

## RESPONSE TO QUERIES

### CONSULTANCY SERVICES FOR ROAD SECTOR POLICY AND INSTITUTIONAL DEVELOPMENT STUDIES AND ACTION PLANNING (PACKAGE-1) SECOND GUJARAT STATE HIGHWAY PROJECT (GSHP-II)

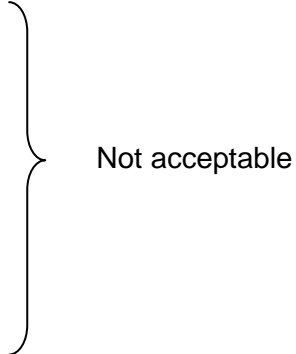
THE OFFICE OF SE, PIU, GANDHINAGAR R

FP NO.: 3/2013-14

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1	A. General Provisions, Point No. 12.b	13	<p>“Substitution of key .....extension”. It describes procedure on replacement of key experts during proposal validity period. But is silent for contract period. We believe this holds during contract period as well.</p> <p>However, Annexure-II given on page 130, does not have any connection with corresponding General Conditions of Contract.</p>	<p>While notes/illustration given in Annexure-II is not clear, considering duration of the consultancy service (36 months) and that any replacement has to be equal or better than replaced, “Deduction of Replacement of foreign/local staff” should not be considered.</p>	<p>Not acceptable.</p> <p>For specific reference of Annexure-II to General Conditions of Contract, please refer Sr. No. 11 of Addendum.</p>

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2	<p><b>14.1.3 Preparation of Proposal – Specific Considerations</b></p> <p>The Consultant’s Proposal shall include the Key Experts’ time-input of 155 person- months. However this man months are indicative only. Consultants may decide their own (refer Annexure-I )</p> <p>For the evaluation and comparison of Proposals only: if a Proposal includes less than the required minimum time-input, the missing time-input (expressed in person-month) is calculated as follows:</p> <p>The missing time-input is multiplied by the highest remuneration rate for a Key Expert in the Consultant’s Proposal and added to the total remuneration amount. Proposals that quoted higher than the required minimum of time-input will not be adjusted.</p>	23,24	Proposed method for comparison and evaluation of proposals appears as justifying bidders to be on same platform with regards to person month input through respective technical and/or financial proposals.	<p>1. It is requested with due appreciation of the proposed method that gross person months for support staff (technical and non-technical) be also provided to have common platform overall.</p> <p>2. Also if possible such gross person month requirement for both key and non-key staff may be stipulated as minimum requirement.</p> <p>3. While recognising all good factoring of comparison of person months of lower proposition than indicated as minimum requirement, it considers equivalency of financial proposals. But if some bidder/s proposes on higher side person months than minimum requirement, there will not be any adjustment. With this Whether Technical evaluation will consider such higher proposition appropriately?</p> <p>4. Also whether the highest remuneration rate will be considered for such equivalency, irrespective of expatriate or non-expatriate? and/or currency?</p>	<p>1.Please refer Sr. No. 1 of Addendum.</p> <p>2. Not acceptable.</p> <p>3. No</p> <p>4. In Light of above answer, question does not arise</p>
3	<p><b>16.1 Reimbursable</b></p> <p>1) a per diem allowance, including hotel, for experts for every day of</p>	24		1. Please confirm that the bidders must price at-least all items as given in 16.1, Page 24.	1. The Clause is self-explanatory

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	<p>absence from the home office for the purposes of the Services;</p> <p>2) cost of travel by the most appropriate means of transport and the most direct practicable route;</p> <p>3) cost of office accommodation, including overheads and back-stop support;</p> <p>4) communications costs;</p> <p>5) cost of purchase or rent or freight of any equipment required to be provided by the Consultants;</p> <p>6) cost of reports production (including printing) and delivering to the Client;</p> <p>7) other allowances where applicable and provisional or fixed sums (if any)</p>			<p>2. Bidders may add new items as per their Approach and Method, such as Surveys, Workshops, Training; Consultations etc. please confirm the same.</p>	<p>2. The Bidder may add new items as per their Approach and Method, such as Surveys, Workshops, Training; Consultations etc.</p>

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4	<b>16.2 Price Adjustment</b> For assignments with a duration exceeding 18 months, a price adjustment provision for foreign and/or local inflation for remuneration rates applies if so stated in the Data Sheet.	24	A price adjustment provision applies to remuneration rates: <b>NO</b>	1. The assignment as envisaged is for 36 months' time period. Looking to such tenure it becomes more genuine to have price adjustment provision for remuneration appropriately. Kindly consider this on its own merit.  2. We suggest to apply escalation with respect to CPI on invoices against deliverables expected beyond 18 months as per RFP (Table, Page 67-68) and further beyond 30 months.	
5	<b>Definition of Home and Field Input</b>	24, 36, 48	Point 3 of Tech 6, page 36. It clearly mentions work in the office in the expert's country of residence as "Home" work.  As an office is to be established for this work in Gandhinagar, any input given from this office, whether to be considered as "Home" or "Field"?  Any input given as field input will attract per diem as per clause 16.1, page 24.  Legend provided in Form Fin-4, Page 18 in this regard may also need review.	Clarity in this regard is needed.	Definitions of "home" work and "field" work are clear.
6	<b>19.1 Date of Submission of Proposal</b>	25	We request that the date of submission of the proposal may be	In view of festive time and reasonable time required to prepare a responsive proposal, at-least four weeks should be	Please refer Sr. No. 3 of Addendum

