

## Reply to Queries

**RFP for Engagement of a State Mission Management Unit Under AMRUT in Imphal, Manipur invited vide RFP (e-tender) No. 6/2/2022-TP dated 04.01.2022**

No.	Clause/ Page No.	As per the RFP	Suggested Changes	Comments of the Department
1	2.2 at Page No. 6	Location of the Registered Office/ Branch Office of the Service Provider	To be amended as Location of its office in Manipur or any project office in Manipur or to consider previous experience in Manipur	The location of the Office is to be indicated with Valid address proof.
2	3.3 (A.2) at Page No. 15	No. of years in existence (3 to 5 years: 5 marks, above 5 years: 10 marks)	To ensure reputed firms bid for this, please request them to amend the clauses as- No. of years in existence (5 to 10 years: 5 marks, above 10 years: 10 marks.	As in the RFP
3	3.3 (A.3) at Page No. 15	Past experience of the Agency in preparation of detail project report for projects implemented by Government of India (1 project: 5 marks and 2 projects: 10 marks)	To make it more competitive please make the Past experience of the Agency in preparation of detail project report for projects implemented by Government of India (1 project: 2 marks and 5 projects up to total of 10 marks)	As in the RFP
4	3.3 (A.4) at Page No. 15	Experience of the agency in Urban Planning related activities	Since its a PMU Based tender, it would be good if you also consider previous experience in similar projects related to manpower deployment/PMU/ PMC in urban planning/Smart city or under any GOI mission	As in the RFP
5	4.4 at Page No. 17	The manpower service provider should have an empanelled list of trained/experienced manpower / Office Support ..... period of contract.	We would request you to include the point that bidders should have executed similar manpower deployment assignments for at least 5 projects across any part of India	As in the RFP
6	Sl. No. 5 of Data Sheet at Page No. 4	Date of Pre-bid meeting	Mode of pre-bid is not mentioned. Due to the rise in Covid 19 cases throughout India and restrictions in travelling. We would like to request you to arrange a Video conference for the pre bid meeting	Pre-Bid Schedule:  17.01.2022 at 1:00 PM. Venue: Town Planning Department, Imphal, Manipur
7	Sl. No. 15 of Data Sheet at Page No. 4	Earnest Money Deposit (EMD)	As per the Government of India's MSME policy rule No. 170 GFR. Paying of EMD should be exempted from the MSME registered firms.	As in the RFP

8	Sl. No. 8 of Data Sheet at Page No. 4	Last date and time for submission of Bid Online	As COVID-19 Pandemic due to emergence and spread of Delta & also Omicron variant, three more weeks' time is required for proper documentation and submission of final bid. It is, therefore, requested to extend the date of submission of bid till 17/02/2022.	As in the RFP
9	Service Agreement at Page No. 42	<p>The following documents attached hereto shall be deemed to form an integral part of this Contract:</p> <p>Appendix A: The General Conditions of Contract;  Appendix B: The Scope of Work;  Appendix C: Contract Price and Payment Term;</p>	In the RFP Document, there is no mention of Appendix B. Moreover, the Section on the Scope of Work against Section 4 on Page 17 mentions no technical aspect related to the Scope of Work. Kindly Clarify On account of lack of any terms of reference, deliverables and scope of services to be provided, in the Tender, PwC is unable to understand the scope and its underlying risks to be able to proceed ahead.	<p>The condition set in Clause 4.</p> <p><b>Scope Of Work, Technical Requirements and General Terms &amp; Conditions</b> will be the General Conditions of Contract and the Scope of Work.</p> <p>Contract Price and Payment Term will be derived from the Notes appended in the Financial Proposal (Tech-11) at Page No.40</p>
10	4.5 at Page No. 17 & 2.1.2 at Page No. 6	The Agreement may be extended, on the same terms and conditions or with some additions/ deletions / modifications, for a further specific period mutually agreed upon by the Manpower Service Provider and the..... Service Provider and at the discretion of the authority.	Kindly specify the exact duration of the Contract and the extension tenure provided the performance of the Service Provider is found to be satisfactory by the Authority	Initially for 2 years which may be extended by another 2 years or till the completion of AMRUT 2.0 whichever is earlier.
11	3.3 (B) at Page No. 15	<p>Master's Degree in Urban/ Regional Planning</p> <p>(Above 5 years experience: 5 marks,  Above 10 years: 10 marks,  Above 15 years: 15 marks )</p>	Addition of Bachelor's degree in Architecture/Civil Engineering with Master's Degree in Management/Urban/ Regional Planning	As in the RFP

12	3.3 (B) at Page No. 15	Qualification of Municipal Engineer:  Bachelor's Degree in Civil Engineering with 10 years of experience in design and supervision of urban infrastructure projects.	Reduction in years of Experience from 10 years to 5 years	As in the RFP
13	3.3 (B) at Page No. 15	Qualification of Deputy Team Leader:  a) An Urban Planner with Master's Degree in Social Science c) Experience in implementation of GIS Based Master Plan or LAP & TPS.	Request for omission of Master's Degree in Social Science from requirement (a) and complete omission of requirement (c )	As in the RFP
14	3.3 (B) at Page No. 15	Qualification of GIS Specialist:  Master's Degree in Science with specialization in Geographic Information System or Remote Sensing from a recognized institute.	Replacement of Master's Degree with Bachelor's Degree	As in the RFP
15	3.3 (B) at Page No. 15	Qualification of Data Entry Operator-cum Office Support Staff:  Post Graduate Diploma in Computer Application	Omission of the said qualification criteria. Only Graduation degree may be considered for this position	As in the RFP
16	Financial Eligibility Criteria of Bidder		There is no mention of the minimum financial eligibility criteria of the Bidder anywhere in the document w.r.t Turnover & Net worth of the Service provider. Kindly provide the same.	Documents required: a) Certificate of Incorporation of the firm / agency b) GSTIN c) PAN d) IT returns
17	4.25 at Page No. 19	The Service Provider will have to deposit the remuneration of the deployed manpower for the concerned billing period in their respective bank account through online transfer and submit the details to the authority for necessary records.	Kindly clarify which remuneration is meant in this case? If it is meant that the Contract remuneration to be deposited directly in the Bank Account of the Resources, it would not be possible. Please note that the payment of individual staff of the Service provider is the internal	Please read Clause 4.25 along with the Financial Proposal (Tech-11) at Page No. 40

			functional matter. Please remove this clause.	
18	4.6 at Page No. 17	The manpower deployed by the service provider shall be required to report for work during office hours of the Government of Manipur and may also be required to work beyond for which he would not be paid any extra remuneration. In case, the person deployed remains absent on a particular day or comes late / leaves early on three occasions, proportionate deduction from the remuneration for one day will be made.	Please confirm if there any provision for offsite support?	Only onsite support is required.
19	Regarding Financial Evaluation and BoQ		In the BoQ excel format provided, the quotation asks the prospective bidders to quote 1 month's remuneration. However, it is not clear from the Evaluation criteria, on what basis the Bidder would be chosen - whether this 1 month's rate needs to be multiplied by the duration of the contract or it has to be quoted as it is	Total Manpower Cost for 1 Month + Service Charges For 1 Month will be the basis for calculation on monthly/yearly BoQ

**(Y. Narmada Devi)**  
 Chief Town Planner/State Mission Director  
 (AMRUT)  
 Town Planning Department