

PMU's Response to the queries/clarifications raised by potential consultants

Dear Sir/Madam,

Thank you for your interest in the EOI.

#	Reference	Existing Clause	Queries/ Suggestions from consultants	PMU's Responses
1.	Detailed REOI-Annexure 1(a)-Form 1; Section 1-About the EoI Respondent- Sl. V, Pg no-08.	Average Annual Turnover for the last three Financial Years (The consultant should have a minimum average annual turnover from consultancy/ advisory of INR 2 Crore or foreign currency equivalent over the last three financial years). Please attach audited annual accounts statements for last 3 years. Audited Financial Turnover for 2021 - 2022 has also been requested	Request you to kindly consider the last 3 years as FY 2018-19, FY 2019-20, and FY 2020-21, since audited financial statement for 2021-2022 is not yet available. Audited financial statements would be provided for the aforementioned years. Kindly confirm if it suffices.	Last three financial years (FY 2018-19, FY 2019-20, and FY 2020-21) will be considered. (Corrigendum in this regard has been issued).
2.	Detailed REOI-Annexure 1(b); Form 2- Compliance to Eligibility Criterion- Sl. 2, Pg no.- 08.	The consultant (lead firm) should have a minimum average annual turnover from consultancy/ advisory of INR 2 Crore or foreign currency equivalent over the last three financial years (FY 2019-20, FY 2020-21, and FY 2021-22). Documentary evidence requested: Self-certification. Copies of the audited balance sheet, P/L Statement, and tax return copies duly sealed and certified by the authorized representative of the bidder	For this requirement, request you to kindly consider the last 3 years as FY 2018-19, FY 2019-20, and FY 2020-21, since audited financial statement for 2021-2022 is not yet available. Audited financial statements and other relevant documentary evidence would be provided for the aforementioned years as evidence. Kindly confirm.	Please refer to point no. 1 above.
3.	Detailed REOI Document	Requirement of CVs: CVs have not been requested as per the REOI document.	Based on the REOI document, we understand that CVs are not required at the EOI stage. Request you to kindly confirm our understanding.	CVs of experts are not required at EoI stage.
4.	Detailed REOI-SL 17; Pg no- 07	The Client will also take into account for the evaluation of the applications the following items: Skills and availability of in-house technical backup experts	(i) In the Annexure-1: Formats for Expression of Interest there is no format for presenting the Skills and availability of in-house technical backup experts. Please clarify? (ii) We understand that the CVs of the proposed experts are not required to be submitted at EoI stage. We request you to please clarify if our understanding in this regard is correct.	(i) Any standard formats may be used for presenting skills and availability of in-house technical backup experts. (ii) Please refer to point no. 3 above.
5.	Detailed REOI-Form-5: Statement of Integrity, Eligibility and Environmental and Social Responsibility; Pg no-13	In the footnote of Form-5 it is mentioned that "In case of joint venture, insert the name of the joint venture. The person who will sign the application, bid or proposal on behalf of the applicant, bidder or consultant shall attach a power of attorney from the applicant, bidder or consultant"	(i) Since the EoI can be submitted by e-mail as well as per point no-20 page no-7 so we request client to kindly allow a letter of authorization in place of power of attorney or power of attorney printed in letterhead of the bidder at this stage? (ii) We understand that Form-5 is to be printed in letterhead of the bidder. Please clarify?	(i) The Power of Attorney must be Notarized on non-judicial Stamp Paper. (ii) The Form 5 need to be printed in letterhead of the consultant.
6.	Detailed REOI- Sl. 14; Pg no-7	Experiences and qualifications of Sub consultants are not taken into account in the evaluation of the applications. Consultants engaged in the upstream activities of this project would not be allowed to participate unless explicitly approved by the client, and AFD NOC needs to be undertaken for the same.	We request the client to kindly consider the experience of the sub consultant for the evaluation of the EOI.	This clause cannot be changed. Kindly refer to the footnote of Form 4: Matrix template for evaluating Expressions of Interest, in page no. 10 of the REOI document, "For a Joint Venture/Consortium, the experiences of all members will be added together for a combined total".

