

Request for Proposal (RFP) for Engagement of Project Management Unit (PMU) for Providing Consultancy Services for Policy Framework & Advisory Services to the Department of Tourism, Government of Bihar

S. No	Bidding Document Reference (Number//Page)	Content of RFP requiring Clarification	Points of Clarification Required	Suggestions (If Any)	Response to Queries
1	Glossary	The bidder's representative / officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.	The bidder's representative / officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA)/ Board Resolution (BR) from the competent authority of the respective Bidding firm.	Please refer to annexure 6 of the RFP wherein the template has been provided for Board Resolution along with the Power of Attorney.	<ul style="list-style-type: none"> Annexure 6 Refers to "Prescribed Proforma for Financial Bid" and Annexure 7 refers to "Power of Attorney" Kindly submit either POA or Board Resolution. For Board resolution no format is prescribed.
2	Fact sheet	Last date for submission of proposal	The department may consider to extend the due date for bid submission by at least 2 weeks.		<p>Last date of submission of Proposal by Bidders - 11/09/2023; 03:00 PM</p> <p>Date of Technical Presentation – 12.09.2023; 10:00 am onwards</p>
3	Fact sheet	Non-refundable cost of RFP document INR 5000/- (INR Five Thousand Only) – Non-refundable	Please suggest as to in favour of whom and in what shape (demand draft etc.) the amount has to be paid		DD to be made in favour of Director Tourism, drawn on any scheduled Bank Payable at Patna
4	Page 3 Project Duration	The selection of Bidders shall initially be for a period of 02 (Two) years with provision for annual extensions, if required by the Department of Tourism, Government of Bihar, on the existing terms & conditions.	Clarification may be given on up to how many years the annual extension will be given.		As per RFP
5	Page 3 Eligibility Criteria Consulting Experience	Documentary Evidence: The Bidder should be able to submit following documentary evidence: Work Order Contract agreement	The department may kindly consider submission of either of the two documents.		Documentary Evidence: The Bidder should be able to submit either of the following documentary evidence: Work Order/ Contract agreement

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6	(Page No.-3) General eligibility Annual turnover and Net worth	"The Bidder must have an average annual turnover of INR 200 crores or above in 5 consecutive Financial Years (FY 2017-18, 2018-19, 2019-20, 2020-21, 2021-22) from consultancy services only rendered in India. Documentary Evidence: " • A certificate from Chartered Accountant should be submitted. • Audited Financial Statements of the relevant years shall be submitted	"The Bidder must have an average annual turnover of INR 500 crores or above in 5 consecutive Financial Years (FY 2017-18, 2018-19, 2019-20, 2020-21, 2021-22) from consultancy services only rendered in India. Documentary Evidence: " • A certificate from Chartered Accountant should be submitted.	This is too weed out non-serious firms and only. Necessity of audited financial statement of the relevant years may be done away with as it will make the bid response document voluminous.	As per RFP
7	(Page No.-6) Bid Security	The Bid Security shall be returned to the unsuccessful Bidders after the signing of Agreement between DoT and the Successful Bidder. between DoT and the Successful Bidder.	The Bid Security shall be returned to the unsuccessful Bidders after 30 days from the bid submission date as mentioned in the fact sheet.	There have been found to be instances wherein signing of the agreement between the parties takes a long time hence it is desirable that provision be kindly made to ensure that bid security is returned to the unsuccessful bidders on a fixed time after bid submission date considering the time which may be required by the department for bid process management	As per RFP
8	Evaluation of Technical Proposals Key Experts' Qualifications and Competence	2 extra marks for experience of working with any department/s of Government of Bihar for a minimum period of 3 years	2 extra marks for experience of working with any department/s of Government of Bihar for a minimum period of 3 years including period of minimum 1 year in the field of investment promotion	It can be understood that having experience in Bihar should be considered an advantage for the position but taking into account the nature of work to be performed by the expert, prior experience in the area of investment promotion with any department of Bihar should also be prioritized.	As per RFP

