

**Clarification/Modification/Addition to the respective clause of RFP as per discussion of Pre-bid meeting held on 28-02-2019 at 11.30 A.M. against Bid ID No: EIC/RWSS/50/18-19 pertaining to "Hiring of Professional Manpower support for rural Sanitation work in 35 RWSS Divisions in the State of Odisha, Panchayati Raj & Drinking Water Department, Government of Odisha.**

<b>Sl.</b>	<b>RFP Reference (Volume, Section No. Page No.)</b>	<b>RFP Provision</b>	<b>Clarification sought</b>	<b>Reply to Queries</b>
1.	DEPOSIT OF EARNEST MONEY:	RFP must be accompanied with an earnest money of Rs. 5,00,000/- (Rupees Five Lakhs Only) failing which the Bid will be rejected and Technical Bid will not be opened	We request Authority to please waiver this EMD amount for NSIC/MSME registered company as per government mandate	Yes, subject to submission of requisite valid documents along with bid documents.
2.	DEPOSIT OF EARNEST MONEY:	RFP must be accompanied with an earnest money of Rs. 5,00,000/- (Rupees Five Lakhs Only) failing which the Bid will be rejected and Technical Bid will not be opened	We request Authority to lower it to 2,00,000 .  We request that the Earnest Money be also accepted in form of a Demand Draft / Pay Order / Bank Guarantee	RFP provision remain unchanged
3.	Key Eligibility Criteria	The bidder should have the average annual turnover of at least 10 cores during the last three Financial Years 2015-16, 2016-17 and 2017-18.	We request authority to please modify this tender over amount from Rs. 10 core to 9 Core as this scope is very huge , so the bidder has the capability to bid this RFP	RFP provision remain unchanged
4.	Schedule for Invitation of RFP	Last Date & time of submission of RFPs is 13-03-2019 at 3.00PM	We would request you to extend the submission date by at least 7-10 days to prepare a competitive and technically-responsive proposal.	RFP provision remain unchanged
5.	Schedule for Invitation of RFP	Performance Security- 5 % of the Contract Value	Request you to consider retaining performance security at the rate of 2% (two percent) of contract value, to avoid financial burden on the consultant.	RFP provision remain unchanged

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6.	INSTRUCTION TO BIDDERS- 25. Quality and Cost Based Selection	The firm will be selected based on combined Techno-Financial evaluation of the proposal in the ratio of 70% (Technical) and 30% (Financial)	We request you to revise the weightage for technical proposal to 80% and financial proposal to 20% so that firms with more technical expertise and capacity may be awarded the project which in turn shall be beneficial for the Client.	RFP provision remain unchanged
7.	Schedule for Invitation of RFP	Consortium/ Joint Venture- Not allowed	Please allow Joint venture for the bid so that Consultants may strengthen their credentials.	RFP provision remain unchanged
8.	3. Data Sheet	For the purpose of the evaluation, the Client will exclude: GST, or any other taxes levied on the contract's invoices; and if a Contract is awarded, at Contract negotiations, all such taxes will be discussed, finalized (using the itemized list as a guidance but not limiting to it) and added to the Contract amount as a separate line, also indicating which taxes shall be paid by the Agency and which taxes are withheld and paid by the Client on behalf of the Agency.	We understand that GST shall be paid extra by Client (in addition to bidder's fees). Please confirm.	Yes, GST will be paid extra as per the norms.
9.	Eligibility Criteria	The agency must have successfully undertaken at least either of the following Similar assignment/project of value specified herein during the last five financial years as on last date of submission for International/National/State level Govt./Corporate Sector Programs	whereas <b>Evaluation criteria</b> states Experience of providing technical manpower for state/central government departments/programs. Please state whether the International/National/Corporate Sector Programs also considered as valid experience.	Under Evaluation Criteria experience with state/central government departments/programs will only be considered.

