

**Clarification on RFP document in connection with the proposed consultancy service for carrying out a study on
“Study on State-specific issues related to capacity building of Hand-loom Co-operatives in North Eastern Region”**

Pre-Bid Queries

S.No	Page number and reference of RFP	Particulars	Query	Response
1	Page No,6 RFP 3. Eligibility of Association of Consultants and Sub-Consultants 4.	3.2 If the Consultant had formed an Association of Consultants, each member of the Association of Consultants shall be evaluated as per the Qualification/ Eligibility Criteria set forth in Part II(Data Sheet). The average of the combined score of each member of the Association of Consultants shall be taken into account for evaluation purpose.	We understand that clause 3.2 (regarding the average combined score for evaluation) is applicable in case the Consortium is formed with another organisation, and not if an association is formed with an Individual Consultant (for e.g., a designer). Please let us know if our understanding is correct.	As per RFP
2	Page No-17, RFP Section 2 Information to Consultants Part II Data Sheet (Specific to the Assignment)	9.3 (a) The estimated number of months required for the Assignment / Job is: 6 months from the date of contract.	We understand that the 6 months as stated in the first line of 9.3 (a) is a typo and the duration of the project is 12 months as stated in point (d) of 9.3 (a)-(d) Final Report: Within 12 (twelve) months of award of the contract. Kindly let us know if our understanding is correct.	Should read as 12 months from the date of contract signing

3	<p>Page No-18, RFP</p> <p>Section 2 Information to Consultants Part II Data Sheet (Specific to the Assignment)</p>	<p>14.7 Procedure for detailed Evaluation of Technical Qualifications: Criteria, sub-criteria and point system for evaluation to be followed under this procedure is as under:</p> <p>(i) Specific experience of the Consultant relevant to the assignment : 10 marks out of 100</p> <p>(ii) Experience in carrying out studies or surveys in North Eastern India: 7 ½ marks out of 100</p> <p>Experience in carrying out studies and surveys for Government of India / State Government Ministries or Departments: 7 ½ marks out of 100</p>	<p>We request clarity on the following points:</p> <p>a) Is there any minimum/maximum number of project credentials that need to be submitted for showcasing experience under points (i), (ii) and (iii)?</p> <p>We request if NEDFi can provide a detailed scoring criteria for points (i), (ii) and (iii), in terms of how many marks will be allotted per credential. This will help in placing most relevant credentials in the technical proposal.</p>	As per RFP
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<p>4</p>	<p>Page No-18, RFP</p> <p>Section 2 Information to Consultants Part II Data Sheet (Specific to the Assignment)</p>	<p>14.7 Procedure for Detailed Evaluation of Technical Qualifications: Criteria, sub-criteria and point system for evaluation to be followed under this procedure is as under: (i) Specific experience of the Consultant relevant to the assignment :10 marks out of 100 (ii) Experience in carrying out studies or surveys in North Eastern India: 7 ½ marks out of 100 Experience in carrying out studies and surveys for Government of India / State Government Ministries or Departments: 7 ½ marks out of 100</p>	<p>At the EOI stage, the bidders were required to showcase projects carried out in the past three years. We understand that during the RFP stage too, only projects carried out in the past three years will be considered for evaluation under points (i), (ii) and (iii), as stated in Page 23 – (iii) Experience in carrying out studies or surveys for Government of India / State Government Ministries or Departments in the past three years’ Kindly let us know if our understanding is correct.</p>	<p>Yes. As per RFP</p>
<p>5</p>	<p>Page No-40, RFP</p> <p>Scope of the Study</p>	<p>5. Empowerment and capacity building of hand loom weavers to enhance competitiveness of their products in the domestic as well as global market in a sustainable manner.</p>	<p>It is mentioned the Data Sheet [Page 17, Point 9.4 (h)] that Training is not a specific component of this assignment. In light of this statement, we request NEDFi to clarify the kind of support envisaged for empowerment and capacity building of weavers.</p>	<p>As per RFP</p>

