

Request for Empanelment of Consultants for “Consultancy Services for Preparing City Specific Plans for Transit Oriented Development, Non-Motorised Transportation Plan and Bike Sharing Scheme”, March, 2015

Response to pre-bid queries and requests for clarifications.

S No.	Pg No.	Clause/ Section	As per Terms of Reference/RFE document	Clarification Sought by the consultants	Clarifications
1.			Application Due Date- 22nd April, 2015 till 3:00 pm	We request you to extend bid submission date by 2 weeks from the date of issue of the clarifications.	RFE condition shall prevail
2.	4		The Government of India (GoI) has initiated the Sustainable Urban Transport Project (SUTP) with support of GEF and the World Bank to foster a long-term partnership between GoI and state/local governments in the implementation of a greener environment under the ambit of the National Urban Transport Policy (NUTP).	Kindly suggest on the budget allocated for the subject project.	Not related to RFE
3.	8	2.1.2	It is expected that a separate selection process would be undertaken by the States, UTs and Cities to appoint consultants for the city-specific projects. The successful bidder emerging from such selection process shall be required to enter into city-specific contracts with the concerned government entity.	Kindly specify on the detail of the separate selection process which would be undertaken by the State, UTs and Cities to appoint consultants for the city- specific projects. We understand that RFP's would be issued to the empaneled consultants by the Potential clients. Kindly confirm on this.	This RFE is intended to empanel a list of consultants for the city's reference. Cities shall be free to issue RFP to the empanelled consultants and follow the bidding process as per procurement procedure of the concerned State/ UT.
4.	8	2.2	For the purpose of this RFE, a Business Entity shall mean a company incorporated in India under the provisions of the Companies Act, 1956 or under the equivalent law in case of a foreign Company. Copy of such Registration Certificate should be submitted along with the	Request to modify the criteria as “companies, firms or proprietorships” registered in India or the equivalent law in case of a foreign company, as definition of Business Entity	RFE condition shall prevail. No clarification is needed.

			Application.		
5.	8	2.2.3	A Consortium of a maximum of two (2) members of above such entities comprising one Lead Member with one other member shall be allowed and shall hereinafter be referred as "Consortium".	The RFE mentions empanelment of consultant in three key areas viz., TOD, NMT and PBS. Please confirm if separate consortium of maximum two (2) firms is allowed for each of these three (3) areas. Request to allow three consortium members in view of specialized nature of work.	Refer amendment 1 S.No 1
6.	19	3.1	The Applicant (in case of single business entity) / Lead Member (in case of Consortium) should have a minimum average annual turnover of Rs. 10 (ten) crores per annum as professional fees from consultancy business during each of the last three (3) financial years preceding the Application Due Date. For the avoidance of doubt, 'professional fees' refer to fees received by the Applicant for providing advisory or consultancy services to its clients.	Request to modify the criteria as " The Applicant (in case of single business entity) / Lead Member (in case of Consortium) should have a minimum average annual turnover of Rs. 1 (one) crore per annum as professional fees from consultancy business during each of the last three (3) financial years preceding the Application Due Date.	Refer amendment 1 S.No 2
7.	19	3.2	Evaluation of Applications	Please clarify if projects undertaken in- <ul style="list-style-type: none"> • Foreign Locations • in consortium would be considered as 'Eligible Assignments' 	Projects at foreign locations shall also be considered as eligible projects. For assignments in consortium, the applicant is required to furnish details of its role in the assignment.(refer appendix 6A of RFE)
8.	19	3.2.1	For the purposes of evaluating the Applications under this RFE, assignments in respect of preparation of projects such as guidelines development, feasibility studies, concept plans, framework development, detailed project reports,	Some of the key personnel i.e transport planner/ urban planner will be involved in three areas namely TOD, NMT and PBS. In the context some of the key personnel will be common. Please confirm	The key personnel can be common for the different areas namely TOD, NMT and PBS