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7.	Detailed REOI-Annexure 1(b); Form 2- Compliance to Eligibility Criterion-Sl. 4, 5 & 6; Pg no - 08.	Experience in evaluation of Externally Aided Projects with experience of working with the Government Departments/Agencies in the last 5 years; Experience in developing & implementing strategic monitoring and evaluation tools and frameworks for similar projects in the last 5 years; Experience of providing leadership, support and guidance on monitoring and evaluation across development projects	(i) We request the client to kindly clarify whether the participants need to share the minimum and maximum number of projects under each category here. (ii) Request the client to kindly clarify how much weightage is attached to each project for the purpose of evaluation	Kindly refer to the footnote of Form 4: Matrix template for evaluating Expressions of Interest, in page no. 10 of the REOI document, "The ranking of Applicants is based on the greatest number of criteria fulfilled (boxes checked)".
8.	Detailed REOI- Sl. 20; Pg no-7	The Expressions of Interest must be submitted in English language not later than 30th September, 2022 till 16:00 Hrs by email or hard-copy	We request the client to kindly clarify if there is a maximum permissible limit of the file for email submission of the EOI.	There is no size restriction for submitting the EoI.
9.	Terms of Reference- Clause XI. Team composition; Pg No. 6	The consultancy firm needs to deploy the following key staffs, whose CVs are to be evaluated during evaluation of the technical proposal.	We request the client to kindly clarify if participants are required to share details of team personnel during the EOI stage as well.	CVs of experts are not required at EoI stage, but the team structure may be shared.
10.	Detailed REOI-Annexure 1(b); Form 2- Compliance to Eligibility Criterion-Sl. 4, 5 & 6; Pg no - 08.	Clause 2.2: Conditions of eligibility of Bidders a) Form 2: Compliance to Eligibility Criterion i) Experience in evaluation of Externally Aided Projects with experience of working with the Government Departments/Agencies in the last 5 years. ii) Experience in developing & implementing strategic monitoring and evaluation tools and frameworks for similar projects in the last 5 years. iii) Experience of providing leadership, support and guidance on monitoring and evaluation across development projects.	(i) Kindly clarify if there is any minimum contract value for the projects/ assignments and project Area. Also, we would like to request for inclusion of ongoing projects as well, as most of the projects are long term project and there are projects which takes more than 5 years to complete. (ii) Kindly clarify if there is any minimum contract value for the projects/assignments and project Area. (iii) Kindly clarify if there is any minimum contract value for the projects/ assignments and project Area.	Kindly refer to Form 3: FORM 3: Credentials / Past Experiences for all the projects cited under eligibility criterion, in page no. 9 of the REOI document. Ongoing assignments would be considered.
11.	-	Technical Proposal: Team Composition	Kindly clarify if the team deployment is a full time for all the personnel?	Full Time.
12.	Detailed REOI-Annexure 1(a)- Form 1; Section 1- About the EoI Respondent- Sl. V, Pg no-08.	Average Annual Turnover for the last three Financial Years (The consultant should have a minimum average annual turnover from consultancy/ advisory of INR 2 Crore or foreign currency equivalent over the last three financial years) F.Y. 2019-20 F.Y. 2020-21 F.Y. 2021-22 Please attach audited annual accounts statements for last 3 years.	As our annual statement for the F. Y. 2021-22 is in process, we request that the authority may please consider unaudited annual accounts statement for the F. Y. 2021-22 or consider the financial statements of financial years: F. Y. 2018-19 F. Y. 2019-20 F. Y. 2020-21	Please refer to point no. 1 above.
13.	Detailed REOI-Annexure 1(b); Form 2- Compliance to Eligibility Criterion-Sl. 4, 5 & 6; Pg no - 08.	i) Experience in evaluation of Externally Aided Projects with experience of working with the Government Departments/Agencies in the last 5 years. ii) Experience in developing & implementing strategic monitoring and evaluation tools and	We request you to clarify whether ongoing assignments are considered under this criterion? If not, we request you to consider the ongoing assignments also for the purposes of this eligibility criterion.	Ongoing assignments would be considered.

