

Date: 16th November 2023

Time: 03:00 PM to 04:00 PM

Medium: Online

Minutes of Pre-bid meeting for clarification on the queries raised against the RfP for hiring of agency for Baseline Data Collection and Verification Audit for Chlor-Alkali Sector under PAT Scheme-reg.

A pre-bid meeting for clarification on the queries raised regarding the RfP floated on GEM (**GeM reference ID: GEM/2023/B/4158054**) for the above-mentioned subject was convened on 16th November 2023 at 03:00 PM virtually on MS Team. BEE made a short presentation on objective of the assignment, team composition, scope of work, Timelines and Terms of Payment, Selection Methodology of the agency.

The following were present in the meeting from BEE and auditing agencies:

1. Shri Ravi Shankar Prajapati, Joint Director
2. Shri Jagadeesan V, Sector Expert
3. Shri Aditya Moghe, Project Engineer
4. Shri Hriday Narayan Sharma, Project Engineer
5. Representative from the following auditing agencies were present: -
 - a. DESL
 - b. Active Energy OPC Pvt. Ltd.

The following queries were discussed and replied during the meeting: -

S. No.	Clause/ Reference	Comment/Suggestion	Reply of queries
1.	3.0 Scope of the Work (Point No - f):	Please clarify that evaluation shall be done using the measured data from the field instrument recorded in DCS (necessary for evaluation) which the unit will provide to the agency. Scope does not include undertaking any field measurements using any external plug-in/ external portable instruments.	In Baseline Audit, evaluation can be done using the measured data from the field instrument recorded in DCS (necessary for evaluation).

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2.	<p>4.1.1 Technical Proposal: (Point No: f)</p> <p>CVs of team members including their roles in the project (a minimum of 1 Accredited Energy Auditors, 1 Sector Expert for Chlor-Alkali and minimum of 2 Certified Energy Auditors/Energy Manager (excluding Accredited Energy Auditors)) shall be there on the role of the organization. <i>Proof of sectoral expertise of sector expert shall be submitted.</i></p>	<p>a) Is there only AEA must be in the agency payroll?</p> <p>b) Please clarify whether the sector expert services can be external on a hired basis.</p>	<p>The team members (AEA and EM/EA) should be on organization payroll.</p> <p>Sector Expert may be on hired basis for fulfilment of job requirements under this RfP.</p>
3.	<p>4.1.2 Financial Proposal:</p>	<p>Price has been asked for is exclusive of GST. However, the gem portal price to be key-in is inclusive of GST. This introduces the possibility of confusion later in price bid evaluation in case some bidder have missed on this point.</p>	<p>It is to be noted that at Gem Portal there is a dedicated cell/column where price including GST need to be mentioned and whereas uploading of Financial Proposal, as per RfP format (Signed PDF), should be of price excluding GST.</p>
4.	<p>1.2 Critical Information</p> <p>Last date for submitting the bid on GeM portal</p>	<p>As per BEE RFP last date of tender submission is 30.11.2023 and as per GEM Website the last date is 22.11.2023 please confirm & clarify this.</p>	<p>The last date is 30.11.2023. The GeM date will be extended as per RfP.</p>

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5.	2.3 Objective of the Request for Proposal (Point No - 2):	Is it necessary to calculate all Scope-1,2 and 3 emissions?	Only Scope-1 and Scope-2 should be considered for emissions calculation.
6.	3.1 Technical Audit:	Does Renewable energy generation need to be added in form-1?	Yes, section to capture present Renewable energy generation will be added in form-1. Baseline report may include future plans also.