

Minutes of the pre-bid meeting held on 12.01.2016 at IWAI H.O. Noida in respect of tender for “Supervision consultancy services for development of ship repair facility (slipway) at Pandu, Guwahati, NW-2”

S.No.	Clause No. & Page No. of RFP	Query	Reply/ Clarification by IWAI																								
A.	M/s Grant Thornton India LLP																										
1.	Clause 4.3 (b) Pg. No:11	<p>The Bidder should prefer to field as many of their permanent staff as possible and higher marks shall be given in this regard. The permanent staff would be considered those already employed with the firm prior to one year from the month during which this Tender Notice is issued. Please enclose evidence (e.g: Pay roll, Auditor’s Certificate) in this regard. More weightage will be given to those key personnel who are employed with more years with the firm”</p> <p>The Experts proposed in the project can be taken on company roll for full time basis till tenure of project. It will be the Consultant firms’ responsibility to field the experts as proposed in the Technical Proposal.</p> <p>Therefore, this clause may kindly be deleted.</p>	<p>This entire clause no. 4.3 (b) pg. No. 11 is replaced with the following: “The Bidder should prefer to field as many of their permanent staff as possible”. Accordingly, the scoring points under clause 7(i) pg. 22 (i.e. sub criteria for relevant experience of the firm for the assignment) is also modified as given below:</p> <table border="1" data-bbox="1249 565 1959 1370"> <tbody> <tr> <td colspan="2">Year of Establishment of the Firm (Maximum score 10 points)</td> </tr> <tr> <td>Less than 3 year</td> <td align="right">0</td> </tr> <tr> <td>More than 3 year and less than 5 years</td> <td align="right">4</td> </tr> <tr> <td>More than 5 years and less than 7 years</td> <td align="right">7</td> </tr> <tr> <td>More than 7 years</td> <td align="right">10</td> </tr> <tr> <td colspan="2">Average Annual Turnover (last 3 years) from consultancy business (Maximum score 15 points)</td> </tr> <tr> <td>Less than 1.8 Cr</td> <td align="right">0</td> </tr> <tr> <td>More than 1.8 Cr</td> <td align="right">15</td> </tr> <tr> <td colspan="2">Experience as Supervision Consultant having completed in past 7 years (Maximum score 10 points)</td> </tr> <tr> <td>(i) One Port / IWT project having consultancy charges not less than Rs. 1.44 crores,</td> <td align="right">5</td> </tr> <tr> <td>(ii) 3 projects, one having consultancy charges not less than Rs. 1.44 cr and 2 project having cost not less than Rs. 1.08 crores each</td> <td align="right">8</td> </tr> <tr> <td>(iii) 5 projects, one having consultancy charges not less than Rs. 1.44 cr and 2 projects having cost not less than Rs. 1.08 crores 3 projects having cost not less than Rs. 0.72 crore each</td> <td align="right">10</td> </tr> </tbody> </table>	Year of Establishment of the Firm (Maximum score 10 points)		Less than 3 year	0	More than 3 year and less than 5 years	4	More than 5 years and less than 7 years	7	More than 7 years	10	Average Annual Turnover (last 3 years) from consultancy business (Maximum score 15 points)		Less than 1.8 Cr	0	More than 1.8 Cr	15	Experience as Supervision Consultant having completed in past 7 years (Maximum score 10 points)		(i) One Port / IWT project having consultancy charges not less than Rs. 1.44 crores,	5	(ii) 3 projects, one having consultancy charges not less than Rs. 1.44 cr and 2 project having cost not less than Rs. 1.08 crores each	8	(iii) 5 projects, one having consultancy charges not less than Rs. 1.44 cr and 2 projects having cost not less than Rs. 1.08 crores 3 projects having cost not less than Rs. 0.72 crore each	10
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2.	Clause:4.4 (b) Pg. No:12	Any comments or suggestions on the ToR and a description of the methodology (work plan) which the firm proposes to execute the																									