6	<p>Page No-43, RFP Part – II TOR related Information</p>	<p>The following categories of personnel must be included as Professional Staff in the team:</p> <ul style="list-style-type: none"> a) Team Leader b) Textile design / Apparel design Expert c) Co-operative Management Expert d) Marketing Expert Economics Expert/Statistical Expert 	<p>The Professional Staff positions, education and experience requirements are the same as proposed in EOI stage.</p> <p>We request NEDFi to clarify if we can propose different experts at the RFP stage (than the CVs submitted at EOI stage) in case their CV is more suited as per project requirements.</p>	<p>To be the same as proposed in EOI stage</p>
7	<p>Page No-43, RFP Part – II TOR related Information</p>	<p>3. Expected input of key professionals and requisite expertise and number of key professional staff.</p> <p>The number of key professional staff and their requisite expertise may be accordingly determined by the Consultant based on this Document.</p> <p>The following categories of personnel must be included as Professional Staff in the team:</p> <ul style="list-style-type: none"> a) Team Leader b) Economics Expert/Statistical Expert 	<p>We understand that the bidder may propose additional professional staff other than the five expert positions listed in the RFP. Kindly let us know if our understanding in this regard is correct.</p> <p>Is yes, kindly let us know if NEDFi has any expectations on the minimum/maximum number of additional professional staff who can be proposed.</p> <p>Kindly also let us know if the additional staff proposed will have any impact on the scoring criteria under (iv) Adequacy of the proposed methodology and work plan - c) Organization & Staffing</p>	<p>As per RFP</p>
8	<p>Page No-10, RFP 9. Preparation of Proposals</p>	<p>9.8 Number of Copies to be submitted: As follows:</p> <ul style="list-style-type: none"> • Technical Proposal - Original and 10 (ten) copies; and <p>Financial Proposal – Original copy.</p>	<p>We request if the Number of Copies to be submitted can be lowered to only the original copy and 01 (one) copy. This would reduce the environment foot print from printing and other logistics. We request if this request can be kindly considered by NEDFi.</p>	<p>We regret we cannot incorporate this suggestion</p>

9	<p>Page No-17, RFP Section 2 Information to Consultants Part II Data Sheet (Specific to the Assignment)</p>	<p>13.1 Consultant must submit the Original and 10 copies of the Technical Proposal, the Original of the Financial Proposal, signed RFP copy along with the EMD.</p>	<p>In light of the COVID-19 variant situation and different colleagues working from different locations, we request NEDFi to clarify if the scanned signature of the authorized signatory may be used for signed RFP copy and other proposal documents.</p>	<p>Please refer to clause no 2.7 at page no 52 of RFP where it is already covered</p>
10	<p>Page No-41, RFP TERMS OF REFERENCE Part I OBJECTIVE AND SCOPE OF WORK</p>	<p>N.B The study has to be carried out by collecting data from field surveys /primary sources and from other secondary data collection methods. All the stake holders of the sector have to be consulted at the State level/National level. The collected data has to be verified, tabulated and analysed to derive the findings to cover the above mentioned points.</p>	<p>Considering the present COVID-19 variant situation, kindly confirm that if there are any circumstances that reasonably restrict travel or physical presence of our personnel at your office / location, then without prejudice to your payment obligations, you shall allow such personnel to work from home or other remote location till the time such reasonable restrictions exist. Any delay / default in performing our obligations arising from such restrictions, shall not be attributable to us and shall not be considered a breach of contract on our part and no consequent damages / penalties etc. arising there from would be imposed on us under the Contract.</p>	<p>As per RFP</p>
11	<p>Liability</p>	<p>Liability - outer boundary of liability not documented</p>	<p>The outer boundary of liability is not documented. We request that our overall liability under the engagement not exceed the fees paid to us hereunder without any exceptions.</p> <p>Also, we would want it clarified that we will not be liable for indirect/consequential losses of any nature whatsoever.</p> <p>We request to include the clause that the delay in granting approvals and delays which are beyond the control of consultant should not be considered as the delay from consultant's side.</p>	<p>As per RFP</p> <p>We regret we cannot incorporate the suggestions</p>

12	Key Professionals Qualification & Experience Textile design /Apparel design Expert	Post graduation qualification in Textile design/ Apparel design with 10 yrs experience in similar works.	During the graduation, it is mandated to take up internships and projects with leading industry experts which further adds to the experience of the professional. Work experience to include the projects undertaken during the graduation and post graduation as well	As per RFP
13	Key Professionals Qualification & Experience Cooperative Management Expert	Post-graduation qualification in Cooperative Management with 10 yrs experience in similar works.	As the expertise asked for the Cooperative Management Expert is majorly acquired through an experience in the industry than through an academic certification, expert need not to have a post- graduation qualification to possess required expertise. Moreover, there are very few institutes in India who offer post-graduation in cooperative management. Education qualification should be changed to Post Graduation degree in management and 10 years experience in cooperative management	As per RFP We regret we cannot incorporate this suggestion
14	Section 2 Information to Consultants Part II Data Sheet (Specific to the Assignment)	Last Date & Time and address for submission of Proposal/Bid: Date: January 31, 2022	It is requested that bid submission date shall be 3 weeks from the date of publishing of response to Pre-bid queries.	As per RFP

15	Earnest Money Deposit	An EMD of Rs. 50,000/- (Rupees Fifty Thousand only), in the form of Demand Draft or Bankers Cheque drawn on a scheduled Commercial Bank and in favor of 'North Eastern Development Finance Corporation Ltd.' (the Employer) and payable at Guwahati, Assam must be submitted along with the Proposal.	Format of EMD not provided in the RFP Please clarify whether the consultant can use any format for the submission of EMD or any specific format will be provided by NEDFi	Clearly specified in the RFP as : ' in the form of Demand Draft or Bankers Cheque drawn on a scheduled Commercial Bank and in favor of 'North Eastern Development Finance Corporation Ltd.' (the Employer) and payable at Guwahati',
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