

Government of Meghalaya
Meghalaya State Skill Development Society (MSSDS)

ENGAGEMENT OF CREATIVE & MEDIA PARTNER
EOI No. MSSDS/342/2020/210, Dated: 29th March, 2022

Response to Pre-bid Queries/Comments 4, dated 28-April-2022

Reference Page No.	Clause Description	Clarification/ Recommendations	Response / Remarks
Page 15	L3.1 (b) 3. Client Servicing Work Plan Detailed Work Plan (3)	What kind of detailed work plan is needed?	<p>The bidder is to submit a work plan that describes how a project is going to get done i.e. represent the formal road map for the assignment, visualized with the help of Gantt Charts.</p> <p>It should clearly articulate all the required steps to achieve a key goal by setting demonstrable objectives and measurable deliverables.</p> <p>The purpose is to create a visual reference for the goal, objectives, tasks and team members who are responsible for each area.</p> <p>The proposed work plan should be consistent with the Scope of Work and ability to translate them into a feasible working plan and work schedule showing the assigned tasks for each team member.</p>
	Manpower planning and scheduling (2)	Whether needs to be deployed on site or in-house resources?	The Bidder is to clearly indicate the resources who will be deployed for the assignment. It should list the time inputs and expected deliverables for each team member to be deployed. The Bidder will propose whether the team member will be deployed on-site or in-house.