



### CUTTACK MUNICIPAL CORPORATION

#### Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                           | Description                                                                                                                                                                                                                                                                               | Detailed Description of query/ required clarifications                                                                                                                                                                        | Response                                                                                                                                                                                                                                                                    |
|---------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | Bidder Data Sheet.<br>Page No: 6, Sl. No: 2                                              | Quality & Cost Based Selection (QCBS): 70:30.                                                                                                                                                                                                                                             | <b>Requesting to consider (80:20) Quality and Cost-Based System (QCBS) evaluation. Kindly consider.</b>                                                                                                                       | RFP Condition prevails                                                                                                                                                                                                                                                      |
| 2       | Bidder Data Sheet.<br>Page No: 6,<br><br>Sl. No: 12.                                     | <b>EMD INR 10,00,000/- (Rupees Ten Lakhs only)</b> in the form of demand draft or bank guarantee drawn in favour of “Municipal Commissioner, CMC” drawn in any Scheduled Commercial Bank payable at Cuttack.                                                                              | <b>Kindly consider</b> and accept submission of <b>Bid Security Declaration</b> instead of demand draft or bank guarantee of EMD amount INR 10,00,000/-. <b>Kindly Confirm and share the Bid Security Declaration format.</b> | As per Govt. of Odisha Finance Dept. circular no. 8943/F Dt. 18.03.2021 & subsequent amendments bidders are exempted for paying the EMD. However, all the bidders are required to submit <b>Bid Security Declaration</b> as per Annexure 4                                  |
| 3       | Section II:<br>Instructions to the Bidders<br><br>Page no: 8<br>Sl. No 2. PMU Experience | The Bidder should have experience of running <b>at least 3 Programme Management Units (PMU)</b> or equivalent for Central Government Ministries & Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's | We request the client to also consider <b>PMC/ Design Supervision Consultants (DSC)/ Construction Supervision (CS) assignments. Kindly Consider.</b>                                                                          | The Bidder should have experience of running <b>at least 3 Programme Management Units (PMU) or Technical Support Unit (TSU)</b> or equivalent for Central Government Ministries & Departments/ State Govt. Departments/ District Administrations for social sector schemes/ |

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| Sl. No. | RFP Section, Clause & Page No.                                                        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Detailed Description of query/ required clarifications                                                                                                                    | Response                                                                                                                                              |
|---------|---------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                           | projects/ Development Authorities/ ULB's                                                                                                              |
| 4       | Section II: Instructions to the Bidders<br><br>Page no: 8<br>Sl. No 2. PMU Experience | The Bidder should have experience of running at least 3 Programme Management Units (PMU) or equivalent for Central Government Ministries & Departments / State Govt. Departments/ District Administrations for social sector schemes/ projects/Development Authorities/ ULB's <ul style="list-style-type: none"> <li>• <b>During the last 5 years from bid due date</b></li> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul> | <b>Kindly consider projects completed in last 10 years from bid due date. Kindly Consider.</b>                                                                            | RFP Condition Prevails                                                                                                                                |
| 5       | 9. Evaluation of Proposal Technical Evaluation (2 <sup>nd</sup> Stage) Page No: 12    | Experience of running PMU in Odisha <ul style="list-style-type: none"> <li>• <b>During the last 5 years from bid due date</b></li> <li>• <b>Of minimum contract value of INR 50 lakhs each</b> of minimum duration of 12 months each</li> </ul>                                                                                                                                                                                                                                                        | We request you to also consider <b>Completed/ Ongoing Infrastructure Projects, Smart City Projects in Odisha during last 10 years from bid due date. Kindly Consider.</b> | RFP Condition Prevails                                                                                                                                |
| 6       | 11. Performance Bank Guarantee (PBG) Page No: 15                                      | <b>Within 7 days of notifying the acceptance of a proposal for award of contract</b> , each qualified bidder shall have to furnish a Performance Bank Guarantee amounting to 3% of the annual contract value                                                                                                                                                                                                                                                                                           | <b>Kindly relax this condition to 15 days</b> from the date of notifying the acceptance of a proposal for award. <b>Kindly Consider.</b>                                  | RFP Condition Prevails                                                                                                                                |
| 7       | 25. Replacement of the Personnel (A)<br><br>Page No: 18                               | The professionals to be deployed under this contract are expected to be dedicated for the entire contract period. However, the change will be allowed under following circumstances only after due approval:                                                                                                                                                                                                                                                                                           | Due to the current <b>volatile market conditions</b> and <b>high employee attrition rates</b> requesting the Client to remove this Clause. <b>Kindly Consider</b>         | The professionals to be deployed under this contract are expected to be dedicated for the entire contract period. However, the change will be allowed |

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| Sl. No. | RFP Section, Clause & Page No. | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Detailed Description of query/ required clarifications | Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                                | <p><b>(A) During team deployment/ start of engagement</b></p> <p><b>1. Due to any unavoidable circumstances, up to 3 CVs (out of all) submitted for evaluation can be replaced by the selected Agency during team deployment, duly notifying the circumstances necessitating the replacements, subject to approval of proposed replacement CVs.</b></p> <p><b>2. If more than 3 CVs (out of all) are replaced, a penalty of 1% of contract value per CV replaced may be imposed on the selected Agency.</b></p> <p><b>3. If more than 7 CVs (out of all) are replaced, then the contract with the selected Agency may be rescinded and the PBG amount may also be forfeited.</b></p> |                                                        | <p>under following circumstances only after due approval:</p> <p><b>(A) During team deployment/ start of engagement</b></p> <p><b>1. Due to any unavoidable circumstances, up to 6 CVs (out of all) submitted for evaluation can be replaced by the selected Agency during team deployment, duly notifying the circumstances necessitating the replacements, subject to approval of proposed replacement CVs.</b></p> <p><b>2. If more than 6 CVs (out of all) are replaced, a penalty of 1% of contract value per CV replaced may be imposed on the selected Agency.</b></p> <p><b>3. If more than 9 CVs (out of all) are replaced, then the contract with the selected Agency may be rescinded and the PBG</b></p> |

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|---------|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-------------------------------|
|         |                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                             | amount may also be forfeited. |
| 8       | 25. Replacement of the Personnel (B)<br><br>Page No: 18                   | <p><b>(B) During the assignment</b></p> <p><b>3.</b> Once the proposal for replacement is accepted, the consultant must replace the professional within 14 days of the communication of such approval. <b>Client reserves the right to invoke the right to claim liquidated damages in case of failure of the Consultant to provide replacement personnel to the satisfaction of the Client after 2 such attempts.</b></p> <p><b>5.</b> For each and/or any consultant replacement request from Agency's side irrespective of scenarios during an ongoing project/assignment the Agency shall be charged with a penalty at the rate of 10% of annual contract value.</p> | Kindly remove this clause.                                                                                  | RFP Condition Prevails        |
| 9       | Section III: Terms of Reference,<br><br>2 -Scope of Work,<br>Page No: 21  | General Query                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Requesting the client to kindly clarify the nature of works/ projects are envisaged. <b>Kindly Clarify.</b> | RFP condition prevails        |
| 10      | Section III: Terms of Reference, 3 – Team Composition,<br><br>Page No: 23 | Civil Expert / Mechanical Expert: Proficient in Auto CAD or similar software packages                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | We suggest to have a separate position of CAD person for draughting related works. <b>Kindly Confirm.</b>   | RFP condition prevails        |

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| Sl. No. | RFP Section, Clause & Page No.                                                       | Description                                                                                                                                                                                                                               | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Response                                                                                                            |
|---------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| 11      | Tech 9: Format of Curriculum Vitae (CV) for Proposed Key Professional<br>Page No: 33 | <b>NB: CV writeup restricted to 3 pages only with quality information relevant to the key professional requirements. The CVs needs to be jointly signed by the proposed professional and the authorized representative of the Bidder.</b> | <p>Kindly allow <b>CV write up to 5 pages</b>, this will enable to provide maximum information in a comprehensive manner. <b>Kindly Confirm.</b></p> <p><b>Kindly consider the Curriculum Vitae to be signed by the Authorized Representative of the Bidder.</b> Keeping in mind the ongoing Pandemic situation it will be difficult to obtain the signature of each individual expert since many of the experts are working from different places.</p> <p><b>Or requesting to consider photocopies or scanned image of expert's signature. Please confirm.</b></p> <p>Kindly confirm whether copy of the <b>Qualification Certificates / Degree Certificates of Key Experts to be submitted with the CV. Kindly Confirm.</b></p> | RFP condition prevails                                                                                              |
| 12      | General Query                                                                        | General Query- <b>Consultant's Liability.</b>                                                                                                                                                                                             | We request you to consider the <b>maximum Liability under this Consultancy contract shall be limited to 5% of the Consultancy Contract amount.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Maximum Liability under this Consultancy contract shall be limited to 10% of the Consultancy Contract amount</b> |
| 13      | General Query                                                                        | General Query                                                                                                                                                                                                                             | Kindly clarify the investments to be made in each sub-project. <b>Kindly Clarify.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Please refer RFP                                                                                                    |
| 14      | General Query                                                                        | General Query                                                                                                                                                                                                                             | <b>Kindly confirm whether GST is applicable for this Consultancy assignment. Kindly Clarify</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | GST is applicable                                                                                                   |
| 15      | Hard Copy Submission End Date.                                                       | 16.08.2022, 03:00 PM                                                                                                                                                                                                                      | Kindly consider extending the last date for bid submission by <b>at least 15 days</b> from the receipt of Minutes of the Pre-bid meeting and Response to all Bidders' Queries. <b>Kindly consider.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | RFP Condition Prevails                                                                                              |

