

**Minutes of the Pre-Proposal Conference for
"Hiring of Technical Consulting Services for:-"Setting up & managing the State Project
Management Unit (SPMU) of Assam Millets Mission under (APART) for a period of two years on
1st November, 2022 at 11:00 AM in the PCU of ARIAS Society, Khanapara- 22,**

Ref. RFP No: ARIAS-13030/5/2022-APART Dated Guwahati the 14th October, 2022

The following officials of ARIAS Society and representatives of the consultancy firms were present in the pre-proposal conference meeting:

Officials of the ARIAS Society:

1. Sri P.R. Dash, Procurement & Contract Management Specialist
2. Sri Baljeet Singh, Market Analyst cum Operation Specialist
3. Dr. Pranab Kumar Mahanta, Agriculture Advisor
4. Sri Nitin Singh, Financial Service Specialist
5. Sri Prasenjit Chaliha, Procurement Management Executive

Representative of the Firms:

1. Smti. Chandana Gurung, PwC
2. Sri Shubhram Goswami, PwC
3. Sri J Goswami, WAPCOS
4. Sri N Mishra, WAPCOS
5. Smti. Dr Deepti Rai, EY
6. Sri Amit Verma, EY
7. Sri. Toshant Kargwal, NANGIA
8. Smti. Nandini Das, GT
9. Sri. R.Shankaran, Sonne Infra
10. Sri Arnab Bose, PwC
11. Sri Prashant Srivastava, EY
12. Sri Udit Paliwal, GT
13. Sri Suman Sensarma, VISION EIS
14. Smti. Debotri Chatterjee, VISION EIS

Attendance sheet of the meeting is enclosed at **Annex-1**. The attendance sheet also consists name of participants virtually online.

1. The Market Analyst cum Operation Specialist welcomed all the participants present in the pre-proposal conference.
2. During the meeting, the ARIAS Society officials clarified the queries of the representatives of the firms who attended the meeting, subject to the approved minutes of pre-proposal conference to be formally issued. The queries received through email till the date of finalization of the pre-bid minutes were also clarified. The queries raised and the clarifications provided (including the clarifications received through email) are enclosed at **Annex-2**.

Minutes Reviewed by



**(Baljeet Singh),
Market Analyst cum Operation Specialist,
ARIAS Society**

Minutes Signed,



**(Priti Ranjan Dash)
Procurement and Contract Management Specialist,
ARIAS Society**

Dated Guwahati the 11th November, 2022

Copy by email to:

1. Service Provider Agency: (a) PwC: chandana.gurung@pwc.com; shubhram.goswami@pwc.com; arnab.b.bose@pwc.com; (b)WAPCOS:wapwatershedghy@gmail.com;malikwapcos@yahoo.com;(c)EY:deepti.raai@in.ey.com;amit2.verma@in.ey.com;npmaprashant99@gmail.com;(d) NANGIA: toshant.kargwal@nangia.com; gov.info@nangia.com; (e) GT: nandini.das@in.gt.com; udit.paliwal@in.gt.com; karan.sood@in.gt.com; chirag.jain1@in.gt.com; tarali.chakrabarty@in.gt.com; (f) SONNE Infra: shankaranfsn@gmail.com; (g) DELOITTE: rlahiri@deloitte.com; smukherji@deloitte.com; anssaikia@deloitte.com; (h) VISION EIS: suman.sensarma@visioneis.com; debotri.chatterjee@visioneis.com; (i) NABCONS: soumaya.kali@nabcons.in; business.development@nabcons.in; (j) PALLADIUM: amarendra.singh@thepalladiumgroup.com; (k) ALMONDZ: indu.bhardwaj@almondz.com; sabyasachi.halder@almondz.com; sudhakar.pandey@almondz.com;
2. The responses to the queries will be uploaded on official website. (www.arias.in)
3. Internal: All concerned officials of the ARIAS Society present in the meeting/ MIS Section for uploading in website.

Annex- 2**Queries and Responses on the RFP No ARIAS-13030/5/2022-APART Dated Guwahati the 14th October, 2022 for Setting up & managing the State Project Management Unit (SPMU) of Assam Millets Mission under (APART) for a period of two years**

