

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 10<sup>th</sup> January, 2019 at 11.30 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 14.01.2019, which must be referred before submission of proposal by the interested bidders.

S. No.	Existing Clause in RFP/Reference Section	Question/ Clarification / Request Raised	Response by BSDM
1	<b>Earnest Money Deposit (EMD)</b>	Kindly indicate the tentative time for refunding the EMD as applicable in case agency if selected or not.	The EMD of unsuccessful bidder will be returned after execution of agreement with successful agency or completion of Bid validity period whichever is earlier.
2	<b>Scope of Work:</b> <b>I. Demand Side Analysis (Point No. 3, 5)</b> <b>III. Outcome of the Study (Point No. 2)</b> (Page 8 and 9 of 24)	In our experience of conducting similar skill gap studies it has been observed that district human resource demand/ supply is generally estimated through factors like – Sector wise Gross District Domestic Product (GDDP), District level LFPR/ WPR, Migration rates etc. However, GDDP data points for (2011-12 series) have not been published. We request adequate support from BSDM to ensure availability of similar data through relevant departments at state/ central govt. level like – State level: Economics & Statistics, Labor & Employment, Industry & Commerce etc. Central level: Office of the Registrar General and Census Commissioner, Ministry of Statistics & Programme Implementation (MOSPI) etc.	Added through corrigendum. The selected agency will have to use its resources to gather all relevant data from respective Central/ State agencies. However, BSDM will also support the selected agency in this endeavour in best suitable manner.
3	<b>Scope of Work:</b>	In our experience of conducting similar skill gap studies it has been observed that in order to map and assess impact of migration pattern – the inter/ intra	The selected agency will have to use its resources to gather all relevant data

<p><b>II. Supply Side Analysis (Point No. 2)</b> (Page 9 of 24)</p>	<p>state migration data was published in 2001 census and 2011 census publishes provisional figures (published 2015) covering the very limited aspects of migration. In addition to this, latest NSSO report on migration was dated 2007-08 (published in 2011). We request adequate support from BSDM to ensure availability of similar data through relevant departments at - Office of the Registrar General and Census Commissioner and Ministry of Statistics &amp; Programme Implementation (MOSPI).</p>	<p>from respective Central/ State agencies. However, BSDM will also support the selected agency in this endeavour in best suitable manner.</p>
<p><b>4</b></p> <p><b>Duration of Assignment:</b> 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. (Page 11 of 24)</p>	<p>Please confirm that the BSDM will regularly review the progress under the study and provide feedback within 5 working days or whichever being agreed from the date of submission of the project deliverables and to complete the Project on time. All secondary data/ supporting information request raised by the selected bidder to BSDM will be responded to and information provided within 7 working days from date of submission of request. The time taken by BSDM to provide feedback or to respond to data request will not be included in the delivery timelines of the Selected Bidder.</p>	<p>RFP Condition will prevail. No Change.</p>
<p><b>5</b></p> <p><b>Instructions to the Bidders</b> <b>1. Completeness of Response</b> C. RFP should be submitted by the Agencies as Sole applicants only. No consortium or Joint venture or association of any kind is allowed. (Page 12 of 24)</p>	<p>In our experience of conducting the similar skill gap studies – we found that engaging key subject matter experts with local knowledge and other entities like specialized survey agency/ think tanks/ research institutions leads to better outcome for the study. Therefore, we request to allow consortium/ JV/ association. However, the Preliminary Eligibility Criteria should be mandatory for the lead bidder only. This may help BSDM to get more competitive and quality bids.</p>	<p>RFP Condition will prevail. No Change</p>

6	<p><b>3. Other Terms of Reference</b></p> <p><b>D. Manpower Deployment:</b> 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 Four State level resources who will be deployed whole time at BSDM office. (Page 12 of 24)</p>	<p>In our experience of conducting the similar skill gap studies – it should be noted that deployment of full time personnel at BSDM office wouldn't result into efficient resource utilization from the perspective of following:</p> <ul style="list-style-type: none"> <li>- 15 personnel and 4 state level resources - are expected to be on field travelling across 38 districts. This will be required during the Survey Phase of project.</li> <li>- The involvement of state level resources along with Team Leader becomes critical in Inception Phase as well as Analysis &amp; Report Preparation Phase.</li> <li>- Therefore, engaging all above mentioned resources on a full time basis, will increase the financial implication for BSDM.</li> </ul> <p>Alternatively, if the resource are deployed as in when required – will result into most competitive bids for BSDM. Therefore, we request that resource deployment should not be made full time.</p>	RFP Condition will prevail. No Change.
7	<p><b>Point 6. Evaluation of Bids under Instructions to Bidders:</b></p> <p><b>Point (B). Technical Evaluation Point(C). Financial Bid Evaluation</b> (Page 15 to 17 of 24)</p>	<p>Since, this is a study proposed as part of SANKALP which is a World Bank assignment - a method of QCBS could be followed according to World Bank's evaluation norms. In order to bring more value and quality to study outcomes – it is request that if 80% of the weightage is given to technical proposal and 20% to financial proposal.</p>	RFP Condition will prevail. No Change
8	<p><b>Point 7. Payment Terms: Milestone Based Payment</b> (Page 17 of 24)</p>	<p>It is requested if under point '7. Payment Terms' could be in commensurate in line with invested efforts and cost incurred by agency on field to achieve the project milestone. We request for following changes to be made:</p> <ul style="list-style-type: none"> <li>➤ On Approval of 1st Interim Report 35% in stead of 20% of the Project Cost.</li> <li>➤ Accordingly On Approval of Final Report 25% in stead of 40% of the Project Cost.</li> </ul>	RFP Condition will prevail. No Change

