



OFFICE OF HEAD
DEPARTMENT OF WATER SUPPLY & SANITATION PUNJAB
Water Works Complex, Phase-2, Sahibzada Ajit Singh Nagar-160055
Tele/fax: 0172-270101, 4330300, 2747775 email: hoddwss@gmail.com

No: 475
To

Dated: 6-2-17

Through email only

Sr. No.	Name of firms
1.	M/s BLG CONSTRUCTION SERVICES (P) LTD. H.O. "BLG HOUSE" 4 CYB Cyber Park Near Jodhpur Dairy , Basni Heavy Ind. Area Jodhpur (Raj) PH: +91-8058792107 , 0291-2742107 Fax : 0291-2742622 Email: infoblgindia.com, blgconstruction@hotmail.com Website: www.blgconstructionservices.com
2.	M/s Mukesh & Associates, Division 2, 2/6 Ranganathar Avenue, Perumal Malai Main Road, Narasothipatty, SALEM Tamil Nadu Phone: 04272333563/2330568 Email: bd2@mukeshassociates.com Website: mukeshassociates.com
3.	M/s Construma Consultancy Private Limited In association with Everon Project Consultants Ltd. D-57, (GF), Sector - 52 Noida Tel: 0120-4570152, 4570153 Email: ccpl_delhi@rediffmail.com
4.	M/s WAPCOS Limited SCO 302, 2nd Floor, Sector -9, Panchkula (Haryana) Ph: 0172-4689215 Email : panchkula@wapcos.gov.in, Website: wapcospanchkula@yahoo.in
5.	Arvind Verma M/s Senior Manager (Infrastructure) TÜV SÜD South Asia Pvt. Ltd. 1 st Floor, Basic IT Solutions (BITS Tower) Sector 125, Plot.No.9, Noida Expressway, Noida -201301, UP Mobile: +91 9643308808 Email address: arvind.verma@tuv-sud.in, http://www.tuv-sud.co
6.	Khyati Sonpal Manager- Transportation Tata Consulting Engineers Limited 4th Floor, Tower 'A' 247 Park, Lbs Marg Vikhroli (West), Mumbai 400083 Dir Tel: 91-61148528 Mob: 91-9769007769
7.	M/s JPS Associates (P) Ltd. R-16 Hauz Khas Enclave New Delhi -110016 Tel: 011-26862487,26862193,26854335 Email: info@jps-india.com Website: www.jps-india.com

Subject: Proceedings of the pre proposal conference held under the Chairmanship of Chief Engineer (N) on 30.1.2017 with shortlisted Consultants for preparation of Independent Verification Agency (IVA).

Reference: Letter of Invitation no. PRWSSIP/ P150520/132 dated 11.1.2017.

Please refer to the RFP sent to you along with above referred letter of invitation. Soft copy of the proceedings of the pre-proposal conference held on 30.1.2017 in the office of Head DWSS, is attached for your review and further necessary action.

As was committed in the pre-proposal conference, to enable you, to incorporate the changes required to be done, by you, in the proposal on the basis of attached proceedings and to provide you clear two weeks time, last date of submission of proposal is hereby extended from 20.2.2017 to 22.2.2017. In view of above it is requested that proposals must be submitted to Head DWSS no later than 22.2.2017 upto 3.00 PM.

DA/Soft copy of proceedings of pre-proposal conference (Annexure A)

UC (M&E)
For Head DWSS

Subject: Punjab Rural Water and Sanitation Sector Improvement Project: Proceedings of the pre-bid conference held on 30.1.2017 for Independent Verification Agency (IVA).

A pre-proposal conference was held with the shortlisted consultants on 30.1.2017 at 12.00 noon. Out of the below mentioned seven consultancy firms five firms participated in the pre-bid conference. M/s JPS Associates (P) Ltd. R-16 Hauz Khas Enclave New Delhi -110016 and M/s Mukesh & Associates, Division 2, 2/6 Ranganathar Avenue, Perumal Malai Main Road, Narasothipatty, SALEM Tamil Nadu did not participate in the pre-bid conference. However M/s JPS Associates (P) Ltd. submitted queries prior to the pre-bid conference vide its email dated 23.1.2017 and the same were also discussed in the pre-bid meeting.