#	REFERENCE	EXISTING CLAUSE	CLARIFICATION/QUARIES	REPLY
1	10.1 Pg 15 of 57	Power of Attorney to sign the Proposal	Power of Attorney:- We request that a resolution by the board of the bidder empowering the authorized signatory be allowed in place of the Power of Attorney	The resolution by the board is accepted to be used in place of Power of Attorney.
2	16.2 Pg 16 of 57	A price adjustment provision applies to remuneration rates: No.	Price adjustment provision:-As this is a two year engagement we request a price adjustment be allowed after one year to account for inflation	There shall be no change in the existing clause
3	17.7 and 17.9 Pg 16 of 57	The Proposals must be submitted no later than: Date:15th November 2022; Time: 2.00 PM(IST)	Submission deadline: - We request an extension of three weeks to prepare a unique proposal tailored to your requirements.	The last date for submission of proposals has been extended to 30th November 2022 <i>(Corrigendum will be issued accordingly)</i>
4	Part A Pg 17 of 57	Part A - mandatory criteria - Document (s) to demonstrate that the firm is in the business for the last five (5) years; Documents required: Certificate of Registration, Audited Balance Sheet, Certificate from a Chartered Accountant, etc.	Documents required: - We understand that any one of the documents mentioned will suffice.	Certificate of registration is required for establishing no. of years in business. However to establish continuity of business in last five years audited balance sheets are required.
5	Part A Pg 17 of 57	Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years. Documents required: Completion or acceptance certificate(s), including experience, if any, of having worked in similar assignment.	We request that work orders be allowed as project management consultancy assignments are often multiyear engagements.	Work order with scope of work mentioned in the work order is acceptable.
6	Part A Pg 17 of 57	Minimum annual turnover of Rs. 3 Crore in last 3 years (i.e.2018-2019, 2019-2020& 2020-21) Documents required: Certificate from the statutory auditors/ Chartered Accountant certifying the total turnover during each of the last 3 financial years (i.e. 2018-19, 2019-20& 2020-21)	We understand that audited financial statements will also suffice as documents	Audited balance sheets for the last three years needs to be submitted.
7	Part B Pg 17 of 57	(i) Specific experience of the Consultant (as a firm) relevant to the Assignment: [10] (The relevant assignment includes Organisation's experience in....	We understand that the rest of the sentence is incomplete	Specific experience of the Consultant (as a firm) relevant to the Assignment :[10] (The relevant assignment includes Organisation's experience in managing State Level Project Management Units in Agriculture sector <i>(Corrigendum will be issued accordingly).</i>
8	27.1 Pg 18 of 57	the weights given to the Technical (T) and Financial (P) Proposals are: T = 75%, P = 25%	We request T=80% and P=20% for a more quality selection	There shall be no change in the existing clause

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#	REFERENCE	EXISTING CLAUSE	CLARIFICATION/QUARIES	REPLY
9	B Pg 23	Consultant's Experience: List only previous similar assignments successfully completed.	We request that ongoing assignments be allowed as project management consultancy assignments are often multiyear engagements	Ongoing assignments are acceptable. <i>(Corrigendum will be issued accordingly)</i>
10	1 A Pg 37	Period of two years or Sep 2024 (whichever is earlier).	We request that the assignment be maintained with a duration of two years for effective project management and project closure. This will also impact us in assessing the Project Commercials.	The end date for the assignment shall be considered as 30 th Sep 2024. The time duration for execution of assignment shall be considered as 21 months instead of 24 months. <i>(Corrigendum will be issued accordingly)</i>
11	B Pg 42	Trainings <ul style="list-style-type: none"> Filling of feedback forms online though mobile phone/tablet/laptop etc shall be preferred. A training completion certificate jointly signed by the Consulting Agency and the Client shall be provided to all the trainees who have attended all the sessions of a training program 	<ul style="list-style-type: none"> We understand that the phone/tablet/laptop of the attendee will be used for feedback As bidders are consultancy firms and not training establishments, we request that the requirement of joint signing be waived 	<ul style="list-style-type: none"> There shall be no change in the existing clause
12	K3 Pg 49	At least a Masters degree in Post Harvest Management or a closely related field	At least a Masters degree in Agriculture	There shall be no change in the existing clause
13	NK 2 Pg 50	At least a Masters/ PG Diploma (minimum two years duration) in Agriculture/Agribusiness/ Food Processing/ Nutrition or a closely related field	We request that MBA or Post Graduate Diploma in Management be allowed as well	MBA / or Post Graduate Diploma in Management is added to the list of qualifications <i>(Corrigendum will be issued accordingly).</i>
14	6 Pg 55	Inspections and Auditing	As we retain data of multiple clients, we request that audit of our premises be waived	There shall be no change in the existing clause
15	NA	Liability	We request that the liability of consultants be capped at one time the professional fee	There shall be no change in the existing clause
16	20 Pg 45	Deliverables and payment schedule	Given this is a Consultancy Assignment, linking the payment with the deliverables beyond the control of the consultants will affect the programme delivery. Hence we request this clause to be removed and payment be linked to submission of Quarterly Progress Reports on project outcomes which is similar to other similar PMU assignments.	There shall be no change in the existing clause
17	Page No 16	17.7& 17.9 The Proposals must be submitted no later than: Date:15th November 2022; Time: 2.00 PM (IST)	The RfP requires domain specific experts and diversified team. Organizing such diverse requirement of experts and to prepare an quality Approach and methodology for such large program requires quality time. Hence, we request you to extend the date of submission at least by 15 days till 30.11. 2022 so that a comprehensive proposal can be submitted based on the response received on pre-bid queries.	The last date for submission of proposals has been extended to 30th November 2022 <i>(Corrigendum will be issued accordingly)</i>

