

Queries Regarding RFP For “Engagement of Technical personnel under Capacity Building Programme of Urban Local Bodies in Odisha”. (2 packages).

Date & Time of Pre-Bid meeting: 15.09.2022 at 12.00 A, M (On-line)

Sr No	Relevant Clause of RFP	Content of RFP	Bidders Queries	Response
1	2.5	Bidder shall provide evidence of their experience in consultancy service in Urban Sector for more than 5 years	Kindly request you to amend for it for graduates and above	Agency Should have executed Project in Consultancy service in Urban Sector during last five year.
2		Availability of team	Team Status- Existing or Fresh requirement	Existing team deputed by the present agency Contract is expiring. A new agency has to provide the manpower as per the requirement of RFP.
3	18.3 Qualification	Similar Experience Establishment and operationalization of PMU/ PMC/ SLTC/ CLTC/ in last five years up to 31 st March	Please clarify whether similar experience is based on contract value or employee on similar experience or project	Pls Check Page-9 of the RFP , Clauue-18- Evaluation of offers.

			on similar employee's experience	Similar Project having Contract value of more than Rs 2 Cr & Minimum 1-year operation in a single project at last 5 year
4	Annexure-A 1	Tentative remuneration in Rs per Month per person (Excluding Tax)	Kindly clarify the term 'Tentative'	Please refer – Corrigendum -1
5	18.6	Presentation on methodology including management plan	Please clarify whether Presentation will be conducted on virtual mode or physical mode.	Shall be intimated later.
6	Annexure-II-19	Tender fee & EMD	Please clarify as per Govt of Odisha, Finance Dept No. 8484, both EMD as well as tender fee is exempted for MSME certified holder. As per tender documents, EMD only is exempted, please clarify whether the same is applicable to tender fee.	No exemption.
7		Employee Insurance Policy	Please clarify third party insurance or ESI	As per Statue as applicable
8	3.4	Insurance to be taken out by the Consultancy firm/ agency: The Consultancy firm/ agency (i) shall take out and maintain, at their own	Here it is mentioned to refer SC i.e Special Conditions Section there is no mention of insurance. Kindly confirm.	Nothing has been mentioned in the SCC. Only Statue as applicable is to be taken

		cost but on terms and conditions approved by the client insurance against the Risks and for the coverages specified in the SC.		care of by the Agency.
9	Note- 3	Note for Package-2: 3. office space with necessary table, chair with other facilities like internet / printing/ copying and all office stationeries will be provided to consultants by respective offices.	Package-1, underlined internet facility is not mentioned, kindly clarify whether it is considered in Pkg-1 as well.	Providing internet facility to Consultants in the Scope of Agencies. Please refer the Corrigendum- 1
10		Employee bonus / gratuity policy	Please clarify whether Bonus as applicable will be reimbursable on submission of necessary proof as it is to be quoted as part of contract margin.	No Provisions Specified in the RFP.
11		Employee leave policy	Please clarify if it is long leave on medical ground or maternity leave.	No Provisions specified in the RFP
12			Please confirm regarding (Paid leave) policy as applicable to the contract, which can be billed by the contractor.	No Provisions specified in the RFP
13			Please clarify the over time work policy	No Provisions specified in the RFP
14	Package-1-4	Laptop	Please clarify if there is any specific configuration for laptop which we need to	Any Standard laptop to handle the work requirement.

			consider	
15	2.7	Local Office	Please clarify for coordinate purpose local office proof. Only rent agreement or Statutory documentary proof.	Any documentary proof like rent Agreement and electric bill etc.