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		<p>services, illustrated with bar charts of activities” If, Approach & Methodology section is a must to be included in the Technical Proposal, then certain weightage should also be allotted to the same for Technical Evaluation. Kindly revise the marking pattern by allotting proper marks for A&M, Activity Schedule and Staffing Schedule.</p>	<p>The entire clause 4.4 (b) at pg. No:12 is stands deleted.</p>
3.	<p>Clause:4.4 (d) Pt.(i) and (iv) Pg. No:12</p>	<p>(i) CVs strictly in the prescribed format and recently signed on each page by both the proposed professional staff and the authorized representative of the firm.</p> <p>iv. All the CVs which are to be evaluated should be complete in all respects including signing and certification by the individual and the firm. In order to overcome the difficulties in furnishing the duly signed CVs due to time prescribed for submission for RFP, (except Team Leader) with scanned signatures of the candidates on all pages shall be permitted. However, the authorised representative of the firm shall sign on each page. If the firm is selected, then the firm shall submit duly signed CVs before Signing of agreement.</p> <p>At bidding stage, scanned signature of all the experts should be allowed for bid submission. The original signature of the experts may be submitted later at the time of contract negotiation.</p>	<p>The clause is clear that except Team Leader scanned signatures of the candidates shall be permitted. In case of Team Leader signing and certification by the individual and the firm is a must. <u>The CV of the team leader duly signed by the individual and the firm, in original, shall be submitted while submitting the EMD and tender cost.</u></p>
4.	<p>Clause:4.4(h) Pg. No:13</p>	<p>Replacement of key personnel shall be considered only in unavoidable circumstances. In case during interaction with the key personnel at the time of deployment, it is found that the key personnel proposed is un-suitable for the assignment position, his replacement by equivalent or better shall be provided by the Bidder. Any such replacement shall be limited to maximum 02 key staff and shall invite penalty of 5% reduction for first replacement and 10% for second replacement. However the employer may seek replacement for the key personnel whose performance the employer finds unsatisfactory.” There should not be any penalty at least for 1st replacement. The penalty may be imposed from 2nd replacement.</p>	<p>The lines: <i>“Any such replacement shall be limited to maximum 02 key staff and shall invite penalty of 5% reduction for first replacement and 10% for second replacement. However the employer may seek replacement for the key personnel whose performance the employer finds unsatisfactory.”</i> as mentioned by M/s Grant Thornton India LLP do not exist in the tender. Please refer clause Clause:4.4(h) Pg. No:13 for clarity</p>

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5.	<u>Clause 5.9(a)</u> Pg. No. 19	<p>“Broad job-description and minimum qualification and experience requirements for key personnel mentioned above are given in Annexure-D. However, higher marks shall be accorded to the Candidate with higher relevant qualification and experience in similar projects. The age of the Key Personnel should not be more than 55 years on the date of submission of proposal. Bidder are advised in their own interest to frame the technical proposal in an objective manner as far as possible so that these could be properly assessed in respect of points to be given as part of evaluation criteria.”</p> <p>Age limit of Experts should be exceeded to 65 years.</p>	Age limit of Team Leader only is agreed to be 60 years. For other Key Personnel, the age should not be more than 55 years on the last date of submission of proposal.
6	<u>Clause 6: Sub Clause 6.6</u> Pg. No. 20-21	<p>“Each Financial Proposal shall be assigned a financial score (SF). For financial evaluation, the total cost indicated in the Financial Proposal shall be considered. The Evaluation Committee shall determine whether the Financial Proposals are complete, unqualified and un-conditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfil its obligations as per the TOR within the total quoted price shall be that of the Bidder. The lowest financial proposal will be given a financial score (S_F) of 100 points. The financial score of other financial proposals will be computed as follows: (S_F) = 100 x (F_M)/F where F = Amount of Financial Proposal, Selection criteria of 70:30 should be enhanced to 80:20 so that more technically qualified firm can be selected. Kindly confirm.</p>	Not Agreed
7.		<p>Office space Whether office space will be provided by the client or Consultant has to arrange on its own? Kindly confirm.</p>	NO, the office space shall have to be arranged by selected consultant.
8.	<u>Clause 1.(b)</u> Pg. No. 08	<p>Is JV allowed Kindly confirm if JV is allowed in this bid.</p>	The clause is clear that JV is not allowed in this bid.
9.	<u>Clause 5</u> ,Pg. No. 73	<p>Payment terms Kindly confirm if Payment to the consultant will be made on</p>	The clause 5 Pg. 73 of RFP is clear. No change/ clarification is required therefore.