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|---------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| 16      | Page No. 9 Clause no. 4             | The bidder must furnish as part of the technical proposal, an Earnest Money Deposit (EMD) amounting to INR 10,00,000/- (Rupees Ten Lakhs only) in shape of DD/ Bank Guarantee from any scheduled commercial bank in favor of “Commissioner, CMC” payable at Cuttack | As per Government of Odisha, Finance Department Office Memorandum No.8484/F., date 05.04.2022 EMD is exempted against the Bid Security Declaration,<br><br>Change request: Please consider the above stated Memo for Exempting EMD | Clarified earlier                                                         |
| 17      | Page No. 22                         | Team Composition                                                                                                                                                                                                                                                    | Shall the emoluments to the experts deployed fixed by CMC? if yes please provide the detail or shall we need to fix this?                                                                                                          | Emoluments to the experts deployed is the responsibility of Agency        |
| 18      | General Query                       | Service Charge                                                                                                                                                                                                                                                      | Change Request: Please fix some minimum services charges by taking into consideration the overhead costs to execute this project<br><br>It should be minimum from at least 7 % to 10 %                                             | Responsibility of Agency                                                  |
| 19      | General Query                       | Tax deducted at Source                                                                                                                                                                                                                                              | Please mention the section under which the TDS shall be deducted as such type of contract should be covered under u/s 194 C of IT Act                                                                                              | Preferably u/s 194 C &/or subsequent amendment under relevant Act if any. |
| 20      | Prequalification Criteria: Sr. no 3 | The Bidder should have an average consulting turnover of minimum INR 75 Crores (Rs. Seventy-Five Crores) and a positive net worth in each of the previous three financial years (FY 18-19, 19-20 & 20- 21) duly certified by CA.                                    | under turnover: we may request CMC to reduce the average turnover from Rs.75Cr. to 50Cr                                                                                                                                            | RFP Condition Prevails                                                    |
| 21      | Pg.14 Para (2)                      | “Office space with necessary facilities shall be provided by Client to the PMU team”                                                                                                                                                                                | Whether CMC will be providing IT infrastructure such as Laptop, printers and software such as Auto CAD, or any project management software?                                                                                        | No, it is the responsibility of Agency                                    |

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|---------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| 22      | Other                            | The TA/DA expenses reimbursement of key professionals where office vehicle is not provided.                                                                                                                                                                                                                                                                                                                                                                                                          | Whether TA/DA expenses will be borne by client.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Authority shall provide vehicle for official site visits only. |
| 23      | 1. Pre-Qualification Criteria; 8 | The Bidder should have experience of running at least 3 Programme Management Units (PMU) or equivalent for Central Government Ministries & Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul> | We request to amend the clause as:<br>The Bidder should have experience of running at least 3 Programme Management Units (PMU) or equivalent for Central Government Ministries & Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 50 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul> | RFP Condition Prevails                                         |
| 24      | 1. Pre-Qualification Criteria; 8 | The Bidder should have an average consulting turnover of minimum INR 75 Crores (Rs. Seventy-Five Crores) and a positive net worth in each of the previous three financial years (FY 18-19, 19-20 & 20-21) duly certified by CA. Bidder should submit consolidated turnover certificate duly certified by CA for the above captioned years.                                                                                                                                                           | We request to amend the clause as:<br>The Bidder should have an average consulting turnover of minimum INR 50 Crores (Rs. Fifty Crores) and a positive net worth in each of the previous three financial years (FY 18-19, 19-20 & 20-21) duly certified by CA. Bidder should submit consolidated turnover certificate duly certified by CA for the above captioned years.                                                                                                                                                                  | RFP Condition Prevails                                         |
| 25      | 9. Evaluation of Proposal; 12    | Experience of running PMU or equivalent for Central Government Ministries & Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> </ul>                                                                                                                                                                                    | We request to amend the clause as:<br>Experience of running PMU or equivalent for Central Government Ministries & Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> </ul>                                                                                                                                                                                    | RFP Condition Prevails                                         |

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|---------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
|         |                                | <ul style="list-style-type: none"> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul>                                                                                                                       | <ul style="list-style-type: none"> <li>• Of minimum contract value of INR 50 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                           |                         |
| 26      | 9. Evaluation of Proposal; 12  | <p>Experience of running PMU in Odisha</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 50 lakhs each</li> <li>• Of minimum duration of 12 months each</li> </ul>                                | <p>As we are looking for the holistic and strategic development of the Cuttack which includes experience in water, sanitation, drainage, solar, ICT, SWM.</p> <p>Considering all such factors we request to amend the clause as:</p> <p>Experience as PMU in Urban Infrastructure (water/ sewerage/ SWM/ urban design/ health/ education) related projects</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 50 lakhs each</li> <li>• Of minimum duration of 12 months each</li> </ul>                | RFP Condition Prevails  |
| 27      | 9. Evaluation of Proposal; 12  | <p>Turnover</p> <ul style="list-style-type: none"> <li>• Each additional turnover on multiple of Rs. 25 Crores above Rs. 75 Crores</li> </ul>                                                                                                                                      | <p>As we are asking consulting turnover in Pre-Qualification Criteria, our submission is to relate the turnover to consultancy/ advisory services and also to have some capping on the annual turnover.</p> <p>We request to amend the clause as:</p> <p>Turnover from Consultancy/Business Advisory Services:</p> <ul style="list-style-type: none"> <li>• 50 crores and above: 10 marks</li> <li>• 25 – 50 crores: 5 marks</li> </ul>                                                                                                                                                | Please refer Annexure 1 |
| 28      | Page no.19, Clause-27          | <p>Dispute Resolution (Arbitration Procedure): In the given clause in the tender document, dispute resolution mechanism, specifically to arbitration procedure is not define properly. Decision of “Commissioner Municipal Corporation” will prevail in resolution of dispute.</p> | <p>Dispute resolution procedure must be fair and reasonable for both the parties, hence mutual consent of both the parties is mandatory for the dispute resolution proceedings or appointment of arbitrator, is as follows:</p> <p>SUGGESTED CLAUSE: If the dispute or difference cannot be resolved within one (1) months of internal meeting, or upon agreement that the dispute or difference cannot be resolved, either Party may at any time thereafter request that the matter be referred to Arbitration in accordance with and subject to the Arbitration and Conciliation</p> | RFP Condition Prevails  |



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|---------|--------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|         |                                |                                                                                                  | (Amendment) Act 2015 or any modification thereof for the time being in force. The venue of arbitration shall be New Delhi India. The language to be used in the arbitration proceedings shall be English. The arbitral tribunal shall comprise of sole arbitrator to be appointed with the mutual consent of the Parties. The award in such Arbitration proceedings shall be final and binding upon all parties and judgment thereon may be entered in any court of competent jurisdiction on application of any Party.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                     |
| 29      |                                | “Limitation of consultant’s liability”:<br>Consultant total liability is uncapped or open ended. | <p>Consultant total liability should be capped with equivalent to the contract value or below the value of contract and Consultant liability under indemnity, LD, damages, penalty etc should be include or capped under total liability clause.</p> <p>We suggest following changes in the “Limitation of Consultant’s Liability” to safeguard the interest of consultant:<br/>The Consultant’s maximum total aggregate liability towards the Client under this Contract for all claims, losses, indemnity, damages and expenses in any way arising from or related to the performance of this Contract whether, resulting from negligence, statute, tort or otherwise (meaning for any damages from any causes whatsoever and whatever the legal basis), shall be limited to 100% of the amount of fees received under this Contract or equivalent to the professional fees.</p> <p>Notwithstanding any provision in this Agreement to the contrary, under no circumstances shall a party hereto shall be liable to another party hereto for loss of profits or revenue, loss of use, cost of alternate arrangement, loss of capital or other similar item of loss or damage or for any consequential, special or indirect loss or damage and each party hereby releases the other therefrom.</p> | Consultant’s penalty shall be limited to maximum liability of 10% of contract value |

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| 30      |                                | Termination by Consultant: No such right given to consultant.                                                                                                                                                                                                                                                                                                                | <p>Consultant should have reasonable termination right. The following points need to add in the Consultant right of termination:</p> <p>a) Client's default in making payment of the monthly fees or other dues payable herein on their respective dues date stipulated and such default of undisputed amounts continues for 45 days.</p> <p>b) In case the client commits the material breach of any of the terms &amp; conditions of this contract and is called upon to rectify such breach and fails to rectify the same within the notice period or such extended or further period as may be agreed between the parties.</p> <p>c) Due to force majeure events work is interrupted for period of 60 days.</p> | Each party can terminate the contract by providing 30 days of notice. |
| 31      |                                | Dispute about event of termination: This clause is missing                                                                                                                                                                                                                                                                                                                   | <p>Suggested Clause: Need to add.</p> <p>If either Party disputes whether an event specified in Clause "termination of contract" hereof has occurred, such Party may, within forty-five (45) days after receipt of notice of termination from the other Party, refer the matter to arbitration pursuant to Clause-27 hereof, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.</p>                                                                                                                                                                                                                                            | Clarified earlier                                                     |
| 32      | Page 22: Team Leader           | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Social Work or Urban Planning or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 10 years of total work experience related to project management unit schemes/ projects</li> </ul> | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Social Work or Urban Planning or Engineering or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 10 years of total work experience related to project management unit or Project Management Consultancy schemes or Social or Rural Development Projects</li> </ul>                                                                                                                                                                                                                                                         | RFP condition prevails                                                |

