

**RFP for Selection of Agency to Conduct Site Visit for Direct Observation and Citizen Feedback Collection - Majhi Vasundhara Abhiyan 2.0 (Tender ID: 2022\_MPCB\_763496\_1)**

**Minutes of Meeting of Pre-bid Conference held on 9/2/22 and MPCB response to the queries from Prospective Bidder**

S. N.	RFP Document Reference (s) (Clause No.)	Page No.	Content of RFP requiring Clarification (s)	Points of clarification	MPCB Response
1	Clasue 3.22 - Eligibility Criteria	18	The bidder can be a Partnership firm OR A Company registered in India under the Companies Act 1956 or 2013 or The LLP Act 2008 since last 3 years.	Request you to kindly include Societies/ Trust also as eligible entities to participate in the Bid.	ACCEPTED.
2	Clasue 3.22 - Eligibility Criteria	19	The bidder should have an experience of successfully completed similar work as defined below: One project of order value more than 80 lakhs OR Two projects of order value more than 50 Lakhs OR Three projects of order value more than 40 Lakhs OR Cumulative order values of Rs 1.5 crore	We understand that similar works experience will also include conducting field surveys, Swachh Survekshan surveys etc. would be considered.	YES, the understanding is correct. Orders to be from Govt / Semi-Govts, PSU, etc. over the past 7 years
4	Clause 4 - Scope of Work	28	General	Please clarify if office space will be provided at MPCB office to the Core Team and call centre team member.	No. MPCB will not provide any office space to the Successful Bidder
5	Section II: Scope of Work	30	Brief scope of work	We request MPCB to provide the names of cities/villages with the population to be assessed under all four verticals i.e. Amrut Cities, Municipal Council, Nagar Panchayat & Villages.	Numeric data as follows, the number in bracket mentions the percentage of actual surveillance): AMRUT Cities: 43 (100%) Municipal Councils: 226 (40%) Nagar Panchayats: 137 (25%) Gram Panchayats: 11562 (5%)
6	Section II: Scope of Work	29		Please confirm that we do not need to create any mobile application or portal system along with the scope of work mentioned under this project.	NO
7	3.22 Eligibility Criteria EC3	19	Document to be submitted	Our clients have not issued us completion certificates against the work orders, so we request MPCB to accept and qualify us on the basis of submission of revenue generation certificates duly certified by the Chartered Accountant and copy of invoices accepted by the client along with the work orders.	Accepted.

8	4. Scope of Work	39	Project Manager - Minimum Expected Qualification	We request you to please clarify the minimum expected qualification and experience required for the role of Project Manager	Qualification: Post Graduate      Relevent Experience: 10 years+
9	4. Scope of Work	39	QA Lead - Minimum Expected Qualification	We request you to please clarify the minimum expected qualification and experience required for the role of QA Lead	Qualification: Post Graduate      Relevent Experience: 5 years+
10	4. Scope of Work	40	Surveyor - Minimum Expected Qualification	We request you to please clarify the minimum expected qualification and experience required for the role of Surveyor	Qualification: Graduate      Relevent Experience: 3 years+
11	4. Scope of Work	40	Help Desk Support - Minimum Expected Qualification	We request you to please clarify the minimum expected qualification and experience required for the role of Help Desk Support	Qualification: Graduate      Relevent Experience: 2 years+
12			Limitation of Liability of the bidder	We propose upper limit of liability of the bidder to be 10% of contract value. Please confirm us your acceptance towards it.	Limitation of the Liability will be 100% of the contract value
13			Design or any kind of testing	As per our understanding, design or any kind of testing is not in the scope of the agency. Please confirm us that our understanding is correct.	No
14	3.22 Eligibility Criteria	19		We have reviewed scope of work and have noted that this is a critical and technically challenging assignment hence we would request MPCB to amend Eligibility Criteria and qualify only those bidders who are ISO 17020 certified.	NO CHANGE
15				Right of termination: We would request MPCB to give us right to terminate the contract by serving 07 days' advance notice.	NOT ACCEPTED.

