

Response to Pre-Bid Queries

RFP Name- RFP for Selection of Agency by Bihar Skill Development Mission (BSDM) for conducting “Sectoral Skill Gap Study and Youth Aspiration Mapping Study” in all 38 Districts of Bihar.

A Pre-Bid Meeting was held on 15th March, 2019 at 11.00 AM at BSDM Office, Niyojan Bhawan, Patna. The response to pre-bid queries are as under:

Note: In view of pre-bid meeting, some provisions under the above RFP have been modified/ amended through corrigendum/addendum notice dated 18.03.2019, which must be referred before submission of proposal by the interested bidders.

Sl. No.	Page No.	RFP Clause/ Reference Section	Existing Clause in RFP	Question/ Clarification / Request	BSDM Reply
1	10	Scope of work IV- Approach & Methodology Methodology- Point 3 & 5 Page 10 of 25	Sample Size calculation for supply side- There are 38 districts, 101 subdivision, 534 blocks and more than 44000 villages. The sample size should take into account the total working age population as per recent census and may vary as per the population of each district. The minimum sample size for mapping the youth aspiration may be 350-400 per district but may vary as per the size of the district. Plan for usage of qualitative research methods like FGD and Key Informant Interviews	If the expectation is qualitative research, then setting a minimum sample size may kindly be reconsidered. Sample size may be fixed on the basis of a scientific approach by deciding on the confidence level and margin of error.	The minimum sample size is mentioned in the RFP. However bidders have to decide the sample size as per the statistical approach, depending on the size of universe.

2	11	Scope of work IV- Approach & Methodology Benchmarking Matrix Page 11 of 25	Approach & Data Sources	Consulting firms may have multiple level of data sources which may not be public at all points of time. During engagement they may be revealed as then it would be between firm and the client. At the stage of proposal request for the data source column only publicly available data sources would be mentioned which may kindly be taken into consideration. There may be usage of firm's proprietary tools for surveys. Details of them may be shared during implementation stage.	RFP conditions will prevail.
3	15	Technical Bid and Evaluation A.Preliminary Eligibility Criteria Page 15 of 25	Preliminary Eligibility Criteria	It is requested for inclusion of a clause of Conflict of Interest for bidders involved with the SANKALP scheme at the Ministry level of Govt. of India.	Bid will be evaluated as per the conflict of interest clause.
4	16	B- Technical Evaluation of Evaluation of Bids Point 2- Team Qualification & Experience Page 16 of 25	Team leader: Relevant research experience in the field of conducting Skill Gap Studies, working with PSUs and Government Agencies for this assignment as well as relevant qualification, skills & competencies; *Team Experience: Experience of Team Members and Data collection team – Relevant experience as well as relevant skills & competencies; Professional expertise, knowledge and experience with similar projects	Break up of 15 & 10 marks may be provided for Team leader and state level resources. Additionally, data collection team CV is not required at the proposal stage. But experience of data collection team will be accounted for marking. Point may kindly be modified. At the time of evaluation, only the CVs of team leader and state level resources will be evaluated. The CVs of district level data collection team is not required at this stage.	The marking for the CVs of Team leader and state level resources will be done taking into account their overall qualification and experience and no further breakup is envisaged. Corrigendum will be issued in

