

Bureau of Energy Efficiency

(A Statutory body under Ministry of Power, Government of India)

4th Floor, Sewa Bhawan, R.K. Puram Sector – 1, New Delhi - 110066

Subject: Minutes of Pre-Bid Meeting on RfP for appointment of expert agency for providing professional/expert manpower for Scaling-up EE/RE implementation in Selected SME Paper Clusters.

A web pre-bid meeting against Request for Proposals (RfP) for appointment of expert agency for providing professional/expert manpower for Scaling-up EE/RE implementation in Selected SME Paper Clusters was held on 28th July, 2023 at Bureau of Energy Efficiency, New Delhi.

2. The clarification to the aforesaid RfP is as tabulated below.

Type	Existing Clause/Provision	Remark																													
Clarification	<p>Clause 5 Key Professionals</p> <p>Cluster wise indicative time of each team member for the assignment</p> <table border="1"><thead><tr><th rowspan="2">Position</th><th colspan="5">Sector</th></tr><tr><th>Cluster - 1</th><th>Cluster - 2</th><th>Cluster - 3</th><th>Cluster - 4</th><th>Cluster - 5</th></tr></thead><tbody><tr><td>Project Manager</td><td colspan="5">30%</td></tr><tr><td>Team Leader</td><td colspan="5">50%</td></tr><tr><td>Team Member</td><td>100%</td><td>100%</td><td>100%</td><td>100%</td><td>100%</td></tr></tbody></table>	Position	Sector					Cluster - 1	Cluster - 2	Cluster - 3	Cluster - 4	Cluster - 5	Project Manager	30%					Team Leader	50%					Team Member	100%	100%	100%	100%	100%	To manage the project activities across the all 5 clusters, one team member will be assigned full-time.
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Clarification	<p>Sub-clause 6.3 of Clause 6</p> <p>Qualification Criteria</p> <p>The organization (in case of consortium, the lead-member of the consortium) must be registered/incorporated in India, with at least 10 years of experience in the field of energy efficiency sector.</p>	The prime or lead bidder must have at least 10 years of expertise in the energy efficiency sector and be registered or established in India.																													

Clarification	Consortium is permitted. The consultancy firm / agency may involve one more agency only as partner for meeting work, experience and MoU for such must be submitted.	Agency may allow submitting the consortium bid with one partner.
Clarification	Annual turnover of minimum Rs. 5 crores at least any one year in last three financial years.	There is no relaxation for annual turnover.
Clarification	Agency need to support till commissioning of technologies	Agency shall be responsible for coordinating all the activities till commissioning of technologies and further also submit the final report including of M&V.
Clarification	Key Professionals - Minimum Numbers of Cluster coordinator required and what is their utilization?	The deployment of minimum cluster coordinator is mentioned in RfP at Annexure-I who will be responsible to coordinate all the activities pertain to project at cluster level.
Clarification	mention cluster coordinator name and qualification in supporting docs	Name and CV of cluster coordinators will be submitted by the agency within 15 days of issuance of LoA.
Corrigendum	Last date for submission of proposals is 7/08/2023.	Last date for submission of proposals is 16/08/2023.

This issues with approval of Competent Authority.

Sd/-
Secretary
Bureau of Energy Efficiency