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	Infrastructure & Investment Expert (Page No.-7)				
9	9.1 Evaluation of Technical Proposals 3. Key Experts' Qualifications and Competence 3b. Policy Expert specialized in tourism (Page No.-8)	1 extra mark for experience of working in events organized in Bihar	1 extra mark for experience of working in events organized for any state govt. of India	It is envisaged that policy expert specialised in tourism brings along the experience of drafting the best policies from across the country and world, hence, this criteria seems to be exclusionary in nature and somewhat giving preference to persons/organisations which has already worked with department of tourism.	As per RFP
10	Minimum qualifications and experience required for the team and their indicative job descriptions (Page No. 10)	9.1 Evaluation of Technical Proposals 3. Key Experts' Qualifications and Competence 3b. Policy Expert specialised in tourism (Page No.-8)	6. Investment Promotion Expert	The department may consider deployment of a dedicated Investment Promotion Expert with qualification BE/BTech/MBA/PGDM and at least 5 years of experience with the central/state govt	As per RFP
11	ANNEXURE 3: Turnover Details (Page No.-17)	Note: Attach Copy of Audited Financial Statement for the Last 3 Financial Years	Necessity of audited financial statement of the relevant years may be done away with as it will make the bid response document voluminous.		Attach CA Certificate for the Last 3 Financial Years. Audited Statements not mandatory
12	ANNEXURE 6: Power of Attorney (Page No.-23)	ANNEXURE 6: Power of Attorney	ANNEXURE 7: Power of Attorney/Board Resolution	Annexure 6 has been repeated. Prescribed Proforma for financial bid submission has been given in annexure-6 in the preceding page. For Board Resolution, there should not be any proforma, however it should clearly provision for the	<ul style="list-style-type: none"> Annexure 6 Refers to "Prescribed Proforma for Financial Bid" and Annexure 7 refers to "Power of Attorney" Kindly submit either POA or Board Resolution. For Board

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				signing authority with the powers to commit the authorizing organization to a binding agreement.	resolution no format is prescribed.
13	Clause 3 Point 2Page 3	Annual Turnover - The Bidder must have an average annual turnover of INR 200 crores or above in 5 consecutive Financial Years (FY 2017-18, 2018-19, 2019-20, 2020-21, 2021-22) from consultancy services only rendered in India	We would like to highlighting the fact that this requirement is very high compared to the fee to be generated out of the project. In this connection, Notification no. F.18/13/2020-PPD dated 13th July 2020 of the Ministry of Finance, Government of India may be referred. Accordingly, we request to kindly reduce the average annual turnover from consultancy during last 5 Financial Years from INR 200 crore to INR 30 crore.		As per RFP
14	Clause 3 Point 3Page 3	Consulting Experience: Experience of at least one assignment in tourism as PMU for Tourism Ministry/ State government tourism department in last five years. The duration of PMU shall not be less than 12 months and the consultancy fee of such project should be at least Rs. 1 Cr excluding taxes	We request you to kindly modify the clause as under: Experience of at least one assignment in tourism as PMU for Tourism Ministry/ State government tourism department in last ten years. The duration of PMU shall not be less than 12 months and the consultancy fee for such project should be at least Rs. 1 Cr excluding taxes.		As per RFP
15	Clause 3 General Eligibility Criteria (3) Consulting Experience	Experience of at least one assignment in tourism as PMU for Tourism Ministry/ State government tourism department in last five years. The duration of PMU shall not be less than 12 months and the consultancy fee of such project should be at least Rs. 1 Cr excluding taxes;	We kindly request to consider experience in project implementation support for Tourism Ministry/State government/ tourism department/ tourism development corporations in last five years.	Experience of at least one assignment in tourism as PMU/ Implementation Support for Tourism Ministry/ State government tourism department/ tourism development corporations in last five years. The duration of PMU shall not be less than 12 months and the consultancy fee of such project should be at least Rs. 1 Cr excluding taxes;	As per RFP
16	Clause 9.1. Evaluation of Technical Proposals	Description Max. Marks A) Experience of ongoing/ completed Program/Project Management Unit (PMU)	We kindly request you to include experience in undertaking implementation support assignment with tourism development corporation	Description Max. Marks A) Experience of ongoing/ completed Program/Project	As per RFP

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	(1) Specific experience of the Consultant relevant to the Assignment Page 14	assignments for Tourism Ministry/ State Government Tourism Department or State Tourism Each project- 4 marks (Max - 20 marks)	as eligible engagements under this evaluation criteria.	Management Unit (PMU)/ implementation support assignments for Tourism Ministry/ Each project- 5 marks (Max - 20 marks)	
17	Clause 3. Key Experts' Qualifications and Competence (3a) Infrastructure & Investment Expert	2 extra marks for experience of working with any department/s of Government of Bihar for a minimum period of 3 years	The requirement of experience of working with any department/s of Government of Bihar for a minimum period of 3 years is restrictive. We kindly request you to consider reducing it to 1 year. Kindly consider.	2 extra marks for experience of working with any department/s of Government of Bihar for a minimum period of 1 year.	As per RFP
18	Clause 3. Key Experts' Qualifications and Competence (3b) Policy Expert specialized in Tourism	1 extra mark for experience of working with any department of Government of Bihar for a minimum period of two years	The requirement of experience of working with any department/s of Government of Bihar for a minimum period of two years is restrictive. We kindly request you to consider reducing it to 1 year. Kindly consider.	1 extra mark for experience of working with any department of Government of Bihar for a minimum period of 1 year.	As per RFP
19	Clause 9.1. Evaluation of Technical Proposals Position: Infrastructure & Investment Expert Page 16	MBA/ PGDM with minimum 10 years of overall experience Must have 7 years of consulting experience in any Central/ State Government At least 3 Years of experience with tourism ministry/ state tourism department/ tourism corporation	Request you to kindly consider Master in Planning as eligible qualification for the position of Infrastructure and Investment Expert	MBA/ PGDM/ Master in Planning with minimum 10 years of overall experience Must have 7 years of consulting experience in any Central/ State Government At least 3 Years of experience with tourism ministry/ state tourism department/ tourism corporation	As per RFP

