

**AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT AUTHORITY  
(APEDA)  
MINISTRY OF COMMERCE AND INDUSTRY, GOVERNMENT OF INDIA**

**3-4 FLOOR, NCUI BUILDING,  
AUGUST KRANTI MARG, NEW DELHI  
Date: the 3<sup>rd</sup> January 2025.**

**Reference:** Bid Notice dated 23<sup>rd</sup> December 2024 regarding **APEDA Pavilion at BioFach Germany 2025** scheduled to be held from 11<sup>th</sup> to 14<sup>th</sup> February **2025** at **Nuremberg, Germany**.

The Minutes of the Pre-Bid Meeting held on 30<sup>th</sup> December 2024 are as follows:

Para no. of TOR	Existing Provision	Amended Provision
<b>5.2.5 (vii)</b>	'APEDA' and 'India Organic' Branded T-Shirts (Qty. 500), cloth bag (Qty. 500) and/or visually striking badges/ lapel pins (Qty.500) as giveaways for guests and attendees.	'APEDA' and 'India Organic' Branded <b>Collared</b> T-Shirts (Qty. 500), cloth bag (Qty. 500) and/or visually striking badges/ lapel pins (Qty.500) as giveaways for guests and attendees.
<b>5.6.4</b>	The agency shall arrange High resolution still photography/ properly edited video covering the entire APEDA pavilion, Exhibition area from different angles of the entire event for all the days by one professional photographer and 1 videographer carrying mics so 30-60 bytes/ testimonials of stakeholders – dignitaries, exporters, buyers and international visitors and guests may be captured for digital media dissemination and press information. The photographer and videographer and their coverage must be available at all times during the event so the highlights may be live posted/ disseminated if required.	The agency shall arrange High resolution still photography/ properly edited video covering the entire APEDA pavilion, Exhibition area from different angles of the entire event <b>for the day of inauguration</b> by one professional photographer and 1 videographer carrying mics so that 30-60 bytes/ testimonials of stakeholders – dignitaries, exporters, buyers and international visitors and guests may be captured for digital media dissemination and press information. The coverage must be available at all times during the event so that the highlights may be posted/ disseminated, if required.
<b>6.6</b>	Agency shall ensure addressing of concerns of exhibitors relating to the facilities. At the entry point of APEDA pavilion to welcome the buyers/ exporters, a Helpdesk manned by 2 (two) trained persons shall be set up.	Agency shall ensure addressing of concerns of exhibitors relating to the facilities.
<b>15.3</b>	A 3-minute video of all the days of show must be submitted after the event for uploading on social media platform. For these activities, services of a professional photographers/ Videographers should be taken.	A 3-minute video must be submitted after the event for uploading on social media platforms.

**Note: The last date of submitting the bids shall be the 9<sup>th</sup> January 2025 (up to 5:00 PM).**