

**“Hiring of Project Management Agency (PMA) to support implementation of Meghalaya Health Systems Strengthening Project (MHSSP)”**

Responses to the Pre-proposal conference and written queries raised by Consultancy Firms.

Date of Pre- Proposal Conference via Zoom: February 24, 2021; 1500 Hrs.

Sr. No.	Clause No. & Page No.	Original Clause in RFP	Change Requested/Clarification required	MHSSP Response
1.	Page Number(s): 14, Section: B. Preparation of Proposals, Point: 11. Only One Proposal	The Consultant (including the individual members of any Joint Venture) shall submit only one Proposal, either in its own name or as part of a Joint Venture in another Proposal. If a Consultant, including any Joint Venture member, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected. This does not, however, preclude a Sub-consultant, or the Consultant’s staff from participating as Key Experts and Non-Key Experts in more than one Proposal when circumstances justify and if stated in the Data Sheet.	We understand that each RFP is independent and hence, one bidder can change consortium partners to bid for other RFPs.	Yes
2.	Page Number(s): 31, Section 2. Instructions to Consultants, E. Data Sheet, B. Preparation of	Reimbursable may include: A per diem allowance, including hotel, for experts for every day of absence from the Office at Shillong for the purposes of the Services.	Under which expenditure head, Cost of inflation or increment cost for the Key and Non-key Experts will need to be charged, i.e. under remuneration heading or reimbursement heading of Financial Proposal?	Remuneration

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	Proposals, Point: 16.1	<p>Cost of travel by the most appropriate means of transport and the most direct practicable route for the purposes of the Services.</p> <p>Cost of communications such as the use of telephone, tele-conferencing, facsimile and internet required for the purpose of the Services beyond what is already provided by the Client.</p> <p>Cost of rent or freight of any equipment required to be provided by the Consultants.</p> <p>Cost of reports production (including printing) and delivering to the Client.</p> <p>Other allowances where applicable and provisional or fixed sums.</p> <p>Cost of such further items required for purposes of the Services not covered in the foregoing.</p>		
3.	Page Number(s): 32, Section C: Submission, Opening and Evaluation, Point: 17.1	The Consultants shall not have the option of submitting their Proposals electronically	Considering the limited express courier delivery connectivity in NE region, kindly allow electronic / email submission of proposal with password protected documents.	Submission of proposals electronically is NOT ACCEPTED
4.	Page Number(s): 34, Part B: Evaluation Criteria:, Point: C Key Experts' qualifications and	<p>The number of points to be assigned to each of the above positions (K-1 to K-5) shall be determined considering the following three sub-criteria and relevant percentage weights:</p> <p>a. General qualifications (general</p>	Kindly elaborate the scoring mechanism within a particular sub-criterion. For example - required relevant experience is 5 years, and the expert proposed by the various bidders have experience 5 or 10 or 15 or 20 years. How these experts will be scored under these circumstances.	If the Key-Expert proposed by a firm meets the minimum requirement as mentioned in the Terms of Reference, the firm fetches full 20% and if the key-expert has all the relevant experience in a similar assignment in the past will fetch 65% and accordingly the scoring will be

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	competence for the Assignment:	education, training, and experience): 20% b. Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): 65% c. Relevant experience in the northeast region (working level fluency in local language(s)/knowledge of local culture or administrative system, government organization, etc.): 15%		done as per the points provided against each position.  <b>PLEASE REFER TO THE ADDENDUM</b>
5.	Page Number(s): 32, Section C: Submission, Opening and Evaluation, Point: 17.7 & 17.9	The Proposals must be submitted no later than: Date: 5th March, 2021 Time: 1500 Hrs.	We request the Authority to kindly grant extension of at least two (2) weeks for submission of a quality and informed bid.	<b>PLEASE REFER TO THE ADDENDUM</b>
6.	Page Number(s): 112, Point: 50. Mode of Billing and Payment	Advance payment. Within the number of days after the Effective Date, the Client shall pay to the Consultant an advance payment as specified in the SCC. Unless otherwise indicated in the SCC, an advance payment shall be made against an advance payment bank guarantee acceptable to the Client in an amount (or amounts) and in a currency (or currencies) specified in the SCC.	We Understand that the value of mentioned Bank Guarantee will be equivalent to the applicable advance amount requested. Kindly confirm.	Yes. As mentioned in the clause 50.1 (a) of the III. Special Conditions of Contract at Page 120

