

### Minutes of the Pre Bid conference for Prospective Bidders for RFP for TSA

PSDM conducted a pre bid conference for prospective participants for RFP of selection of Technical Support Agency for implementation of DDU GKY project in Punjab on 06.02.19. Main purpose of this conference was to address the queries of the prospective bidders related to various conditions / documents of RFP. Six agencies namely NABCONS, E & Y LLP, Grand Thornton LLP, Quality Council of India, PWC, and GCIPM participated in the pre bid conference. Following officials from the PSDM attended the pre bid conference: -

S no.	Name	Designation
1	Sh. Sukhvinder Singh, IAS (Retd)	General Manager, PSDM
2	Ms. Vaishali Bhateja	Project Coordinator (Program)
3	Mr. Manish Bijalwan	Manager - SPMU
4	Mr. Fateh Singh	Mission Manager

Consolidated List of Queries along with their clarifications is appended below  
(Common queries of different agencies have been clubbed in a single question): -

**Query 1. Participants suggested for using Quality and cost based selection method (QCBS) instead of Least Cost method proposed by PSDM for final selection of agency.**

Response: The competent authority has decided that Least Cost method shall be used for final selection of the agency.

**Query 2. In the eligibility criteria regarding incorporation of the participating agencies, the RFP does not mention Limited Liability Partnership as a category.**

Response: Limited Liability Partnership (LLP) is an alternative corporate business form that gives the benefits of limited liability of a company and the flexibility of a partnership and comes under governance of Ministry of Corporate affairs. So any agency incorporated as a LLP is eligible to participate in the bidding process.

**Query 3. In the eligibility criteria regarding incorporation of the participating agencies, the RFP does not mention sole Proprietorship as a category.**

Response: The competent authority has decided that sole proprietorship firms shall not be eligible to participate in the bidding.



**Query 4. Most of the participating agencies requested for a time period of minimum 15 days from the date of response of pre bid queries.**

Response: The last date for the submission of the bid document is extended to 25.02.19 till 5:00 PM. Accordingly Time and Date for opening of the EMD and Technical proposal cover A and cover B is changed to 27.02.19, 2:00 PM onwards.

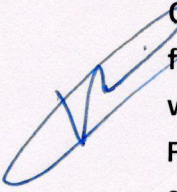
**Query 5. Regarding eligibility criteria regarding average positive net worth of Rs 25 Cr in the last three financial years, most of the agencies suggested that this criterion should be changed to average positive net worth instead of any value assigned to it.**

Response: The competent authority has decided to modify the eligibility criteria no 3 (page 20 and 21) and it should be read as under:-

The bidder should have an average positive net worth (as defined under section 2(57) of companies act 2013) of not less than 2 cr in the previous three financial years (2015-16, 2016-17 and 2017-18)

**Query 6. It is written that the performance guarantee of an amount equal to 5% of the financial proposal is to be furnished for each year. Will the amount of performance guarantee change with the change of project cost from second year onwards or will with same amount as first year?**

Response: Yes, The amount of Bank Guarantee/ performance guarantee of 5 % will also be applicable for the incremental financial proposal as per the terms and conditions of the RFP.

 **Query 7. At many places it is written that there is a requirement of last three financial years' turnover, net worth and Audited statements. But, in bracket it is written as FY 2014-15, 2015-16 & 2016-17. Should we submit the details of stated FYs or details of FY 2015-16, 2016-17 & 2017-18 (last 3 FYs)? (Page No. 26, 27 & 28, etc).**

Response: Last three financial years for all the parameters to be considered are 2015-16, 2016-17 and 2017-18.

**Query 8. It is written that bidder must have at least 300 technical qualified personnel in the area of consulting services with prior experience as on 31<sup>st</sup> March 2017. Can we consider this date as 31<sup>st</sup> March 2018? (Page No. 27)**

Response: Yes, this date should be read as 31<sup>st</sup> March 2018.



**Query 9. Regarding Bidders qualification and experience in the compliance sheet for evaluation – clause no 4 (Page no 28) – regarding managing the large scale projects in Punjab. This clause is restrictive and does not allow broad based competition. Agencies suggested that the clause can be modified to with 1 project be awarded with 5 marks and maximum marks of 10.**

Response: No change is allowed at this stage in this criterion.