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18	Page No 6	3. Conflict of Interest b. Conflicting Assignments (ii) Conflict among consulting assignments: a Consultant (including its Experts and Sub-consultants) or any of its Affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant for the same or for another Client.	PwC is currently a Service Provider for another assignment under APART namely "Establishment of Common Service Centers (CSC) through formation of Farmer Producer Organizations/companies (FPOs/FPCs) (For Zone III)." We have analyzed the scope of work of this RFP and found no such conflict with the ongoing assignment in terms of scope of work or deliverables and both the assignments seem to be mutually exclusive in terms of the same. Kindly confirm if our understanding is correct that PwC is eligible to participate in this RFP process.	The Consultants must go through the Conflict of Interest clause before submitting the proposal.
19	Page No 9	c. Sub-Contracting 12.9 The Consultant shall not subcontract the whole of the Services	We understand that for sub-contracting for few positions is allowed and sub-contracting with freelance/individual consultant is allowed. Please confirm if our understanding is correct.	Sub-contracting with freelance/individual consultant is allowed
20	Page No 10	17. Submission, Sealing, and Marking of Proposals 17.2.1 A Proposal submitted by a Joint Venture shall be signed by all members so as to be legally binding on all members, or by an authorized representative who has a written power of attorney signed by each member's authorized representative.	We understand that Consortium is allowed.	Joint Venture are allowed as per the provisions of this RFP.
21	Page No 15	10.2 Statement of Undertaking is required: Yes	We understand that the 'Statement of Undertaking' can be on the firm's letter head. Please confirm and clarify. Please provide the content of the undertaking.	Statement of Undertaking can be on the firm's letter head. There is no standard format, consultant need to refer to texts mentioned in clause 10.2 of the RFP.
22	Page No 16	We understand that the 'Statement of Undertaking' can be on the firm's letter head. Please confirm and clarify. Please provide the content of the undertaking.	We request you to allow scanned signature of the authorized representative.	There shall be no change in the existing clause
23	Page No 17	Part A: Mandatory Criteria: 1. Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years.	We request to allow agreement copy as proof of experience.	Agreement copy including the scope of work is allowed as proof of experience.
24	Page No 17	Part B: Evaluation Criteria: (i) Specific experience of the Consultant (as a firm) relevant to the Assignment: [10] (The relevant assignment includes Organisation's experience in	Kindly clarify the relevant assignment criterion i.e it includes organizations experience in what kind of assignment. Also, we understand, in case of Joint Venture/ consortium the experience of both the partnering organizations will be scored upon. Please confirm or clarify.	Specific experience of the Consultant (as a firm) relevant to the Assignment :[10] (The relevant assignment includes Organization's experience in managing State Level Project Management Units in Agriculture sector (Corrigendum will be issued accordingly).

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25	Page No 23	FORM TECH-2 B - Consultant's Experience 1. List only previous similar assignments successfully completed.	We request you to allow both completed and ongoing similar assignments to be Listed. Also request to clarify on the term 'Similar' so that appropriate assignments can be listed. We understand that in case of joint venture, assignments by both the partnering organizations can be listed. Please clarify if our understanding is correct.	Both completed and ongoing similar assignments are to be listed. In case of joint venture, assignments by both the partnering organizations can be listed.
26	Page No 25,28	FORM TECH-4 DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN IN RESPONDING TO THE TERMS OF REFERENCE c) Organization and Staffing {Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.} && FORM TECH-6 CURRICULUM VITAE(CV)	We understand that detailed CVs are to be provided for the Key Experts and name and detail of Non-Key Experts can be submitted at the agreement stage. Please confirm if our understanding is correct	Detailed CV's of all Key and Non-Key Experts need to be submitted along with the proposal.
27	Page No 39	Section 7 Terms of Reference 8. Now the Project intends to engage the services of a consultancy agency to set up and manage the State Project Management Unit (SPMU) to be housed in the Directorate Agriculture for a period of two years or upto September 2024 whichever is earlier, as per the terms and conditions given hereunder. Consulting agency with its technical resources (as explained in subsequent paragraphs) would be engaged in providing mentoring and handholding support to the implementing agencies of Govt of Assam in successful accomplishment of the activities under the AMM.	Section 7 Terms of Reference 8. Now the Project intends to engage the services of a consultancy agency to set up and manage the State Project Management Unit (SPMU) to be housed in the Siksha Abhiyan) both at State and District level for smooth conduct of the activities under the Assam Millets Mission (AMM). Please provide details on the activities covered under 'mentoring and handholding' support. Also, can support staff be proposed as Non-Key resources at district level to anchor and coordinate with District ATMA offices, DAOs, KVKs the 15 districts to be covered as such support is also required at district level as per ToR.	Please refer to Para 22 of the ToR which mentions that <i>The Consultant may engage additional experts for smooth and timely implementation and completion of the assignment.</i> It is clarified that these additional experts may be engaged at Dist or State level. Presently the project is in the process of engaging two people in each millet district.
28	Page No 39	Siksha Abhiyan) both at State and District level for smooth conduct of the activities under the Assam Millets Mission (AMM). Please provide details on the activities covered under 'mentoring and handholding' support. Also, can support staff be proposed as Non-Key resources at district level to anchor and coordinate with District ATMA offices, DAOs, KVKs the 15 districts to be covered as such support is also required at district level as per ToR.	Please provide the roles and responsibilities of each of the specialized agencies that are in the process of onboarding such as ICRISAT, IIMR and also clarify the role of the SPMU in coordination or ensuring timely deliverables from such stakeholders in case the deliverables under the current assignment is dependent timely deliverables from other stakeholders. The same may also apply to stakeholders like Assam Agriculture University (AAU), Assam Seed and Organic Certification Agency (ASOCA) apart offices of DAO, KVKs etc which are important agencies to meet project deliverables as per timeline. Please clarify if our understanding is not correct.	The technical support from ICRISAT, if on boarded will be in terms of: 1.Superior and promising germplasm introduction 2.International trainings, exposure visits & participation in global events 3.Export of millets and millet based products 4.New recipe development The technical support from IIMR, if on boarded will be in terms of: 1.Superior and promising germplasm introduction 2.Nutritional profiling of selected millets varieties

