

REBUILD KERALA INITIATIVE

Government of Kerala

1st Floor, North Block, Government Secretariat,

Thiruvananthapuram – 695001, Kerala

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EoI for engagement of Project Management Support Services(PMSS)

Ref No: RKI-1/PMC/01

Clarifications sought by bidders - SET 1.

Sl.No.	Page No.	Clause Ref.	Reference/subject	Clarification Sought	Clarification from RKI
1.	2.	Short listing criteria	iii. Successful completion of consultancy assignments for projects/programs financed by multilateral funding agencies with at least contract not less than Rs. 10 crore in the past 5 years.	We understand that Rs.10 crore is the consultancy fees and not the overall project outlay, please confirm.	Confirmed
2.	2.	Short listing criteria	iii.Successful completion of consultancy assignments for projects/programs financed by multilateral funding agencies with at least contract not less than Rs. 10 crore in the past 5 years.	It would be difficult to evaluate and assess the projects executed outside India, and it would be difficult to produce relevant supporting documents as well. Large scale multilateral agency funded projects have been executed in India for more than 15 years. Hence we request you to kindly amend the clause as “Successful completion/ongoing project of consultancy	Acceptable

				assignments for projects/ programs financed by multilateral or bilateral funding agencies with at least contract not less than Rs.10 crore in India”	
3.	2.	Short listing criteria	Shortlisting criteria Point No, iv. Experience in procurement and financial management and implementation of environment and social sector programs for projects/programs financed by multi-lateral financing institutions - is a must; v. Extensive experience in development of IT applications and website content is required; vi. Experience in application of latest GIS based mobile applications for program implementation, data collection, processing, monitoring and evaluation – is a must.	We understand that, the criteria iv, v and vi refers to the consulting experience in these areas, please clarify.	It is clarified that the Clauses refer to Consultancy and Project Management Experience.
4.	2.	Short listing criteria	vii. Availability of appropriate skills among core agency staff.	Please clarify, do we need to provide CVs for all the positions mentioned in section “E. Proposed team composition, desired qualification and experience” to qualify the EoI stage.	Yes. But this may be further refined at the Request For Proposal (RFP) stage without compromising quality.
5.	2.	Joint venture or a sub- consultancy.	Consultants may associate with other firms in the form of a joint venture or a sub-	Consultants may associate with other firms in the form of a joint venture or a	Will be permitted to form Joint Venture (JV) or Sub-Consultancy

			consultancy to enhance their qualifications.	sub-consultancy to enhance their qualifications.	(SC), but quality of JV/SC will be a critical factor for evaluation when RFP is floated.
6.	2.		A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Consultant Guidelines.	We assume that QCBS evaluation will be used for evaluation at RFP stage, evaluation of the EoI will be based on the compliance to the shortlisting criteria provided, as there is no cost component involved in EoI stage, please confirm.	Confirmed.
7.		A. Background	RKI is preparing Rebuild Kerala Development Program with the objective of supporting Kerala's resilient recovery from the August 2018 floods;	Please clarify; Is the Rebuild Kerala Development Program DPR already been approved? What is the total project outlay of Rebuild Kerala Development Program?	Concept paper of RKDP has been approved.
8.	4.	C. Scope of Work:	The PMSS is expected to provide technical, management and secretarial support to RKI and involved line departments, including their executing agencies and other partner institutions/stakeholders in investment planning, technical exploratory studies, development of sectoral policies, training and capacity building, technical reviews, in addition to program monitoring and evaluation, progress monitoring, reporting,	We understand PMSS scope shall be limited to the projects which are funded under Rebuild Kerala Development Program (RKDP), please confirm.	Confirmed.