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10.	Eligibility Criteria		Similar projects here means supply of technical manpower for infrastructure or social sector assignments whereas <b>Evaluation criteria</b> states Experience in providing Manpower Support in sanitation projects. Are experience in both the sectors required?	For eligibility supply of technical manpower for infrastructure or social sector assignments is required. However, for Technical Evaluation marking will be given for Experience in providing Manpower Support in sanitation projects
11.	Evaluation Criteria	Average Annual turnover in last 3 financial years from the bid due date : 10 Crores – 15 Crores: 10 marks More than 15 Crores and upto 25 Crores: 15 marks More than 25 Cores: 20 marks	lease revise it as follows: 5 Crores – 15 Crores: 10 marks More than 15 Crores and upto 25 Crores: 20 marks	RFP provision remain unchanged
12.	Evaluation Criteria	Experience of providing technical manpower for state/central government departments/programs- Total marks= 30	Kindly reduce the total marks to 20 and adjust the 10 marks in A&M and technical presentation.	RFP provision remain unchanged
13.	Evaluation Criteria		Please inform the marks required out of 100 to technically qualify in the proposal.	The marks required to technically qualify out of 100 is 70.
14.	Terms of Reference- Personnel to be engaged by the Agency	Sanitation Consultant- At least 2 years work experience in sanitation sector in the State of Odisha	Request you to delete this criterion as this will impose limitation in the manpower selection process.	RFP provision remain unchanged
15.	Terms of Reference- Personnel to be engaged by the Agency		Is the monthly remuneration fixed or can be slightly increased? We feel it will be difficult to get good resources within this amount. Request you to modify it suitably.	RFP provision remain unchanged

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16.	Terms of Reference- Role of the Agency in engaging Manpower	The professional will be screened by a Screening Committee formed by Odisha Water and Sanitation Mission and will be eligible for deployment subject to recommendation by the committee.	Kindly fix a timeline (may be 15 days) for providing feedback on the screened candidates. And in case the Consultant does not receive comments from the Client in this time period, the personnel shall be deemed to have been approved.	RFP provision remain unchanged
17.	Terms of Reference- Role of the Agency in engaging Manpower	The Agency shall ensure placement of the personnel at the respective RWSS divisions within 15 days of award of contract.	We request you to kindly allow 30 days' time from award of contract time to complete all placements.	RFP provision remain unchanged
18.	Terms of Reference- Role of the Agency in engaging Manpower	If directed by OWSM, the Agency shall ensure that candidates are repositioned to any other RWSS division other than their current division of working within 15 days of receiving such notice	Every staff is bound by a contract, which also specifies its location/ posting. We request you to remove this point as this will lead to difficulties as the deployed staff may not agree to sudden relocation.	RFP provision remain unchanged
19.	Terms of Reference- Role of the Agency in engaging Manpower	The working logistics and office space for official purpose and during office time will be provided by the District Administration.	Kindly confirm whether the Client will provide the following items : Laptops for staff with internet; Printers, scanners, photocopy machine, fax machine; Office stationery; Telecom facilities. Please clarify the office maintenance cost i.e. electricity and water will be borne by whom.	Laptops need to be provided by the Manpower hiring Agency. Rest all will be provided by the Authority.
20.	Terms of Reference- Role of the Agency in engaging	The Agency will be responsible for statutory and legal compliances like EPF, ESI, leave, court matters etc. during engagement of staff by them.	Is it mandatory for participating firms to have EPF registration? Kindly confirm.	Yes, Is it mandatory for participating firms to have EPF registration

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	Manpower	The Agency shall be responsible for contributions towards EPF & ESI etc. wherever applicable.		
21.	Terms of Reference- Role of the Agency in engaging Manpower	All remuneration to the staff shall be paid by the Agency by way of electronic money transfer. Payment through cheque / cash is strictly prohibited. Release of funds to the Agency shall be subject to Agency submitting proof of electronic transfer of remuneration to the staff.	Kindly allow payment through cheque too.  We are okay with submitting proof but please confirm whether or not the Consultant has the liberty to decide the remuneration to be paid to the project staff or it has to be paid as per the rates given in RFP.	RFP provisions remains unchanged. The remuneration to be paid to the project staff should be as per the rates given in the RFP.
22.	Terms of Reference- Role of the Agency in engaging Manpower	Mode of Release of Payment to Agency	We request you to make monthly payments against submission of monthly progress reports/ timesheets of staff. This will allow Consultant to run the project smoothly.	RFP provisions remains unchanged.
23.			Since a substantial amount is required to be paid by the Consultant as Performance Security, request you to provide Mobilization Advance equivalent to at least 10% (ten percent) of the agreed contract value, in order to successfully engage all required staff for the project.	No, Mobilisation Advance will be provided by the Authority
24.		Financial Bid Format	In case the project staff are required to travel to any place on official purpose, please clarify how will this cost be borne and by whom?	The remuneration mentioned in the RFP is inclusive TA/DA.