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7.	Page Number(s): 68 to 71, Section 7. Terms of Reference, Point: 3. Scope of Services	To work as the project management agency for the MHSSP, the firm will be expected to read and understand about the details of the MHSSP, its components, activities, associated policies and frameworks etc. to get familiar with all the key stakeholders and relation of the MHSSP with each stakeholder; get acquainted with all the work done and reports/documents prepared under the Project prior to its engagement and also familiarize themselves with the World Bank contribution to the Project, their support, guidelines and regulations for project implementation	Role of Non-key experts like NK4-WatSan Expert, NK5- Solar Expert, NK6- Civil Engineer or Architect etc. is not clear in the given scope of services related to the project. Kindly elaborate the expected responsibilities of these mentioned Non-key Experts in the given project scope.	The expected role of all Non-Key Experts is clearly mentioned in at Page No 75 of the Terms of Reference under desired role and moreover as per the statement at Page 72 of Terms of Reference, the following is mentioned  “An indicative manpower requirement for the assignment of entire 60 months must include key experts who will be deployed for full time during the project implementation and <b>non-key experts of suitable qualifications and experience for providing need-based support as and when required</b> ”
8.	Page 30 Data sheet  14.1.3 for time-based contracts only	The Consultant’s Proposal must include the minimum Key Experts’ time-input of 480 person-months.	480 person-months is for key-experts and non-key expert’s person months as per table 4 and table 5. The consultant would request to make the change accordingly.  Table 4 indicates Minimum Qualifications Desired and Indicative Experience of Key Experts 300 person-months of Key Experts.  Table 5 indicates Minimum Qualification Desired and Indicative Experience of Non-Key Experts 180 person-months of non-Key Experts	The Consultant’s Proposal must include the minimum Key Experts’ time-input of approx. 360 person-months and non Key Experts’ time-input of approx. 280 person-months  <b>PLEASE REFER TO THE ADDENDUM</b>

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9.	Page 33 21.1 Part A: Mandatory Criteria, 2	The firm must have a minimum of 5 years of continuous experience in areas of [i]project management; [ii] public health procurement and finance; and[iii] program planning, budgeting and monitoring consultancy,	The consultant would request to relax the condition of continuous experience to experience as the consulting assignments may not be there for continuous period.  The consultant would also request to relax the experience of Public Health Procurement and Finance as the consultant firms may have project management but will not have assignment in Public Health Procurement and Finance specifically.	<b>1. PLEASE REFER TO THE ADDENDUM</b> <b>2.</b> The experience is required in any of the three areas.
10.	Page 34 Part B: Evaluation Criteria	Experience of completing at least 2 projects of similar nature, each having contract value not less than INR 2 crores executed in last 5 years	The consultant understands that this will include assignments in any of the domain mentioned in 21.1 and will also include ongoing assignments as well. Kindly confirm.	Experience related to the assignment that corresponds to the Terms of Reference and the statement clearly states “completion”. Only completed projects will be considered.
11.	Page 35 Key Expert’s qualifications and competence for the assignment	For evaluation of each of the key professionals the following sub-criteria will be followed: General qualifications (general education, training, and experience): 20% Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): 65% Relevant experience in the northeast region (working level fluency in local language(s)/knowledge of local culture or administrative system, government organization, etc.): 15%	The consultant would suggest to relax the 15% weight to 5% for relevant experience in the north east region as the available best resources may not necessarily will have experience of working in the region.	<b>PLEASE REFER TO THE ADDENDUM</b>

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12.	Page 72	Deliverables and Time Schedule for Completion of Tasks	The RFP indicates the deliverables and time schedule for completion of tasks but is silent on payment milestones. The consultant would request to provide the same.	The assignment is a Time-Based Contract and hence the firm is advised to check clause 50.1(e) of the Special Condition of Contract at Page 120 wherein the firms are to submit monthly invoices as per the conditions of the contract and the relevant progress report, etc
13.	Page 79 SI.9	Mandatory Requirement: The Shortlisted Consulting Firm will have to register themselves with the Autonomous District Council of Meghalaya before the signing of the contract	The consultant would request to share the purpose of the same and the process to be followed to do the same.	This is only applicable for the shortlisted consultancy firm. Before initiating the assignment, the firm needs to register themselves with the District Council by paying a nominal fee. The client will provide necessary documents to expedite the process.
14.	Page 120 50.1 (a)	<p>The following provisions shall apply to the advance payment and the advance bank payment guarantee:</p> <p>(1) An advance payment of 5% of remuneration cost (in INR) shall be made within [45] days after the Effective Date, after submission by the Consultant of the advance bank payment guarantee and the invoice. The advance payment will be set off by the Client in 10 equal monthly installments.</p> <p>(2) The advance bank payment guarantee shall be in the amount and in the currency of the advance payment</p>	The consultant would request to increase the advance payment of 5% of remuneration cost to 10% and also would request to share the bank guarantee amount.	<p>No Change. The second part of the question is already answered in the same clause as below:</p> <p>(2) The advance bank payment guarantee shall be in the amount and in the currency of the advance payment</p>