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|---------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 33      | Page 22: Deputy Team Leader                   | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 5 years of total work experience related to project management unit</li> </ul> | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or Engineering or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 5 years of total work experience related to project management unit or Project Management Consultancy schemes or Social or Rural Development Projects</li> </ul> | RFP condition prevails                |
| 34      | Page 12: Table Evaluation criteria 1.2        | Experience of running PMU in Odisha <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 50 lakhs each</li> <li>• Of minimum duration of 12 months each</li> </ul>                                                                                               | Experience of running PMU or equivalent in Odisha <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 50 lakhs each</li> <li>• Of minimum duration of 12 months each</li> </ul>                                                                                                                                                                                  | RFP condition prevails                |
| 35      | General                                       |                                                                                                                                                                                                                                                                                                                                            | Request you to mention the Insurance to be Taken Out by the Consultant.<br>Ex: Third Party motor vehicle liability insurance, professional liability insurance, employer's liability and workers' compensation insurance, insurance against loss of or damage, etc.                                                                                                                                                                         | Responsibility of the Agency.         |
| 36      | Page No. 1<br>Sl. No. 3                       | Pre-bid meeting                                                                                                                                                                                                                                                                                                                            | May we kindly request you to clarify the mode of the pre-bid meeting i.e., whether it is online/ offline mode.                                                                                                                                                                                                                                                                                                                              | Offline                               |
| 37      | Page No. 6<br>Sl. No. 7<br>Bidder Data Sheet  | Last Date for Submission of Proposal as 16th August 2022                                                                                                                                                                                                                                                                                   | Considering the comprehensiveness of the scope of work, may we kindly request you to consider providing an extension of timeline for the bid submission till 31 <sup>st</sup> August 2022, 5 pm.                                                                                                                                                                                                                                            | RFP condition prevails                |
| 38      | Page No. 6<br>Sl. No. 11<br>Bidder Data Sheet | Bid Processing Fee (Non-Refundable)                                                                                                                                                                                                                                                                                                        | May we kindly request you to clarify if Demand Draft (DD) issued by any Nationalized Bank is also acceptable as Bid Processing Fee.                                                                                                                                                                                                                                                                                                         | Yes, but should be payable at Cuttack |
| 39      | Page No. 6<br>Sl. No. 12<br>Bidder Data Sheet | Earnest Money Deposit (EMD) Refundable                                                                                                                                                                                                                                                                                                     | May we kindly request you to clarify if Demand Draft (DD) or Bank Guarantee from any Nationalized Bank is also acceptable as EMD.                                                                                                                                                                                                                                                                                                           | Clarified earlier.                    |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                                                         | Description                                                                                                                                                                                                                                         | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                          | Response                                |
|---------|------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 40      | Page No. 6<br>Sl. No. 12<br>Bidder Data Sheet                                                                          | Contact Person / Address for Submission of Proposal                                                                                                                                                                                                 | The contact detail and Email id of the Deputy Commissioner (Sanitation) for seeking any clarification with respect to the RFP is not mentioned in the Bidder Data Sheet. May we kindly request you to provide the same.                                                                                                                                                                                                         | Please refer Bidder Data Sheet at Pg. 6 |
| 41      | Page No. 6<br>Sl. No. 14<br>Bidder Data Sheet                                                                          | Mode of submission Speed Post / Registered Post/ Courier only to the address as specified above during the office hour only. Submission of bid through any other mode and late bid will be rejected.                                                | May we kindly request you to consider physical submission of the bid proposal.                                                                                                                                                                                                                                                                                                                                                  | RFP condition prevails                  |
| 42      | Page No. 8<br>Section II:<br>Instructions to the Bidders<br>1. Pre-Qualification Criteria<br>Sl. No. 2: PMU Experience | Copy of Completion Certificate/ Agreement/ Work Order                                                                                                                                                                                               | May we kindly request you to consider LoA (Letter of Award) issued for projects under PMU Experience.                                                                                                                                                                                                                                                                                                                           | RFP condition prevails                  |
| 43      | Page No. 8<br>Section II:<br>Instruction to the Bidder<br>1. Pre-Qualification Criteria                                | Any kind of Consortium/ Joint Venture/ Sub-Contracting with/ to other firms is not Allowed                                                                                                                                                          | May we kindly request you to amend the criteria by allowing sub-contracting/ outsourcing of professionals/ experts with requisite academic qualification and relevant experience through empanelled manpower service providers.                                                                                                                                                                                                 | RFP condition prevails                  |
| 44      | Page No. 8<br>Section II:<br>Instruction to the Bidder<br>1. Pre-Qualification Criteria Sl. No. 3                      | <b>Turnover</b><br>The Bidder should have an average consulting turnover of minimum INR 75 Crores (Rs. Seventy-Five Crores) and a positive net worth in each of the previous three financial years (FY 18-19, 19-20 & 20- 21) duly certified by CA. | It is kindly requested to clarify whether the bidder can furnish turnover from Management Consulting practice or Social/ Development Sector Consulting Practice. Additionally, as per the RFP, the Bidder should have an average consulting turnover of minimum INR 75 Crores (Rs. Seventy-Five Crores) and a positive net worth in each of the previous three financial years (FY 18-19, 19-20 & 20- 21) duly certified by CA. | RFP condition prevails                  |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                             | Description                                                                                                                                                                                                                                                                                                         | Detailed Description of query/ required clarifications                                                                                                                                                                                                   | Response               |
|---------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         |                                                                                            |                                                                                                                                                                                                                                                                                                                     | It is suggested that considering the size of assignment and scope of work, a professional agency of international repute may be hired. Therefore, it is requested to kindly increase the annual average consulting turnover to a minimum INR 125 Crores. |                        |
| 45      | <b>Page No. 9<br/>Instruction to the Bidder<br/>Cl. No. 4: Earnest Money Deposit (EMD)</b> | As per the clause, EMD may be forfeited for:<br><i>Any other circumstance which holds the interest of the Client during the overall selection Process.</i>                                                                                                                                                          | This is a very open-ended clause and may discourage few bidders from participating in the procurement process. May we kindly request you to consider deleting the clause.                                                                                | RFP condition prevails |
| 46      | <b>Page No. 13<br/>2.1 Team Leader</b>                                                     | Team Leader (One no.)<br>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution<br>• Minimum of 10 years of total work experience related to project management unit        | May we kindly request you to clarify if Master's degree in Rural Management/ Sociology/ Social Work is acceptable.                                                                                                                                       | RFP condition prevails |
| 47      | <b>Page No. 13<br/>2.3 Deputy Team Leader</b>                                              | Deputy Team Leader (One no.)<br>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution.<br>• Minimum of 5 years of total work experience related to project management unit | May we kindly request you to clarify if Master's degree in Rural Management/ Sociology/ Social Work is acceptable.                                                                                                                                       | RFP condition prevails |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                       | Description                                                                                                                                                                                                                                                                                | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                          | Response                                                                                                                                                                                                                                                                                   |
|---------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 48      | Page No. 13<br>Sl. No. 13                                            | <b>Award of Contract</b><br>A 15% onetime hike in fee will be considered after completion of 3 years, if and when extension is granted to the selected Agency.                                                                                                                             | Considering the resources deployed at the client site and the engagement of senior strategic advisors for the prestigious project, may we kindly request you to amend the clause and consider providing 10-15% annual hike in consultancy fee for the PMU.                                                                                                                                                      | RFP condition prevails                                                                                                                                                                                                                                                                     |
| 49      | Page No. 15<br>Sl. No. 11<br><b>Performance Bank Guarantee (PBG)</b> | Within 7 days of notifying the acceptance of a proposal for award of contract, each qualified bidder shall have to furnish a Performance Bank Guarantee amounting to 3% of the annual contract value from a Scheduled Commercial Bank situated in Cuttack in favor of "Commissioner, CMC". | May we kindly request you to relax the amount and timeline for submission of the Performance Bank Guarantee as per the following:<br>1) The timeline for submission of PBG may be extended from 7 days to <b>15 days</b> .<br>2) The Performance Bank Guarantee may be revised to <b>1 % of the contract value</b> from 3% of the Contract Value.                                                               | Within 7 days of notifying the acceptance of a proposal for award of contract, each qualified bidder shall have to furnish a Performance Bank Guarantee amounting to 3% of the annual contract value from a Scheduled Commercial Bank situated in Cuttack in favor of "Commissioner, CMC". |
| 50      | Page No. 17<br>Sl. No. 20                                            | <b>Governing Law and Penalty Clause</b><br>Failure on bidder's part to furnish the deliverables as per the agreed timeline will enforce a penalty @ 1% per week subject to maximum of 10% of the total annual contract value.                                                              | In most projects with Government departments and International Development Agencies, we have observed Liquidation Damage for delay in delivery up to a maximum of 5% of the project value. So, may we kindly request you to limit the maximum Liquidation Damage for delay in delivery to <b>5% of the contract value</b> .                                                                                     | RFP conditions prevail                                                                                                                                                                                                                                                                     |
| 51      | Page No. 17<br>Sl. No. 21                                            | <b>Confidentiality</b>                                                                                                                                                                                                                                                                     | Exceptions to confidential information is not provided. Client is requested to consider that we may have to disclose information for successful accomplishment of work and for regulatory and internal compliance purposes. However, to the extent legally permissible, we will ensure that even if the information is disclosed to any third party, such parties maintain confidentiality of such information. | RFP conditions prevail                                                                                                                                                                                                                                                                     |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                                                                                            | Description                                                                                                                                                                                                                                                 | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Response               |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         |                                                                                                                                                           |                                                                                                                                                                                                                                                             | Client is therefore requested to kindly include the following clause: Consultant may disclose confidential information: (a) to its employees, directors, officers, and subcontractors, on a need-to know basis, as required for performance of services, provided such employees, directors, officers, and subcontractors are bound by confidentiality obligations; (b) where required by applicable law or regulation or for regulatory and compliance (both internal and external) purposes.                                                                                            |                        |
| 52      | <b>Page No. 18<br/>Cl. No. 25:<br/>Replacement of the Personnel</b>                                                                                       | If more than 3 CVs (out of all) are replaced, a penalty of 1% of contract value per CV replaced may be imposed on the selected Agency.                                                                                                                      | May we kindly request you to amend the clause as following:<br><br>If more than 3 CVs (out of all) are replaced, a penalty of 0.5% of quoted amount against per CV replaced may be imposed on the selected Agency.                                                                                                                                                                                                                                                                                                                                                                        | Clarified earlier      |
| 53      | <b>Page No. 19<br/>Section II:<br/>Instruction to the Bidder<br/>Cl. No. 25:<br/>Replacement of the Personnel (B) During the assignment<br/>Sl. No. 5</b> | As per the terms of the clause for each and/or any consultant replacement request from Agency's side irrespective of scenarios during an ongoing project/assignment the Agency shall be charged with a penalty at the rate of 10% of annual contract value. | As per the existing clause, replacement of any personnel by the consulting firm would result in penalty at the rate of 10% of annual contract value.<br>It may be noted that the initial duration of the proposed PMU is 3 years and during this period there could be many reasons beyond the control of the consulting firm/ agency requiring replacement of deployed resources.<br>In view of the same, may we kindly request you to confirm that the clause shall not be applied in case an equally competent replacement is provided for deployment with the approval of the client. | RFP conditions prevail |
| 54      | <b>Page No. 21<br/>Section III:<br/>Terms of Reference<br/>Cl. No. 2: Scope of Work</b>                                                                   | As per the scope of work, PMU will be established and manned by a team of experts with developmental background including specialisation in critical areas such as livelihood, education, skill development,                                                | Based on our review of scope of work and teaming structure, we understand that the primary focus of CMC is to enhance the quality of life of citizens by improving the overall services delivered of municipal services. Kindly confirm.                                                                                                                                                                                                                                                                                                                                                  | RFP conditions prevail |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                                                                  | Description                                                                                                                                                                                                                                                                                            | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                        | Response                                                                                    |
|---------|---------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
|         |                                                                                                                                 | drinking water & sanitation, health, infrastructure, environment etc.                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                             |
| 55      | Page No. 21<br>Section III:<br>Terms of Reference<br>Cl. No. 2: Scope of Work<br>Page No. 22-24:<br>Sl. No. 3: Team Composition | A Programme Management Unit (PMU) will be established and manned by a team of experts with developmental background including specialisation in critical areas such as <b>livelihood, education, skill development</b> , drinking water & sanitation, <b>health</b> , infrastructure, environment etc. | The team composition proposed is not in line with the objectives mentioned in the RFP. The qualification and experience of desired team is focused on helping the authority in improving municipal services.<br>Hence, request the authority to clarify or reconfirm on the sectors to be supported by the PMU.                                                                                                                               | RFP conditions prevail                                                                      |
| 56      | Page No. 21<br>Section III:<br>Terms of Reference<br>Sl. No. 2: Scope of work                                                   | Planning, implementation, and monitoring of projects under CMC                                                                                                                                                                                                                                         | It is understood that monitoring shall be done by the proposed deployed resources through available Software such as Microsoft Projects/ Primavera. Please clarify.                                                                                                                                                                                                                                                                           | Agency shall assist Authority with best possible utilization of resources and/or software's |
| 57      | Page No. 21<br>Section III:<br>Terms of Reference<br>Sl. No. 2: Scope of work                                                   | Identification and promotion of innovative solutions through field level pilot                                                                                                                                                                                                                         | It is understood that for promotion of innovative solutions may require some additional expertise other than the RFP specified proposed resources. May we kindly request you to elaborate the scope of work.                                                                                                                                                                                                                                  | Shall be case specific in line to the scope of work.                                        |
| 58      | Page No. 21<br>Section III:<br>Terms of Reference<br>Sl. No. 2: Scope of work                                                   | Capacity building activities and knowledge management.                                                                                                                                                                                                                                                 | It is understood that capacity building activities and knowledge management shall be limited to daily operations. Any additional expertise other than the proposed resources, required for capacity building which shall be beneficial to the Employer, the cost of the same shall be additional.<br>Hence. We kindly request you to elaborate the scope in capacity building activities like no. of training programme, venue etc. required. | No additional cost shall be provided to the consultant.                                     |
| 59      | Page No. 21<br>Section III:                                                                                                     | Technical and facilitation assistance to the Authority                                                                                                                                                                                                                                                 | It is understood that from the mentioned scope of work that the Consultant will not involve in preparation of drawing design &                                                                                                                                                                                                                                                                                                                | Concerned member of PMU shall be responsible                                                |