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		monthly basis on submission of monthly invoices. Is it linked with the contractor's performance? Kindly confirm.	
10		Lab testing equipments Quality Control Expert is also asked in the bid. Is Lab testing equipment also needs to be set up by consultant or will it be provided by the contractor.	Infrastructure for quality control lab testing will be provided by the construction agency.
11		Budget Is there any approx.. budget fixed by IWAI for carrying out this task. Kindly let us know.	The estimated cost of the work is mentioned under clause 2 of Letter of Invitation of the bid.
12	Clause.1 Pg. No. 4	Bid Submission We understand, bid is to be submitted online. Do we need to submit the bid (technical & financial) in hard copy too. Kindly confirm.	Only online bids are to be accepted. Hard copies are not accepted
13.	Clause.4 Pg. No. 4	Time extension for bid submission This is to request you to give us at least 3 weeks for bid submission after issue of pre bid minutes.	Not Agreed
B	M/s Tractebel Engineering Pvt. Ltd, 2nd floor, building No.10C,DLF Cyber City,Gurgaon-12202 (Haryana)		
14	Clause. 9 Pg. 5	<p>Indian consulting firms (Bidder) having proven competence, capacity and experience in the sphere of Ship Repair Yards, Ports, Industrial projects on river/sea banks protruding in to the river/sea and other projects having similar nature of work of comparable size are eligible to submit their bid for the consultancy work. The Bidder should have successfully supervised construction of well foundation in at least one infrastructure projects of comparable nature during last 7 years as detailed below:</p> <p>a. Construction, supervision/ consultancy of One Port / IWT development work costing not less than Rs. 144 Lakhs, or</p> <p>b. Construction, supervision/ consultancy of Two Port / IWT development works costing not less than Rs. 108 Lakhs each, or</p> <p>c. Construction, supervision/ consultancy of Three Port / IWT development works costing not less than Rs. 72 Lakhs each.</p> <p>We understood that "other infrastructure projects having similar</p>	<p>It is clarified that "other projects" means any infrastructure project of similar nature of work.</p> <p>Further sub clauses (a), (b) & (c) of this clause 9 pg-5 are also modified as below:</p> <p>(a) One supervision/ consultancy/ project management work costing not less than Rs. 144 Lakhs</p> <p>(b) Two supervision/ consultancy/ project management works costing not less than Rs. 108 Lakhs</p> <p>(c) Three supervision/ consultancy/ project management work costing not less than Rs. 72 Lakhs</p>

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		nature of work” included Project Management and supervision Consultancy work in other infrastructures sectors like airports, Energy (Gas & LNG) and power (Hydroelectric, Thermal) etc. Please confirm.	
15	<u>Clause. 9</u> Pg. 5	<p>Eligible Assignments:</p> <p>Indian consulting firms (Bidder) having proven competence, capacity and experience.....</p> <p>Since bid currency is INR only, we understood that Indian subsidiary of an International company can submit the bid in “INR” by using the experience/references of their parent/sister company to fulfil the eligibility/evaluation criteria, provided the bidder give authorization from parent/sister company on appropriate value of stamp paper (duly notarised) to use their credentials and support. Kindly confirm</p>	<p>Indian subsidiary of international company can submit their bid by using the experience/references of their parent/sister company to fulfil the technical eligibility/evaluation criteria, provided the bidder submits authorization letter from parent/sister company on appropriate value of stamp paper (duly notarised) to use the credentials and support parent/sister company. The bidder shall also submit ownership details of the parent/sister company to establish relationship between bidder and parent/sister company</p>
16	<u>Clause.4.3 (b)</u> Pg. 11 and <u>Clause. 7</u> Pg. 22	<p>The Bidder should prefer to field as many of their permanent staff as possible and higher marks shall be given in this regard. The permanent staff would be considered those already employed with the firm prior to one year from the month during which this Tender Notice is issued. Please enclose evidence (e.g: Pay roll, Auditor’s Certificate) in this regard. More weightage will be given to those key personnel who are employed with more years with the firm.</p> <p>Considering the expertise described in Annexure-D specifically in Port/Harbour/marine sector, we request you to delete the definition of permanent employee as described in the clause;</p> <p><i>“permanent staff would be considered those already employed with the firm prior to one year from the month during which this Tender Notice is issued”</i></p> <p>It will give flexibility to bidder to provide best available experts for this assignment. Kindly confirm.</p>	<p>Already clarified at S.no1</p>
17	<u>Clause. 5.9(i)</u> Pg. 18	<p>Broad job-description and minimum qualification and experience requirements for key personnel mentioned above are given in Annexure-D. However, higher marks shall be accorded to the Candidate with higher relevant qualification and experience in similar projects. <i>The age of the Key Personnel should not be more than 55 years on the date of submission of proposal.</i> Bidder are advised in their own interest to frame the technical proposal in an objective manner as far as possible so that these could be properly</p>	<p>Already clarified at S.no 5</p>