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15.	Page 121 51.1	The interest rate is 4%	The consultant would request to share where this will apply?	Please see clause 51 (51.1) of the General Conditions of Contract at Page 114
16.	General	TECH 7 Code of Conduct	Request to share a format for code of conduct	Attached in the Addendum
17.	Page Number(s): 32, Section C: Submission, Opening and Evaluation, Point: 17.1	The Consultants shall not have the option of submitting their Proposals electronically	Request to allow for email submission.	Please see response at Sl. No 3 above
18.	Page Number(s): 32, Section C: Submission, Opening and Evaluation, Point: 17.4	The Consultant must submit: (a) Technical Proposal: one (1) original, two (2) copies and a soft copy in USB drive; (b) Financial Proposal: one (1) original (HARD COPY ONLY)	Request for provision of additional time for the submission of hardcopy post online submission.	No online submission of the proposal is accepted. All proposals will be accepted via Hard Copy ONLY.
19.	Page Number(s): 32, Section C: Submission, Opening and Evaluation, Point: 17.7 & 17.9	The Proposals must be submitted no later than: Date: 5th March, 2021 Time: 1500 Hrs	Request to extend the submission by 2 weeks to allow for developing strong technical proposal	<b>PLEASE REFER TO THE ADDENDUM</b>
20.	Page Number:30 Section 2. Instructions to Consultants E. Data Sheet, 14.1.3	The Consultant's Proposal must include the minimum Key Experts' time-input of _480_person-months.	In the above points it is mentioned that 480 person months are the minimum key experts time inputs for this assignment whereas at page no. 72 manpower table has illustrated 300-man months for key experts. We request MHSSP to clarify that above mentioned 480 person man months are including Key Experts and Non-Key Experts because as per the table 180 man	<b>PLEASE REFER TO THE ADDENDUM</b>

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			months are shown for Non-Key Experts and if add man months of key and non-key experts then it is coming up to 480 person man months.	
21.	Page Number:32 Section 2. Instructions to Consultants E. Data Sheet, 17.4	The Consultant must submit: (a) Technical Proposal: one (1) original, two (2) copies and a soft copy in USB drive; (b) Financial Proposal: one (1) original (HARD COPY ONLY)	We request MHSSP to allow online submission of Technical and Financial Proposal as per the submission deadline.	Please see response at Sl. No 3 above
22.	Page Number:74,75 Section 7. Terms of Reference	Point 6 Team Composition and Desired Qualification Requirements  K4: Public Health and Quality Assurance Expert; Qualification: Full Time Master's degree in any discipline including Public Health/Epidemiology/Demography/ Population Sciences/Statistics/Community Medicine/Hospital or healthcare management Or Candidates with MBBS, MPH/MD in Community Medicine/Hospital Administration/ MBA (Hospital / Healthcare).  K5: Institution and Capacity Building Expert Qualification: Full time master's degree in any discipline including Public Health/ Community	We request MHSSP to consider two-year full time Post Graduate Diploma in Health and Hospital Management qualification for both the above positions	Acceptable.