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			extended to February 13, 2014	given after the issuance of clarifications. This may please be considered.	
7	<b>Technical Proposal Standard Forms</b>	28, 29 to 38	Seems to be a mis-match.	With respect to Type of Proposal to be submitted, Forms of Technical Proposal, Number of Pages-sealing if any are found in-compatible with each other. The Data Sheet, this two pages 28 and 29, and Technical proposal submission forms provided thereon may please be looked into appropriately.	Please refer Sr. No. 7 of Addendum
8	<b>Financial Proposal Standard Forms</b>	39, 43 to 47	Fin-3 Reads that Appendix A is applicable for QBS method.	Kindly do confirm that Appendix A provided through page 44 to 47 is applicable in QBS and not for QCBS.	ToR is Clear
9	<b>Terms of Reference</b>		<p>The ToR entails wide ranging tasks from policy, planning, institutional, etc., aspects related roads and road agencies, with focus on R&amp;BD, GSRDC, GERI and ESC, apart from processes, tools and techniques used at organisation levels and also with respect to staff skills and needs of road sector per se. This we feel is the overarching focus of the assignment.</p> <p>In view of this, we feel review of needs and skill assessment is vital to come out with realistic recommendations, across the tasks.</p>	Is our appreciation on the Intent of assignment correct? Please advice.	Consultant is required to follow ToR .
10	<b>Task 1: State Road Sector Policy</b>	53	This task is closely linked to Task 4 (Road Network Master Planning). The Policy prepared needs to take into consideration the prepared Master Plan. Hence, we feel, that the workshop and final outputs related to	For your advice and consideration.	ToR remains unchanged.

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			this task should follow the finalisation of Road Network Master Plan.		
11	<b>Task-2 Performance Management in R&amp;BD</b>	54	“Assisting R&BD in development or acquisition of an appropriate management tool” is misleading.	<p>“Acquisition” may be understood as R&amp;BD’s responsibility to procure software/tool from market/industry beyond contract price of this service.</p> <p>We suggest R&amp;BD to confirm clearly whether it is development task of consulting service or it has to be procured by R&amp;BD; to enable all bidders price their bid accordingly.</p>	Please refer ToR Task – 2 Performance Management in R&BD and also refer Sr. no : 8 of Addendum
12	<b>Task 3: PPP (Road Sector) Policy – Nodal Capacity</b>	55-56	<p>The task specifies that the organisational framework of both R&amp;BD and GSRDC have to be reviewed. The organisational structure review and recommendations thereon, would necessarily need the size of portfolio the agency handling the PPP projects has to be responsible for, which would be determined from the suggested Road Network Master Plan.</p> <p>Therefore, we feel, that like Task 1, this task too is dependent on the outputs of Task 4, and hence should be taken after that.</p>	For your advice and consideration.	ToR remains unchanged.
13	<b>Task 4: Road Network Master Planning</b>	56,57, 58	ii. Determining the <u>range of data required</u> for effective roads master planning, assessing the adequacy and quality of the available data in that context to <u>identify any ‘gaps’</u> and (after consultation with the R&BD) <u>undertaking additional data gathering and compilation</u> to	1. RFP scope under Task 4 envisages some data collection after undertaking gap analysis for master planning task. In this regard the Client should specify at-least indicative survey item and quantities.	1. The consultant shall have to assess the required data to be collected survey or any activities to be carry out for master planning and also to assess quantity of the same.

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			<p>resolve such data 'gaps' in an efficient manner;</p> <p>Having worked on preparation of Road Network Master Plan elsewhere, we believe that master plan preparation is a major exercise. Though the Task 4 suggests preparation of Road Network Master Plan, we feel that the aspects related to the scope towards undertaking this task are not defined including the process, data, tools/techniques to be used.</p>	<p>2. Definition of "Major Road Network" should be clarified to enable all the bidders to identify data gaps and therefore collecting the data.</p> <p>3. This task emphasises on the need of technical support staff which should be specified as required in Query no. 2. Request for clarification on this Task.</p>	<p>2. Major Road Network is meant by Core Roads of State along with important state highways.</p> <p>3. Please refer Sr. No. 2 herein.</p>
14	<b>Skill and Knowledge Transfer</b>	63	Point 12. A number of such counterpart staff for receiving training should be specified.	Please specify.	Counterpart staff shall be designated appropriately in the range of 4 to 6 officers.
15	<b>Para 15 – Key Personnel Requirement</b>  <b>Para 16</b>	64	<p>We feel that the person months suggested are on the lower side. We request that the key person months may be increased to 198, with the support professionals' inputs to be kept at 330 person months.</p> <p>While we understand that CVs of such support professionals will not be evaluated, it is important to specify overall estimated person-months of such professionals to be drawn from various disciplines in RFP for all bidders.</p>	Request for consideration.	Please refer Sr. No. 2 herein.
16	<b>Various Workshops</b>	66	It mentions rightly and as needed one workshop per task. But deliverables/payment schedule given	This may be reconciled to Seven (07) in payment schedule.	Please refer Sr. No.9 of Addendum