9	<p><b>Point 6. Evaluation of Bids under Instructions to Bidders:</b></p> <p><b>Point A. Preliminary Eligibility Criteria</b></p> <p><b>Turnover in the last 3 Years</b></p> <p>Also submit Audited Financial statements for all the FYs: (Page 15 of 24 and TECH-2, Page 20 of 24)</p>	Please confirm if the provisional statement of FY 17-18 could be submitted instead of audited one.	RFP Condition will prevail. No change.
10	<p><b>Annexure-II</b></p> <p><b>Power of Attorney in favour of Authorized Representative</b> (Page 22 of 24)</p>	Please confirm if board resolution could be submitted highlighting the authorized representative. This is widely accepted across central/ state level department/ ministries. In a Member Firm structure PoA is generally not available.	Board Resolution will be accepted. Added through corrigendum.
11	<p><b>Instructions to the bidders</b></p> <p><b>Point-1</b></p> <p>C- RFP should be submitted by the agencies as Sole applicants only. (Page 12 of 24)</p>	1. Can a group company having subsidiaries apply for the bid?	RFP Condition will prevail. No Change. The group company or subsidiary company is separate legal entity and only their respective credentials will be counted.
12	<p><b>Instructions to the bidders</b></p> <p><b>Point 3-</b></p> <p><b>D- Manpower Deployment</b> (Page 12 of 24)</p>	1. Who all need to be full time deployed at the office?	Already explained in RFP.
13	<p><b>Organizational Capacity and Project Experience</b></p> <p><b>National Level Study</b> (Page 16 of 24)</p>	<p>1. Can we showcase international experience? The marks allocation will be same as National Level. Please clarify</p> <p>2. Will the project for conducting need assessment survey at district level be considered? What will be the scoring pattern for the same.</p>	<p>1. International studies will be treated equivalent to National Studies for evaluation purposes.</p> <p>2. No</p> <p>&gt; Only the International/ National or State Level Skill Gap Studies/ Skill</p>

			Demand Supply Survey/ Job Market Studies will be considered. >Any study named other than skill gap analysis will be considered only if the target beneficiary is the entire universe of State or Nation and terms of reference/ scope of work contains amongst other skill gap studies.
14	<p>Technical Bid evaluation- A. Preliminary Eligibility Criteria- <b>Point-4</b> The Agency must have on its pay-roll at least 100 technically qualified personnel in the area of consulting/ advisory/ research services.</p> <p>(Page 15 of 24)</p>	Is there any minimum number of years months of experience a person has or number of projects he/she has worked?	RFP Condition will prevail. No change. 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.
15	<p>Technical Evaluation B. Evaluation Criteria of Technical Proposal <b>Point 2- Team Qualification and Experience:</b> <b>Proposed team structure</b> (Page 16 of 24)</p>	<p>1. Please clarify on the number people to be deployed per district. 2. What will be the roles and responsibility of 4 state level coordinator –</p>	RFP condition will prevail. No Change. The focus will be to achieve the goal of assignment within stipulated timeline with desired quality.
16	The RFP does not limit the liability of the bidder.	We request if the bidder's liability can be limited to the value of the fees.	Limitation of Liability: Liability of the successful bidder will be limited to the value of project. Added through Corrigendum.
17	Technical Bid Evaluation B. Technical Evaluation	We request if the emphasis on National level skills gaps is removed or reduced.	Please refer corrigendum for modification/changes in EVALUATION

