

Minutes of Pre-bid meeting

Subject: Appointment of Project Management Agency (PMA) for providing professional/expert manpower at State Designated Agencies (SDAs) for the implementation and enforcement of the activities undertaken by SDAs under “Perform Achieve & Trade (PAT)

Venue: Virtual Pre-bid meeting on Microsoft Teams

Date: 25th June 2021

Time: 1500hrs-1700hrs

Queries and clarification requests received via email and discussed during pre-bid meeting

S.no	Query/Clarification request	Response
TUVSUD South Asia		
1.	<p>1. On Page 6 -The agency participating in RfP can bid for one or maximum two Regions. An agency may be awarded maximum one Region at the discretion of BEE. Whereas on page 40 - The agency participating in the RFP can bid for one or more regions. A single agency may be awarded maximum two regions, at the discretion of BEE - Kindly confirm in how many regions bidder can bid and how many regions will be awarded to one bidder.</p> <p>2. We understand that at each SDA's with sufficient office space will provided by SDA/BEE for the office infrastructure & Manpower.</p> <p>3. As per table – B, it is mentioned that one FE per region is required but quantity mentioned as 3 – kindly confirm how many FE require per region.</p> <p>4. Is finance expert and legal expert manpower to be placed full time in SDA or they need to support remotely.</p> <p>5. The experience of Team Manager</p>	<p>1. Maximum two regions allotted to one agency and single agency can submit their bids for all the regions.</p> <p>2. Yes.</p> <p>3. One FE per region to be ignored. Nos. of FE could be read as follows:- East and NE-3 Nos., West- 3 Nos. North-2 Nos. and South-3 Nos.</p> <p>4. FE and LE to be placed at SDA for full time.</p> <p>5. Experience of AEA shall remain 15 years</p>

<p>and AEA has kept same as 15 years. We request you to consider the AEA with 10 years of experience.</p> <p>6. As per page 10, table C, Sr No. 1 – Kindly specify the purpose of 43 inch LED display unit as all the SDAs must have video conferencing facility?</p> <p>7. As per page 10, table C, Sr No. 1 - Pen drive and hard drive has same purpose; can we provide anyone out of these two, kindly confirm.</p> <p>8. Page 24, clause 3.1 Terms of Payment and clause 2.5 on page 11 - agency has to submit quarterly invoices. It is requested to consider monthly invoices as the agency has to pay the salary of their manpower on monthly basis.</p> <p>9. Kindly confirm in how many days our invoice will be paid.</p> <p>10. Kindly confirm the Limitation of Liability of the bidder for this tender job.</p> <p>11. Considering the high value of EMD, we request you to allow the bidder to submit the EMD of Rs. 10Lakh in the form of Bank Guarantee and request you to provide the format for the same.</p> <p>12. In financial bid on page 39 & 40 – kindly confirm if the bidder has to fill monthly amount of one person or monthly amount of particular category of number of manpower mentioned.</p> <p>13. In case of replacement of person, as mentioned on page 14 – the formula for penalty mentions the mandays quoted rate, however this bid is on monthly amount, kindly elaborate how the penalty will be calculated.</p> <p>14. On RFP Page no. 6. <i>If the agency participating in RfP is an EmAEA firm, the agency is not allowed</i></p>	<p>similar to Team Manager.</p> <p>6. The agency is required to provide 43 inches LED display at every SDA.</p> <p>7. It is better to have both.</p> <p>8. Quarterly invoices shall be submitted.</p> <p>9. At the earliest possible.</p> <p>10. Matching with the contract period subject to satisfactory performance of the agency.</p> <p>11. EMD to be submitted in DD only.</p> <p>12. Monthly amount of particular category multiplied by numbers may be mentioned.</p> <p>13. Already explained in the pre-bid meeting.</p> <p>14. No any work such as MEA, Base line and M&V of the DCs shall be permitted to the selected bidder of the awarded region.</p>
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	<p><i>to serve any audit work like MEA, M&V & baseline to the DCs falling under awarded particular Region. – Our existing long term contracts are going on with some DCs, thus request you to allow the bidder to participate in MEA audit work to the DCs in particular states</i> considering that the MEA audit team and this project teams are different.</p> <p>15. Manpower- all AEA/EM/AE-Master's degree in Engineering/Energy Management or other related field from a recognized University or Institute or equivalent is desirable.- Kindly confirm, whether MBA will be allowed.</p> <p>16. As per page no. 18 of RFP - We understand that bidder shall submit single Bid Processing Fee and EMD, irrespective of the number of Regions for which the financial bids have been submitted, kindly confirm.</p>	<p>15. Master degree in Energy Management already mentioned. General MBA not allowed.</p> <p>16. Separate Bid processing fees and single EMD irrespective of the number of regions.</p>
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Federation Of Indian Chambers Of Commerce & Industry (Mr. M.N. Girish)

