

**Permanent Mission of India to the UN  
New York**

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**Request for Proposal (RFP)**

The Permanent Mission of India to the United Nations, New York intends to hire/engage the services of professional IT/social media service providers/agencies to manage the Mission's accounts across social media platforms and invites proposals from interested parties.

**Scope of Work:**

- Assist and facilitate the Mission in enhancing its social media outreach;
- Produce quality content, edit and upload the content on Mission's social media platforms;
- Promote Mission's events and activities on social media;
- Implement new social media initiatives as and when required.

For a more detailed scope of work and parameters to be fulfilled, please contact the Mission at the coordinates given below.

**Permanent Mission of India to the United Nations  
235 East 43<sup>rd</sup> Street  
New York, NY 10017  
Tel: 212-490-9660 Ext. 205  
Email: [property.newyorkpmi@mea.gov.in](mailto:property.newyorkpmi@mea.gov.in)**

Interested companies/agencies may submit the proposal in two separate parts as follows:

1. Technical proposal - to include company profile, management, coordinates, social media engagement capabilities, social media footprint increase, social media analysis, manpower, experience, number of projects undertaken, previous experience of working with government/semi-government/private sector, annual turnover of the company, etc.
2. Financial proposal

**Last date for submission of proposal is 1 October 2019.**

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