			<p>detailed design reports, development of design principles, redevelopment plans, master plans, financial modelling reports, etc. for the specific proposal areas (“Scope”1) for the following assignments, which have been completed during the 10 years preceding the Application Due Date, shall be deemed as eligible assignments (the “Eligible Assignments”) in the area for which the Applicant is bidding.</p>	<p>whether it is acceptable</p>	
9.	19	3.2.3	<p>For the purposes of evaluating the Applications under this RFE, assignments in respect of preparation of projects such as guidelines development, feasibility studies, concept plans, framework development, detailed project reports, detailed design reports, development of design principles, redevelopment plans, master plans, financial modelling reports, etc. for the specific proposal areas (“Scope”) for the following assignments, which have been completed during the 10 years preceding the Application Due Date, shall be deemed as eligible assignments (the “Eligible Assignments”) in the area for which the Applicant is bidding.</p>	<p>We request you to consider on-going assignments which are more than 50% completed as eligible assignments also. Kindly consider and confirm on this.</p>	<p>Refer amendment 1 S.No. 3</p>
10.	20	Clause 3.2.3 (b)	<p>Non-Motorized Transport (NMT): For pedestrian and cycling facilities, specific experience areas shall include: (1) developing conceptual plans and designing NMT facilities that include cycle rickshaws, with focus on sustainability, access and safety; (2) detailed design of pedestrian and/or cycling facilities with consideration to road hierarchy, (3) financial</p>	<p>Under Non-Motorized Transport (NMT) Area, please include the following as eligible projects. 1) Preparing Policy Recommendations with NMT and Pedestrian Modes for Government Agencies 2) Preparing Guidelines for Sustainable Urban Transport aimed at encouraging Pedestrian</p>	<p>Conditions in RFE shall prevail. Refer clause 3.2.3 Guidelines already considered as eligible but not policy recommendations.</p>

			analysis and planning for NMT	and NMT modes	
11.	20	3.2.4 (S. No. 2 of table)	Relevant Experience of the Applicant The extent to which the Applicant's experience demonstrates the capability to successfully deliver on the empanelment projects scope and complexity.	We would request that Projects done by Applicant in India only may please be considered under "Relevant Experience of the Applicant" Please consider and confirm.	Conditions of RFE shall prevail. Both Indian and International experience shall be considered under "Relevant Experience of the Applicant"
12.	20	3.2.4 (S. No. 3 of table)	Qualification & Experience of Project Team Assigned to the Area Extent to which Applicant's team qualifications and experience for the subject area demonstrates capability to deliver the project	We would request that Projects done by Applicant's team in India only may please be considered under "Qualification & Experience of Project Team Assigned to the Area" Please consider and confirm.	Conditions of RFE shall prevail. Both Indian and International experience shall be considered under "Relevant Experience of the Project Team Assigned to the Area"
13.	20	3.2.4 - 2	Relevant Experience of the Applicant	Please clarify if any specific requirements for Relevant Experience of the Applicant (in terms of number of projects) to achieve the maximum marks.	Minimum 1 project is required to be submitted for relevant experience.. The applicants are free to include more than one eligible assignments under "Relevant Experience", rest depends on the Applicants discretion Refer clause 3.2.3 (a), (b) and (c). Relevant assignments to be submitted accordingly.
14.	20	3.2.4	Team Leader with TOD experience on both transport and land use side	You would appreciate that the concept of Transit Oriented Development (TOD) is new in Indian context. The Ministry of Urban Development in April 2013 has introduced this in the guidelines for preparation of city development plans. The requisite experience is	Refer amendment 1 S.No. 4

				very limited in the country. In that context, we request that the criteria may be suitably modified to include only the experience in transportation and land use planning which we understand would still serve the requirements of the RFE.	
15.	20	3.2.4	Qualification and Experience of Project Team Assigned to the Area Extend to which Applicant's Team qualifications and experience for the subject area demonstrates capability to deliver the project	We understand that independent experts are allowed as part of the Key Team Professional. Kindly confirm.	Independent experts are allowed as key members as part of team
16.	21	3.2.4	Qualification and Experience of Project Team assigned to the Area (3A, 3B, 3C)	Kindly provide the breakup of the Marks assigned to each of the Key positions in the Respective sectors ie; TOD, NMT & PBS.	Refer amendment 1 S.No. 4
17.	21	3.2.4 - 3	Qualification and Experience of Project Team assigned to the Area (3A, 3B, 3C)	Please clarify if any specific requirements for experience (either in terms of number of years or in terms of number of projects) to achieve the maximum marks for each personnel.	Refer amendment 1 S.No. 4
18.	21	3.2.4	Evaluation Parameters (3A, 3B, 3C)	As per ToR, Consultants has to support building in-house knowledge base and technical inputs. Hence, suggesting to add the Governance/Capacity Building expert in the team composition.	Refer amendment 1 S.No. 4
19.		3.2.5	Only those Applicants who secure a score of 60 marks or more out of 100 shall be considered for empanelment.	If the Applicant has applied to any two or all of categories mentioned, kindly confirm if ranking of the 25 applications shall be based on the aggregate of the marks scored for the categories. We request to provide more clarity on the evaluation method outlined in the RFE.	The three sections are exclusive of each other, separate evaluation process would be undertaken for the three sections