			communication, grievance redress and feedback, etc.		
9.	4.	C. Scope of Work:	a. Providing support in development, management, monitoring and evaluation of the investments and policy/ institutional development initiatives with professional inputs to RKI and other implementing agencies;	Please clarify what are the investments and institutional development initiatives envisaged under this program.	The final Size and scope of investment and institutional development will be determined only after the RKDP programme is finalised.
10.	4.	C. Scope of Work:	e. Develop and help implement a robust communication strategy for institutionalization of change management emerging from the reform agenda and investments.	Please clarify if this will involve only internal communication or external communication too.	This will involve both internal and external communication.
11.	4.	C. Scope of Work:	g. Carryout thematic assessments of sectors under the guidance of the RKI to support improvements in proposed investments by the state and private sector.	We request you to kindly elaborate on 'Thematic' assessment of sectors and give clear instructions on the possible output contingent on availability of data.	This will be further clarified at RFP stage.
12.	5.	Deliverables:	1.Monthly and fortnightly reports on all areas mentioned in the scope of work.	We understand that the engagement will be Time and Materials (T&M) basis, and consultant will be paid monthly, based on man month rates of the deployed resources,please confirm.	Confirmed.

13.	6.		E. Proposed team composition, desired qualification and experience	For the proposed team composition, please clarify the term 'part time'	Part time means as defined in the table attached.
14.	18.	16.Procurement specialist (part time)	Graduate/ post graduate in Commerce or accountancy with at least 5-8 years' experience in management of large infrastructure projects accounts and or of large organizations, preferably in Kerala; Experience in working with Tally – a must	Educational qualifications and experiences requirements are repeating for this positions. We request you amend the clause to exclude these requirements.	They will be excluded.
15.		Key tasks of Accounts assistant (part time)	Maintain books of accounts for RKI; Prepare and submit monthly account statements with Bank reconciliations; Prepare annual financial statements for review and approval of RKI's High Level Committee; Submit accounts for annual audits and support the auditors in the audit process; Prepare annual budgets and Expenditure statements; Review and conduct transactional audit of implementing agencies for projects/activities financed by RKI programs; Ensure timely payment to contractors and service providers; Any other work as directed by the CEO from time to time.	The mentioned task are usually performed by client's administration and finance department. We request you to either restrict the above activities to RKDP or exclude from PMSS scope.	Account functions will be restricted to RKDP activities.
16.			Limitation of Liability	We note that there is no express limitation on our	

				liability under the EOI. In accordance with standard industry practice, we assume that our aggregate liability for direct damages under this EOI shall be limited to one time the fees paid to us under a specific work order or statement of work.	Confirmed.
17	6	E. Proposed team composition,desired qualification and experience		Please clarify whether we need to showcase the team composition through Detailed CVs or through brief profile of experts.	Brief profiles of experts will be sufficient , provided that they contain enough information needed for the shortlisting.

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Estimated period of requirement of the proposed team

under the PROJECT Management Support Services (PMSS)

(Table vide SLNo.13 of the clarifications sought by bidders SET 1)

<i>Sl. No.</i>	<i>Designation</i>	<i>Minimum deployment period</i>	<i>No. of man-months required/ year</i>
1.	Program Supervisor (Full time)	33%	4
2.	Program Manager (Full time)	100%	12
3.	MIS specialist (Full time)	100%	12
4.	Program Lead (Water Resources) (Full time)	100%	12
5.	Program Lead (Agriculture) (Full time)	100%	12

6.	Program Lead (Transport) (Full time)	100%	12
7.	Program Lead (Social) (Full time)	100%	12
8.	Program Lead (Environment and Forest) (Full time)	100%	12
9.	Economist/ finance specialist (Part time)	25%	3
10.	Transport Specialist	33%	4
11.	Water resources Management specialist (Part time)	33%	4
12.	Agriculture specialist (Part time)	25%	3
13.	Environment and Forest Management specialist (Part time)	33%	4

14.	Social Development specialist (Part time)	33%	4
15.	Communication Specialist (Part time)	50%	6
16.	Procurement specialist (Part time)	50%	6
17.	Accounts Assistant (Part time)	50%	6