16			Extension of tender due date	We need minimum 3-4 weeks' time to manage price approval for such a high value tender. So, we request MPCB to kindly extend last date of submission by 3-4 weeks after giving reply to bidder's queries.	This is a time bound project. <b>NO CHANGE in execution Time Line.</b>
17					Non Blacklisting declaration to be submitted on stamp paper
18					Bidder information format to be signed only by Authorised Signatory
19					Last date fro Sale of Tender, Submission of tender and submission of EMD and tender fee is 15/2/22 up to 17:00 Hrs
20				Can Sub-contracting be allowed?	No subcontracting allowed
21				When do we need to give demo / technical presentation	No Demo / Technical presentation needs to be given by the Bidder during the bidding stage.
22				Do we need to submit physically Technical and Financial Bid before opening the Bid.	No. All the bids to be uploaded as soft copies in the portal
23				What is the tender fee	Tender fee is Rs. 5000/- and the same is to be paid ONLINE along with EMD
24				Who will be responsible if any issue or interruption arises by ULB during execution.	Project manager to immediately escalate such issue with MPCB nodal officer
25				How do you calculate Manmonth.	Manmonth is 26 working days.
26				As per our experience surveillance activity is necessary on ground assessment. Are you emphasising on survellance activity?	The scope is elaborated in the RFP.
27				If we quote for 200 man-moth and use only 150 man-month, how will we be paid?	Detailed answer in Pt. 29 below

28				We are unable to change the number of Quantities in BoQ sheet	
	Section II 4.1(C)	37			
	Clause 5.5	49			<p>As per internal assessment of MPCB, minimum resources required to execute this assignment in the given time frames, the following minimum manpower resources will be required and are a MUST. However, bidders are requested to conduct their own assessment of the manpower required and may quote for higher number of resources. Such resources may be mentioned in the technical proposal. For the financial / price bids, the bidders are requested to use the Price bid format available on the portal to quote their</p>

29	Clause 6.2	56	<p>As per internal assessment minimum resources required to execute this assignment in the given time frames following minimum manpower resources will be required and are a must. However, bidders are requested to conduct their own assessment of the manpower required and may quote for higher number of resources. Such resources may be mentioned in the technical proposal and the final order to the successful bidder would be released based on these resources.</p>	<p>THE REVISED CLAUSE/S TO BE READ AS FOLLOWS</p>	<p>individual man-month rates. IT MAY BE NOTED THAT THIS CALCULATION WILL ONLY BE USED TO HAVE MAN-MONTH RATES FOR EACH POSITION.</p> <p>The Bidders are further requested to prepare the price –bid in the format attached as Annexure to this document, mentioning the proposed resources to be deployed (same as that mentioned in the technical bid) along with the proposed man-month rates. THE BIDDERS WILL BE EVALUATED BASED ON THE GRAND TOTAL ARRIVED IN THIS FORMAT. The Bidder with the lowest price bid will be declared as the Successful Bidder. If a Bidder proposes resources lesser than those mentioned as Minimum, the said bid will disqualified.</p>
30					<p>The Maximum penalty will be capped at 5% of the Order value beyond which MPCB reserves the right to cancel the work order and get the work done from a different vendor at the risk and cost of the Successful Bidder.</p>

To be printed on Letterhead of the Bidder and should be signed and stamped by the Authorised Signatory

Sr. No.	Resource Type	Qty	Unit of Measure	Rate in Rs	Net Amount	GST Amount	Total
		A					
1	Project Manager		Man-Month				
2	Surveyor		Man-Month				
3	QA Lead		Man-Month				
4	Helpdesk		Man-Month				
<b>GRAND TOTAL WITHOUT GST</b>							

**Grand Total without GST in Words:**

**Note:**

- 1 Bidders are requested to Quote the Proposed Resources (same as in Technical Bid) in the Qty Column and Respective man-month Rates  
The GRAND TOTAL without GST will be considered as the PRICE BID for the respective Bidder. NO OTHER PRICES QUOTED IN THE BOQ FORMAT OF THE PORTAL WILL BE CONSIDERED FOR The PRICE BID> HOWeVER BIIDERS MUST QUOTE IN BOQ FORMAT AS WELL
- 2 The manpower rate quoted by bidder shall include all Costs like Laptop, Internet Connectivity, printing reports, Out of Pocket Expenses including but not limited to Travelling, Lodging, Food, etc. MPCB shall not pay any additional cost to bidder.
- 3

For: <BIDDERS ORGANISATION  
NAME>

Signature of Authorised  
Representative

Date: