

Minutes of the Pre- bid meeting held on 20th June,2016 Invitation for Expression of Interest (EOI) for Hiring of an agency for Capacity Building Scheme through an ECBC Cell in Punjab/ Haryana/ or and Andhra Pradesh

Note: All prospective bidders should send an acknowledgement at sseth@beenet.in or shabnam.bassi@undp.org that they have downloaded the bid document to be eligible.

No requests for time extension for submission of bids would be entertained.

Query	Answer
<p>Invitation for Expression of Interest (EOI) for Hiring of an agency for Capacity Building Scheme through an ECBC Cell in Punjab/ Haryana/ or and Andhra Pradesh</p>	<p>The Eoi is for Hiring of an agency for capacity building scheme through establishment of ECBC cells in Punjab, Haryana & Andhra Pradesh. However if the state govt. of Andhra Pradesh sends a request that they would like to retain ASCI as the agency for establishment of the cell within the time frame of the Eoi, then this would be withdrawn from the scope of the Eoi.</p>
<p>Point no. 1 in ToR states that selected consultant will have to support "new government projects (at least 10) for ECBC implementation and designing ECBC compliance strategies". My understanding is that designing ECBC compliance strategies includes the helping SDA/PWD in incorporating ECBC compliant energy conservation measures for these 10 or so projects, not the compliance forms or checklists. Is this interpretation correct?</p>	<p>The cells would have to provide all necessary support required by the state which includes the designing of ECBC compliant buildings, notifications for amendments, tender specifications, compliance forms and checklists etc. This cell is expected to bridge the knowledge gap in the state. The ToR is self-explanatory in this regard.</p>
<p>To whom will the consultant ultimately be answerable to – SDA or BEE? Who will clear the payments against the deliverables?</p>	<p>A tripartite agreement would be signed between state deptt. / SDA, BEE and the consultant. The duties and responsibilities of each party would be defined clearly in the agreement.</p>
<p>How are EMDs and processing fees to be sent to BEE?</p>	<p>The bidders are requested to submit 1 bid processing fee for the Eoi and separate EMDs for the states that they are bidding for in separate envelopes super-scribed with the name of the state. All bidders may ensure that the EMD and bid processing fee be</p>

	submitted as separate envelopes and not enclosed in financial bids.
What documents should be submitted to prove capacity for travel? How much travel (to sites, for training) is estimated and who will bear the cost of travelling?	The ECBC cell constituted in the State should have the flexibility to travel (on need basis) for coordinating various activities of the PWD/SDA and other municipalities. The bidder would have to bear all the expenses for the travelling related to the activities of the ECBC cell themselves and no reimbursements will be made.
In a joint venture, which party could play the lead role among the two parties of which one is qualifying technically and the one who is qualifying financially.	The lead member declared in the JV would have to fulfill at least 50% of the qualifying criterion and the partner organization would meet at least 25% of the qualifying criterion. Both the JV partners would have to fulfill the overall qualifying criterion.
Is the EMD and Bid Processing amount to be paid for three states separately? There is no mention in EOI.	The bidders are requested to submit 1 bid processing fee and separate EMDs for the states that they are bidding for.
Can the proposed team be changed afterwards if required?	Yes, the bidders have the flexibility to make changes in the proposed team with prior approval of BEE
Point No. 2 in TOR, The roadmap/action plan is to be prepared for existing buildings, upcoming buildings or both.	The roadmap / action plan is to be prepared for new commercial buildings.
Party shall quote the price including service tax or excluding service tax.	The bidders are requested to send all inclusive financial bids.
Point No. 8 in TOR, Physical expenses for conducting the training programmes will be borne by contractor or BEE/SDA?	The physical expenses for conducting the training programs would be borne by the SDA.