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		Medicine/Hospital or healthcare management, or Social Science.		
23.	Page Number:77 Section 7. Terms of Reference Table 5	Reference table 5 Minimum Qualification Desired and Indicative Experience of Non-Key Experts  NK 4: WatSan Expert NK 5: Solar Expert NK 6: Civil Engineer	In the above points following Non-Key Experts are required by the project whereas in the detailed Terms of Reference there is no description of civil related work. We request MHSSP to clarify the nature of the work required to be done by the above non key experts.	Please see response at Sl. No 7 above
24.	Page Number:71 Section 7. Terms of Reference 5. Deliverables and Time Schedule for Completion of Tasks	Reference: Description of Deliverable and Proposed Timeline	We request MHSSP to clarify the payment schedule in accordance to the successful completion and submission of deliverables as per the timeline	Please see response at Sl. No 12 above
25.	Page Number:72 Section 7. 6. Team Composition & Qualification Requirements	Reference: An indicative manpower requirement for the assignment of entire 60 months must include key experts who will be deployed for full time during the project implementation and non-key experts of suitable qualifications and experience for providing need-based support as and when required	Please clarify, if this full-time deployment of 60 months for each key expert can be divided among field and home days or they are required for full time at Shillong?  Please clarify, the non key experts will be deployed for full time at Shillong or their time can be divided among field and home days?	Yes. The same can be divided for both.
26.	Page Number:72 Section 7. Team Composition	General	Request MHSSP to clarify that the shortlisted agency for PMTA will get an office space by MHSSP or the agency needs to budget office cost and office expenses in their budget.	The office space for this assignment will be provided by the project.

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27.	Page Number:32 Section 2: E. Data Sheet C. Submission Opening and Evaluation 17.7	The Proposals must be submitted no later than: Date: 5th March, 2021 Time: 1500 Hrs.	We are very interested in this opportunity and possess the required expertise and experience for executing large scale projects of similar nature and therefore we wish to submit our Bid. However, due to the specific requirement of key personnel for implementing this project we require some time therefore, we would request you to consider for an extension of the deadline by 14 days to 19th March 2021 (till 1500 Hours). This will allow us to provide the necessary documentation and submit a strong competitive bid.	<b>PLEASE REFER TO THE ADDENDUM</b>
28.	Page Number:35 Section 2: E. Data Sheet C. Submission Opening and Evaluation 21.1 Part B: Evaluation Criteria	Relevant experience in the northeast region (working level fluency in local language(s) / knowledge of local culture or administrative system, government organization, etc.): 15%	The requirement is very limiting therefore, request you to kindly reconsider and omit the current requirement and evaluation score associated to the requirement.	An expert having a local or regional knowledge is always preferable, however, it is left on the firm to choose the candidates and propose accordingly.  <b>PLEASE REFER TO THE ADDENDUM FOR THE WEIGHTAGE PERCENTAGE</b>
29.	Page Number:47 Section 2: E. Data Sheet C. Submission Opening and Evaluation	Form Tech 6 (FTP)	Request clarification on the deployment of the key personnel. From the RFP we understand that there will be minimal onsite requirement of key personnel (except on some occasions visits during field work) and therefore no physical deployment of key personnel required. Kindly confirm as this will help us apportion the cost and identify the key personnel according to the location.	All the key and non Keyexperts are required to be stationed at shillong as per the estimation provided in the ToR during their respective duration of services and carry out field visits as and when required.

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30.	Page Number:34 Section 2: E. Data Sheet C. Submission Opening and Evaluation 21.1 Part B: Evaluation Criteria Point (A)	Experience of completing at least two (2) projects of similar nature, each having contract value not less than INR 2 crore executed in last five (5) years.	Request you to kindly reconsider and relax the requirement of complete project to ongoing or complete project.	No Change.
31.	Page Number:35 Section 2: E. Data Sheet C. Submission Opening and Evaluation 21.1 Part B: Evaluation Criteria	General qualifications (general education, training, and experience): 20% Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): 65%	Request clarification over the two points and how one is different from the other. The ambiguity in the above two points may lead to unsubstantiated marking. Request to please quantify the requirement for both the points and allocate marks for each.	Point (a) will fetch 20% if the educational qualification of the Key Experts matches or supersedes the general qualifications mentioned against each expert in the ToR at Section 7 whereas Point (b) relates to the educational and professional background of the proposed key-experts by the firms relevant to the assignment <b>PLEASE REFER TO THE ADDENDUM FOR POINT (B)</b>
32.	Page Number:30 Section 2: E. Data Sheet 11.1	Participation of Sub-consultants, Key Experts and Non-Key Experts in more than one Proposal is permissible: Yes	If a consultant wins multiple projects out of the total 8 RFPs, this clause allows the consultants to have same key personnel work across multiple Meghalaya Health System Strengthening projects that consultant won. Please confirm.	Each proposal is independent of each other hence it is upon the discretion of the firm how they would like to propose their manpower for each proposal taking into consideration that all key-experts has to meet the required mandates mentioned in each of the proposal.
33.	Page Number:72 Section 7 Terms of Reference 6. Team Composition	An indicative manpower requirement for the assignment of entire 60 months must include key experts who will be deployed for full time during the project implementation	From this we understand that the Key experts are expected to be deployed in Shillong for the whole project duration of 60 months. However, this is in contradiction with point number 3	No contradiction of any kind