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			on page 67 considers eight (08) workshops.		
17	<b>Para 23 – Payment Schedule</b>	67 and 68	<p>In view of some of the above stated observations, we feel that the payment schedule may appropriately be revised.</p> <p>Most deliverables are inter-related and dependent on factors beyond the control of the Consultants. We request that the percentage of payment against those deliverables which depend on consultants' exclusive efforts, may please be kept relatively higher as compared to those deliverables wherein the external dependency for achieving the milestone is high. Also we would request that for each MR at least 0.5% payment and for each QPR at least 1% payment may be considered for a better and smoother cash flow.</p> <p>10% payment (4% and 6% for DFR and FR respectively) is kept towards end of the assignment, should be reduced to 5% to improve the payment against "during the work deliverables" commensurate the effort.</p>	<p>Please clarify about the payment mentioned in a)</p> <p>Post-Task (initial) Implementation Assistance.....subject to affirmative....., what if GOG decision on some of the recommendation is not affirmative?</p> <p>Request for consideration in revising payment schedule.</p>	<p>Terms of Reference are clear.</p> <p>Not acceptable</p>
18	<b>Qualification and Experience Requirement for Key Personnel</b>	71	<b>Senior Highway Engineer (Planning and Management);</b> Looking at profile of this position and expected expertise, we believe post-graduation specialisation is not limited only to "Highway Engineering" but also	Kindly consider suitable changes in Appendix-1.	Please refer Sr. No. 10 of Addendum



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			<p>includes Master's Degree in Transportation Engineering/Planning/Traffic and Transportation Engineering etc.</p> <p><b>Transport Economics (Road Infrastructure Specialist);</b> We believe required qualification in "Post-Graduation Transportation and Econometrics" is not appropriate. Master's Degree or higher qualification in Economics or Econometrics should be considered.</p> <p><b>GIS Application Specialist;</b> Graduation in any relevant discipline plus Masters Degree in Remote Sensing/GIS should be considered as minimum qualifications. Only a mention of a "specialisation in GIS software" may be interpreted not as a professional qualification.</p>	<p>Kindly consider suitable changes in Appendix-1.</p> <p>Kindly consider suitable changes in Appendix-1.</p>	<p>Please refer Sr. No. 10 of Addendum</p> <p>No change</p>
19	Terms of Reference Task-7	61-62	Task 7- / Page No. 62- In each of the abovementioned Tasks of these services, the consultant may also be required to provide <b><u>expert drafting assistance</u></b> to the R&BD and the GOG in developing official submissions and/or drafting outputs such as Policy statements, proposed new/amended legislation, draft Rules or Orders and other statutory documents and notices, where these are needed by the client to achieve and/or enact GOG decisions on proposals arising from these services.	Request you to provide in detail the services that will required in executing the mandate of <b><u>expert drafting assistance</u></b> to be provided to the R&BD and the GOG.	Terms of Reference are clear.

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20	Terms of Reference Clause No: 20	66	Terms of Reference/Page No. Clause no. 20 - The <b>required standard-format Monthly Reports (MPs)</b> and Quarterly Progress Reports (QPRs) required from the consultant, as mentioned at Paragraphs 9 and 16 (above),	Is the standard-format for Monthly Reports (MPs) is to be prepared by consultant or will it be provided by the Authority?	Formats of Monthly Reports and Quarterly Progress Reports (QPRs) are to be prepared by the Consultant and need to be finalized in consultation with the client.
21	Terms of Reference Appendix -1	71-77	Appendix -1 Page No. 71- 77 – Specific Required Expertise	Most of the proposed positions require experience in completion of comparable assignment. Request you to kindly change it to most relevant assignment.	Please refer Sr. No. 18 herein
22	Data Sheet Clause 10.2	23	Data Sheet/Page no. 23 clause 10.2 Statement of Undertaking is required: Yes	According to data sheet the Consultant shall include a statement of an undertaking of the Consultant to observe, in competing for and executing a contract, the Client country's laws against fraud and corruption (including bribery). Please clarify, whether the consultants can use their own format for the same; else request the authority to provide a standard format for the same.	Consultant is required to give an undertaking in acceptable format within Client's country.
23	Data Sheet Clause 17.7	24	Data Sheet/ Page No. 24 clause 17.7 & 17.9, The Proposals must be submitted no later than: Date: 18/1/2014 Time 12:00 Hours (IST)	The authority will appreciate the fact that most of the international consultants are mostly on leave during Christmas and New Year. Hence, we request the Authority to kindly extend the due date of submission by one week.	Please refer Sr. No. 3 of Addendum.