Sr. No.	Name of firms
1.	M/s BLG CONSTRUCTION SERVICES (P) LTD. H.O. "BLG HOUSE" 4 CYB Cyber Park Near Jodhpur Dairy , Basni Heavy Ind. Area Jodhpur (Raj) PH: +91-8058792107 , 0291-2742107 Fax : 0291-2742622 Email: infoblginia.com, blgconstruction@hotmail.com Website: www.blgconstructionservices.com
2.	M/s Mukesh & Associates, Division 2, 2/6 Ranganathar Avenue, Perumal Malai Main Road, Narasothipatty, SALEM Tamil Nadu Phone: 04272333563/2330568 Email: bd2@mukeshassociates.com Website: mukeshassociates.com
3.	M/s Construma Consultancy Private Limited In association with Everon Project Consultants Ltd. D-57, (GF), Sector - 52 Noida Tel: 0120-4570152, 4570153 Email: ccpl_delhi@rediffmail.com
4.	M/s WAPCOS Limited SCO 302, 2nd Floor, Sector -9, Panchkula (Haryana) Ph: 0172-4689215 Email : panchkula@wapcos.gov.in, Website: wapcospanchkula@yahoo.in
5.	Arvind Verma M/s Senior Manager (Infrastructure) TÜV SÜD South Asia Pvt. Ltd. 1 st Floor, Basic IT Solutions (BITS Tower) Sector 125, Plot.No.9, Noida Expressway, Noida -201301, UP Mobile: +91 9643308808 Email address: arvind.verma@tuv-sud.in , http://www.tuv-sud.co
6.	Khyati Sonpal Manager- Transportation Tata Consulting Engineers Limited 4th Floor, Tower 'A' 247 Park, Lbs Marg Vikhroli (West), Mumbai 400083 Dir Tel: 91-61148528 Mob: 91-9769007769
7.	M/s JPS Associates (P) Ltd. R-16 Hauz Khas Enclave New Delhi -110016 Tel: 011-26862487,26862193,26854335 Email: info@jps-india.com Website: www.jps-india.com

The meeting was chaired by Shri P.R. Sharma CE (N) and the below mentioned officers from the office of Head DWSS participated in the meeting.

1. Shri D.K. Bhasin UC (M&E) DWSS Mohali
2. Mohammad Ishfaq Director Sanitation DWSS Mohali
3. Shri Lakshman Madan Procurement Specialist

The following representatives of the above mentioned consulting firms participated in the pre-bid conference.

1. Shri Surendra Yadav,
M/s BLG CONSTRUCTION SERVICES (P) LTD. H.O.
"BLG HOUSE" 4 CYB Cyber Park Near Jodhpur Dairy,
Basni Heavy Ind. Area Jodhpur
Mobile: 9414135900
2. Shri B.K. Bassi
M/s Construma Consultancy Private Limited
In association with Everon Project Consultants Ltd.
D-57, (GF), Sector - 52 Noida
Mobile : 9501025156
Email: ccpl129@gmail.com
3. Shri Manoj Singh, Engineer &
Shri Partesh Singh, Dy. CE
M/s WAPCOS Limited
Mobile: 9915278464, 8146852375
4. Shri Ramesh Kumar Zutshi
Tata Consulting Engineers Limited
Mobile: 9996007338
Email: rkzutshi@tce.co.in

The queries raised through emails as well as asked in the pre-bid meeting by all the consultancy firms were taken up for discussions. In all 52 queries were received. The queries and their corresponding replies are given in the table below.

Sl. No.	Reference	Page no.	Description	Queries	Reply
1.	1.4 Project Component Description and Outcomes Expected:	57	There are four project components but the relevant components for this consultancy assignment are the following two components.	It is requested to disclose the other two components of the project and name of the agencies which are assigned for the IVA of those components.	Project Appraisal Document is hoisted on website www.pbdwss.gov.in and on website under download/form section. www.sbmpunjab.com at sr. no. 1 Punjab Rural Water and Sanitation Sector Improvement Project (PRWSSIP) documents. The same may be referred.
2.	1.4.3/1.5.3. Component 2:	58-59	The choice of toilet technology and	As a suggestion, it is advised to DWSS to	It should be a sanitary Latrine and should

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	Inclusive Household Water and Sanitation Services		structure is left with the beneficiary to enhance ownership and eventually usage of toilets.	offer suitable options and technology for the beneficiaries for toilet construction.	meet SBM guidelines or DWSS guidelines. DWSS is creating adequate awareness of suitable options & technology for the beneficiary for toilet construction. However the final choice is left with the beneficiary.
3.	1.6 Project Cycle and Activities 8. Ownership	59-60 81	The details of activities for Water Supply, and Sewerage Components are given in Annexure 1. The detail of activities for Individual household latrines are given in process note at annexure 2 DA/Annexure-1 and 2 (Attached at the end of this file)	It is found that the Annexure-1 and 2 are missing in the RFP document. Kindly provide the Annexure 1 & 2.	Annexure 1 and 2 has already been sent to all the shortlisted consultants by UC (M&E) vide email dated 24.1.2017.
4.	2. Objective of the Consultancy Services	60-62	The objective of this consultancy shall be to undertake an independent assessment of quality of planning project activities, implementation quality, effective in targeting project interventions and service delivery improvements achieve	In order to comprehensively meet with the mentioned objectives, it is suggested to the client to incorporate the following additions in the ToR: <ul style="list-style-type: none"> ▪ Works Contract Management performance: This shall be assessed during construction, commissioning and post construction stages for water supply and sewerage. <ul style="list-style-type: none"> – Assessment during pre-construction stage should also be added – Provision should be made in the bid document for soliciting rates 	All these issues are covered in scope of services. Please refer para 3 of ToR.