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20	Clause 9.1. Evaluation of Technical Proposals Position: Policy Expert Specialized in Tourism Page 16	Policy Expert Specialized in Tourism (On company's payroll for a minimum period 1 Year from the bid submission due date)	Request to kindly consider relaxation in the condition on the proposed experts to be on company's payroll for a minimum period 1 Year from the bid submission due date.	Policy Expert Specialized in Tourism (On company's payroll for a minimum period 1 Year from the bid submission due date)	As per RFP
21	Clause 9.1. Evaluation of Technical Proposals Position: Policy Expert Specialized in Tourism Page 16	Master's degree in Economics/ Public Policy/ MBA/ PGDM with minimum 7 years of overall experience	Request you to kindly consider Master in Planning as eligible qualification for the position of Policy Expert Specialized in Tourism.	Master's degree in Economics/ Public Policy/ MBA/ PGDM/ Master in Planning with minimum 7 years of overall experience	As per RFP
22	Clause 12 Performance Bank Guarantee Page 19	The Bidder shall furnish an Earnest Money Deposit equivalent to 5% of the project value (inclusive of GST) in the form of Bank Draft/ Bank Guarantee in favor of "Director, Department of Tourism, Bihar", payable at "Patna". DoT shall not be liable to pay any interest on the security so made and the same shall be interest free.	Request to kindly consider EMD equivalent to 3% of the project value.	The Bidder shall furnish an Earnest Money Deposit equivalent to 3% of the project value (inclusive of GST) in the form of Bank Draft/ Bank Guarantee in favor of "Director, Department of Tourism, Bihar", payable at "Patna". DoT shall not be liable to pay any interest on the security so made and the same shall be interest free.	The successful bidder shall furnish a Performance Bank Guarantee (PBG) equivalent to 5% of the project value (inclusive of GST) in the form of Bank Draft/ Bank Guarantee in favor of "Director, Department of Tourism, Bihar", payable at "Patna". DoT shall not be liable to pay any interest on the security so made and the same shall be interest free.
23	Fact Sheet Page 7	Last date of submission of Proposal by Bidders - 01/09/2023; 03:00 PM	We kindly request for an extension of 3 weeks for proposal submission from response to queries. Kindly consider.	-	Last date of submission of Proposal by Bidders - 11/09/2023; 03:00 PM Date of Technical Presentation – 12.09.2023; 10:00 am onwards
24	Clause - 02 Page No - 02	Content – 2.1. Detailed Scope of Work	Point – 2.1.7	Since the scope of work requires inputs/ideas publicity campaigns and provide learning and best practices of tourism campaigns at national and international level, hence it is suggested an additional resource "Marketing and Branding Expert" be deployed apart from the other resources mentioned in the RFP.	As per RFP

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25	Clause - 02 Page No - 03	Content – 2.2. Project Duration	Point – 2.2	As per the published RFP, the selection of Bidders shall initially be for a period of 02 (Two) years with provision for annual extensions, it is suggested that the selection be changed to “selection of Bidders for a period of 2 years with provision of 2 years extension at 10% rate increase	As per RFP
26	Clause 9.1 - Evaluation of Technical Proposals	2. Presentation in response to the scope of work	Presence of proposed Team in the presentation	Kindly clarify if any team members proposed for the engagement are required to be present during the technical presentation	Presentation team must include Infrastructure and Investment Expert, Policy Expert specialized in tourism
27	Clause 9.1 - Evaluation of Technical Proposals Minimum qualifications and experience required for the team and their indicative job descriptions	4. Procurement Specialist	Qualification & Experience - MBA/ PGDM/ CA	Qualification Please revise the qualification criteria to MBA/ PGDM/ CA/ M.Tech Experience PQ Total Experience of more than 5 years with at least 3 years in procurement/ Bid process Management/ Contract Management for central/ state government/ Corporation/ PSU TQ Total Work experience More than 5 Years up to 6 years: 5 Marks More than 6 years: 7 Marks	As per RFP

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28	PQ Consulting Experience (pg. no. 3) TQ Specific Experience of the consultant relevant to the assignment (pg. no. 7)	Experience in last 5 Years	Will Completed and ongoing projects in the last 5 Years be considered?	Kindly consider projects which have been completed or ongoing in the last 5 years.	The projects that have started/ ended/ are ongoing in the last 5 years from the date of publication of the RFP, i.e., 11 th August 2023, will be considered for evaluation.