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		frameworks for similar projects in the last 5 years. iii) Experience of providing leadership, support and guidance on monitoring and evaluation across development projects.		
14.	Detailed REOI-Annexure 1(b); Form 2- Compliance to Eligibility Criterion-Sl. 4; Pg no - 08.	Experience in evaluation of Externally Aided Projects with experience of working with the Government Departments/ Agencies in the last 5 years.	Please clarify whether experience of working with private agencies in similar nature are considered under this criterion? If not, we request the authority to please consider the experience of working with private agencies of similar nature.	Experience of working with the private agencies of similar nature, if funded by Government Departments/ Agencies would be considered.
15.	Detailed REOI-Annexure 1(b); Form 2- Compliance to Eligibility Criterion-Sl. 5; Pg no - 08.	Experience in developing & implementing strategic monitoring and evaluation tools and frameworks for similar projects in the last 5 years.	Since the Project Management Units (PMU/PMC) have an inbuilt component of monitoring and evaluation, we request the authority to consider the assignments (ongoing/ completed) of Project Management Unit (PMU) as eligible criterion under this eligibility criterion.	Will not be considered.
16.	Terms of Reference- Clause XI. Team composition; Pg No. 6	The consultancy firm needs to deploy the following key staffs, whose CVs are to be evaluated during evaluation of the technical proposal	Please clarify whether the firms need to submit the CVs at this Expression of Interest (EoI) stage or not? Since a detailed RFP will be shared later, we request the authority to require the CVs at the RFP stage only.	Please refer to point no. 3 above.
17.	Detailed REOI- Sl. 20; Pg no-7	The Expressions of Interest must be submitted in English language not later than 30 th September, 2022 till 16:00 Hrs by email or hard-copy (soft copy in pendrive)	Since there will be a very less time period available between response to queries and submission deadline, we request that the authority extends the last date for submission of this EoI to at least 10 days after the release of the pre-bid queries so that the responses to the pre-bid queries are duly incorporated while preparing the bid.	The last date for submission of EOI has been extended till 12th October, 2022 till 16:00 Hrs. (Corrigendum in this regard has been issued).
18.	Detailed REOI-Annexure 1(a)- Form 1; Section 1- About the EoI Respondent- Sl. V, Pg no-08.	Average Annual Turnover for the last three Financial Years (The consultant should have a minimum average annual turnover from consultancy/ advisory of INR 2 Crore or foreign currency equivalent over the last three financial years).	The audit for FY 2021-22 is yet to be completed and thus we request you to consider and accept the audited statements for the FY 2018-19, 2019-20 and 2020-21. An undertaking stating the unaudited turnover for FY 2021-22 can be attached to the response to avoid any future conflict.	Please refer to point no. 1 above.
19.	General	Joint Venture/consortiums between consulting firm(s) (lead) and NGO(s) and Academia, with a consulting firm as a lead partner	Request to confirm whether the bidder would be allowed to modify/ strengthen the consortium before submission of the RFP bid document.	The shortlisted consultant may add JV / Consortium partner with permission from the client to do so (if permissible under the RFP).
20.	Detailed REOI-Annexure1(b); Form 2- Compliance to Eligibility Criterion-Sl. 4, 5 & 6; Pg- 08.	Documentary Evidence Provided- Copies of Work Order/ Contract Document/ Completion Certificate from previous clients	Would it be possible for you to consider the last proof of payment in case the completion certificate is not available?	Will be considered.
21.	-	-	Please confirm if the Consultant/JV need to submit CVs for Key expert positions during the EOI stage? If Yes, is there a scoring matrix in which CVs will be evaluated during EOI stage.	Please refer to point no. 3 above.
22.	-	-	Please confirm if there is any restriction on an Consultant who is current engaged/working in any other consulting package under APFBC to participate in this EOI?	Please refer to clause 3, page 12 of the REOI document.

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23.	-	-	Please confirm if any scoring matrix would be used for ranking consultants on parameters on- Experience in evaluation of Externally Aided Projects with experience of working with the Government Departments/ Agencies in the last 5 years, Experience in developing & implementing strategic monitoring and evaluation tools and frameworks for similar projects in the last 5 years and Experience of providing leadership, support and guidance on monitoring and evaluation across development projects.	Please refer to point no. 7 above.

Thanking you.

Sd/-

Project Director, PMU, APFBC Society