5	12	Instruction to the Bidders- B of Point 1- Completeness of response Page 12 of 25	Request for modification of point "The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to this document will be at the Bidder's risk and may result in rejection of its Proposal at any stage i.e. even at post agreement execution stage."	PwC is of the point of view that the rejection should happen at the evaluation stage itself, as post that the bidder runs the risk that, even after performing the services stated under the RFP he can be rejected at any stage, which is a big financial risk. Hence PwC would request for the original condition in the RFP is modified as "The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to this document will be at the Bidder's risk and may result in rejection of its Proposal at bid evaluation stage"	this regard. Please refer corrigendum. RFP condition will prevail.
6	13	Instruction to the Bidders- D-Manpower Deployment of point 3- Other Terms of reference Page 13 of 25	Request for declaring the financial liability w.r.t the point" Selected bidder must deploy personnel with requisite qualification and sufficient experience for conducting this study as per the scope mentioned under this RFP. Minimum deployment of 15 personnel at district level will be required in addition of Team leader and Two State level resources who will be deployed whole time at BSDM office. Note: The proposed Team-leader will not allowed to be changed under any circumstances and will have to work till project completion. There will not be more than 50% change in the state	The concerned point is silent on the financial liability if the team deployed at state level changes by more than 50 %. PwC is of the view that financial penalty should be clearly stated by BSDM for each resource change post 50% limit is reached. This will be beneficial for BSDM too as it removes ambiguity and increases transparency, in case BSDM encounters such situation in future. Similarly, the financial penalty for each resource replacement post reaching of 30% change limit in district team structure should be clearly stated by BSDM.	Added through corrigendum as below. Please refer corrigendum. Penalty clause: BSDM may impose a penalty to the maximum of 10% on account of failure in submitting acceptable deliverables and non-adherence of timelines/ deviation in prescribed team structure apart from forfeiture of Performance Guarantee, cancellation of agreement and non-payment. The decision of

7	17	B- Technical Evaluation of Evaluation of Bids Point 3- Organizational Capacity and Project Experience Page 17 of 25	<i>team-structure and will require prior approval of BSDM in this regard.”</i> <i>The CVs of all the district level personnel have to be shared before the project commencement with BSDM for its approval. Once shared and approved by BSDM, there will not be more than 30% change in the district team structure and will require prior approval of BSDM in this regard.</i> The clause states, “The bidders will have to submit successful project completion certificate/ Final Payment Certificate or the like documents which can establish successful submission and acceptance of the study along with Letter of Award/ Agreement etc. along with TOR/scope of work of the assignment in support for the same for completed projects and work order/letter of award/agreement/payment of achieved milestones for ongoing projects”.	CEO, BSDM will be final and conclusive in this regard. No change is envisaged.
8	17	B. Technical Evaluation: Point3: Organizational Capacity and Project Experience Page 17 of 25	The clause states “12 marks for each relevant research experience in the field of conducting Nation-wide (National Scenario) Skill Gap Studies/ Job Demand Supply Survey/ National Market Studies for National Agencies and 10 marks for each relevant research experience in the field of conducting Skill Gap Studies/ Skill Demand Supply Survey in State/Union Territories of India, PwC has been, over the years, involved in conducting skill gap surveys/studies across the geographies of the country and even globally. We request that any study covering more than 1 state should be treated as a national study and similarly any study covering more than 1 district should be treated as state level study.	➤ 12 marks for each relevant research experience in the field of conducting Nation-wide (National Scenario) Skill Gap Studies/ Skill Demand Supply Survey/ Job Market Studies for National Agencies ➤ 10 marks for each relevant research experience in the

9	2	Document Fee and Tender Processing Fee	Document Fee and Tender Processing Fee: All Applicants have to pay a non-refundable Document Fee of Rs. 15,000/- (Rupees Fifteen Thousands only) and Tender Processing Fee of Rs. 1,180.00 (One Thousand One Hundred Eighty only) through e-payment mode (i.e. NEFT/RTGS/Credit Card/Debit Card) on E-Proc Portal.			UTs. ➤ For the purposes of evaluation, a study/survey would be considered as sub state if it covers more than five districts or more than half of the total number of districts in that state. ➤ Any study named other than skill gap analysis will be considered only if terms of reference/ scope of work contains amongst other skill gap studies. ➤ In case any prior experience documents are in language other than in English or Hindi, the bidders will also need to submit/upload a translation thereof in English Language.
						No Change in RFP condition envisaged.