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				3.Support to millet based FPCs 4.Training and capacity building Others agencies are agencies of Govt. of Assam.
29	Page No 39-43	C) Activities/ Interventions to be undertaken in (AMM) Points from 10 to 14	We understand these are the activities/intervention to be implemented by the Govt. Departments, Implementing agencies etc. together with support of several agencies. SPMU will facilitate the process and will not be accountable for success/failure of the field implementation or performance of other actors/stakeholders. Please confirm if our understating is correct or clarify.	Activities are to be implemented by the Govt Departments/ Implementing agencies. However, being the management agency for SPMU, the consulting agency shall be accountable for successful completion of the activities under the ToR.
30	Page No 40	(C) Activities/ Interventions to be undertaken in (AMM) 10. Market and Nutrition Supportive Production Cropping system demos with pulses & other crops:	Please clarify if these demos are to be given by Consultant's experts or by department or other hired agency.	Demos are given by the District ATMA/ Dist. Agri Offices under the Directorate of Agriculture.
31	Page No 40	11. Post-Harvest Management, Value Addition, Processing & Recipe Development a. post-harvest demonstrations on drying & quality preservation:	We understand that technical aspects of demonstrations on drying and quality preservation is on consultant's scope. We understand that district offices will also be involved in arranging this demonstration. Kindly clarify if any other agency may also be involved in this.	At this stage support of any other technical agency is not envisaged for crop production demonstrations; however involvement of AAU will be to the extent of providing available Package of Practices for demonstration.
32	Page No 40-41	Nutritious millet products and recipe development fund: . A fund of Rs 250 lakhs has been parked in the 2nd year of the Mission for development of nutritious products development. The Consultant shall help the Project in formulation of multiple products for women, children and general population, their testing, trials, packing, labelling in collaboration with technical institutions and laboratories etc.	We understand targets related to this should be achieved in collaboration with other technical agencies which the client may onboard. Please clarify.	The activity relating to Nutritious millet products and recipe development shall be carried out with technical inputs from ICRISAT (if on boarded).
33	Page No 41	12. Market linkages: a. 15 BSMs will be organized in the second year of the Mission. b. 10 product exhibitions will be organized in the second year of the Mission.	Please clarify who will bear the cost of these BSMs and product exhibitions and whether such costs need to be included in the budget proposed. Also please clarify if any other stakeholder will be wholly or partly responsible for timely organizing these BSMs and Product Exhibitions	The cost of physical facilities, logistics etc for organizing the BSMs shall be borne by the implementing agency/ client.
34		13. Ensuring better nutrition, healthy and disease-free Assam through millets Awareness creation campaigns	Please clarify who will bear the cost of these awareness creation campaigns Also please clarify if any other stakeholder will be wholly or partly responsible for timely organizing these Awareness creation campaigns	The cost of physical facilities, logistics etc for organizing the awareness campaigns shall be borne by the implementing agency/ client.