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			mentioned above. Kindly clarify the requirement.	
34.	Page Number:71 & 75 Section 7 Terms of Reference 6. Team Composition	Non-key experts of suitable qualifications and experience for providing need-based support as and when required And Estimated Person Months (NK1, 2 and 6) – 36 person months each	From this we understand that the non-key experts (NK1, 2 and 6) are required for the complete project duration of 36 months and are expected to be deployed full time. Kindly confirm.	Please see response at Sl. No 7 above
35.	Page Number:71 & 76 Section 7 Terms of Reference 6. Team Composition	Non-key experts of suitable qualifications and experience for providing need-based support as and when required And Estimated Person Months (NK3, 4 and 5) – 24 person months each	From this we understand that the non-key experts (NK3, 4 and 5) are NOT required for the complete project duration of 36 months and are expected to be deployed full time only for 24 months. Kindly confirm.	Please see response at Sl. No 7 above
36.	Page Number:39	Section 3 Checklist of Required Forms TECH 6 Each CV should contain a maximum of 3 pages	Request you to give at least 5-6 page limit to be able to present the key projects of the proposed resource	No Problem.
37.	Page Number:69 Terms of Reference	Ensuring compliance of the project implementation to the World Bank's policies including environmental and social standards, guidelines, requirements, and relevant government regulations'	Please clarify whether responsibility of securing regulatory clearance (if required) would lie with PMA.	The PMA is expected to only support the PMU in preparing necessary documents and technical assistance in obtaining the clearances.
38.	Page Number:69 Terms of Reference	Support PMU in supervising the preparation and implementation of all environmental and social instruments (e.g Environmental	We need to ask the client who'll primarily be responsible for the development of these safeguard documents	The primary responsibility for the development of these safeguard documents will be of the PMU in consultation with the World Bank.

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		and Social Screening reports, Environmental and Social Impact Assessments and Management Plans) related to the project activities following the project's Environmental and Social Management Framework (ESMF) and Stakeholder Engagement Plan (SEP).		
39.	Page 33 Section 21.1: Part A: Point 2 of the Mandatory criteria, 2	The firm must have a minimum of 5 years of continuous experience in areas of [i]project management; [ii] public health procurement and finance; and [iii] program planning, budgeting and monitoring consultancy.  Relevant contracts or work orders to be enclosed such as Project Description including Scope of Services, contract value, etc.; Client references, Project Completion Certificates and any relevant supporting document	We understand the Citations to be shared here need to be from any of the three areas mentioned. We request the Authority to please clarify.  Secondly, we assume ongoing assignments are also considered under this category of citations. If this is the case, we request the Authority to modify the clause as per below as the project completion certificate will not be available for the ongoing assignments:  Relevant contracts or work orders to be enclosed such as Project Description including Scope of Services, contract value, etc; Client references / Project Completion Certificates and any relevant supporting document.	Yes Yes, ongoing assignments are also considered here. Under the documents required, the same is already mentioned.
40.	Page 33 Clause 21.1: Part A: Mandatory Criteria, 3	The firm should have an average annual turnover of at least INR 50 lakhs in the last three financial years	The turnover criteria seem to be very much on lower side considering the size of the opportunity. Request you to consider increasing it to INR 50 Cr each year at least.	No Change.