**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No.   | RFP Section, Clause & Page No.                                                  | Description                                                                                                                                                                                                                                                                           | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                         | Response                                                                                                                                                                                                                       |
|-----------|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <b>Terms of Reference<br/>Sl. No. 2: Scope of work</b>                          |                                                                                                                                                                                                                                                                                       | costing practice. PMU will assist the concerned authority in preparation of Framework of technical note/ DPR/ PPR etc. Please clarify.                                                                                                                                                                                                                                                         | for drawing design & costing practice along with preparation of Framework of technical note/ DPR/ PPR etc. The concerned PMU member shall be equally responsible along with the Officer of the Authority for the deliverables. |
| <b>60</b> | <b>Page No. 21<br/>Section III: Terms of Reference Sl. No. 2: Scope of Work</b> | A Programme Management Unit (PMU) will be established and manned by a team of experts with developmental background including specialisation in critical areas such as livelihood, education, skill development, drinking water & sanitation, health, infrastructure, environment etc | We understand scope of work of PMU unit will be restricted in monitoring of different Physical construction works (ongoing & proposed), Solid waste management, Water supply & sanitation works, Other Physical infrastructure & Capacity Building. PMU team will work under the overall control, supervision and guidance of the Commissioner, Cuttack Municipal Corporation. Please clarify. | Job description of PMU team members has been detailed as per Annexure 2, please refer.<br><br>Nodal officer shall be assigned for the PMU.                                                                                     |
| <b>61</b> | <b>Page No. 22<br/>Sl. No. 3: Team Composition</b>                              | Team Leader Education and Qualification<br>Minimum of 10 years of total work experience related to project management unit schemes/ projects                                                                                                                                          | We understand that an expert with overall 10 years of experience and experience in PMU would qualify for the position. Kindly confirm.                                                                                                                                                                                                                                                         | Agreed                                                                                                                                                                                                                         |
| <b>62</b> | <b>Page No. 22<br/>Sl. No. 3: Team Composition</b>                              | Team Leader: Key roles and responsibilities<br>Provide effective program management, managing human and <b>financial resources</b> to effectively achieve the objectives of the Authority.                                                                                            | We understand the programme management will be limited to projects and human resources related to those projects. Please also confirm that the financial resources mentioned here is related to the projects being supported by the PMU and not the overall financial management of CMC.                                                                                                       | Agreed                                                                                                                                                                                                                         |
| <b>63</b> | <b>Page No. 23 &amp; 24<br/>Sl. No. 3: Team Composition</b>                     | Civil Expert and Mechanical Expert<br>Key roles and responsibilities                                                                                                                                                                                                                  | We understand that the PMU team will only work as advisors and support CMC in carrying out various development activities. They                                                                                                                                                                                                                                                                | Agreed.<br>However, for the estimates prepared by Agency or it's                                                                                                                                                               |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                              | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Response                                                                                                                                                    |
|---------|-------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                                                             | <ul style="list-style-type: none"> <li>• Supervise various construction activities taken up under Authority through regular field visits and raise flags at appropriate levels in case of potential delays, quality issues or cost overruns.</li> <li>• Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency.</li> </ul> | are not envisaged to write on note sheets and measurement book for project activities at site and assist in clearing bills or voucher? Kindly confirm.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | team member, shall be responsible for the deliverables. Estimates prepared, projects conceived, opinion given etc. shall also be responsibility of the PMU. |
| 64      | <b>Page No. 23 &amp; 24<br/>Sl. No. 3: Team Composition</b> | Roles and Responsibilities of Experts “Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency”                                                                                                                                                                                                                             | It is understood from the mentioned roles and responsibilities of Civil Experts and Mechanical Experts, that PMU shall not certify or recommend any bills and shall be only assisting the Employer for development a framework to clearance of Bills, based on the value of Work done. Please confirm.                                                                                                                                                                                                                                                                                                                                              | For the estimates proposed by Agency or it's team member shall be equally responsible for the deliverables.                                                 |
| 65      | <b>Page No. 24<br/>Key competencies and skills</b>          | Ability to communicate in Odia is desirable.                                                                                                                                                                                                                                                                                                                                                                                                                                      | May we kindly request you to consider adding Hindi & English to the key competencies and skills.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Agreed                                                                                                                                                      |
| 66      | <b>Others</b>                                               | Total Liability                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>Since, outer boundary of liability is not documented in the RFP, we would request you to limit liability to 1X of the total contract value. This is as per GFR and the guidelines issued by Ministry of Electronics and Information Technology. It is also the normal industry practice. May we kindly request you to consider including the following:</p> <p>"Purchaser/ Client agrees that the Consultant's total liability for all claims connected with the services or this agreement (including but not limited to negligence), whether in contract, tort, statute, indemnities or otherwise, is limited to one time the professional</p> | Clarified earlier                                                                                                                                           |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No. | Description | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Response               |
|---------|--------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         |                                |             | fees paid / payable for the services. Purchaser/ Client agrees that Consultant will not be liable for:<br>(i) loss or corruption of data from your systems<br>(ii) loss of profit, goodwill, business opportunity, anticipated savings or benefits or<br>(iii) indirect or consequential loss."                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                        |
| 67      |                                | Resources   | <p>The proposed Team will definitely be of good support in meeting the functions related to subjects in the first category (Urban Planning) but the functions related to the subjects in the second category (Social Development of Urban Residents) are likely to get neglected. Hence, the following suggestions are proposed:</p> <p>1. As per the RFP, for the position of Team Leader the qualification &amp; experience proposed is:</p> <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution. Minimum of 10 years of total work experience related to project management unit. It is suggested that besides the qualification and experience mentioned for the Team leader, s/he should also have experience of working in Social Development projects which may be included in the experience of the Team Leader.</li> </ul> <p>2. Secondly, it is also proposed to include additional positions of <b>Social Development Expert (01 no.)</b> and <b>Monitoring &amp; Evaluation Expert (01 no.)</b>. The Social Development Expert shall ensure support to the divisions/ departments entrusted with the subjects in the 2nd category and also provide innovative solutions to the Corporation for betterment of the urban residents. The availability of the Monitoring and Evaluation</p> | RFP condition prevails |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                           | Description                                                                                                                                                                                                                                                                                                                                                                                                              | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                     | Response                                  |
|---------|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
|         |                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                          | Expert will help in collection, compilation and analysis of the vast data being collected by the corporation related to all the subjects in both categories.                                                                                                                                                                                               |                                           |
| 68      | Pg 06<br>Earnest<br>Money<br>Deposit                     | INR 10,00,000/- (Rupees Ten Lakhs only) in the form of demand draft or bank guarantee drawn in favour of “Municipal Commissioner, CMC” drawn in any Scheduled Commercial Bank payable at Cuttack.                                                                                                                                                                                                                        | The EMD amount seems to be very high. Kindly refer to OM of Finance Dept, Govt of Odisha vide no 8943, Dt 18.03.2021 and subsequent extension vide no 8484, Dt 05.04.2022, we would like to submit the Corporation not to keep the provision for the Earnest Money Deposit (EMD).                                                                          | Clarified earlier please refer Annexure 4 |
| 69      | Pg. 18.CI 25. A (1) & A (2) Replacement of the Personnel | 1. Due to any unavoidable circumstances, up to 3 CVs (out of all) submitted for evaluation can be replaced by the selected Agency during team deployment, duly notifying the circumstances necessitating the replacements, subject to approval of proposed replacement CVs.<br>2. If more than 3 CVs (out of all) are replaced, a penalty of 1% of contract value per CV replaced may be imposed on the selected Agency. | Request to consider 5 CVs considering the scale of assignment and involvement of personnel.                                                                                                                                                                                                                                                                | Clarified earlier                         |
| 70      | Pg 18<br>CI 25. B (5)<br>Replacement of the Personnel    | For each and/or any consultant replacement request from Agency's side irrespective of scenarios during an ongoing project/ assignment the Agency shall be charged with a penalty at the rate of 10% of annual contract value                                                                                                                                                                                             | This condition may kindly be deleted. The corporation has considered replacement of resources with certain conditions. However, adding penalty for replacement shall be too restrictive. Retaining resources for longer period shall be very difficult, however, we assure providing equal or better resource in the event of replacement if any required. | RFP condition prevails                    |