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35	Page No 43	Millets Knowledge Bank (MKB):	Please confirm if it is expected to be a Web-based platform. We understand any such project implementation cost such as online platform development, imparting training, exposure, demonstration etc. will be borne by the project cost separately. Bidder will only include human resource cost for the SPMU.	Millets Knowledge Bank is a web based platform. All technical knowhow needs to be brought in by the Consultant and the logistics cost (meetings, portal development cost etc) will be borne by Client.
36	Page No 42	14. Training and capacity building, conduct of events & miscellaneous	We understand that the consultant's role in organizing these exposure visits will be only of facilitative nature while timely beneficiary selection and other aspects will be taken care by the department for timely achievement of goals. Also clarify if the cost of exposure visits will be borne by the department and this may not be budgeted in the proposal. We understand capacity building targets on PoP, Post-harvest management and Value addition and product marketing is the sole responsibility of the consultant experts. Please clarify if any other organizations or stakeholders will be involved in this. Please clarify if the understanding is correct. Also clarify if the cost of these trainings will be borne by the department and this may not be budgeted in the proposal.	The cost of exposure visits like train/ air tickets, transfers, hotel/ guest house stays, meals and refreshments etc shall be borne by the Client. Beneficiary selection will be done at Client's end. Available PoPs of AAU may be used. Cost of trainings to the extent of physical facilities, meals and refreshments & other logistics shall be borne by the Client
37	Page No 45-47	21. Deliverables and payment schedule	We understand these are the activities/intervention to be implemented and targets are to be achieved by AMM project as a whole with support of the Govt. Departments, Implementing agencies together with support of several other agencies. SPMU will support Department of Agriculture to facilitate the process and may not have complete control on the performance, delivery quality of such actors to meet the target. Please confirm if our understating is correct or clarify. Hence, we request you to provide quarterly payment based on the experts engaged at the SPMU.	The consultant shall be accountable for timely and successful completion of the deliverables under the ToR.
38	Page No 49, 50	(F) Expertise required	Team Leader: Please amend the qualification of the State team leader to Masters degree in Agri or allied subjects such as Rural Management, Agribusiness Management, Social Work with minimum 10 Years of Experience in managing large scale projects including agriculture/horticulture, value chain development preferably millets Millets Agronomist: Please amend the experience criterion to at least 5 years of experience instead of 7 Post-Harvest Specialist: Please amend the criterion to	There shall be no change in the existing clause

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			<p>At least a Masters degree in Agriculture/Horticulture with specialization in post-harvest management or MBA in Rural management, Agribusiness Management with at least 5 years' experience in work related to post harvest management preferably in millet crops</p> <p>Culinary Expert: Please amend the experience criterion to at least 5 years of experience instead of 7</p> <p>Training, Capacity Building & Communications Expert: Please amend the criterion to At least a Masters/ PG Diploma (minimum two years duration) in Agriculture/Agribusiness/ Food Processing/ Nutrition/ Rural management/agribusiness management/Social work or a closely related field</p> <p>Millet Seed Systems Expert: Please amend the criterion to At least a Master degree in Agriculture with specialization in Seed Science and Technology/ Genetics and Plant Breeding or a closely related field with At least three year's experience in seed production/ multiplication related activities particularly in field crops. Those with experience in millet crops will be preferred.</p>	
39	Page 37 Of 57 Section 7 TOR Page 54 of 57 of ToR	<p>Technical consultancy services for setting up & managing the State Project Management Unit (SPMU) of Assam Millets Mission (AMM) under APART" for a period of two years or Sep 2024 (whichever is earlier).</p> <p>Duration of Project The Consulting Agency's services shall commence from the date of contract effectiveness. The consultancy would be for a period upto 24 months from contract effectiveness or September 2024, whichever is earlier. The duration of the assignment may be extended based on the Project/ GoA requirements and Consultant's performance.</p>	<p>ONLY 21 MONTH LEFT. FINANCIAL PROPOSAL SHOULD BE BASED ON PROJECT PERIOD,</p> <p>It should be clarified.</p>	<p>The end date for the assignment shall be considered as 30th Sep 2024. The time duration for execution of assignment shall be considered as 21 months instead of 24 months.</p> <p><i>(Corrigendum will be issued accordingly)</i></p>
40	Page 46 of 57	<p>21. Deliverables and payment schedule Consulting Agency shall have to provide the information on deliverable wise payments in the following format with the condition that total payment marked for first year should not be more than 50% of the assignment value and total payment for first semester should not be more than 25% of the assignment value. Similarly total</p>	Not clear	The clause is self-explanatory.

