

**Replies to Queries on RFP (Appointment of Consultant for conducting an evaluation study on the efficacy of MoU System) raised during the Pre Bid Meeting held on 16<sup>th</sup> August, 2017 and received through E-mail**

<b>Sr. No.</b>	<b>Clause No.</b>	<b>Query/Clarification</b>	<b>DPE Reply</b>
1.	Section 2 -Part II ELIGIBILITY CRITERIA, Clause 6	Is there a possibility of change in eligibility criteria?	No
2.	Section 2 - Part I DELIVERABLES & TIME FRAME, Clause 4	Whether the days mentioned in Clause 4 of Section 2 - Part I of RFP are calendar days or working days?	The days mentioned in Clause 4 of Section 2 - Part I of RFP are calendar days.
3.		“Visit to CPSEs” Whether visit to CPSEs is necessitated by RFP?	The visit to CPSEs is not necessitated by RFP, however, if the consultant plans to visit the CPSEs, DPE will facilitate the same.
4.		What is the sample size of CPSEs to be analyzed?	The sample size of CPSEs to be analyzed is mentioned in Clause 11 of Section 2 - Part II of RFP.
5.	Section 2 - Part II EVALUATION OF PROPOSAL, Clause 4	How will the experience of consultant be evaluated?	Evaluations will be based on documentary evidence (e.g. completion certificate etc.) submitted by the applicant with respect to evaluation/selection criteria.
6.	Section 2 - Part II EVALUATION OF PROPOSAL, Clause 10	Avg. gross annual revenue from consultancy for which years will be evaluated?	Avg. gross annual revenue from consultancy for FY 2014-15, FY 2015-16 and FY2016-17 will be considered for evaluation.
7.	Section 2 - Part II EVALUATION OF PROPOSAL, Clause 10	If annual accounts for the year 2016-17 are under audit, how will the same be submitted for RFP?	The consultant may submit a CA certificate in this respect certifying the average gross revenue from consultancy for FY2016-17.
8.	Section 2 - Part II EVALUATION OF PROPOSAL, Clause 10	What should be the team composition?	The team composition is mentioned in Clause 10, Section 2 - Part II of RFP.
9.	Section 2 - Part I DELIVERABLES & TIME FRAME, Clause 4.3	Can the penalty clause mentioned in clause 4.3 of Section 2 - Part I be removed?	No
10.	Section 2 - Part II PRESENTATION, Clause 9	Is the attendance of team leader compulsory for presentation?	Yes
11.	Section 2 - Part I	<b>“Deliverables and Timelines” (refer Section 2</b>	The timelines mentioned in

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	DELIVERABLES & TIME FRAME, Clause 4	<p><b>Para 4 in page 14 of RFP):</b>            Since we need to interact with 30 CPSEs under the assignment, we request a revision of the timeline for completion of the activity and increase submission deadline of draft and final reports, of both Part A and B, by at least 10 days</p>	Clause 4 of Section 2 - Part I of RFP are final.
12.	Section 2 - Part I DELIVERABLES & TIME FRAME, Clause 4.3	<p><b>Penalty clause for delay in submission of deliverables (refer Section 2 Para 4.3 in page 15 of RFP)</b>            Submission of the final reports for both Part A and B are contingent on timely receipt of suggestions/ comments from Consultancy Review Committee. Lack of assistance from Consultancy Review Committee or other force de majeure event may delay the submission of the deliverables. We request to consider dropping the clause related to levy of weekly penalty.</p>	The penalty clause as mentioned in clause 4.3 of Section 2 - Part I is final.
13.		<p><b>“Submission of supporting documents” (refer section on Note given under Form Tech 2 in page 27 of RFP):</b>            (A) We request to consider reduction in the submission requirements for supporting documentation for relevant assignment as this will make the file very heavy. We suggest the same is submitted on need basis by the preferred bidder at a later stage.            (B) We request to change the existing list of documents and allow a bidder to submit either work order or contract copy. For completed assignments, we request the bidder to submit either completion certificates or other documents in lieu of completion certificates such as Post Assignment Questionnaire (PAQ)</p>	<p><b>No change.</b>            The bidder will have to submit documentary evidence in respect of evaluation/eligibility criteria along with the proposal. The documentary evidence may be in the form of completion certificate or any other document showing completion of assignment.</p>
14.	Section 2 - Part II ELIGIBILITY CRITERIA, Clause 6	Kindly clarify number of copies to be submitted of Technical and Financial proposal.	Only one copy of Technical and Financial proposal will suffice. Each should in separate envelope as per Part I clause 13.3.
15.	Section 2 - Part I Scope of Work, Clause 3	Whether DPE expect performance management in specific function (fund, production, HR, marketing, Share market Capitalization, etc.) Or it is overall?	To be considered on overall basis covering all functions.

