

**GOVERNMENT OF MEGHALAYA
GENERAL ADMINISTRATION DEPARTMENT (B)
SHILLONG**

EMPANELMENT ORDER

Dated: 15th September, 2026

In pursuance of this Department's Expression of Interest (EOI) **Reference No. GAB-78/2017/256 dated 30.06.2026**, published vide **Notice No. GAB-78/2017/257 dated 30.06.2026**, inviting applications for empanelment of eligible and experienced agencies/firms for undertaking Information, Education and Communication (IEC) related activities, the Department hereby empanels the following agencies/firms based on the recommendations of the Tender Evaluation Committee.

The empanelment covers the following components:

Component A: Printing, Production and Supply of IEC Materials

Component B: Digital IEC and Social Media Awareness Campaign

Empanelled Agencies/Firms

Sl. No.	Name of Agency/Firm	Component
1.	Print Express	Component A
2.	BlendInk	Component A
3.	Vox Crest LLP	Component B
4.	Brin's Office Solution	Components A & B
5.	Out There Public Engagement Group of Agencies	Components A & B

The above agencies/firms have been found technically responsive for the respective components applied for and complied with the terms and conditions stipulated in the aforesaid EOI.

Terms and Conditions of Empanelment

- Validity of Empanelment:** The empanelment shall remain valid for a period of **two (2) years from the date of issue of this Empanelment Order**, unless extended or terminated earlier in accordance with the provisions of this Order.
- No Guarantee of Work:** Empanelment shall not constitute any commitment or guarantee for award of any work, assignment, contract or payment. The Department shall not be liable for any claim or compensation arising solely from empanelment.
- Future Procurement/Assignment:** Specific works or assignments arising during the empanelment period shall be taken up separately based on the requirements of the Department. Depending on the **nature, scope, complexity and value of the work**, the Department may invite quotations or proposals from the empanelled agencies through **RFQ, limited tender, Quality and Cost Based Selection (QCBS), or any other procurement method permissible under applicable Government rules and procedures**. The procurement process for each assignment shall be based on

the specific scope of work, technical specifications, deliverables, quantities, timelines and other requirements prescribed by the Department.

4. **Award of Work:** Individual works shall be awarded to an empanelled agency based on **technical suitability, competitiveness of rates, capacity, past performance and compliance with the prescribed technical and financial requirements**, in accordance with applicable Government procurement rules and procedures.
5. **Extension:** The Department may, at its discretion, extend the empanelment for such further period and on such terms as may be considered appropriate, subject to satisfactory performance, administrative requirements and applicable Government rules.
6. **Performance and Compliance:** Empanelled agencies shall comply with all applicable laws, Government rules, guidelines, specifications, timelines and instructions issued by the Department in relation to any work undertaken under the empanelment.
7. **Termination/Removal from Empanelment:** The Department reserves the right to remove, delist or terminate the empanelment of any agency at any time in the event of: unsatisfactory performance; submission of false or forged documents; misrepresentation; blacklisting or debarment by any Government authority; non-compliance with applicable laws or Government guidelines; or any other reason considered sufficient by the Department. Such termination shall not entitle the agency to any compensation or claim.
8. **Right of the Department:** The Department reserves the right to accept or reject any proposal/quotation, not to award any work, or to adopt any other procurement method as permissible under the applicable rules, without assigning any obligation to award work to an empanelled agency.

This Empanelment Order is issued subject to the terms and conditions of the aforesaid EOI and the applicable Government rules and procedures.

Sd/-

Deputy Secretary to the Govt. of Meghalaya
General Administration Department (B)
Government of Meghalaya

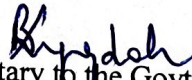
Dated Shillong, the 15th September, 2026

Memo.No.GAB-78/2017/263 -A

Copy to:-

1. The Secretary to the Govt. of Meghalaya, General Administration Department and State Nodal Officer (Aadhaar) for Information.
2. The Joint Secretary, Law Department for favour of information.
3. The Joint Secretary to the Govt. of Meghalaya, Finance Department.
4. The Senior Financial Adviser, General Administration Department for favour of information.
5. The State Coordinator, Aadhaar, General Administration Department (B) for favour of information.
6. NIC for publishing on the department website

By Order, etc.


Deputy Secretary to the Govt. of Meghalaya,
General Administration Department (B).