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41.	Page 34 Section 21.1: Part B: Point A of the Evaluation criteria.	Specific experience of the Consultants (as a firm) relevant to the Assignment:  Experience of completing at least two (2) projects of similar nature, each having contract value not less than INR 2 crore executed in last five (5) years.	It is requested to the Authority to kindly provide the clarity on the supporting citations/ documents required for the said criteria.	The citation is very clear. Only 2 completed projects worth 2 crore each or more in similar assignment in last 5 years will be considered
42.	Page 34 Section 21.1: Part B: Point A of the Evaluation criteria.	Specific experience of the Consultants (as a firm) relevant to the Assignment:  Experience of completing at least two (2) projects of similar nature, each having contract value not less than INR 2 crore executed in last five (5) years.	It is requested to the Authority to kindly define the 'projects of similar nature' of the said clause or can we assume that citations related to any of the below can be treated as similar here:  [i]project management; [ii] public health procurement and finance; and[iii] program planning, budgeting and monitoring consultancy.	Yes
43.	Page 39  Section 3: Technical Proposal, Checklist of Required forms	Power of Attorney: No pre-set format/form. In the case of a Joint Venture, several are required: a power of attorney for the authorized representative of each JV member, and a power of attorney for the representative of the lead member to represent all JV members	We understand that a Power of Attorney is required to be submitted. However, can we submit a copy of the board resolution for the Authorised representative in place of Power of Attorney?	Board Resolution is accepted unless the resolution authorizes the signatory for signing of proposals, etc
44.	Page 79  Clause no. 9, Mandatory requirement	The Shortlisted Consulting Firm will have to register themselves with the Autonomous District Council of Meghalaya before the signing of the contract.	It is requested to the Authority to kindly provide clarity on the purpose of such registration and related guidelines (if any).	This is only applicable for the shortlisted consultancy firm. Before initiating the assignment, the firm needs to register themselves with the District Council by paying a nominal fee. The client will provide necessary documents to expedite the process.

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45.	<p>Page 17 Section Instructions to Consultants: Point no 15.2 of B. Preparation of Proposals Page 39</p> <p>Section 3. Technical Proposal- Standard Forms: Checklist of Required Forms</p>	<p>Depending on the nature of the assignment, the Consultant is required to submit a Full Technical Proposal (FTP), or a Simplified Technical Proposal (STP) as indicated in the Data Sheet and using the Standard Forms provided in Section 3 of the RFP.</p> <p>&amp;</p> <p>Checklist required for FTP (Full Technical proposal) or STP (Simplified Technical Proposal).</p>	<p>Is the firm required to submit both FTP and STP OR either of FTP or STP as a part of the Technical Proposal? It is requested to authority to please clarify.</p>	<p>Only FTP as clearly mentioned in clause 15.2 of the Data Sheet at Page 31</p>
46.	<p>Page 32</p> <p>Section 2: Instruction to Consultants: Part C: Submission, Opening and Evaluation</p> <p>Point no. 17.7 &amp; 17.9</p>	<p>The Proposals must be submitted no later than: Date: 5th March, 2021</p>	<p>Your detailed response to queries will help us to propose a methodology which will be most suitable to meet the project objectives of this large opportunity. It will have significant impact on the methodology to be adopted, selection of suitable team members meeting the RFP requirements, bringing lot of expertise from different groups and preparation of financials. We request you to extend the deadline for bid submission by 14 working days. This shall help us in building our technical and financial proposal suitably.</p>	<p><b>PLEASE REFER TO THE ADDENDUM</b></p>

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47.	Page 32 Clause 17.4: Submission, Opening and Evaluation	The Consultant must submit: (a) Technical Proposal: one (1) original, two (2) copies and a soft copy in USB drive; (b) Financial Proposal: one (1) original (HARD COPY ONLY)	Can you please consider submission of proposal online as in between COVID travelling to locations is very challenging	No. Acceptance of the proposals will ONLY be done via Hard Copy.
48.	Page 60 Consultant's Representations Regarding Costs and Charges (Model Form I)	Home Office Client's Country	Please clarify if "Home Office" means here resources working from offsite or working in client office in Shillong? Please clarify what is meant by "Client's Country"- This is onsite or offshore resource rate to be provided?	Please read the foot note at FORM Tech -6 (FTP)clarifying the same at Page 48
49.	Page 72 Clause 6: Team Composition and Desired Qualification Requirements	Table 4 Minimum Qualifications Desired and Indicative Experience of Key Experts	Is it expected that all the Key resources need to be onsite for the whole duration of the project or it can be mix of onsite/offshore ensuring efficient delivery of the project?	Yes.
50.	Page 73 K3: Team Composition and Desired Qualification Requirements	The person should be a Chartered Accountant /ICWA/ MBA (Finance)	Request you to modify this to "The person should be a Chartered Accountant /ICWA/ MBA"	No Change
51.	Page 30 Section 2. Instructions to Consultants	The Consultant's Proposal must include the minimum Key Experts time input of 480 person months.	In the above point, time input of Key Experts and Non-Key Experts got merged and it is creating confusion. We request MHSSP to clarify and say that "The Consultant proposal must include the	Please see response at Sl. No 8 above



