

Records of Discussion regarding Pre proposal conference under the chairmanship of Additional Secretary, Planning on Dated 13 September, 2021

Regarding to Empanelment of External Agencies/Firms for the evaluation studies of various Central /State Sector Schemes, the Planning commission, Planning Department, Govt. of Uttarakhand the pre proposal conference was held on 13 September 2021 under chairmanship of Additional Secretary, Planning. In this meeting the representatives of three Firms i.e Ms. Pallavi Singh, TRIOS, New Delhi, Ms. Saniya Sikandar, AMS Lucknow and Mr. Prabhakar Rao from SPECTRUM, Faridabad has participated online in Conference. The DELOITTE Kolkata, AMS Lucknow and National Productivity Council, Delhi and Genesis, Pune have submitted their queries via Email. All the queries submitted by the email and queries raised in Pre-Proposal Conference by aforesaid Firms/Agencies were considered for amendment in different para of RFQ, are as–

S.N.	Name of Firm/External Agency	Para/Clause of RFQ	Queries	Amendment
1.	Deloitte Touche Tohmatsu India LLP, Kolkata	1.6.4 Proposal Due Date-	We request the client to kindly consider a two week extension on the bid submission date so that we can prepare a more responsive proposal. A similar quires also done by GENEIS and National Productivity Council	The Last Submission of proposal Dated 24 September, 2021 at 02:00 PM
		1.7 Mode of attendance-	We request that an online means of attending the proposal be allowed in view of the Covid-19 pandemic	By Video Conference
		2.2.2 (1) Partnership firms	We understand that partnerships are allowed under the relevant partnership act for LLPs.	Consortium shall be permitted for Technical expertise.
		2.2.2 para (2)- Requirement of hill state	We request that the requirement of hill states be waived as this will allow a greater pool of bidders to participate. Presently the definition of hill state is ambiguous and may favour certain firms.	Para- Considered The Applicant should have past 5years experience in monitoring, evaluation, impact assessment of Socio-Economic sector's Schemes/Programs. Para-Removed- Should have completed at least 3 similar assignments in hill state in last five years.
		2.2.2 (3) Financial years	We request that the last five years be considered till 2019-2020 as the financial statements for 2020-2021 are under preparation.	Para Considered- Financial statement: Balance Sheet of last 05 (Five) years till 2019-2020
		2.2.2 (2)- Completion certificate	We request that the requirement of completion Certificate be waived as Assignments may be underway/ongoing.	Para Considered- Completed Projects/ Assignments
		2.12.3 Power of Attorney	We request that a board resolution empowering the authorized signatory be allowed in place of the power of attorney.	Allowed

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		2.13.3- Signing of CVs	We request scanned signature be allowed in view of the pandemic restrictions and work from home being the preferred option across multiple Firms.	Signature As per given in TOR Clause 2.13.3
		2.15.5- Mode of submission	We request an online method of submission of proposal be allowed in view of the Covid-19 pandemic and resultant courier delays.	"Key Submission" and "Technical Proposal" are submitted in hard copies
		2.26 - Commencement of services	We understand that this is an empanelment RFQ and commencement of services will occur after a financial bid is submitted.	RFQ for Empanelment of External Agencies/ Firms
		3.1 (4) a)	<p>More than 10 =40</p> <p>We understand that the maximum marks for this should be 30.</p>	<p>Para Considered- Maximum 30 Marks Based on the number of projects completed. a) More than 10=30 b) 8-10 = 20 c) 5-7 = 10 d) 2-4 = 05 e) less than 2 project=00</p> <p>Para Removed- Total mark= 30 Based on the number of projects completed. a) More than 10=40 b) 8-10 = 30 c) 5-7 = 20 d) 2-4 = 10 e) less than 2 project=00</p>
		Clause-3.1.1 para (a)	Monitoring, Evaluation, Impact Assessment Service in the following categories:	<p>Para Considered- Evaluation, impact assessment and concurrent evaluation of various Centrally and State Sponsored Schemes in the following categories:</p> <p>Para Removed- Monitoring, Evaluation, Impact Assessment Service in the following categories:</p>
		3.1.1 para (c) Experience	We request that the requirement of hill states be waived as this will allow a greater pool of bidders to participate. Presently the definition of hill state is	Para Considered- The Applicant should have past experience of 5 (Five) years in providing similar

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			unambiguous and may favour certain firms.	study . Para Removed- The Applicant should have past experience 5 (Five) years in providing and at least 2 similar study in hill state
		Clause-3.1.1 para (d)	Monitoring, Evaluation, Impact Assessment Service	Para Considered- Evaluation, impact assessment and concurrent evaluation of various Centrally and State Sponsored Schemes Para Removed- Monitoring, Evaluation, Impact Assessment Service
		10.11- Penalty	We understand that this will be applicable only for issues directly attributable to the consultants.	Yes
		Summary of Assignments - Exchange rate	Please clarify the latest exchange rate.	Para Considered- i. #Exchange rate should be taken as INR at present rate per US\$ for conversion to Rupees. Para Removed- i. #Exchange rate should be taken as INR 60 per US\$ for conversion to Rupees.
		Summary of Assignments - Completion Certificate	We request that the requirement of completion certificate be waived as assignments may be underway/ ongoing.	Completion/Final Payment Certificate is required
2.	AMS, Lucknow	S. No. 2 of Pre-qualification Criteria	Requires submission of Agreement & Completion certificate as documentary evidence for the claimed experiences. In this context, we would like to mention that our Agency has been undertaking monitoring, evaluation, impact assessment of Socio-economic sector's Schemes/Programs for more than 30 years. However, it would be difficult for us to	As per Para 2.2 Documentary evidence copy of Work Order/ Final Payment Certificate from its clients.