| 71      | Pg-22<br>3.Team<br>Composition<br>(Qualification/        | Team Leader - Minimum of 10 years of total work experience related to project management unit schemes/ projects                                                                                                                                                                                                                                                                                                          | Minimum 10 years of total experience to PMU is very specific. To achieve that one has to consider profile with minimum 13 – 15 years of total experience. We request the corporation to consider the following Minimum of 10 years of total work                                                                                                           | RFP condition prevails                    |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                                         | Description                                                                                                                                                                      | Detailed Description of query/ required clarifications                                                                                                                                                                                  | Response               |
|---------|--------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         | Experience)                                                                                            |                                                                                                                                                                                  | experience related to project management, project monitoring of large-scale development projects                                                                                                                                        |                        |
| 72      |                                                                                                        | Sanitation Expert - Minimum of 5 years total work experience related to sanitation activities                                                                                    | We request the Corporation to kindly consider experience pertaining to water supply/ waste management experience along with Sanitation                                                                                                  | Agreed                 |
| 73      |                                                                                                        | Deputy Team Leader - Minimum of 5 years of total work experience related to project management unit                                                                              | With reference to our request in S N 04, we request the Corporation may please consider the following Minimum of 5 years of total work experience related to project management, project monitoring of large-scale development projects | Agreed                 |
| 74      |                                                                                                        | Procurement Expert - Minimum of 5 years of total work experience in procurement of goods, works & services, contract management in Government/Development Sector /reputed NGOs   | Request to revise as “Minimum of 5 years of total work experience in procurement of goods, works & services, contract management in Government/ Private/ Development Sector/ reputed NGOs”                                              | Agreed                 |
| 75      | Page 14<br>Technical<br>Evaluation<br>3 - Presentation<br>on Approach,<br>Methodology<br>and Work Plan | Case study of handling CMC/ ULB/DA or similar (10 Marks)                                                                                                                         | Case study pertaining to CMC is very restrictive.<br>We request the Corporation to kindly consider experience handling projects related to any municipality corporation, and / SPVs under the corporations etc.                         | RFP condition prevails |
| 76      | Bidder Data<br>Sheet<br>Mode of<br>Submission<br>Pg-6                                                  | Speed Post / Registered Post/ Courier only to the address as specified above during the office hour only. Submission of bid through any other mode and late bid will be rejected | In order to ensure no slippage due to courier/post, request you to kindly consider physical submission of <b>hard copy</b> at the designated office address, by the Bidder directly.                                                    | RFP condition prevails |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No.   | RFP Section, Clause & Page No.                                                      | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Response                                                            |
|-----------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <b>77</b> | Section II:<br>Instructions to the Bidders<br>1. Pre-Qualification Criteria<br>Pg-8 | <p>PMU Experience</p> <p>The Bidder should have experience of running at least 3 Programme Management Units (PMU) or equivalent for Central Government Ministries &amp; Departments / State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul>                                                                                                               | <p>Request to kindly consider the following.</p> <p>The Bidder should have experience of running at least 3 Programme Management Units (PMU) or equivalent for Central Government Ministries &amp; Departments / State Government Departments/ District Administrations for social/ <b>physical/ urban</b> sector schemes/ projects/ Development Authorities/ ULB's</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul> | RFP condition prevails. However, PMU for AMRUT shall be considered. |
| <b>78</b> | Technical Evaluation<br>1.1 Experience of the Bidder<br>Pg-12                       | <p>Experience of running PMU or equivalent for Central Government Ministries &amp; Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul> <p><b>10 Marks</b><br/>                     &lt; 3 PMUs = 0 marks<br/>                     At least 3 PMUs: 7.5 marks<br/>                     One additional PMU beyond first three: 2.5 marks</p> | <p>As the evaluation criteria is based on QCBS, we request to adhere scoring based to quantum of experience of the Bidder. Request you to kindly consider the following.</p> <p><b>10 Marks</b><br/>                     &lt; 3 PMUs = 0 marks<br/>                     At least <b>4 PMUs: 2 marks</b><br/>                     One additional PMU beyond <b>first four 2 marks each to a maximum of total 10 marks</b></p>                                                                                                                                                              | RFP condition prevails                                              |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                             | Description                                                                                                                                                                                                                                                                                                        | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Response               |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |
|---------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------------------------------|------------------------------------------------------|---|----------------------------------------------------|----|---|-------------|---|---|-------------|---|------------------------|
| 79      | Technical Evaluation<br>1.2 Experience of the Bidder Pg-12 | Experience of running PMU in Odisha <ul style="list-style-type: none"><li>• During the last 5 years from bid due date</li><li>• Of minimum contract value of INR 50 lakhs each</li><li>• Of minimum duration of 12 months each</li></ul> <b>10 Marks</b><br>5 marks for each PMU, subject to a maximum of 10 marks | As the evaluation criteria is based on QCBS, we request to adhere scoring based to quantum of experience of the Bidder. Request you to kindly consider the following.<br><b>10 Marks</b><br><b>2 marks for each PMU</b> , subject to a maximum of 10 marks                                                                                                                                                                                                                                                                                                                                                                                                                | RFP condition prevails |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |
| 80      | Technical Evaluation<br>1.3 Turnover Pg-12                 | Turnover <ul style="list-style-type: none"><li>• Each additional turnover on multiple of Rs. 25 Crores above Rs. 75 Crores</li></ul> 10 marks<br>2.5 marks for each additional Rs. 25 Crores turnover to a maximum of 10 marks                                                                                     | Turnover:<br>Minimum Average Annual Turn Over of the Firm for the last 3 Financial Years (2018-19, 2019-20& 2020-21) from Consultancy Services- Rs 75 crores.<br><b>10 marks for the bidder /with highest average annual turnover. Other bidders shall be awarded prorated marks as per the below illustration:</b> <table><tr><th>Bidder</th><th>Average Annual Turnover (of Last Three Years)</th><th>Marks assigned for this criterion (Maximum Marks:10)</th></tr><tr><td>A</td><td>INR 500 Cr. (Say, highest average annual turnover)</td><td>10</td></tr><tr><td>B</td><td>INR 400 Cr.</td><td>8</td></tr><tr><td>C</td><td>INR 300 Cr.</td><td>6</td></tr></table> | Bidder                 | Average Annual Turnover (of Last Three Years) | Marks assigned for this criterion (Maximum Marks:10) | A | INR 500 Cr. (Say, highest average annual turnover) | 10 | B | INR 400 Cr. | 8 | C | INR 300 Cr. | 6 | RFP condition prevails |
| Bidder  | Average Annual Turnover (of Last Three Years)              | Marks assigned for this criterion (Maximum Marks:10)                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |
| A       | INR 500 Cr. (Say, highest average annual turnover)         | 10                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |
| B       | INR 400 Cr.                                                | 8                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |
| C       | INR 300 Cr.                                                | 6                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |
| 81      | Technical Evaluation<br>2.0 Team Experience                | Sanitation Expert (2 nos.) <ul style="list-style-type: none"><li>• Preferably B. Tech or B.E (Civil)/ Environment or related field(s) from a reputed National/ International University/ Institution</li></ul>                                                                                                     | Request to consider the following.<br><b>I. Graduate in Civil / Mechanical/ Chemical/ Environmental Engineering/ Biotechnology or equivalent</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Agreed.                |                                               |                                                      |   |                                                    |    |   |             |   |   |             |   |                        |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                            | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Response               |
|---------|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         | 2.2 Sanitation Expert (2 nos.) Pg-13                      | <ul style="list-style-type: none"> <li>Minimum of 5 years total work experience related to sanitation activities</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |
| 82      | 10. Evaluation Process Pg-15                              | The weights given to the Technical (T) and Financial (P) Bids shall be: T = 70, and P = 30                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Request to consider the following.<br>The weights given to the Technical (T) and Financial (P) Bids shall be: <b>T = 80, and P = 20</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | RFP condition prevails |
| 83      | 21. Confidentiality Pg-17                                 | <p><b>Confidentiality</b><br/>Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any Consultant of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the Client's antifraud and corruption policy. During the execution of the assignment except with prior written consent of the Client, the consultant or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.</p> | <p>Please add this Clause –<br/>Except as otherwise permitted by this Agreement, neither of the parties may disclose to third parties the contents of this Agreement or any information provided by or on behalf of the other that ought reasonably to be treated as confidential and/or proprietary. Parties may, however, disclose such confidential information to the extent that it:<br/>(a) is or becomes public other than through a breach of this Agreement, (b) is subsequently received by the receiving party from a third party who, to the receiving party's knowledge, owes no obligation of confidentiality to the disclosing party with respect to that information,<br/>(c) was known to the receiving party at the time of disclosure or is thereafter created independently,<br/>(d) is disclosed as necessary to enforce the receiving party's rights under this Agreement, or<br/>(e) must be disclosed under applicable law, legal process or professional regulations. These obligations shall be valid for a period of 1 year from the date of termination of this Agreement.</p> | RFP condition prevails |
| 84      | 24. Copyright, Patents and Other Proprietary Rights Pg-18 | <p><b>Copyright, Patents and Other Proprietary Rights</b> CMC shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights, and trademarks, about</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Request to please add this clause;<br>Consultant may use data, software, designs, utilities, tools, models, systems and other methodologies and know-how ("Materials") that Consultant own in performing the Services. Notwithstanding the delivery of any Reports, Consultant retain all intellectual                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | RFP condition prevails |



