

## Urban Development & Housing Department

### Government of Bihar

#### Minutes of Pre-proposal Meeting

**Name of Assignment** : Selection of Consultant for State Level Technical Cell & City Level Technical Cells under Housing for All Scheme

**Tender No.** : 04/HEA-14/2015 (Part- I) - 1308

**Date of Pre-proposal Meeting** : June 7, 2018

**Venue** : #126, Conference Hall, Urban Development & Housing Department, Vikas Bhawan, New Secretariat, Patna

A pre-bid meeting for the above assignment was held on June 7, 2018 in the conference hall of the UDHD under the Chairmanship of Joint Secretary- cum- Deputy Director, UDHD. The list of participants in attached in Annex I.

The scope of work under the assignment was deliberated in detail with the participating firms. The response to queries raised by Bidders is as follows:

Sl. No	Reference	Description	Query/Suggestions	Response
1	Page No.13, SI.No.9.3 (a) Preparation of Proposal	In case of Joint Venture or consortium lead partner should meet minimum 60% of the financial criterion and JV partner 40% of financial criterion..	Lead partner should meet minimum 60% of the financial criterion, along with JV partner jointly it should meet minimum average annual turnover of 5 (Five) crore during last three financial years.	There will be no change of financial criteria as mentioned on Page- 13 of the RFP.

Sl. No	Reference	Description	Query/Suggestions	Response
2	Page No.26, SI No.23 performance security Eligibility/Qualification Criteria	<ul style="list-style-type: none"> <li>Consultant will furnish Bank Guarantee 5% (Five Percent) of the agreed consultancy fees for one year.</li> </ul>	<ul style="list-style-type: none"> <li>Since EMD amount 5 (Five) lacks already deposited. Working capital amount will require to meet the project running expenses, 5% Bank Guarantee amount is high it suggested to 2%</li> </ul>	There will be no change in bank guarantee as mentioned on Page-26 of the RFP
3	Page No.50, Form FIN-2 Summary of costs Note 5	The agency shall be liable to pay the same remuneration to the experts as mentioned in column 4 & 5 of the Form Fin-3	2% TDS amount will be deducted by BUDA while making payments of SLTC & CLTC teams. The remuneration to the experts will be paid after deducting the TDS as mentioned in Column 4 & 5 of the form Fin-3	The agency shall pay to the experts after deducting the TDS as per applicable law.
4			Request you to provide the soft copy of RFP document/forms in M.S Words to avoid the preparation of format of documents and forms we have to submit along with tender documents.	Soft copy can be collected from the UDHD department
5	Bid Data Sheet Clause No. 3.2 Eligibility of Joint Venture	The Consultant may associate with consultants and/or individual expert at the time of submission of proposal in form joint venture. Under such circumstances each member of the JV/Consortium shall be evaluated as per the qualification/eligibility criteria set forth in part II data sheet. The combined score of each member of the	There are firms with in-house capabilities and ongoing projects in the domain but they necessarily might not meet the set eligibility criteria. In order to attract more competition, may be request you to allow all JV partners jointly meet the criteria instead of every individual meeting it.	This clause is already given in the point- 5 of the data sheet of the RFP, Page - 21

Sl. No	Reference	Description	Query/Suggestions	Response
		JV shall be taken into account for evaluation purpose. However the Employer shall deal with only the lead member of the assignment. Although the contract shall be signed by all the members of the JV/Consortium, the lead partner/ member of the JV/Consortium shall be responsible and liable to the Employer for every aspects of their proposal, contract etc.		
6	Part II Data sheet Sl. No 8 Basic Eligibility Criteria (1)	The Consultant (in case of single business entity) should have a minimum average turnover of Rs. 5 (Five) crores during last three (3) financial years.	We request the Turnover to be increased to 50 crores so that the competition will be between quality consultants only.	There will be no change in turnover.
7	Part II Data Sheet Sl. No 2	Method of Selection: Least Cost Selection (LCS) Method	In order to attract a quality We request you to change the selection method from Least Cost Based (LCS) Method to Quality and Cost Based Selection (QCBS) method	There will be no change in selection method of Least Cost Based (LCS) as it is given as per Bihar financial rule
8	Part II Data sheet, Sl. No. 8 Basic eligibility Criteria (4)	Bidder, in case of single business entity or in case of JV/ Consortium either all partners jointly or singly should have Experience of at least 3 (Three) similar assignments in Urban Infrastructure projects such as operation of Project Management Consultantancy/Program Management	We request you to consider experience of ongoing Projects as well.	This provision is already made on the Page – 25 of the Data sheet

Sl. No	Reference	Description	Query/Suggestions	Response
7		Units/Program Implementation Unit/ Technical Assistance to Government departments under externally aided projects/ SLTC/ CLTC/ Urban Reforms Cell under Central/ State/ Municipal governments/Urban infrastructure projects (excluding roads & bridges )/Preparation of DPRs for urban infrastructure projects such as Housing/Sewerage/Drainage/Drinking Water with annual contract value of the each assignments being not less than 1 Crores.		

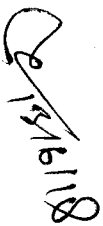
- The consultants are advised to go through Terms of Reference and other terms & conditions of the contract carefully and prepare their technical and financial proposals accordingly.
- Consultants are also advised to submit documentary evidence establishing their eligibility to undertake the proposed assignment and also the registration of their organisation.

The Critical dates are:-

**Final Date for submission of bids: 20<sup>th</sup> June 2018 at 3.00pm**

**Place of Submission: As per the address in the RFP**

**Joint Secretary cum Dy. Director**  
Bihar Urban Development Agency  
UD&HD, GoB



Patna, Dated: 13<sup>th</sup> June, 2018

No.: 04/H.F.A.-14/2015 (Rvt-1) 1496

Copy to:

(i) IT Manager, UD&HD for uploading on UDHD's website