**Query 10. Regarding Bidders qualification and experience in the compliance sheet for evaluation – clause no 4 (Page no 28) – regarding managing the large scale projects in Punjab of value 2 cr each. It was suggested by the agencies to reduce the value of Contract from INR 2 Cr to INR 50 lakhs.**

Response: The competent authority has decided to modify the clause no 4 and it should be read as under:-

*Experience of managing large scale programs in Punjab with a value of more than INR 1 cr each.*

**Query 11. Regarding Bidders qualification and experience in the compliance sheet for evaluation – clause no 5 (Page no 28) – regarding project experience in implementation of DDUGKY program as TSA with Central/State Govt. We hereby request the PSDM to modify the given clause as - Project experience in providing advisory services to skill development programs with central/state Government with at least 1 assignment as TSA for DDUGKY with annual contract value of Rs 1 Cr and completed 1 year as TSA. Further, it was also suggested by the participants to consider the experience less than 1 year as TSA.**

Response: No change is allowed at this stage in this criterion

**Query 12. Regarding clause of Indemnification Page no 23, we hereby request the PSDM to also indemnify the firm for losses / damages suffered due to I) any third party claims II) due to fraud, misrepresentation or omission of facts by the clients or any of its personnel.**

Response: No change is allowed in the indemnification clause.

**Query 13. Regarding clause of proving functional inputs to IT systems, call centre and other ICT tools and applications including labour management information systems.**

Response: The competent authority has decided that following clauses stand withdrawn from the scope of work of TSA:-




1. Point a and b under section 3.6 of other support activities (Page no 44)
2. Deliverable – support in preparation of ERP system for implementation, hosting, training and support & maintenance (Page no 45)
3. Deliverable - other support activities (Page no 46) – The TSA will formulate ICT framework for PSDM DDUGKY division and design an integrated ICT framework and design systems.

**Query 14. Regarding team required for assignment – we hereby request the PSDM to clarify whether the resources proposed will be deployed at the client's office.**

Response: Yes, they will be deployed at the client's office but need to travel as and when required by the client.

**Query 15. Regarding team required for assignment – we hereby request the PSDM to clarify whether 1 or 2 resources are required for the position of program expert training centre monitoring and quality assurance and whether the agency is required to provide one resource for the position of SPMU- Skill Operations as mentioned in page 51**

Response: One resource is required for the position of program expert training centre monitoring and quality assurance and one resource is required for the position of SPMU- Skill Operations as mentioned on page 51. Therefore the form FIN 3 (page no 38) is modified and should be read as under:-



S N	Expert	Number of Resources	Offered monthly remuneration per person	Total cost for the agency per annum
1	Associate Project Consultant Finance	2		
2	Program Expert Appraisal and Monitoring	1		
3	Program Expert Training Centre Monitoring and Quality Assurance	1		
4	Program Expert Placement and Post Placement Tracking	1		
5	SPMU – Skill Operation	1		



**Query 16. No scoring weightage is given to the resources proposed in the EoI. To ensure quality, it is requested that the scoring criteria maybe updated with adequate marks assigned for the CVs.**

Response: No new evaluation parameters can be included at this stage.

**Query 17. Under the team required for the assignment- clause whether relaxation can be given for the minimum qualification of the experts and coordinators of the selected bidder as - Relaxation should be given from 2 years full time MBA/PGDM/MSW/PGDRD course from a reputed institute to any full time Post Graduate Diploma in Management.**

Response: At this stage no relaxation is allowed in minimum qualifications.

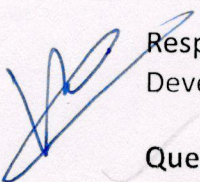
**Query 18. Point 1.5 on page 19 of "Key experts should be on the payroll of the bidder" may be clarified with respect to the team of six professionals required for this assignment, whether these six professionals are also required to be on the payroll of the bidder at the time of submission of the bid.**

Response: The proposed CVs of Six person as defined under section 5 page No 48-55 need not be on the payroll of the organization at the time of submission of the bid.

**Query 19. The weightage of 30 marks (10 marks for approach and methodology and 20 marks for technical presentation) should be increased to at least 50 marks. The 70 marks for bidder's qualification and experience may be reduced to 50 marks.**

Response: No change is allowed at this stage and original conditions will prevail.

**Query 20. EMD should be given as Bank Draft or Banker's Cheque in the format provided in the Annexure however the format given in the annexure is that of Bank guarantee. Clarification was sought whether EMD can be provided through a Bank Draft or Bankers cheque**



Response: EMD can be provided in the form of a Bank draft in favour of Punjab Skill Development Mission payable at Chandigarh.

**Query 21. Regarding point no 3.1 (sub point b at page no 42) Sector Assessments Point under Scope of work - Please specify the meaning of nearby areas**

Response: Nearby area mean an area which has an employment potential for trained candidates in DDU GKY scheme preferably with in the Punjab or within 50 km range of Punjab border.



**Query: 22. Regarding Monitoring & Evaluation, Point No. N - Collect and analyze the survey data - As subcontracting is not allowed, hiring for survey agency will be allowed?**

Response: subcontracting is not allowed in any form.

**Query: 23. Regarding minimum technical score (St) required for cut-off (Page no 22), Agencies suggested that more marks should be awarded towards approach / methodology and Technical presentation.**

Response: The evaluation criterion has been discussed in detail and it has been decided that minimum technical score required for cut-off should be 60 (page no 22) i.e. Financial bid of only those bidders will be opened who score a minimum of 60 marks.