**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.            | Description                                                                                                                                                                                                                                                                                                  | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Response               |
|---------|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         |                                           | Documents and other materials which bear a direct relation to or are prepared or collected in consequence or during the execution of this contract. At the Client's request, the Consultant shall take all necessary steps to submit them to the Client in compliance with the requirements of the contract. | property rights in the Materials (including any improvements or knowledge developed while performing the Services), and in any working papers that Consultant compile and retain in connection with the Services (but not Client Information reflected in them). Upon payment for the Services, Client may use any Materials included in the Reports, as well as the Reports themselves as permitted by this Agreement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                        |
| 85      | 25. Replacement of the Personnel<br>Pg-18 | (A) During team deployment/ start of engagement<br>2. If more than 3 CVs (out of all) are replaced, a penalty of 1% of contract value per CV replaced may be imposed on the selected Agency.                                                                                                                 | Request to please consider the following.<br>2. If more than 3 CVs (out of all) are replaced, <b>a penalty of 1% of contract value of the concerned CV replaced may be imposed on the selected Agency.</b> Also, no penalties will be levied for change in CV required due to situation outside the control of the bidder such as resignation/health etc                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Clarified earlier      |
| 86      | 26. Force Majeure<br>Pg-19                | Force Majeure                                                                                                                                                                                                                                                                                                | Request to please add this Clause –<br>“(i) To the extent that the provision of the Services is impacted by a pandemic (including COVID-19) and any reasonable concerns or measures taken to protect the health and safety interests of either Party's personnel, the Parties will work together to amend the Agreement to provide for the Services to be delivered in an appropriate manner, including any resulting modifications with respect to the timelines, location, or manner of the delivery of Services.<br>(ii) Where Consultant Personnel are required to be in present at Client's premises, Consultant will use reasonable efforts to provide the Services on-site at Client offices, provided that, in light of a pandemic the parties agree to cooperate to allow for remote working and/or an extended timeframe to the extent (i) any government or similar entity implements restrictions that may interfere with provision of onsite Services; (ii) either party implements voluntary limitations on travel or meetings that could | RFP condition prevails |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                             | Description                                                                                                                                                                                                                                                                     | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                   | Response          |
|---------|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
|         |                                                                                            |                                                                                                                                                                                                                                                                                 | interfere with provision of onsite Services, or (iii) A Consultant resource determines that he or she is unable or unwilling to travel in light of a pandemic-related risk.”                                                                                                                                                                                                                                                                             |                   |
| 87      | 3. Team Composition<br>Civil Expert: Key Roles & Responsibilities<br>Pg-23                 | Civil Expert: Key Roles & Responsibilities<br>Ensure that the construction is in compliance with the drawings and estimates approved.<br>Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency.                 | Kindly note that the following responsibility is not within the scope of work of the PMU as per RFP and kindly be deleted from the individual requirement of scope of the Civil Expert<br>Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency.                                                 | Clarified earlier |
| 88      | 3. Team Composition<br>Mechanical Expert (Two nos.): Key Roles & Responsibilities<br>Pg-24 | Mechanical Expert (Two nos.): Key Roles & Responsibilities<br>Ensure that the construction is in compliance with the drawings and estimates approved.<br>Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency. | Kindly note that the following responsibility is not within the scope of work of the PMU as per RFP and kindly be deleted from the individual requirement of scope of the Mechanical Expert<br>Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency.                                            | Clarified earlier |
| 89      | Termination                                                                                | Termination<br>No reference clause in RFP                                                                                                                                                                                                                                       | <b>Please add the following termination provision:</b><br>Consultant may terminate this Agreement, or any particular Services, immediately upon written notice to Client if consultant reasonably determine that consultant can no longer provide the Services in accordance with applicable law or professional obligations.                                                                                                                            | Clarified earlier |
| 90      | Limitation of Liability                                                                    | Limitation of Liability<br>No reference clause in RFP                                                                                                                                                                                                                           | It is requested to add the following clause:<br>"The Client (and any others for whom Services are provided) shall not recover from Consultant, in contract or tort, including indemnification obligations under this contract, under contract or tort or statute or otherwise, aggregate damages in excess of the fees actually paid for the Services that directly caused the loss in connection with claims arising out of this Agreement or otherwise | Clarified earlier |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                                                                        | Description                                                                                                                                                                                                                       | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Response               |
|---------|---------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
|         |                                                                                                                                       |                                                                                                                                                                                                                                   | relating to the Services. The Client shall not recover from the Consultant, in contract or tort, under statute or otherwise, any amount with respect to loss of profit, data or goodwill, or any other consequential, incidental, indirect, punitive or special damages in connection with claims arising out of this Agreement or otherwise relating to the Services, whether or not the likelihood of such loss or damage was contemplated." Also please confirm that total liability shall not exceed the total fee for consultancy.                                                                                                 |                        |
| 91      | Section II:<br>Instruction to the Bidders, Point 9.<br>Evaluation of Proposal<br>Technical Evaluation (2nd Stage):<br>Page Number: 13 | 2.1: Team Leader (One no.)<br>Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution        | Based on our understanding of undertaking similar assignments, we feel post-graduates in other disciplines of water supply and sewerage sector should also be considered for this position. This will also expand the horizon of including better candidates. Hence, we request you to kindly allow the candidates with following qualifications and experience to be included as well.to be proposed for this position for this position: <ul style="list-style-type: none"> <li>• Master's Degree in Civil Engineering</li> <li>• Master's Degree in Environmental Engineering</li> <li>• Master's Degree in Public Health</li> </ul> | RFP condition prevails |
| 92      | Section II:<br>Instruction to the Bidders Point 9.<br>Evaluation of Proposal<br>Technical Evaluation (2nd Stage):<br>Page Number: 13  | 2.3: Deputy Team Leader (One no.)<br>Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution | Based on our understanding of undertaking similar assignments, we feel post-graduates in other disciplines of water supply and sewerage sector should also be considered for this position. This will also expand the horizon of including better candidates. Hence, we request you to kindly allow the candidates with following qualifications and experience to be included as well.to be proposed for this position for this position: <ul style="list-style-type: none"> <li>• Master's Degree in Civil Engineering</li> <li>• Master's Degree in Environmental Engineering</li> <li>• Master's Degree in Public Health</li> </ul> | RFP condition prevails |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.                                                                                                       | Description                                                                                                                                                                                                                                                                                                                                | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                            | Response               |
|---------|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 93      | Section II:<br>Instruction to the Bidders<br>Point 9. Evaluation of Proposal<br>Technical Evaluation (2nd Stage):<br>Page Number: 14 | 2.6: Mechanical Expert (Two nos.)<br>• Preferably B.E./ B.Tech in Mechanical Engineering from a recognized University/ Institution<br>• Minimum of 5 years of total work experience related to design, estimation, execution, and supervision of mechanical engineering projects.<br>• Proficient in Auto CAD or similar software packages | Based on our understanding of undertaking similar assignments, we feel use of Mechanical Expert will be on need basis and can be arranged as per requirement. The position might remain underutilized<br>Keeping this into context, this position maybe kept on intermittent basis and replaced by other relevant key personnel considering the scope and project requirement.                    | RFP condition prevails |
| 94      | General                                                                                                                              | Regarding inclusion of SWM Expert in the Project Team                                                                                                                                                                                                                                                                                      | Based our understanding of key project activities under the CMC, we feel solid waste management will be an important area of concern for management.<br>Keeping this into consideration, it is suggested that a position for SWM Expert be considered in the overall team composition.                                                                                                            | RFP condition prevails |
| 95      | General                                                                                                                              | Regarding inclusion of Relevant Positions in the Project Team                                                                                                                                                                                                                                                                              | The project scope as defined in the TOR mentions activities related to areas such as livelihood, education, skill development, drinking water & sanitation, health, infrastructure, environment etc.<br>Considering this, we request you to kindly consider other experts like Capacity Building Specialist/ IEC Specialist/Environment Expert to be included in the team composition of the PMU. | RFP condition prevails |
| 96      | Section II:<br>Instruction to the Bidders<br>Point 25.<br>Replacement of the Personnel                                               | (A) During team deployment/ start of engagement<br>2. If more than 3 CVs (out of all) are replaced, a penalty of 1% of contract value per CV replaced may be imposed on the selected Agency.<br>3. If more than 7 CVs (out of all) are replaced,                                                                                           | We understand that the client will deduct 1% of remuneration for any replacement of key experts.<br>We request you to kindly remove this clause as the this would also limit the possibility of replacing a bad candidate with a good one.                                                                                                                                                        | Clarified earlier      |