10	8	Scope of work Point 1 of Demand Side Analysis Page 8 of 25	1. Identification of priority sectors and related industries for each district in the state of Bihar and validation of priority sector with district level representatives. Special focus may also be on sectors like Agriculture and Animal Husbandry, Fishery and Poultry, Handloom and handicrafts, which employ more than half of the population including considerable proportion of women and marginal communities.	The consultant wants to confirm a tentative list of the major priority sectors along with sectors with special focus on Agriculture and Animal Husbandry, Fishery and Poultry, Handloom and handicrafts. Finalization of list of priority sectors at initial stage would be helpful in defining the scope of work and study budget.	No Change in RFP condition envisaged.
11	10	Scope of work IV- Approach & Methodology Methodology- Point 3 Page 10 of 25	Sample Size calculation for supply side- There are 38 districts, 101 subdivision, 534 blocks and more than 44000 villages. The sample size should take into account the total working age population as per recent census and may vary as per the population of each district. The minimum sample size for mapping the youth aspiration may be 350-400 per district but may vary as per the size of the district.	It is mentioned in the ToR that the minimum sample size for mapping the youth aspiration may be 350-400 per district but may vary as per the size of the district. The Consultant wants to reconfirm that minimum 350-400 sample of youth would be collected from each districts and the sample would be taken from all the 38 districts.	The minimum sample size is mentioned in the RFP. However bidders have to decide the sample size as per the statistical approach, depending on the size of universe.
12	11	Duration of Assignment Page 11 of 25	BSDM may impose a penalty to the maximum of 10% on account of failure in submitting acceptable deliverables and non-adherence of timelines apart from forfeiture of Performance Guarantee, cancellation of agreement and non-payment. The decision of CEO, BSDM will be final and conclusive in this regard.	There may be some delay due to unavoidable circumstances or delay in data collection from the demand side stakeholders. Hence, the Consultant requests to relax the condition of penalty.	It is already provided in the existing document.

13	13	Instruction to the Bidders- D-Manpower Deployment of point 3- Other Terms of reference Page 13 of 25	Manpower Deployment: Selected bidder must deploy personnel with requisite qualification and sufficient experience for conducting this study as per the scope mentioned under this RFP. Minimum deployment of 15 personnel at district level will be required in addition of Team leader (1) and Two (2) State level resources. It is to reconfirm that the personnel at district level would be the Researchers and Enumerators for qualitative and quantitative data collection respectively. The deployment of specific number of manpower in a specific district at any point of time shall be at the discretion of the bidder as per the requirement.	The ToR mentions minimum deployment of 15 personnel at district level will be required in addition of Team leader (1) and Two (2) State level resources. It is to reconfirm that the personnel at district level would be the Researchers and Enumerators for qualitative and quantitative data collection respectively. The deployment of specific number of manpower in a specific district at any point of time shall be at the discretion of the bidder as per the requirement.	It is already provided in the existing document.
14	15	Technical Bid and Evaluation: Point 2 of Preliminary Eligibility Criteria: Page 15 of 25	The Bidder's Organization should have a minimum average annual turnover (AATO) of Rs. 20 Crores or above over in the last three financial years i.e. 2015-16, 2016-17 and 2017-18 and should have a positive Net Worth as on 31-03-2018.	The Consultant requests to relax the minimum average annual turnover criteria so that agencies with lesser turnover having experience of conducting skill demand gap survey, market study can also apply for the bid.	RFP condition will prevail.
15	16	Technical Bid and Evaluation: Point 4 of Preliminary Eligibility Criteria: Page 16 of 25	4. As on date of submission of proposal, The Agency must have on its pay roll at least 100 technically qualified personnel in the area of consulting/ advisory/ research services.	The Consultant has a pool of Consultants and Experts who work on project basis but not on regular payroll. Therefore, the Consultant requests to relax this criterion.	RFP condition will prevail.
16	17	B- Technical Evaluation of Bids Point 3.	Note: The bidders will have to submit successful project completion certificate/ Final Payment Certificate or the like documents which can establish	Many of the clients/departments do not issue the completion certificate to the agency so in that case the Consultant can provide Contracts/work orders of the	RFP condition will prevail.