<p>2.</p>	<p>1. Section: Table. Page no. 8, <i>Are more Activities at Regional / Sub-Regional office to be planned compared to Regional / Sub-Regional office?</i></p> <p>2. Office Infrastructure Page no.10 <i>Can Printer / Scanner / Fax machine / Landline be provided by SDA. Will SDA bear the Cost of Letter Head/Postage, etc.</i></p> <p>3. Section 2.5 point 1: Page</p>	<p>1. SDA will decide the activities planned.</p> <p>2. All the digital infrastructure to be procured and maintained by Agency itself. Agency shall bear the cost of Letter Head/postage.</p> <p>3. Separate Team manager and AEA shall</p>
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	<p>no.11 Whether Team Manager should be an AEA or 15 years of Exp. With B. Tech. It is mentioned either an AEA, please clarify.</p> <p>4. Sec 2.6 point 2, Page no.11 Whether Master's Degree would be counted as experience.</p> <p>5. Sec 2.7 point 2, Page no.12 For EA/EM: Can it be 5 years of consulting experience in Energy Auditing for Stationed Manpower at SDA for BEE Projects.</p> <p>6. Sec 2.7 point 2, Page no.12 Are EM/EA/ PA details required with tender submission.</p> <p>7. Is there any minimum salary limit for EA/ EM /PA.</p> <p>8. Sec 3.7 point 1.1, Page no.21 No. of projects required to qualify: Experience with similar assignments for providing manpower and digital official infrastructure.</p> <p>9. No. of teams required for participating in all 4 locations. AEA / TM may be same.</p> <p>10. Section 3.8, page 22, requesting to consider QCBS based evaluation instead of LCS.</p>	<p>be there as mentioned in the RfP.</p> <p>4. Master degree shall not be considered as experience.</p> <p>5. Only Energy Audit experience of Industries may be considered.</p> <p>6. Yes for submission of CV and other details.</p> <p>7. Agency shall decide.</p> <p>8. Minimum 3 Nos. of Projects involved in PAT related activities.</p> <p>9. Separate teams shall be deputed at the awarded regions.</p> <p>10. Evaluation based on LCS only.</p>
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PGS Energy Services Private Limited (Mr. Pradeep Dhingra & Ms. Mythili)

<p>3.</p>	<p>1. Page 6: Clause 2.3: If the agency participating in RfP is an EmAEA firm, the agency is not allowed to serve any audit work like MEA, M&V & baseline to the DCs falling under awarded</p>	<p>1. EMAEA agency not allowed to conduct MEA, M&V and baseline work of the DCs of the awarded region.</p>
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	<p>particular Region. Please confirm whether the EmAEA agency is not allowed or the team members/ experts engaged for this study are not allowed.</p> <p>2. Page 10: Clause 2.4: The agency must have a team of at least 10 Professional/Expert manpower including 1Team Manager, 3-4 AEAs,3-4 Project Associates, 1 Legal and 1 Finance Expert. If the team manager already being an AEA, please confirm the number of AEAs required for this project including Team member in this case.</p> <p>3. Page 16: Clause 3.2: SN 1:Must be an agency/firm/institution/ company registered/ incorporated in India. Pls confirm a company registered in India being the lead agencycan make consortium with MNCcompany to Eligibility criteria of Turnover e.g combined turnover?</p> <p>4. Page 16: Clause 3.2: SN 4: Must have minimum annual turnover of INR 1000 Lakhs or its equivalent in foreign currency in at least two of the last three (3) years i.e.,FY 2018-19, 2019-20, and 2020-2. In Consortium , the criteria will be considered with Combined turnover of both agencies.</p> <p>5. Page 18: Clause 3.4: Part 3: Bid processing fee Rs. 10000/-and EMD (region wise). Exempted under MSME rules or</p>	<p>2. If the team manager is AEA still the number of AEA required shall remain same.</p> <p>3. Yes, company registered in India being the lead agencycan make consortium with MNCcompany who shall be holding registered Office in India to Eligibility criteria of Turnover e.g. combined turnover.</p> <p>4. Yes it would be combined turnover for criterion in the consortium.</p> <p>5. Shall be decided on the submission of relevant documents.</p>
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	<p>to be paid.</p> <p>6. Page 21: Clause 3.7: sub-clause 1.1: Experience with similar assignments for providing manpower and digital official infrastructure. Please clarify.</p> <p>7. Page 26: Clause 3.16: The agency shall furnish, as a part of its proposal, a Bid Security of Rs. 10,00,000 (INR Ten Lakh Only) per region at time of submission of the region wise technical and financial proposal to BEE. Kindly clarify this point EMD or Bid security is same or different. For MSME registered agencies, this is exempted as per GOI rule.</p> <p>8. Estimated Budget. Request you to provide estimated budget allocated for the project.</p> <p>9. After award of contract and deputation of team at respective SDAs, if any visit to DCs is necessary by the team, will the travel cost, lodging and boarding be reimbursed separately upon submission of bills or it must be included in the price bid?. Please confirm travel cost of team to be included in bid or will be paid extra.</p>	<p>6. Similar assignments means assignments related to PAT activities.</p> <p>7. EMD and Bid security is same. Shall be decided on the submission of relevant documents.</p> <p>8. Not required.</p> <p>9. Travel cost, lodging and boarding must be included in the price bid.</p>
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SPA Capital Advisors Ltd