**Pre-bid Queries & Responses – Selection of Agency for Setting up of Programme Management Unit (PMU) for CMC**

Pre-bid Meeting held on 22.07.2022 at 3:00 PM

| Sl. No. | RFP Section, Clause & Page No.      | Description                                                                                           | Detailed Description of query/ required clarifications                                                                                                                                                                                                                                                                                                                                                    | Response          |
|---------|-------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
|         |                                     | then the contract with the selected Agency may be rescinded and the PBG amount may also be forfeited. |                                                                                                                                                                                                                                                                                                                                                                                                           |                   |
| 97      | Bidder Data Sheet<br>Page Number: 6 | Last Date for submission of Proposal<br>16/08/2022 by 03.00 PM                                        | Considering the upcoming month with lesser working days, we request you to kindly extend the due date of Proposal Submission by at least 15 days working days from the date of issue of Pre-proposal Clarifications (Clarifications to Pre-Bid Queries). This will also give all the bidders a reasonable time to incorporate the clarifications and prepare and submit a quality proposal to the client. | Clarified earlier |

## **ANNEXURE 1**

| <b>Sl.No</b> | <b>Criteria</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Maximum Marks</b>                                                                                                                                                                             |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b>     | <b>Experience of the Bidder</b>                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>30 Marks</b>                                                                                                                                                                                  |
| <b>1.1</b>   | <p>Experience of running PMU or equivalent for Central Government Ministries &amp; Departments/ State Government Departments/ District Administrations for social sector schemes/ projects/ Development Authorities/ ULB's</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 80 Lakhs each</li> <li>• Of minimum contract duration of 12 months each</li> </ul> | <p>10 Marks</p> <p>&lt; 3 PMUs = 0 marks<br/>At least 3 PMUs: 7.5 marks</p> <p>One additional PMU beyond first three: 2.5 marks</p>                                                              |
| <b>1.2</b>   | <p>Experience of running PMU in Odisha</p> <ul style="list-style-type: none"> <li>• During the last 5 years from bid due date</li> <li>• Of minimum contract value of INR 50 lakhs each</li> <li>• Of minimum duration of 12 months each</li> </ul>                                                                                                                                                                                              | <p>10 Marks</p> <p>5 marks for each PMU, subject to a maximum of 10 ]marks</p>                                                                                                                   |
| <b>1.3</b>   | <p>Turnover</p> <ul style="list-style-type: none"> <li>• Each additional turnover on multiple of Rs. 25 Crores above Rs. 75 Crores</li> </ul>                                                                                                                                                                                                                                                                                                    | <p>10 marks</p> <p>2.5 marks for each additional Rs. 25 Crores turnover to a maximum of 10 marks</p>                                                                                             |
| <b>2</b>     | <b>Team Experience</b>                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>40 Marks</b>                                                                                                                                                                                  |
| <b>2.1</b>   | <p>Team Leader (One no.)</p> <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 10 years of total work experience related to project management unit</li> </ul>                                                                         | <p>10 Marks</p> <ul style="list-style-type: none"> <li>• 5 marks - for educational qualification</li> <li>• 5 marks - for work experience of relevant experience to proposed position</li> </ul> |

|            |                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                   |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>2.2</b> | Sanitation Expert (2 nos.) <ul style="list-style-type: none"> <li>• Preferably B. Tech or B.E (Civil)/ Environment or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 5 years total work experience related to sanitation activities</li> </ul>                                                                                                        | 3 Marks each <ul style="list-style-type: none"> <li>• 1.5 marks - for educational qualification</li> <li>• 1.5 marks - for work experience of relevant experience to proposed position</li> </ul> |
| <b>2.3</b> | Deputy Team Leader (One no.) <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 5 years of total work experience related to project management unit</li> </ul>                                      | 5 Marks<br>2.5 marks - for educational qualification<br><br>2.5 marks - for work experience of relevant experience to proposed position                                                           |
| <b>2.4</b> | Procurement Expert (1 no.) <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Finance, Commerce, Accounting, or related field(s) from a reputed University/ Institution</li> <li>• Minimum of 5 years of total work experience in procurement of goods, works &amp; services, contract management in Government/ Development Sector/ reputed NGOs</li> </ul> | 4 Marks<br>2 marks - for educational qualification<br><br>2 marks – for work experience of relevant experience to proposed position                                                               |
| <b>2.5</b> | Civil Expert (Three nos.) <ul style="list-style-type: none"> <li>• Preferably B.E/ B.Tech in Civil Engineering from a recognized University/ Institution</li> <li>• Minimum of 5 years of total work experience related to design, estimation, execution and supervision of civil engineering projects.</li> <li>• Proficient in Auto CAD or similar software packages</li> </ul>                            | 3 Marks each<br>1.5 marks - for educational qualification<br><br>1.5 marks - for work experience of relevant experience to proposed position                                                      |

|            |                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                            |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>2.6</b> | Mechanical Expert (Two nos.) <ul style="list-style-type: none"> <li>• Preferably B.E/ B.Tech in Mechanical Engineering from a recognized University/ Institution</li> <li>• Minimum of 5 years of total work experience related to design, estimation, execution and supervision of mechanical engineering projects.</li> <li>• Proficient in Auto CAD or similar software packages</li> </ul> | 2 Marks each<br><br>1 mark - for educational qualification<br><br>1 mark - for work experience of relevant experience to proposed position |
| <b>2.7</b> | Electrical Expert (1 no.) <ul style="list-style-type: none"> <li>• Preferably B.E/ B.Tech in Electrical Engineering from a recognized University/ Institution</li> <li>• Minimum of 5 years of total work experience related to design, estimation, execution and supervision of electrical engineering projects.</li> </ul>                                                                   | 2 Marks<br><br>1 mark - for educational qualification<br><br>1 mark - for work experience of relevant experience to proposed position      |
|            | <b>Note: Total 11 Resources proposed</b>                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                            |
| <b>3</b>   | <b>Presentation on Approach, Methodology and Work Plan</b> <ol style="list-style-type: none"> <li>1. Understanding of the Assignment and Issues/Challenges (10 Marks)</li> <li>2. Approach, Methodology and Work Plan (10 Marks)</li> <li>3. Case study of handling CMC/ ULB/DA or similar (10 Marks)</li> </ol>                                                                               | <b>30 Marks</b><br>Technical Presentation                                                                                                  |
|            | <b>Total (1 + 2 + 3)</b>                                                                                                                                                                                                                                                                                                                                                                       | <b>100 Marks</b>                                                                                                                           |



## **Annexure 2**

### **Updated Team Composition**

The PMU shall comprise of following team members:

| <b>S.No</b> | <b>Role</b>                   | <b>Education and Qualification</b>                                                                                                                                                                                                                                                                                                                                           | <b>Key Roles &amp; Responsibilities</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1           | Team Leader<br>(One no.)      | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Social Work or Urban Planning or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 10 years of total work experience related to project management unit schemes/ projects</li> </ul> | <ul style="list-style-type: none"> <li>• Responsible for overall functioning of the Programme Management Unit (PMU).</li> <li>• Build and maintain a high performing team in the PMU.</li> <li>• Provide effective program management, managing human and financial resources to effectively achieve the objectives of the Authority.</li> <li>• Ensure that deliverables are satisfied in a timely manner.</li> <li>• Conceptualise a wide range of innovation projects for improved public service delivery.</li> <li>• Act as a formal channel of communication between the selected Agency and Authority. Report to Nodal Officer of CMC.</li> </ul> |
| 2           | Sanitation Expert<br>(2 nos.) | <ul style="list-style-type: none"> <li>• Preferably B. Tech or B.E (Civil)/ Environment or related field(s) from a reputed National/ International University/ Institution or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 5 years total work experience related to sanitation activities</li> </ul>                | <ul style="list-style-type: none"> <li>• Reporting and monitoring of the ward, tracking of all vehicle, daily reporting and compliance tracking, grievance tracking Evaluation and follow up vehicles, coordination with Health and Sanitation office, monitoring the field manpower.</li> <li>• Monitoring Swaach Bharat Mission (SBM) and all the key performance indicators of SBM or any other scheme of ULB, etc. Report to the Team Leader.</li> <li>• Any other duties as may be assigned.</li> </ul>                                                                                                                                             |

|   |                                 |                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | Deputy Team Leader<br>(One no.) | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Development Studies/ Practice or Urban Planning or related field(s) from a reputed National/ International University/ Institution</li> <li>• Minimum of 5 years of total work experience related to project management unit</li> </ul>                                        | <ul style="list-style-type: none"> <li>• Responsible for multitasking activities of the Programme Management Unit (PMU).</li> <li>• Coordinate and facilitate other team members in the PMU.</li> <li>• Ensure that deliverables are satisfied in a timely manner.</li> <li>• Act as a formal channel of communication between the team lead and other team members/ sections of CMC.</li> <li>• Report to Team Lead.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4 | Procurement Expert<br>(One no.) | <ul style="list-style-type: none"> <li>• Preferably Master's Degree (or equivalent) in Management, Finance, Commerce, Accounting, or related field(s) from a reputed University/ Institution</li> <li>• Minimum of 5 years of total work experience in procurement of goods, works &amp; services, contract management in Government/ Development Sector/ reputed NGOs</li> </ul> | <ul style="list-style-type: none"> <li>• Assist Authority in procurement of goods, services and works for the implementation of Authority projects</li> <li>• Assist Authority/ Departments in preparing Request for Proposals (RFPs), Request for</li> <li>• Quotations (RFQs), Expression of Interests (EOIs), Notice Inviting Tenders (NIT), etc. as per requirement</li> <li>• Assist CMC in complete procurement life cycle including invitation of bids, organizing pre-bid meetings, issuing clarifications, bid opening, bid evaluation, selection of eligible responsive bids, preparing contract agreements, executing contracts with selected bidders, etc.</li> <li>• Assist Authority in comprehensive contract management of all procurements</li> <li>• Assist Authority in ensuring that all procurements are carried out as per Odisha General Financial Rules/ other applicable guidelines</li> <li>• Assist Authority in developing unified procurement practices for all projects</li> </ul> |