20.	33	Appendix 6: Format for Experience of the Applicant	3. Documentary evidence for each assignment to be provided along with the datasheet. The documentary evidence should include a client certificate.	We would request that any of following may please also be considered in support of documentary evidence: - work order/agreement document OR - certificate from CA for those projects where more than 70% of fees have been received <u>Please consider and confirm.</u>	Ongoing Projects shall be considered as 'Eligible Projects' if they have received 50% of the consultancy fees supported with a CA certificate
21.	8.	2.2.2		Will a partnership firm which is not a Private Limited company be still eligible to apply for the empanelment under Ministry of Urban Development tender?	Any business entity that is registered as a company, is eligible to apply for empanelment Refer clauses 2.2.1 & 2.2.2 of the RFE.
22.		3.1.1.	Clause 3.1.1. states that "The Applicant (in case of single business entity) / Lead Member (in case of Consortium) should have a minimum average annual turnover of Rs. 10 (ten) crores per annum as professional fees from consultancy business during each of the last three (3) financial years preceding the Application Due Date. For the avoidance of doubt, 'professional fees' refer to fees received by the Applicant for providing advisory or consultancy services to its clients."	According to this, the average annual turnover should be the quotient when the summation of the turnover of three financial years is divided by 3 (because three years) or is 10 crore rupees the minimum turnover for one financial year?	Refer clause 3.1.1

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Amendment No. 1			
S.No.	Clause / Para	As existing	As modified
1.	2.2.3	A Consortium of a maximum of two (2) members of above such entities comprising one Lead Member with one other member shall be allowed and shall hereinafter be referred as "Consortium".	A Consortium of up to a maximum of three (3) members of above such entities comprising one Lead Member with two other members shall be allowed and shall hereinafter be referred as "Consortium".
2.	3.1.1	The Applicant (in case of single business entity) / Lead Member (in case of Consortium) should have a minimum average annual turnover of Rs. 10 (ten) crores per annum as professional fees from consultancy business during each of the last three (3) financial years preceding the Application Due Date. For the avoidance of doubt, 'professional fees' refer to fees received by the Applicant for providing advisory or consultancy services to its clients.	The Applicant (in case of single business entity) / Lead Member (in case of Consortium) should have a minimum average annual turnover of Rs. 5 (five) crores per annum as professional fees from consultancy business during each of the last three (3) financial years preceding the Application Due Date. For the avoidance of doubt, 'professional fees' refer to fees received by the Applicant for providing advisory or consultancy services to its clients.
3.	3.2.3	For the purposes of evaluating the Applications under this RFE, assignments in respect of preparation of projects such as guidelines development, feasibility studies, concept plans, framework development, detailed project reports, detailed design reports, development of design principles, redevelopment plans, master plans, financial modelling reports, etc. for the specific proposal areas (“Scope” ¹) for the following assignments, which have been completed during the 10 years preceding the Application Due Date, shall be deemed as eligible assignments (the “ Eligible Assignments ”) in the area for which the Applicant is bidding.	For the purposes of evaluating the Applications under this RFE, assignments in respect of preparation of projects such as guidelines development, feasibility studies, concept plans, framework development, detailed project reports, detailed design reports, development of design principles, redevelopment plans, master plans, financial modelling reports, etc. for the specific proposal areas (“Scope” ²) for the following assignments, which have been completed during the 10 years preceding the Application Due Date, shall be deemed as eligible assignments (the “ Eligible Assignments ”) in the area for which the Applicant is bidding. Ongoing Projects shall be considered as 'Eligible Assignments' provided that payment has been received amounting to at least 50% of the total consultancy fee, and supported with a CA's certificate

¹For avoidance of doubt, it is clarified that the consultant’s scope of work in the Eligible Assignment should include any ONE of the items of work listed as Scope

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4. Clause 3.2.4 will be read as follows

Parameter		Maximum Marks
Company Profile		20
Relevant Experience of the Applicant The extent to which the Applicant's experience demonstrates the capability to successfully deliver on the empanelment projects scope and complexity.		40
Parameter	Years of Experience	Maximum Marks
Qualification of Project Team (Key Experts) Assigned to the Area Extent to which Applicant's team qualifications and experience for each subject area demonstrates capability to deliver the project		40
TOD		
a. Team leader with either TOD experience or experience in integrated land use and transportation planning	10 years	15
b. Urban Designer/Urban Planner with streetscape design experience	8 years	10
c. Transportation Planner/ Engineer with transit systems design experience	8 years	8
d. Support staff: Finance Expert/ Governance Expert	3 years	7
NMT		40
a. Team Leader with experience in implementation of NMT friendly street design	10 years	15
b. Urban Planner/ Urban Designer with NMT experience	8 years	10
c. Transport Planner/Engineer	8 years	8
d. Support staff: Transport Planner	3 years	7
PBS		40
a. Team Leader with PBS planning or implementation experience	10 years	15
b. Urban Designer/Urban Planner with integrated NMT and Land Use Planning experience	8 years	10
c. Transport Planner/Engineer	8 years	8
d. Support staff: Urban Finance Expert	3 years	7
Total		100