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	E. Data Sheet, 14.1.3		minimum Key Experts time input of 300 person months and minimum Non-Key Experts time input of 180 person months”	
52.	Page 74,75 Section 7. Terms of Reference, Reference: Point 6 Team Composition and Desired Qualification Requirements	<p>K4: Public Health and Quality Assurance Expert; Qualification: Full Time Master’s degree in any discipline including Public Health/Epidemiology/Demography/ Population Sciences/Statistics/Community Medicine/Hospital or healthcare management Or Candidates with MBBS, MPH/MD in Community Medicine/Hospital Administration/ MBA (Hospital / Healthcare).</p> <p>K5: Institution and Capacity Building Expert Qualification: Full time master’s degree in any discipline including Public Health/ Community Medicine/Hospital or healthcare management, or Social Science</p>	We request MHSSP to consider two-year full time Post Graduate Diploma in Health and Hospital Management qualification for both the above positions.	Acceptable
53.	Page 72,75 Section 7. Terms of Reference	Table 4 and Table 5	We request MHSSP to clarify the approximate travel requirements for the Key and Non-Key Experts under the project, so that accordingly bidders can accommodate the associated cost in their financial envelope	As per the estimated man-months given against each expert for the entire duration of the project.
54.	Page 33	The firm should be a legally registered firm having atleast 5	Provided that the requirement is mainly to carry out PMA services, we request that	No Change

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	Point 21.1 (Part A Mandatory Criteria) - 1	years' experience in the business of providing similar nature consultancy services in Health Sector.	the clause be read as – “The consultant to have relevant experience over the last 5 years in various sectors, including the Health Sector”.	
55.	Page 33- Point 21.1 (Part A Mandatory Criteria) – 2	The firm must have a minimum of 5 years of continuous experience in areas of [i]project management; [ii] public health procurement and finance; and[iii] program planning, budgeting and monitoring consultancy,	Provided that the requirement is mainly to carry out PMA services, we request that the clause be read as – “The firm to have continuous experience in areas of (i) project management (ii) procurement and finance in various sectors including public health (iii) program planning, budgeting and monitoring consultancy	No change. <b>PLEASE REFER TO THE ADDENDUM.</b>
56.	Page 33- Point 21.1 (Part A Mandatory Criteria) - 3	The firm should have an average annual turnover of at least INR 50 lakhs in the last three financial years	Turnover requirement of INR 50 lakh may lead to applications from firms who may be financially sub-par in terms of resources, manpower and income. Considering this is a long-term engagement, it may be prudent to amend the clause as below so as to shortlist applicants with proven background and resources– “The firm should have an average annual turnover of at least INR 50 crore in the last three financial years”	No Change
57.	Page 34- Point no. 21.1 (Part B – Evaluation Criteria)	Experience of completing at least two (2) projects of similar nature, each having contract value not less than INR 2 crore executed in last five (5) years	As per available text in RFP, we understand that ‘similar nature’ may mean projects related to PMA services. As you may know, PMA services are provided across a number of other sectors as well. It is not clear if the text attributes to the type of services or the sector in which the services were administered. We request clarification in this regard.	‘Similar nature’ means experience related to the assignments that corresponds to the Terms of Reference

Sr. No.	Clause No. & Page No.	Original Clause in RFP	Change Requested/Clarification required	MHSSP Response
58.	Page 74 4- Point no. 21.1 Section 6 - Team composition & qualification requirements for the key experts	No. K4 - Public Health and quality assurance Expert  Master's degree in any discipline including Public Health/ Epidemiology/Demography/Population Sciences / Statistics/ Community Medicine/Hospital or healthcare management Or Candidates with MBBS, MPH/MD in Community Medicine/Hospital Administration/ MBA (Hospital / Healthcare), DNB in Hospital Administration.	The Consultant understands that two years Post Graduate Diploma in Hospital & Healthcare Management / Masters in Hospital Administration, etc. are equivalent to MBA in Hospital Management. Please confirm whether our understanding is correct.	Yes

**KINDLY NOTE THAT NO FURTHER QUERIES WILL BE ENTERTAINED AFTER THE ISSUE OF THIS DOCUMENT**

**Sd/-**

**Ram Kumar S, IAS**

**Project Director, MHSSP**

**Department of Health & Family Welfare, GoM**