|   |                                 |                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 | Civil Expert<br>(Three nos.)    | <ul style="list-style-type: none"> <li>• Preferably B.E/ B.Tech in Civil Engineering from a recognized University/ Institution</li> <li>• Minimum of 5 years of total work experience related to design, estimation, execution and supervision of civil engineering projects.</li> <li>• Proficient in Auto CAD or similar software packages or similar software packages</li> </ul>  | <ul style="list-style-type: none"> <li>• Study drawings and estimates of projects submitted by various line departments for approval under the Authority and propose alterations and revisions required, if any.</li> <li>• Supervise various construction activities taken up under Authority through regular field visits and raise flags at appropriate levels in case of potential delays, quality issues or cost overruns.</li> <li>• Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency.</li> <li>• Report to the Team Leader, PMU and any other duties may be assigned.</li> <li>• Shall be equally responsible for the estimates and certification of running bills prepared by the expert or the Agency for all the deliverables.</li> </ul> |
| 6 | Mechanical Expert<br>(Two nos.) | <ul style="list-style-type: none"> <li>• Preferably B.E/ B.Tech in Mechanical Engineering from a recognized University/ Institution</li> <li>• Minimum of 5 years of total work experience related to design, estimation, execution and supervision of civil engineering projects.</li> </ul> <p>Proficient in Auto CAD or similar software packages or similar software packages</p> | <ul style="list-style-type: none"> <li>• Study drawings and estimates of projects submitted by various line departments for approval under the Authority. Propose alterations and revisions required, if any.</li> <li>• Supervise various construction activities taken up under Authority through regular field visits and raise flags at appropriate levels in case of potential delays, quality issues or cost overruns.</li> <li>• Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency and report to the Team Leader, PMU</li> </ul>                                                                                                                                                                                                              |

|   |                              |                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   |                              |                                                                                                                                                                                                                                                                                                                                   | Shall be equally responsible for the estimates and certification of running bills prepared by the expert or the Agency for all the deliverables.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 7 | Electrical Expert<br>(1 no.) | <ul style="list-style-type: none"> <li>• Preferably B.E/ B.Tech in Electrical Engineering from a recognized University/ Institution</li> <li>• Minimum of 5 years of total work experience related to design, estimation, execution and supervision of <u>civil engineering</u> projects.</li> <li>• <i>Electrical</i></li> </ul> | <ul style="list-style-type: none"> <li>• Study drawings and estimates of projects submitted by various line departments for approval under the Authority. Propose alterations and revisions required, if any.</li> <li>• Supervise various construction activities taken up under Authority through regular field visits and raise flags at appropriate levels in case of potential delays, quality issues or cost overruns.</li> </ul> <p>Ensure that the construction is in compliance with the drawings and estimates approved. Assess value of works done and assist CMC in clearing bills/ vouchers for release of funds to the implementing agency and report to the Team Leader, PMU.</p> <p>Shall be equally responsible for the estimates and certification of running bills prepared by the expert or the Agency for all the deliverables.</p> |

#### Key competencies and skills

- Demonstrated ability to work in a multi-cultural environment and establish harmonious and effective working relationships.
- Strong analytical skills, ability to think strategic ally, analyse diverse information and manage multiple projects simultaneously.
- Ability to communicate ideas clearly and confidently, articulate issues and recommend solutions.
- Proven ability to identify innovations and translate them into implementable practices.
- Competency in usage of IT tools including proficiency in MS Office suite.
- Strong oral and writing skills in English with effective documentation skills.
- Ability to communicate in Odia is desirable.

### Annexure 3

#### **Fin 2: Summary of Financial Proposal**

|                                |                                                             |                      |                          |                         |                                      |
|--------------------------------|-------------------------------------------------------------|----------------------|--------------------------|-------------------------|--------------------------------------|
| <b>Name of the Assignment:</b> |                                                             |                      |                          |                         |                                      |
| <b>Sr. No.</b>                 | <b>Fee Particulars</b>                                      | <b>Amount in INR</b> |                          |                         |                                      |
| <b>A</b>                       | <b>Remuneration of Key Professionals</b>                    |                      |                          |                         |                                      |
| <b>Description of Manpower</b> |                                                             | <b>Qty</b>           | <b>Monthly Fee (INR)</b> | <b>Annual Fee (INR)</b> | <b>Total Fee for 36 Months (INR)</b> |
| 1.                             | Team Leader                                                 | 1                    |                          |                         |                                      |
| 2.                             | Sanitation Expert                                           | 2                    |                          |                         |                                      |
| 3.                             | Deputy Team Leader                                          | 1                    |                          |                         |                                      |
| 4.                             | Procurement Expert                                          | 1                    |                          |                         |                                      |
| 5.                             | Civil Expert                                                | 3                    |                          |                         |                                      |
| 6.                             | Mechanical Expert                                           | 2                    |                          |                         |                                      |
| 7.                             | Electrical Expert                                           | 1                    |                          |                         |                                      |
| <b>B</b>                       | <b>Total Remuneration of Key Professionals</b>              |                      |                          |                         |                                      |
| <b>C</b>                       | <b>Overhead</b>                                             |                      |                          |                         |                                      |
| <b>D</b>                       | <b>Grant Total (INR) Consulting Fee for 36 months (B+C)</b> |                      |                          |                         |                                      |
| <b>In Words</b>                |                                                             |                      |                          |                         |                                      |

**NB:**

- Bidders shall submit the financial proposal as per the prescribed format given above in both figures and words and signed by the Authorized Representative. In the event of any difference between figures and words, the amount indicated in words shall prevail.***

2. *Taxes will be paid by the Client as per the applicable rate under GST Act from time to time. Consultancy fee proposed for the assignment shall remain fixed till completion of the contract.*
3. *GST shall be paid extra as per prevailing rate.*

Authorized Signatory [In full and initials]:

Name and Designation with Date& Seal:

### Fin 3: Detail Break-Up of Fee for Key Professionals

| Sr. No.         | Position           | Requirement | Name of Key Person/s | Monthly Fee in INR | Yearly Fee in INR | Total Fee for 36 Months (INR) |
|-----------------|--------------------|-------------|----------------------|--------------------|-------------------|-------------------------------|
| 1.              | Team Leader        | 1           |                      |                    |                   |                               |
| 2.              | Sanitation Expert  | 2           |                      |                    |                   |                               |
| 3.              | Deputy Team Leader | 1           |                      |                    |                   |                               |
| 4.              | Procurement Expert | 1           |                      |                    |                   |                               |
| 5.              | Civil Expert       | 3           |                      |                    |                   |                               |
| 6.              | Mechanical Expert  | 2           |                      |                    |                   |                               |
| 7.              | Electrical Expert  | 1           |                      |                    |                   |                               |
| <b>Total</b>    |                    |             |                      |                    |                   |                               |
| <b>In Words</b> |                    |             |                      |                    |                   |                               |

Authorized Signatory [In full and initials]:

Name and Designation with Date& Seal:

#### Fin 4: Breakdown of Overhead Expenses Detail Break-Up of Fee for Key Professionals

| Sr. No.            | Description | Unit | Quantity | Unit Price in INR | Total Amount in INR |
|--------------------|-------------|------|----------|-------------------|---------------------|
| 1                  |             |      |          |                   |                     |
| 2                  |             |      |          |                   |                     |
| 3                  |             |      |          |                   |                     |
| Grand Total in INR |             |      |          |                   |                     |
| In Words           |             |      |          |                   |                     |

Authorized Signatory [In full and initials]:      Name and Designation with Date& Seal:

**Note:** Overhead expenses should factor in all type of expenses by the Agency, not limited to statutory taxes, probable inflationary escalation, laptops/desktops to resources, internet, printers, office stationeries like paper/clips etc.

## **Annexure 4**

### **Bid Security Declaration**

#### **(On company letter head)**

Bid Security Declaration Form Date: \_\_\_\_\_ RFP No. \_\_\_\_\_ To (insert complete name and address of the purchaser) I/We. The undersigned, declare that: I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration. I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We a) have withdrawn/modified/amended, impairs or derogates from the RFP, my/our Bid during the period of bid validity specified in the form of Bid; or b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders. I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

However, if the Authority demands to submit bid security at any point of time during the bid management process I/We shall be liable to submit Bid Security amount within 15 days of issuance of notice to us in writing.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)  
Name: (insert complete name of person signing the Bid Securing Declaration) Duly authorized to sign the bid for and on behalf of (insert complete name of Bidder)  
Dated on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing) Corporate Seal (where appropriate)



## **Annexure 5**

### **Tech 9: Format of Curriculum Vitae (CV) for Proposed Key Professional**

**1. Proposed Position:**

[For each position of key professional separate form will be prepared]

**2. Name of Firm:**

**3. Name of Staff:**

**4. Date of Birth:**

**5. Years with Firm:**

**6. Total years of experience:**

**7. Nationality:**

**8. Education:**

[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]

**9. Membership in Professional Associations:**

**10. Other Trainings:**

**11. Countries of Work Experience:**

**12. Languages:**

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing]

**13. Employment Record:**

[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held. For experience in last ten years, also give types of activities performed and Client references, where appropriate as per the prescribed format given below]

|                                                                                                                     |                             |
|---------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <b><i>From [DD MM YY]</i></b>                                                                                       | <b><i>To [DD MM YY]</i></b> |
| <b><i>Employer Name:</i></b>                                                                                        |                             |
| <b><i>Position Held:</i></b>                                                                                        |                             |
| <b><i>Details of the Task Assigned</i></b><br><br><i>[List all tasks to be performed under this Assignment/job]</i> |                             |

**14. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned**

[Among the Assignment/jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks listed under point 12.]

|                                                                                            |  |
|--------------------------------------------------------------------------------------------|--|
| <b><i>Sectoral Expertise<br/>(as per Section III<br/>TOR and Team<br/>Composition)</i></b> |  |
| <b><i>Name of the Project</i></b>                                                          |  |
| <b><i>Year</i></b>                                                                         |  |
| <b><i>Location</i></b>                                                                     |  |
| <b><i>Name of the Client</i></b>                                                           |  |
| <b><i>Project Feature</i></b>                                                              |  |

|                                    |  |
|------------------------------------|--|
| <b><i>Position Held</i></b>        |  |
| <b><i>Activities Performed</i></b> |  |

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief that this CV correctly describes my qualifications and past experiences. I will undertake this assignment for the full project duration in terms of roles and responsibilities assigned in the technical proposal or any agreed extension of activities thereof. I understand that any misstatement herein leads to disqualification of CV.

Date:

**Signature of Key Professional with Date**

**Authorized Signatory [In full and initials]:      Name and Designation with Date and Seal:**

***NB: CV writeup restricted to 3 pages only with quality information relevant to the key professional requirements. The CVs needs to be jointly signed by the proposed professional and the authorized representative of the Bidder.***