<p>Point- C <b>Organizational capacity and Project Experience</b></p> <p>*Relevant research experience in the field of conducting Nation-wide (National Scenario) Skill Gap Studies/ Skill Demand Survey/ Job Market Studies for National Agencies.  (Page 16 of 24)</p>	<ol style="list-style-type: none"> <li>1. As only very limited organizations have experience of carrying out National level skill gap assessments.</li> <li>2. Most skill gap studies in the recent years are State specific. We suggest if the scoring can be restricted to skill gap studies.</li> </ol>	<p><b>CRITERIA OF TECHNICAL PROPOSAL (ST) under "category 3 of ORGANISATIONAL CAPACITY AND PROJECT EXPERIENCE"</b></p>
<p>18 <b>Clause A of Preliminary Eligibility Criteria, Point 2:</b>  (Page 15 of 24)</p>	<p>It is requested to minimize the turnover requirement to 10 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.</p>	<p>RFP Condition will prevail. No Change</p>
<p>19 <b>(A) Preliminary Eligibility Criteria:</b> The bidders (PIAs) should satisfy the following eligibility criteria to qualify for the Technical Evaluation. Proposals not meeting the eligibility criteria and not containing the supporting documents will be summarily rejected.</p>	<p>We hereby request the department to kindly clarify whether the given RFP is specifically for Project Implementation Agencies (PIAs) and if Consulting Firms are allowed to participate in the same.</p>	<p>PIAs should be read as agencies/organizations. Consulting firms are also eligible.</p>
<p>20 <b>Technical Evaluation B. Evaluation Criteria of Technical Proposal</b></p>	<p>We hereby request you to kindly provide clarify whether we are required to provide only 1 Team Leader and 4 State Level Resources CV's in the given proposal.</p>	<p>Yes ➤ CVs of Team leader and Four State level resources need to</p>

	<b>Point 2- Team Qualification and Experience</b>  (Page 16 of 24)		
21	<b>Technical Bid Evaluation</b> B. Technical Evaluation Point-C <b>Organizational capacity and Project Experience</b>  (Page 16 of 24)	<p>We hereby request the department to kindly relax the number of assignments to broaden the participation. The clause may be suitably amended and an entity with 1 project be awarded maximum marks. The clause may be amended as follows:</p> <p>*Relevant research experience in the field of conducting Skill Gap Studies/ Skill Demand Survey, in at-least 01 State/Union Territories of India (State/UT Specific Skill Gap Study)</p> <ul style="list-style-type: none"> <li>20 marks for each state skill gap study, subject to maximum 20 marks - Maximum Points (20)</li> </ul> <p>*Relevant research experience in the field of conducting Nation-wide (National Scenario) Skill Gap Studies/ Skill Demand Survey/ Job Market Studies for National Agencies.</p> <ul style="list-style-type: none"> <li>20 marks for each national level study, subject to maximum 20 marks - Maximum Points (20)</li> </ul> <p>*Total Marks: Maximum Points (40)</p>	<p>be submitted along with Technical Bid.</p> <p>➤ CVs of District Level Resources will have to be submitted at the time of execution of agreement.</p> <p>Please refer corrigendum for modification/changes in EVALUATION CRITERIA OF TECHNICAL PROPOSAL (ST) under "category 3 of ORGANISATIONAL CAPACITY AND PROJECT EXPERIENCE"</p>
22	<b>Clause A of Preliminary Eligibility Criteria, Point 3:</b>  (Page 15 of 24)	<p>Does the study has to be an exclusive skill gap/demand study or can we show studies where skill gap was a part of the larger analysis? Also can proof of such studies be in the form of a closure email or final payment receipt? Can international studies be shown?</p>	<p>Please refer point 13 above (i.e. explained in Sl. No. 13).</p>
23	<b>Payment of Non-refundable Document fee and Tender Processing fee by the applicant. Submission of Earnest Money Deposit (EMD).</b>	<p>Exemption from tender processing fee, earnest money deposit (EMD) and document fee. (As agency is an autonomous institution under DOPT, GOI and has conducted many studies on skill gap for Ministries and Govt. Departments).</p>	<p>RFP Condition will prevail. No Change.</p>

24	Clause A of Preliminary Eligibility Criteria, Point 2: (Page 15 of 24)	For relaxation of the condition.	RFP Condition will prevail. No Change.
25	Clause A of Preliminary Eligibility Criteria, Point 4: (Page 15 of 24)	For relaxation of the condition.	RFP Condition will prevail. No Change.
26	C. Financial Bid Evaluation (Page 17 of 24)	Request to change the evaluation type to Quality and Cost Based System (QCBS) instead of Technically eligible lowest bidder.	RFP Condition will prevail. No Change.
27	Bidders must score a minimum of 60 marks to qualify for financial bid opening stage. (Page 16 of 24)	Request to increase the minimum score to be qualify for financial bid opening to 80 or at least 70.	RFP Condition will prevail. No Change.
28	Instructions to the bidders Point 3- D- Manpower Deployment (Page 12 of 24)	Request to relax the criteria on the core team having to be deployed to the client location for the duration of the project. It may be on a weekly review meetings conducted between the core team and project management to ensure smooth functioning of the project.	RFP Condition will prevail. No Change.

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.

  
Principal Secretary,

Department of Labour Resources, Government of Bihar,

Niyojan Bhawan, Patna – 800001

-cum- Chief Executive Officer, Bihar Skill Development Mission