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			<p>furnish completion certificates for all the assignments. Kindly clarify in this regard, if only agreement would suffice for qualifying the criteria. Also, please clarify as to the number of assignments which would be necessary for showcasing our experience in the sector.</p>	
		Clause 2.15.3	<p>Mentions the requirement of two separate sealed envelopes – One containing Appendix -2 to 4 and supporting documents and second envelope containing technical proposal. Kindly clarify in this regard does 1st envelop should include all work orders /Agreement and completion certificate, registration Certificate and Financial Statements; and the 2nd envelope (Technical Proposal) should contain Appendix-5, Form-I, Form-II & Summary of Assignments.</p>	<p>“Key Submission” and “Technical Proposal” are Submitted in hard copies.</p>
		S. No. 4 of Evaluation Criteria	<p>States that applicant should have experience in providing monitoring, evaluation, impact assessment services in last 5 years with above than 5000 beneficiaries in each Project/scheme/ program. However, Summary of Assignments of the Bidder states – <u>‘Each Project should have minimum 10,000 beneficiaries of scheme/program’</u>. Kindly clarify in this regard, the minimum number of beneficiaries applicable for all categories of experiences (including the ones mentioned in Eligibility & Evaluation Criteria). Similar query raised by DELOITTE TOUCH</p>	<p>Para Considered- ‘Each Project should have Above than 5,000 beneficiaries of scheme/program’. Para Removed- ‘Each Project should have minimum 10,000 beneficiaries of scheme/program’.</p>
		Summary of Assignments of the Bidder (Page 33),	<p>States that Each Project mentioned here should have supporting document in the form Work Order/Agreement, Payment Received Certificate and Completion Certificate. Kindly provide clarification whether Payment Received</p>	Mentioned in Eligibility & Evaluation Criteria

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			Certificate for all categories of experiences (including the ones mentioned in Eligibility & Evaluation Criteria) is to be submitted.	
3.	SPECTRUM	Title of the RFQ	“Empanelment of External Agency for Conducting Study Design, Field Work & Analysis of Evaluation Study of Schemes for State Planning Commission, Planning Department, Government of Uttarakhand”	“Empanelment of External Agencies for evaluation, impact assessment and concurrent evaluation of various Centrally and State Sponsored Schemes under State Planning Commission, Department of Planning, GoU”
4.	GENESIS		<p>i. Please allow us to submit soft copies of our documents via email.</p> <p>ii. We are a registered MSME and request you to let us know whether exemptions as applicable will be offered to us.</p> <p>iii. Date of virtual meeting pre-proposal conference.</p>	<p>i. Allowed in Hard copy</p> <p>ii. No exemption for MSME</p> <p>iii. 13 September, 2021 3:00 PM</p>
5.	National Productivity Council	Last date for the submission	Request for extend the last date for the submission similar queries raised by GENESIS (in query- i)	Date extended up to 24 September, 2021 (02:00 PM)
		Clause-2.8 Content of RFQ	<p>Content of RFQ</p> <p>1 Introduction</p> <p>2 Instructions to Applicants</p> <p>3 Criteria for Evaluation</p> <p>4 Fraud and corrupt practices</p> <p>5 Pre-Proposal Conferences</p> <p>6 Miscellaneous</p> <p>7 Contract for agency’s services</p> <p>8 Conditions of contract</p> <p>Appendix 1: Terms of Reference</p> <p>Appendix 2 : Letter of Proposal</p> <p>Appendix 3 : Statement of legal capacity</p> <p>Appendix 4 : Format For Power Of Attorney For Signing The Proposal</p> <p>Appendix 5 : Technical Proposal</p>	<p>Para considered Content of RFQ</p> <p>1 Introduction</p> <p>2 Instructions to Applicants</p> <p>3 Criteria for Evaluation</p> <p>4 Fraud and corrupt practices</p> <p>5 Pre-Proposal Conferences</p> <p>6 Suspension</p> <p>7 Termination</p> <p>8 Amiable Settlement & Arbitration</p> <p>9 Miscellaneous</p> <p>Appendix 1: Terms of Reference</p> <p>Appendix 2 : Letter of Proposal</p> <p>Appendix 3 : Statement of legal capacity</p> <p>Appendix 4 : Format For Power Of Attorney For Signing The Proposal</p> <p>Appendix 5 : Technical Proposal</p>

S.N.	Name of Firm/External Agency	Para/Clause of RFQ	Queries	Amendment
				<p>Para Removed- Content of RFQ</p> <p>1 Introduction 2 Instructions to Applicants 3 Criteria for Evaluation 4 Fraud and corrupt practices 5 Pre-Proposal Conferences 6 Miscellaneous 7 Contract for agency's services 8 Conditions of contract</p> <p>Appendix 1: Terms of Reference Appendix 2 : Letter of Proposal Appendix 3 : Statement of legal capacity Appendix 4 : Format For Power Of Attorney For Signing The Proposal Appendix 5 : Technical Proposal</p>

At the end of conference the participants requested to extend the date of submission of proposal. It was decided that last date of submission of proposals is 24 September, 2021 at 02:00 PM and the proposals will be opened at 03:00 PM on the same date.

(Dinesh Chandra Verma)
Joint Director

Letter No- /109/SPC/ES/2017 Dated: September, 2021

CC:-

- 1- Additional Secretary, Planning Department, Government of Uttarakhand
- 2- All the Participant & Queries submitting Firms/Agencies.
- 3- Director, NIC for Uploading in web site: **uk.gov.in**
- 4- Programmer, SPC, Uttarakhand for Uploading web site: **spc.uk.gov.in**

(Dinesh Chandra Verma)
Joint Director