

Embassy of India Beijing

Corrigendum to RFP

Reference Request for Proposal(RFP) for outsourcing of Visa services in Embassy of India Beijing, Consulate of India Shanghai and Consulate of India Guangzhou published on 18th May 2024.

The following modifications in the RFP may kindly be noted:

1. Service provider's services will be required just for the Visa and related queries and **NOT** for Consular, Passport and other services.
2. Everywhere in the RFP, Consular/Passport/Visa/OCI/PCC/Surrender Certificate (Renunciation of Indian Citizenship)/Global Entry Program (GEP) Verification/Miscellaneous Attestation stands replaced with only **Visa**.
3. Everywhere in the RFP, ICAC stands replaced with IVAC(Indian Visa Application Centre).
4. Due to CoVID-19 pandemic the number of 2021 and 2022 Visa applications were significantly lower and do not present the actual volume. Therefore, Visa numbers of 2023 (as per Annexure L) Mission/Post wise.

Mission/post Name	Number of Visa Applications received in 2023
Beijing	5,708
Shanghai	4,746
Guangzhou	3,727
TOTAL	14,181

5. **Chapter VII-1.point P, Annex E-PART II-** IVAC shall remain open 5 days a week from Monday to Friday. Working hours of the Visa Application Centre will be 8:30 AM to 5:30 PM (excluding public holidays as per agreement with the Embassy and/or the Consulate) and timings for accepting the Visa applications will be 8:30 AM to 3:30 PM (excluding public holidays as per agreement with the Embassy and/or the Consulate). Minimum hours per week for acceptance of application and Back office working time stands revised as per the new timelines mentioned above.

6. **Chapter V-1.point xii-** EMD has been revised to **RMB 42,553**.

7. **Chapter VII-A-point xi-** Minimum number of submission counters in each location has been revised to 5 and Minimum Area Assigned in sq ft has been revised to 2000.

8. **Chapter VII-B-point v,vii,viii and other points where postal application is mentioned-** No Postal application will be accepted therefore all provisions related to Postal application stand deleted.

9. **Annex C-Part II-B-**Only 4 OSs to be provided whose maximum price are as follows:

Photocopying (per page)-1RMB

Photographs (4 photographs)-38 RMB

Form filling and document upload for online submission of Visa application-70RMB/Application

Printing of documents (per page side)-3RMB

10. Annex C-Part III- No. of anticipated applications for the contract period(3 years) on the basis of numbers of 2023 is 42,543.

11. There is change in dates of bidding schedule and new dates are as follows:

1.	Release of Request For Proposal (RFP)	17 th May 2024
2.	Last date for Submission of Written Questions by Bidding Companies	22 nd May 2024
3.	*Pre- Bid Conference	24 th May 2024
4.	Response to Written Queries & queries raised in the pre-bid conference	29 th May 2024
5.	Issue of Corrigendum, if any	30 th May 2024
6.	Last Date for Submission of bids	7 th June 2024
7.	Date of opening of the Technical Bids	7 th June 2024
8.	Announcement of results of Technical Bids	13 th June 2024
9.	*Date of opening the Financial Bids	17 th June 2024
10.	Announcement of results of Financial Bids	24 th June 2024
11.	*Award of Contract	30 th June 2024