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		payments in the 3rd semester of the assignments shall not be more than 25% of the assignment value. It may be noted that the finger millets demonstrations for the first year have already been put up (sowing done around August 2022 and transplanting in September 2022). Consulting Agency should plan its resources accordingly & which should be reflected in their proposal.		
41	Section 2. Instructions to Consultants E. Data Sheet: 17.7 and 17.9, Pg No. 16	The Proposals must be submitted no later than: Date: 15th November 2022; Time: 2.00 PM (IST)	We would request you to kindly extend the deadline by 15 days so that the consultants get substantial time to submit a technically responsive proposal after incorporating the changes that would be suggested in the pre-proposal conference.	The last date for submission of proposals has been extended to 30th November 2022 (<i>Corrigendum will be issued accordingly</i>)
42	Section 2. Instructions to Consultants E. Data Sheet: 21.1 Part A: Mandatory Criteria, Pg No 17	Agency/service provider should have executed projects / assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years. <i>Completion or acceptance certificate(s), including experience, if any, of having worked in similar assignment.</i>	We request you to modify the clause as following: "Agency/service provider should have executed/ongoing projects/ assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) / PMC/ PDMC/ PMU in the last 5 Years in the development sector. " We request you to also consider copies of contract agreements/ work orders as documentary proof to substantiate the claimed experience.	SPMU / PMC/ PDMC/ PMU at the state level is accepted. Work order with scope of work mentioned in the work order is acceptable.
43	Section 2. Instructions to Consultants E. Data Sheet: 21.1 Part B: Evaluation Criteria, Pg No 17	(i) Specific experience of the Consultant (as a firm) relevant to the Assignment: [10] (The relevant assignment includes Organisation's experience in	Need a clarification on the clause 'Organisation's experience in....' which is incomplete.	Specific experience of the Consultant (as a firm) relevant to the Assignment :[10] (The relevant assignment includes Organisation's experience in managing State Level Project Management Units in Agriculture sector (<i>Corrigendum will be issued accordingly</i>).
44	Section 2. Instructions to Consultants E. Data Sheet: 21.1 Part B:	(iii) Key Expert's qualifications and competence for the assignment: 'Experience in handling SPMU- 5%.'	Since we understand that the overall project experience of the proposed experts will be evaluated under the criteria " <i>Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments)</i> " and which also holds 80% marks, therefore we would request you to modify this clause as:	There shall be no change in the existing clause

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	Evaluation Criteria, Pg No. 17		'Experience of working in North-East region- 5%.'	
45	Section 2. Instructions to Consultants E. Data Sheet: 27.1 (Quality and Cost Based Selection) Pg No. 18	The weights given to the Technical (T) and Financial (P) Proposals are: T = 75% P = 25%	We request you to revise the QCBS method of selection to 80:20 and thereby giving more weightage to the technical proposal, as it would ensure selection of a technically competitive firm for the project.	There shall be no change in the existing clause
46	Form TECH-2B – Consultant's Experience	1. List only previous similar assignments successfully completed.	Since PMU and PMC are usually long-term projects, we request you to also consider ongoing assignments for evaluation purpose.	Ongoing assignments are acceptable. <i>(Corrigendum will be issued accordingly).</i>
47	Section 7. Terms of Reference: 21. Deliverables and payment schedule, Pg No. 45		Since the assignment is to set-up and manage SPMU, there will be a dedicated team of experts and staff for the project and also it will involve associated costs in travel/ logistics etc, therefore the payment terms suggested in the ToR which is primarily output based may create difficulty and operational issues for the Consultant. Further the achievement of the milestones is dependent on external factors too and not alone on the Consultant. Keeping in mind the aforementioned, we request you to make monthly payment based on the submission of the Monthly Progress Reports by the consultant, so as to ensure smooth cash-flow for operational efficiency.	There shall be no change in the existing clause
48	Section 7. Terms of Reference: 26, Pg No. 51	Reasonably well-furnished office seating space for Consulting Agency's staff either in the Directorate of Agriculture or in its close vicinity shall be provided to the State level team. In case the Client is unable to provide office seating space, the Consulting Agency may rent out a reasonably decent and furnished office space, the rent for which will be paid by the Client directly or reimbursed to the Consulting Agency. However, the premises to be rented out and rental amount shall be approved by the Client before signing of rent agreement.	We wish to seek clarification whether the cost of office running expenses and other necessary logistics (like IT set-up, electricity etc) will be borne by the Consultant or the Client.	All such cost need to be borne by the Consultants

