.600	
16.	Certified Translation in English/Arabic (per page upto 250 words)	6.00	

**Insertion of point 15 & 16 of the table given under Point 3. Optional Services (OSs) of Chapter VII@ page 52:**

15.	Form filling for other consular services
16.	Certified Translation in English/Arabic

**Note: This will change to No. of total optional services to 16. This shall be taken into the account across the RFP.**

The other terms and conditions of RFP remain the same.

**(Ravi Kumar Jain)**  
**Second Secretary & Head of Chancery**  
 Email: hoc.bahrain@mea.gov.in

IMPORTANT DATES- <i>Tentative</i>	
Release of Request For Proposal (RFP)	28 March 2024
Last date for Submission of Written Questions by Bidding Companies	04 April 2024
Pre- Bid Conference	09 April 2024
Response to Written Queries & queries raised in the pre-bid conference	22 April 2024
Issue of Corrigendum, if any	29 April 2024
Last Date for Submission of bids	09 May 2024 (1500 hrs)
*Date of opening of the Technical Bids	09 May 2024 (1600 hrs)
*Announcement of results of Technical Bids	21 May 2024
*Date of opening the Financial Bids	24 May 2024
*Announcement of result of Financial Bids	06 June 2024
*Award of Contract	16 June 2024

Location of ICAC	Minimum No .of submission counters	Minimum Area of ICAC in Sq,Ft	Minimum Staff Required	Remarks
Manama, Bahrain	11	5000	16 Nos. (11-Counter, 1-reception, 1-messenger, 1-photocopier, 1-security, 1-supervisor)	OSP shall provide office space for Mission's officials for Attestation or any other work as specified by the Mission.

*Apart from the Minimum staff strength mentioned in the above table, the OSP must provide Minimum 04 (four) dedicated Back-office Staff (including a Country Manager and an IT expert) to support and supervise the operations of ICACs and also to coordinate with the Mission for the smooth functioning of ICACs.*

**Note 1:** OSP shall also operate counter at the Mission, if required.

**Note 2 :** Bid with the number of staff/submission counters less than the prescribed minimum shall be declared as unresponsive and summarily rejected.