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		<p>assessed in respect of points to be given as part of evaluation criteria.</p> <p>Considering broad job description and minimum qualification and experience requirements for key personnel and evaluation criteria clause 7 (ii) where adequacy of projects having 65% weightage, <i>we request you to relax the age criteria from 55 years to 65 years on the date of submission of proposal.</i></p> <p>Kindly confirm.</p>	
18	<p><u>Clause. 6.6</u> Pg. 19/20</p>	<p>Proposals will finally be ranked according to their combined technical (S_T) and financial score (S_F) as follows:</p> $S = (S_T) \times T_W + (S_F) \times F_W$ <p>Where, T_W and F_W are weights assigned to technical and financial proposal that shall be 0.7 and 0.3 respectively.</p> <p>It is mentioned in the RFP that the selection shall be based on the Quality and Cost Based criteria:</p> <p>Total Marks = (ST : Technical Score)*70% + (SF : Financial Score)* 30%</p> <p>Since the assignment involves seeking services of firms having proven competence, capacity and experience for the supervision consultancy, It is requested that the selection of the consultant should be focused on bidder's technical expertise. Hence we propose to amend Quality and Cost based selection (QCBS) weightage 80:20 i.e.</p> <p>Total Marks = (ST: Technical Score)*80% + (SF : Financial Score)* 20%</p> <p>Kindly Confirm.</p>	<p>Already clarified at S.no 6</p>
19	<p><u>Clause. 4</u> Pg. 73</p>	<p>(a) Professional liability insurance to cover the Employer against any loss suffered by the Employer due to the professional service provided by the Consultant shall be two times of the contract values.</p> <p>We feel that consultant's professional liability insurance coverage should be limited in a justifiable manner. We request to add following clause, which is in line with general bidding practices in India.</p> <p><i>“Notwithstanding anything contained in this agreement, Tender or any other document, the maximum amount of aggregate liability and indemnity of consultant in any event shall not be more than</i></p>	<p>Not agreed to. However, it is clarified that the contract value in this clause is the agreed total consultancy fee of the selected bidder.</p>

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		<i>the fee received by the consultant till the completion of supervision assignment in accordance with the TOR given in section-6 of RFP". Kindly confirm</i>	
C	M/s WAPCOS Ltd. Plot No.990, 50th Street, TVS Colony, Collector Nagar, Anna Nagar west extension,Chennai-600101		
20.	Clause. 5 Pg. 73	<p>The Consultancy fee (Contract price) will be payable in following manner</p> <ol style="list-style-type: none"> 1) Consultant will raise the monthly invoice as per the BoQ and duly supported by verified attendance sheet. The sheet shall be verified by the Engineer in Charge. 2) Service tax shall be reimbursed on producing proof of deposit of service tax <p>It is mentioned that the payment for consultant shall be release as per specified percentage in CI.6.3, Pg.68. It is requested that the amount of percentage of payment may please be indicated w.r.t. the completion of works. This is not clear in the document and the same may please be clarified.</p>	Already clarified at S.no 9
21	Clause.6.3 Pg. 68	<p>The Consultant shall submit bill for payment when the payment is due as per the agreed terms. The payment shall be released as per specified percentage as per SC.</p> <p>Pl refers cause 5 of SC of contract which clarifies clause 6.3 / P-68. That the payment will be payable on monthly basis as per BoQ.</p>	Already clarified at S.no 9
22	Clause.15Pg. 6	<p>The complete bid as per the tender documents should be placed online at https://eprocure.gov.in/eprocure/app by 15:00 hours on 28.01.2016 and will be opened online on same day at 15:30 hours at IWAI, A-13, Sector – 1, Noida – 201301.</p> <p>It is requested that the time extension may please be granted be another 10 days i.e. upto 08.02.2016.</p>	Not Agreed.