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#	REFERENCE	EXISTING CLAUSE	CLARIFICATION/QUARIES	REPLY
49	-	-	Although, we are engaged by the ARIAS Society as Monitoring and Evaluation Agency under APART, we understand that there will be no conflict of interest for us to participate in this bid since the Assam Millets Mission does not fall under our scope of work. Please confirm.	The Assam Millet Mission is part of APART. The consultant needs to refer the Conflict of Interest Clause in the RFP for submission of the proposal.
50	Section7, TOR C, Pg no 38	-	What will be the role of consulting agency in the said activities for handholding and mentoring	Refer ToR of the RFP for the details scope of works.
51	14 A, Pg no 42	-	Exposure visit target group is for the farmer groups or implementing agency staff	The target group shall be finalized by the client and may include both or any other participant.
52	14 D, Pg no 43	-	Do we need to prepare any kind of database for visualisation/ dashboard?	Database preparation is not envisaged.
53	Section 2, E datasheet Point 16.1 (Pt. 5), Pg no 16	-	Day to day stationary will be provided by the client or not?	All such requirements for functioning of SPMU shall be borne by the consultant.
54	Section 2, E datasheet Point 16.1 (Pt. 7), Pg no 16	-	Laptop/ Desktop will be provided by the client or not?	
55	Section 2, E datasheet Point 16.1 (Pt. 10.2), Pg no 15	-	What will entail the Statement of Undertaking?	Please refer to the clause 10.2 of the RFP
56	Section 2, Instructions to Consultants , Point E, Part A:Mandatory Criteria, Page no 17	Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years.	We request the authority to also consider projects/assignments (Minimum 2 nos) relatedto setting up and managing of Project Management Unit (PMU)/ Project Management Agency (PMA)/ Project Management Consultancy (PMC)/ Project Implementation Agency (PIA) or equivalent in the last 5 Years.	PMU, PMC, PIA at the state level is accepted.
57	Section 2, Instructions to Consultants, Point E, Part A:Mandatory Criteria, Page	Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years.	We request the authority to also consider on- going projects/assignments (Minimum 2 nos) related to setting up and managing of Project Management Unit (PMU)/ Project Management Agency (PMA)/ Project Management Consultancy (PMC)/ Project Implementation Agency (PIA) or Equivalent in the last 5 Years.	Ongoing assignments are acceptable. <i>(Corrigendum will be issued accordingly).</i>

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#	REFERENCE	EXISTING CLAUSE	CLARIFICATION/QUARIES	REPLY
	no 17			
58	Section7, Terms of Reference Point 22 Expertise Required	K-1 State Team Leader(Full time in Assam) (2*12=24 months) (fulltime in Assam) K-2 Millets Agronomist(2*9=18 months) (18 months in Assam) K-3 Post-Harvest Specialist (2*6=12 months) (12 months in Assam)	Kindly clarify whether 2 key experts are required for each position, or 1 key expert is required because in all the three key positions 2*X=Y Months is mentioned. Please clarify.	One expert is required.
59	Section 2 Instruction to Consultants E: Data Sheet Clause 17.7 and 17.9	The Proposals must be submitted no later than: Date:15th November 2022; Time: 2.00 PM (IST)	We request the authority to please keep at least 10 days of period between the i) publishing of response of the pre-bid queries and ii) last Date of Proposal Submission so that the bidders can well incorporate the responses/changes given during the pre-bid response. Therefore, kindly extend the last date of proposal submission.	The last date for submission of proposals has been extended to 30th November 2022 <i>(Corrigendum will be issued accordingly)</i>
60	16 Data Sheet 21.1 Part A: Mandatory Criteria	Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 years.	The clause gives an understanding that only completed projects/assignments will be considered. Our request is to include ongoing projects also. Also, we understand that SPMU (for any government agency) in any sector will be considered.	Ongoing assignments are acceptable. <i>(Corrigendum will be issued accordingly).</i>
61	16 Data Sheet 21.1 Part A: Mandatory Criteria	Documents Required (to the above cited clause): Completion or acceptance certificate(s), including experience, if any, of having worked in similar assignment.	Completion or acceptance certificate(s), or work order including experience, if any, of having worked in the cited projects/assignments.	Work order with scope of work mentioned in the work order is acceptable.
62	-	Consortium	Consortium should be allowed to enhance capabilities for delivering quality services	Joint Venture as per the RFP is allowed.
63	Section19.1	The opening shall take place at: "same as the Proposal submission address" Date: 15th November 2022; Time: 2.30 PM (IST)	Request to provide at least 2 weeks for submission of proposal from the date of publication of responses to the queries by the ARIAS.	The last date for submission of proposals has been extended to 30th November 2022 <i>(Corrigendum will be issued accordingly)</i>
64	E. Data Sheet Point no: 14.1.2 Page no:16	The total estimated time input of the Key Experts' would be for a period 54 months.	We would like to bring to request you to elaborate on this.	Please refer to clause 14 - Preparation of Proposals Specific Considerations of the RFP.
65	E. Data Sheet Point no. 16.1	Reimbursable expenses	Please clarify if these expenses would include GST.	Please refer clause 16 - Financial Proposal of the RFP