<p>4.</p>	<p>1. 2.5 Selection criteria for the Team Manager, Sr. No-04, Page No-11 Must be a Full time employee of the agency.? Amendment/ Clarification:-AS you know most of the AEA is</p>	<p>1. AEA should be necessary full time employee stationed always at Regional/Sub-regional SDA offices.</p>
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	<p>working individual or freelancer, hence you are requesting to kindly amend the clause as per below. •For the bid submission, Agency may associate with the AEA, but after awarding the work order or during the deputation of Team manager to the SDA, on that time AEA should be on role of the company.</p> <p>2. 2.6 Selection criteria for AEA, Sr.No-01, Page no-11, Should be an Accredited Energy Auditor with Bachelor's degree in Engineering from a recognized University or Institute.</p> <p>Amendment/ Clarification:-AS you know most of the AEA is working individual or freelancer, hence you are requesting to kindly amend the clause as per below. •For the bid submission, Agency may associate with the AEA, but after awarding the work order or during the deputation of Team manager to the SDA, on that time AEA should be on role of the company.</p> <p>3. 3.7 Evaluation of Quality, sr. No-1, Subclause:1.1, Experience with similar assignments for providing manpower and digital official infrastructure.</p> <p>Amendment/ Clarification:-A very few company has provided official infrastructure in these type of assignment. Almost company has provided Only digital infrastructure to their employee. For the maximum participation and healthy</p>	<p>2. As mentioned above and in RfP.</p> <p>3. Similar assignments means assignments related to PAT activities.</p>
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	<p>competition, you are requested to kindly consider experience in deployment of manpower to SDA instead of Experience with similar assignments for providing manpower and digital official infrastructure.</p> <p>4. Bid Security of INR 10,00,000/- (INR Ten Lakh Only)Page no-24, The agency/firm/institution shall furnish, as a part of its proposal, a Bid Security of Rs. 10, 00,000 (INR Ten Lakh Only) per region.</p> <p>Amendment/ Clarification: - It is requested you to kindly consider the EMD Amount i.e. Rs 2.5 lakh for per region instead of Rs. 10 lakh.</p>	<p>4. EMD amount shall remain as mentioned in the RfP.</p>
SPECTRO Analytical Labs Limited		
<p>1.</p>	<p>Whether relaxation to MSME Bidder for Bid Processing Fee and EMD willbe provided?</p>	<p>1. On submission of relevant document it shall be considered.</p>
Design 2 Occupancy LLC (Mr. Ashu Gupta)		
	<p>1. As we are a startup recognized by DPIIT and also a finalist of the National Startup Awards, we request some relaxation in bid conditions be provided for Startups. In this regard, we are requesting to relax the turnover criterion to 30% of actual requirement for Startups and the criterion of minimum employees.</p>	<p>1. As per Circular No. F.20/2/2014-PPD(Pt.) dated 25th July, 2016 .The circular doesn't mention the relaxation towards turnover %. Hence, the tender committee shall decide.</p>

	2. How many teams are required to bid for more than one zone? Should separate teams be provided for each Zone, or with one team, one company can apply for multiple zones?	2. Separate teams to be provided for each zone.
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*Note: Bidders are required to submit 1hard copy of the technical proposal along with a pen drive containing the softcopy of your **General and Technical Tender in MSWord format, with all supporting documents in PDF format in same pen drive**(to be submitted in the same envelope).*