17	10	Organisational capacity and project experience Page 17 of 25	successful submission and acceptance of the study along with Letter of Award/ Agreement etc. along with TOR/scope of work of the assignment in support for the same.”	projects.	
18	11	III. Outcome of the Study (but not limited to) of Scope of Work Page 10 of 25 Duration of Assignment Page 11 of 25	Note- If during the course of execution of the project, any revisions or additions to the work are to be made to meet the goals of BSDM for this RFP, all such changes shall be carried out within the contract price only. BSDM may impose a penalty to the maximum of 10% on account of failure in submitting acceptable deliverables and non-adherence of timelines apart from forfeiture of Performance Guarantee, cancellation of agreement and non-payment	In case there is any substantial change/ addition in the project scope during the course of execution of the assignment, we would request you to revise the contract value proportionately	RFP condition will prevail.
19	12	1. Completeness of Response of Instruction to Bidders Point C. Permissibility of Consortium/ Joint Venture (Maximum One Organization) Page 12 of 25	All instructions/communications from BSDM will be made to the Lead Partner only.	As the performance guarantee acts as the security amount against possible failures on the part of the Consultant, we would request you to waive the penalty of 10% to reduce financial burden on the Consultant.	RFP condition will prevail.
20	13	Instruction to the Bidders-	Minimum deployment of 15 Personnel at district level will be required in addition	Kindly confirm whether the Client will provide the following facilities: Kindly mark all instructions/communications to the Lead Partner as well as the Consortium partner.	RFP condition will prevail.
					Please refer to financial bid format uploaded on e-proc.

		D-Manpower Deployment of point 3- Other Terms of reference Page 13 of 25	of Teamleader and Two State level resources which will be headquartered at BSDM office.	• Laptops for staff; • Internet facility; • Printers, scanners, photocopy machine, fax machine; • Office stationery; • Telecom facilities; • Transportation for sites for Official purpose. Please clarify the cost of office maintenance i.e. electricity and water will be borne by whom.	There should be single quote all inclusive, and BSDM shall not be liable for providing any other facility.
21	13	Instruction to the Bidders- D-Manpower Deployment of point 3- Other Terms of reference Page 13 of 25	The proposed Team-leader will not be allowed to be changed under any circumstances and will have to work till project completion. There will not be more than 50% change in the state team structure and will require prior approval of BSDM in this regard.	Kindly consider allowing the replacement of Team Leader in any kind of unforeseen circumstances or in situation beyond the control of the Consultant. We request you not to restrict the change in the state team structure. However, the same shall be done always with the prior approval of BSDM.	Added through corrigendum as below. Please refer corrigendum. Penalty clause: BSDM may impose a penalty to the maximum of 10% on account of failure in submitting acceptable deliverables and non-adherence of timelines/ deviation in prescribed team structure apart from forfeiture of Performance Guarantee, cancellation of agreement and non-payment. The decision of CEO, BSDM will be final and conclusive in this regard.
22	13	Instruction to the Bidders- D-Manpower Deployment of	Once shared and approved by BSDM, there will not be more than 30% change in the district team structure and will require prior approval of BSDM in this regard.	We request you not to restrict the change in the district team structure. However, the same shall be done always with the prior approval of BSDM.	RFP condition will prevail.

