

**CORRIGENDUM-3**

**Date: 23.07.2021**

Ref.: Bid Document No. CUGL/C&P/TEN2122/21,229,008 dated 17.06.2021 (E-Tender No. 50555) for the Hiring of Direct Marketing Agency (DMA) for PNG Domestic Registration in Jhansi.

**Sub.: Corrigendum-3**

**Please note the following corrigendum-3**

*The scope of work has been revised as enclosed at annexure-A for the subject tender.*

Note : All other terms & conditions of tender shall remain same.

This corrigendum-3 is to be treated as part of the original bid document and while submitting your offer, corrigendum-3 shall also be signed and stamped along with bid document.

Thanking you

For, Central U.P. Gas Limited

  
(K. K. Gupta)  
Sr. Manager (C&P)

**REVISED SCOPE OF WORK FOR DMA**

- a) DMA will be allotted a particular area to approach & collect registrations/enrollments.
- b) DMA's new PNG registration target respectively per month in Jhansi has mentioned below. Each DMA's scope of work/target will be assigned based of bid evaluation criteria and subsequently monthly target mentioned below will be distributed.

S. No.	Month	Target (DMA-1)	Target (DMA-2)
1	August	300	200
2	September	400	300
3	October	500	400
4	November	500	400
5	December	600	400
6	January	700	400
7	February	700	400
8	March	700	500
9	April	700	500
10	May	800	500
11	June	800	500
12	July	800	500
	<b>Total</b>	<b>7500</b>	<b>5000</b>

- c) After allocation of target/SOW in Jhansi, each DMA of Jhansi will have to achieve minimum 50% of the monthly target.
- d) Penalty clause: If target could not be achieved penalty of Rs. 5,000/- shall be deducted from the subsequent bill for each month. In case, penalty amount is less-than from subsequent bill has raised by vendor then same will be deducted from PBG.
- e) Special condition: After Each DMA's scope of work/target has been assigned on the basis of bid evaluation criterion. If DMA achieve less than 25% of their assigned SOW in stipulated contract period, then contractor will be barred from participation in next two future tender processes.
- f) DMA will have to get required registrations/enrollments as per marketing plan.
- g) Contact customer, elaborate PNG benefit, collection of registration form & amount collection shall be the responsibility of DMA. In any case DMA will not collect cash.
- h) Permission letter from society to start the job shall be the responsibility of DMA.
- i) DMA has to put field force for marketing activities i.e leaflet distribution, canopy display at societies etc.
- j) After the receipt of form, marketing dept will generate the CRN and BP no, mention the number on form acknowledgement slip and send back to DMA for delivery of the receipts to the customers.
- k) DMA has to report to marketing department on regular interval with progress report and MIS.
- l) Payment to DMA, against the registration received, shall be issued on monthly basis.

m) While customer meeting, DMA's person should be in proper dress with their ID cards.

**Enrollment:**

- a. To enroll the customer, DMA has to contact the customer, elaborate PNG benefit, collection of registration form and to collect address and ID proof.
- b. At the time of enrollment customers shall be given to options:
  - (i). Refundable amount of Rs. 6000/- is to be paid at the time of connection.
  - (ii). Customers have to pay non-refundable fixed monthly charges of Rs. 40/- (exclusive of GST). It shall be charged to the customer in their bill over and above the gas consumption charges. This fixed monthly charge will be applicable till the time connection exists.
- c. Customers who opt for Rs. 6,000/- option, DMA will have to collect cheque of Rs. 6,000/- from those customers within their contract period only.

**Payment Terms:-**

- a) Payment to the agency will be done on monthly basis on submission of bills.
- b) In the cases where customer opts for Rs. 6,000/- option at the time of enrollment, 80% amount shall be paid upfront with the bill raised while 20% will be paid after the collection of the cheque.