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16.	Section 2 - Part II Documentary Evidence, Clause 7	Copy of work order or contract can be given.  However, complementation certificate may not be insisted.	The bidder will have to submit documentary evidence in respect of evaluation/eligibility criteria along with the proposal. The documentary evidence may be in the form of completion certificate <b>or any other document showing completion of assignment.</b>
17.	Section 2 - Part I Scope of Work, Clause 3	<p>We understand that there is ranking system to assess achievements of CPSE's actual performance vis- a vis -with MoU for particular year.</p> <p>Clarify on following:-</p> <ul style="list-style-type: none"> <li>• For existing study relating to efficacy of MoU, whether any norms are set by DPE and whether it can be shared.</li> <li>• The efficacy is to be measured for which components (Physical, financial, production, etc.) or on overall basis.</li> <li>• The efficacy is to be measured for last one year (FY 2016-17) or more than one year.</li> <li>• For measuring efficacy any "bench mark" or "indicator" is set and whether it can be shared.</li> </ul>	<p>This is what is expected from consultant as per Terms of Reference (ToR).</p> <p>Not prescribed by DPE but all matters pertaining to MoU is available on website <a href="http://www.dpemou.nic.in">www.dpemou.nic.in</a>.</p> <p>To be measured covering all functions.</p> <p>Consultant to propose, normally based on Five year's trend.</p> <p>The bench mark could be from MoU 2006-07 onwards.</p>
18.	Section 2 - Part I Scope of Work, Clause 3	<p>Normally for Impact Assessment results of base line study are to be compared.</p> <p>Kindly clarify</p> <ul style="list-style-type: none"> <li>• Impact is to be assessed in which areas (Fin, production, foreign earnings, productivity, etc.) Can this will be clarified.</li> <li>• Whether, DPE has done any Base line study</li> </ul> <p>Kindly clarify expected areas</p> <ul style="list-style-type: none"> <li>• Whether DPE is expecting GAP analysis in particular area?</li> </ul> <p>The Gap can be identified in number of area ( Fin, production, foreign earnings, productivity, per employee earning, etc.)</p>	<p>This is what is expected from consultant as per ToR .</p> <p>Impact to be assessed overall covering all areas.</p> <p>No</p> <p>To be assessed overall covering all areas.</p>

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		<p>The CPSE's are from different sectors and the Gap can be different from one CPSE to other.</p> <ul style="list-style-type: none"> <li>• Gap is to be ascertained for which year and to be compared with which year</li> <li>• For Gap analysis will DPE provide norms/benchmarks set for particular sector?</li> </ul>	<p>To be proposed by consultant as per ToR.</p> <p>No such information.</p>
19.	Section 2 - Part I Scope of Work, Clause 3	<p>Consultants can try to get information available in "public domain "only.</p> <p>Consultants may not get access to private sector/public sector information.</p> <p>In such scenario, will DPE support consultants to get information. Kindly clarify.</p>	<p>No, consultants are expected to have relevant information.</p> <p>DPE will facilitate consultant in obtaining information from CPSE.</p>
20.	Section 2 - Part II METHODOLOGY FOR THE STUDY, Clause 11	<p>More clarity required relating to current process.</p> <p>As per ToR 30 CPSE's are to be reviewed. That means more than 10-15 Ministries will be involved</p> <p>At which level current process is to be studied</p> <ul style="list-style-type: none"> <li>• At DPE</li> <li>• at Ministry level.</li> <li>• at CPSE level.</li> <li>• all above to be considered as complete exercise</li> </ul>	<p>CPSE level</p> <p>At all levels.</p>
21.	Section 2 - Part II EVALUATION OF PROPOSAL, Clause 10	<p>Apart from TL, team consisting of 3 members specified.</p> <p>That means for 3 team members the marks allotted are 10?</p> <p>Kindly clarify</p>	<p>As per Clause 10 of Section 2 – Part II of RFP, under evaluation criteria 3.1, the marks allotted are for all the team member proposed by the consultant</p>
22.	Section 2 - Part II EVALUATION OF PROPOSAL, Clause 10	<p>There are different CPSE's to be reviewed.at least 30 as per RFP) therefore different experts are required. The" Minimum 3 members excluding TL" need to be extended to 8.</p> <p>Selection of team member (from which sector or function) need clarification/specific requirement.</p> <p>There is no provision of MM for support staff. (Sizable support staff required for data collection, tabulation, follow up, report compilation, etc.).</p>	<p>DPE has specified only minimum no. of team members; the consultant may increase the team members or support staff as per requirement.</p>
23.	Section 2 - Part II METHODOLOGY	<p>Kindly clarify,</p> <ul style="list-style-type: none"> <li>• Whether personal interaction ( face to</li> </ul>	<p>DPE has only specified the category of CPSE. The choice of selection of</p>

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	FOR THE STUDY, Clause 11	<p>face) is expected between team and CPSE's officials?</p> <ul style="list-style-type: none"> <li>• How many CPSE's have HO outside Delhi and whether all such are to be visited for personal interactions.</li> </ul> <p>The location wise details of such CPSE's required for estimating time involved, travel and stay cost</p>	<p>CPSE within category is with the consultant.</p> <p>Reply to question no 3 may be referred.</p>