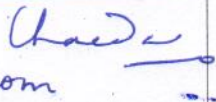




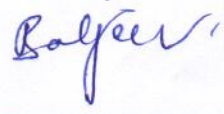

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#	REFERENCE	EXISTING CLAUSE	CLARIFICATION/QUARIES	REPLY
	Page no:16			
66	E.Data Sheet Point no.21.1 Page 17	Part A: Mandatory Criteria Point no. 2: Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years	Please clarify if the bidder can show ongoing projects /assignments as these are long term projects and need more time for completion.	Ongoing assignments are acceptable. <i>(Corrigendum will be issued accordingly).</i>
67	Clause: Stage 4 Page no: 20	Final score calculations through QCBS The final evaluation for selection will be based on combined evaluation of Technical + Financial Score. Weightage for Technical and Financial score will be 75:25	We request you to evaluate the tender on QCBS method on 80: 20 ratio of technical and financial scoring.	There shall be no change in the existing clause
68	Power of Attorney	In the case of a Joint Venture, several are required: a power of attorney for the authorized representative of each JV member, and a power of attorney for the representative of the lead member to represent all JV members	Please clarify if power of attorney is not required to be submitted by sole bidder.	Please refer the clause 17.2 of the RFP.
69	F. Expertise required Page no: 49	Post-Harvest Specialist: • At least a Master's degree in Post-Harvest Management or a closely related field	We would like to request you to kindly consider Post graduate in Marketing Management under this criterion as key challenge in the promotion of millet- based products is consumer awareness and acceptance. The Marketing Expert for millets will develop strategies for millets promotion	There shall be no change in the existing clause
70	Part B: Evaluation Criteria: page no. 17	Specific experience of the Consultant (as a firm) relevant to the Assignment	The following is mentioned in the criteria "The relevant assignment includes Organisation's experience in" We understand that a table or completeness of the sentence is missing. We request you to provide the details of the criteria.	Specific experience of the Consultant (as a firm) relevant to the Assignment :[10] (The relevant assignment includes Organisation's experience in managing State Level Project Management Units in Agriculture sector <i>(Corrigendum will be issued accordingly).</i>
71	C. Submission, Opening and Evaluation, Clause 21.1 Part A (Page 17 of RFP)	Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU) in the last 5 Years.	We request you to kindly modify the clause as mentioned below Agency/service provider should have executed projects/assignments (Minimum 2 nos) related to setting up and managing of State Project Management Unit (SPMU)/ PMU/ PMC/ PDMC/ Authority Engineer/ Independent Engineer in the last 5 Years.	PMU, PMC, PIA at the state level is accepted.
72	General	Parent Company Credentials	Please allow the Parent organization to use the capabilities (Technical and Financial) of the wholly own subsidiary and vis-versa	The stand alone credentials of the legal bidder only shall be considered and its parents or subsidiary company's/firm's

#	REFERENCE	EXISTING CLAUSE	CLARIFICATION/QUARIES	REPLY
73	C. Submission, Opening and Evaluation, Clause 17.7 and 17.9 (Page 16 of RFP)	The Proposals must be submitted no later than: Date:15th November 2022;	<p>A firm should allowed to use Associate/Affiliate experience as defined below as provided upon submission of proof of incorporation. "Associate(s)/Affiliate(s)" means, in relation to a Bidder, is defined as having 100% control / is controlled by; and "Control" in relation to a Person, means the power, directly or indirectly, to direct or influence the management and policies of such Person by operation of law, contract or otherwise. The term "Controls" and "Controlled" shall be construed</p> <p>Please extend the Submission date for at least 15 days after receipt of the response on the queries.</p>	<p>credentials shall not be considered if they are having separate legal entity.</p> <p>The last date for submission of proposals has been extended to 30th November 2022 <i>(Corrigendum will be issued accordingly)</i></p>


 (Priti Ranjan Dash)
 Procurement and Contract Management Specialist,
 ARIAS Society

Attendance Sheet of the Pre-Proposal Conference			
Hiring of Technical Consulting Services for:- " Setting up & managing the State Project Management Unit of Assam Millets Mission under (APART) for a period of two years "			
Date: 1 st November, 2022 Time: 11:00 AM		Venue: PCU of ARIAS Society, Khanapara, Guwahati -22	
Sl.	Name of the Attendant	Organization name, Contact no & Email id	Signature
1	Chandana Gwung	PwC, 7290899198 chandana.gwung@pwc.com	
2	Shubhram Goswami	PwC 8135808841 shubhram.goswami@pwc.com	
3	J. Goswami	WAPCOS Ltd. 8474847604, wapwatershed ghy@gmail.com	
4	N. Mishra	WAPCOS LTD. 9954613374 wapwatershedghy@gmail.com	
5	Poiti Ranjan Dash	PCMS, ARIAS	
6	Baljeet Singh	MA, APART, ARIAS	
7	Prasejit Chaita	PME, ARIASS	
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Sl.	Name of the Attendant	Organization name & Contact no. & Email.id	Signature
13	Dr Deepti Rai , AVP, EY	Deepti.raai@in.ey.com	Present Online
14	Amit Verma, Senior Consultant, Ernst & Young LLP	Amit2.Verma@in.ey.com	Present Online
15	Toshant Kargwal, Manager, Nangia & Co LLP	toshant.kargwal@nangia.com	Present Online
16	Nandini Das, Assistant Manager, GT	Nandini.das@in.gt.com	Present Online
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18	Arnab Bose Manager, PwC Pvt. Ltd	arnab.b.bose@pwc.com	Present Online
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20	Udit Paliwal, Associate Director, Grant Thornton	udit.paliwal@in.gt.com	Present Online
21	Mr KPS Malik, WAPCOS	malikwapcos@yahoo.com	Present Online
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