23		point 3- Other Terms of reference Page 13 of 25	An amount equivalent to 10 %of the total value of the Contract will have to be deposited by the successful bidder as performance guarantee in form of demand draft/ Bank Guarantee issued from a Scheduled/Nationalized Bank in favour of "Bihar Skill Development Mission" payable at Patna within 30 days of issuance of LOA.		We request you to kindly reduce the Performance security to an amount equivalent to 5% of the value of contract to avoid financial burden on the bidder.	RFP condition will prevail
24	14	Instruction to the Bidders- H. Performance Guarantee of point 3- Other Terms of reference Page 14 of 25				
25	15	Technical Bid and Evaluation: Point 2 of Preliminary Eligibility Criteria: Page 15 of 25	The Bidder's Organization should have a minimum average annual turnover (AATO) of Rs.20 Crores or above over in the last three financial years i.e. 2015-16, 2016-17 and 2017-18 and should have a positive Net Worth as on 31-03-2018.		We request you to cut down the average annual turnover slab for eligibility to at least 9 Crores that competent firms with significant experience and expertise can also participate.	RFP condition will prevail
26	16	B- Technical Evaluation of Bids Point 2- Team Qualification & Experience Page 16 of 25	The Team leader and State level resources must possess postgraduate degrees and have 5 years and 3 years' experience in relevant field.		Kindly mention the subject in which the Team leader and State level resources must possess their post graduate degrees in and also the field of experience required.	No further clarification needed. Please refer RFP document.
27	17	B. Technical Evaluation: Point 3: Organizational	"12 marks for each relevant research experience in the field of conducting Nation-wide (National Scenario) Skill Gap		Kindly explain how the marking will be done to reach a maximum of 55 cumulative marks considering a single project can be assigned either 10 or 12	Explained in RFP. Please also refer to the corrigendum.

		Capacity and Project Experience Page 17 of 25	Studies/ Skill Demand Supply Survey/ Job Market Studies for National Agencies and 10 marks for each relevant research experience in the field of conducting Skill Gap Studies/Skill Demand Supply Survey in State/Union Territories of India, subject to cumulatively maximum of 55 marks.	marks.	
27	18	Clause 7- Payment Terms Page 18 of 25	On Approval of Inception Report- 10% On Approval of 1st interim Report- 20% On Approval of 2nd interim Report- 30% On Approval of Final Report- 40%	Request you to revise the payment structure as follows, to enable smooth implementation of the project: On Approval of Inception Report - 10% On Approval of 1st interim Report - 30% On Approval of 2nd interim Report - 40% On Approval of Final Report - 20%	RFP condition will prevail
28	9	Scope of work Point 5- II- supply side Analysis Page 9 of 25	Identification of District wise self-employment and entrepreneurship skills potential.	In terms of identification of District wise self-employment and entrepreneurship skills potential, our approach may also include support in terms of financial & training development for the youths. Please advise if this is to be covered under the scope of work?	No further clarification needed. Please refer RFP document and corrigendum.
29	9	Scope of work Point 3- II- supply side Analysis Page 9 of 25		The scope of work will also include assessment of initiatives from the Central Government, NGOs, Private institutes along with the Bihar Government initiatives. Please advise if this understanding is correct.	Yes. All the initiatives whether from Government or Non-Government, whether free, subsidised or fully paid shall have to be included.
30				We will be working closely with the district authorities. Hence the district wise population census to understand and plan the activities towards the approach of overall project execution will be provided by the district authorities or by the Ministry	Refer RFP. BSDM shall only facilitate.

31				of Labour. Please advise. We wanted to understand the target population for conducting the Youth Aspiration Mapping study i.e. what is the age, skill, education level to be kept in mind while conducting the study? Please advise.	As per MSDE norms.
32	15	Technical Bid and Evaluation: Point 2 of Preliminary Eligibility Criteria: Page 15 of 25	The Bidder should have a minimum average annual turnover of Rs. 20 Crore	The turnover seems to be high. Can you consider revising it to Rs. 15 crore.	No change is envisaged.
33	15	Technical Bid and Evaluation: Point 3 of Preliminary Eligibility Criteria: Page 15 of 25	The Agency must have conducted skill gap study/ skill demand supply survey/ job market study in at-least one State of India/ Union Territories of India or a National/ International Level Study.	Are Training Need Assessment (TNA) under various livelihood projects and market studies are in line with this criteria. Also if socio economic surveys would be considered in line with this criteria?	TNA may be considered but Socio-economic surveys is not in line with this Criteria.

The intended agencies are kindly requested to take note of the above and Corrigendum published on the website while preparing and submitting their response the said limited RFP.



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