

कार्यालय - बोधगया मंदिर प्रबंधकारिणी समिति, बोधगया

पत्रांक : 2831 BTMC/24/बोधगया, दिनांक 09.06.2026

प्रेषक,

जिलाधिकारी, गया,  
सह-अध्यक्ष, बीटीएमसी।

सेवा में,

निदेशक,  
सूचना एवं जनसंपर्क विभाग,  
बिहार, पटना।

**विषय : निविदा आमंत्रण का प्रकाशन के संबंध में।**

महाशय,

उपरोक्त विषयक निविदा आमंत्रण सूचना का प्रकाशन प्रमुख हिन्दी दैनिक समाचार पत्रों में प्रकाशन हेतु निविदा आमंत्रण सूचना की दो प्रति समर्पित किया जाता है।

अनु० यथोक्त।

विश्वासभाजन

(शशांक शुभंकर, भा०प्र०से०)

जिलाधिकारी, गया-सह-अध्यक्ष, BTMC

# Office of Bodhgaya Temple Management Committee

Bodhgaya, Gaya, Bihar - 824231

Email ID: [bodhgayatemple@gmail.com](mailto:bodhgayatemple@gmail.com)

Tel: .....

## Notice Inviting Tender


**Short Notice Tender No. ....03...../2026-27**

The Bodhgaya Temple Management Committee (BTMC), Bodhgaya invites sealed Tenders invites from reputed and experienced Public Relations (PR) Agencies/Firms for providing professional PR and communication services to the BTMC Bodhgaya, Bihar, India.

### Tender Schedule/Programme:

Sl. No.	Activity	Date/Time : Duration
1.	Last Date/Time for Submission of offer/Bid	29.06./2026 Up to 03:00 p.m.
2.	Date & time for Opening of Bid.	29.06./2026 at 04:00 p.m.
3.	Bid Opening Date and Time	Will be communicated on the date of Bid opening.
4.	Contact person/Nodal Officer for queries	Mr. Sujeet Kumar Mishra Email: <a href="mailto:bodhgayatemple@gmail.com">bodhgayatemple@gmail.com</a> Mobile. No. 9798994224

- Tender Documents along with detailed descriptions of the service and Terms and Conditions of the Tender can be purchased from office of Bodhgaya Temple Management Committee, Bodhgaya, Gaya, Bihar well as it can be downloaded from [www.bodhgayatemple.com](http://www.bodhgayatemple.com).
- Earnest Money Deposit (EMD) of Rs. 50,000/- (fifty thousand) only should be in the form of Demand Draft drawn from a Scheduled Bank in Favor of Bodhgaya Temple Management Committee, Bodhgaya and payable at Bodhgaya.

  
District Magistrate, Gaya  
-cum-Chairman, BTMC

# **BODHGAYA TEMPLE MANAGEMENT COMMITTEE (BTMC)**

**Bodhgaya, Gaya, Bihar – 824231**

E-mail – bodhgayatemple@gmail.com

Contact No. 0631-2200735

Tender Notice No.: \_\_\_\_\_

Date: 09.06.2026

## **1. Tender Notice**

**Tender No.:** 03

**Date:** .....

BTMC, Bodhgaya, invites sealed Tenders from experienced and reputed firms for invites sealed tenders from reputed and experienced Public Relations (PR) Agencies/Firms for providing professional PR and communication services in BTMC Bodhgaya, Bihar, India. The complete information regarding the above tender may be downloaded from website: <https://bodhgayatemple.com>

## **2. Scope of Work**

The selected PR Agency will be responsible for the following:

- Managing media relations with national and international media organizations.
- Preparation and dissemination of press releases, press notes, and media briefings.
- Promotion of events, religious programmes, and activities organized by the Committee.
- Handling crisis communication and public information when required.
- Coordination with print, electronic, and digital media platforms.
- Managing public communication and assisting in improving the global image of the Temple and its activities.
- Assisting in organizing press conferences, media visits, and public outreach programmes.
- Providing periodic reports on media coverage and PR activities.

## **3. Important Dates**

Event	Date & Time
Last Date for Bid Submission	<u>29</u> .../ <u>06</u> .../2026 03:00 PM
Bid Opening Date	<u>29</u> .../ <u>06</u> .../2026 04:00 PM
Place of Submission	Office of the Secretary, BTMC, Bodhgaya - 824231

## **4 EMD & Payment Terms**

- Earnest Money Deposit (EMD): Rs. 50,000/- (fifty thousand) only in the form of a Demand Draft in favour of BTMC, Bodhgaya.
- Unsuccessful/Unqualified Firm EMD Return on BID opening date/Finalising of BID

## **5 Eligibility Criteria and Documents to be Submitted**

- The agency must be a registered PR/Communication Agency or Firm.
- The agency should have minimum 3–5 years of experience in PR, media management, or communication services.

**Selection Criteria : - (100 Marks)**

### **1. Technical Eligibility Criteria**

The firm must meet the following technical requirements: After qualifying eligibility criteria.

#### **i. Financial:- (50 Marks)**

- **Option A – Lowest Cost Method (L1): 50**
- The technically qualified firm quoting the **lowest price** will be selected.
- **Option B – Quality and Cost Based Selection (QCBS): (50 Marks)**
- L1 - 50 Marks
- L1 to 10% above - 40 Marks
- L1 to 20% above- 30 Marks
- L1 to 30% above – 20 Marks
- L1 to 40% above – 10 Marks

#### **ii. Interview :- (Marks 50)**

- BTMC Appointed Committee will conduct the Interview.
- PR/media handling experience.

- Media strategy and outreach capability.

The Firm/Agency securing the highest combined marks out of 100 in Financial Evaluation and Interview/Presentation shall be selected.

#### 6. Eligibility Criteria and Documents to be Submitted

- 3 years' experience in handling PR for government bodies, cultural institutions, tourism, or heritage sites will be preferred.
- The Firm must have a minimum average annual turnover of Rs. 25 Lakhs (Rupees Twenty-Five Lakhs) during the last three financial years from PR/Media/Communication-related services.
- The agency must have a proven track record of media relations and communication campaigns.
- GST and PAN copies must be attached.
- It will be mandatory for the bidding firm to attach an affidavit (self-affidavit) in original stating that it is not blacklisted.
- Kindly submit your Company Rules and regulations for Booking/Cancellation.
- Kindly submit the Payment Terms and Conditions.

#### 7. Period of engagement :

The selected PR Agency/Firm shall be engaged initially for a period of One (01) Year from the date of issuance of the work order/agreement.

#### 8. Declaration


I/We hereby agree to provide the above-mentioned Service for experienced and reputed firms for invites sealed tenders from reputed and experienced Public Relations (PR) Agencies/Firms for providing professional PR and communication services BTMC in Bodhgaya, Gaya, Bihar, as per the terms and conditions of BTMC.

Authorised Signatory: .....

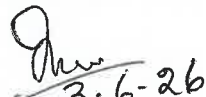
Name of Firm: .....

Date: .....

*Note: BTMC reserves the right to cancel or modify this tender at any stage without prior notice.*

  
3/6/26  
DAO,  
Gaya.

  
3/6/26  
DDC,  
Gaya

  
3.6.26  
Secretary,  
BTMC, Bodhgaya.