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			There should be provision for the Consultant to quote TA/ DA in the financial proposal, under reimbursables.	
25.	Pg.16, 9. Role of the Agency in engaging Manpower	Release of funds to the Agency shall be subject to Agency submitting proof of electronic transfer of remuneration to the staff.	Please clarify whether the agency could engage resources at higher or lower salaries than prescribed salaries in the RFP. If so, would the Client pay the agency at actual salaries paid or as per the prescribed salaries in the RFP?	The remuneration quoted in the RFP is the minimum remuneration to be provided to the resource. Remuneration paid above the mentioned amount will be borne by the Hiring Agency.
26.	Pg.16, 9. Role of the Agency in engaging Manpower	Odisha Water and Sanitation Mission will release the remuneration of manpower deployed to the Agency on monthly basis subject to submission of Absentee statement by the Agency on or before 25th of each month by way of e-transfer / RTGS / NEFT.	Please clarify number of working days in a month and leave entitlement of the proposed staff / man-power.	The number of working days and Holidays are as per the State Government norms.
27.	Mode of Release of Payment to Agency	The cost of the Agency will be released by the Odisha Water and Sanitation Mission in the following manner:- 1st year Tranches only: 1. After placement of all personnel - 20% 2. Completion of 1st Quarter and successful delivery of assignments - 20% 3. Completion of 2nd Quarter and successful delivery of assignments - 20% 4. Completion of 3rd Quarter and successful delivery of assignments	We request that the payment terms to be changed and propose that payment shall be made on a monthly basis as the agency is expected to pay the candidates on monthly basis.	RFP provisions remains unchanged.

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		- 20% 5. Completion of 4th Quarter (1st year) and successful delivery of assignments & submission of UC and audited accounts - 20%		
28.	Role of the Agency in engaging Manpower	(xii) The Agency will also be responsible for replacement of staff within a period of 15 days from the receipt of intimation in this regard. If any staff is found not upto the mark, at any point of time, the Department may ask for his/her replacement which the Agency has to comply within 15 days. Any such replacement needs to be approved by the Screening Committee of OWSM.	The candidates have to be recruited afresh and their existing employers might require them to serve notice period of 1-2 months. Therefore, it may take 2-3 months to screen, finalize, hire and mobilize such resources. In this context, we request the Client to allow at least 60 - 90 days for hiring of new personnel or replacement of any personnel. Please clarify, whether the Client will bear the notice period buy out charges in case the Client would like to the candidate to join immediately after paying for notice period with existing employer.	RFP provisions remains unchanged.  No, the Client will Not bear the notice period buy out charges in case the Client would like to the candidate to join immediately after paying for notice period with existing employer.
29.	Role of the Agency in engaging Manpower	xiii) The Agency will be responsible for statutory and legal compliances like EPF, ESI, leave, court matters etc. during engagement of staff by them. The Agency shall be responsible for contributions towards EPF & ESI etc. wherever applicable.  (xiv) The employer's share of contribution towards EPF and ESI	We request the Client to clarify if the salary indicated is monthly consolidated remuneration, and whether all PF and statutory deductions have to be made inclusive into consolidated salary mentioned in RFP.	Yes, the remuneration mentioned monthly is consolidated of all statutory deductions.
30.	Role of the Agency in engaging Manpower	The selected personnel provided by the Agency will be in the pay roll of the Agency	We propose that candidates may be engaged either on full time pay roll or on contract basis or on third party payroll.	RFP provisions remains unchanged.

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31.			We request that the draft agreement, which will be signed with the selected consultant, is shared before the submission of proposals by the intending bidders, for their review.	The agreement will be shared with the qualifying bidder.
32.			<p>Notwithstanding anything contained herein, neither Party shall be liable for any indirect, punitive, consequential or incidental loss, damage, claims, liabilities, charges, costs, expense or injury (including, without limitation, loss of use, data, revenue, profits, business and for any claims of any third party claiming through bidder) that may arise out of or result from this Agreement.</p> <p>The aggregate liability of the Bidder, under this Agreement, shall not exceed lower of (a) fee received by it or (b) fee payable to it, under this contract during the six months preceding the date of first claim. In above context, the fee shall mean pro-rata basis administrative cost per annum as per RFP Annexure-C Financial Bid.</p>	RFP provisions remains unchanged.

**Note: Other Terms & Conditions of RFP remains unaltered.**

**Approved.**