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				<p>for the projects undertaken</p> <ul style="list-style-type: none"> ▪ Effectiveness of Project Interventions: The IVA here should also be given a role to assess the project objectives during preconstruction stage. ▪ Effectiveness of Service Delivery: IVA should also be mandated to interact with GPs, GPWSCs, DWSS Field Officers & other stake holders from time to time to assess the adequacy of Institutional Mechanism available to them through the Panchayati Raj Act and from time to time make appropriate recommendations to Secretary WSS. 	
5.	3.4 Number of villages to be covered under each component	62-64	<p>2a. Improved access to water through household connections- 10% villages to be covered. Some visits during the construction and some post construction on service levels</p> <p>2b.Operational Improvement for improved water supply service - 10% villages to be covered. One visit during the construction/ post construction.</p>	<ul style="list-style-type: none"> ▪ The villages should be visited firstly during pre-construction to assess the capacity building of GPWSC, secondly during construction as well as thirdly post construction to assess improved Service Level. More than 3 visits if required/undertaken , should be payable extra. ▪ Also, IVA should be notified by DWSS as an Agency which shall be available for directly receiving public 	<ul style="list-style-type: none"> ▪ Consultant should carry out the assignment as per TOR. Scope of services is well define in para 3 of ToR.

Sl. No.	Reference	Page no.	Description	Queries	Reply
			2c. Household Sanitation (Toilets) - 5% villages to be covered. One visit during the construction/ post construction	complaints/feedback. Needful interventions in such cases shall be recommended by IVA to Secretary WSS.	
6.	3.5 Monthly visits to villages and criteria for sample selection	64-65	Number of consultant's teams required for initial 12 months for field visits to villages considering a single team visits two villages per day.	<ul style="list-style-type: none"> ▪ In order to do quality exercise, it is suggested to reduce the number of visits to one village per day instead of two village and conduct 15 visits per month. ▪ No. of teams required to be computed accordingly. ▪ Also, in the event of fractional values, rounding off should be to the next higher number. 	The monthly visits/work plan and methodology is suggestive. However consultants are to plan their methodology for completing the assignment in a time bound manner as specified in para 3.7.1 of TOR.
7.	3.7.1 Critical time for Inspection Visits	66-67	The IVA team should plan their field inspections to schemes in such a way that they are able to inspect/verify works while they are at critical stage during the construction.	It is suggested to give prior intimation to IVA, for all lowering of Tube-well Pipes & Stainless Steel Filters. These are huge costly items and practically no assessment thereof is feasible after the lowering of material.	List of scheme /villages /works is to be finalised on sample basis at Government level. Information /verification report of only those schemes will be required to be submitted by the consultant.
8.	3.8. Quality Control of Construction 3.9 Quality Control of Materials and Equipment 3.10 Quality Control of Pipeline Works 3.11 Quality Control of Mechanical and Electrical Works	66-67	Testing of Materials and Inspections: Some of the material testing has to be done by the IVA – the quantum of such testing shall be mutually decided by the DWSS and the IVA. Material testing of samples pipes &	<ul style="list-style-type: none"> ▪ As per the listing of tests to be done by IVA, please confirm that the client will facilitate, through NABL accredited laboratories, the provision of testing equipments and the testing charges will be borne by the client on actual. ▪ Consultant will not be accountable for 	Sample size of 50 schemes is clearly defined in para 3.8 and its testing charges would be reimbursed to the consultant as per actual rates paid by the consultant. However, the tentative cost of testing charges for 50 schemes may also be mentioned in the financial proposal separately but the same shall not be considered while evaluating the

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			<p>specials and steel during implementation (sample size: minimum 50 schemes spread over all the 3 zones) collected by the IVA for parameters defined in the relevant BIS code, shall be got done at NABL accredited laboratories agreed with the DWSS.</p>	<p>purchasing or providing any equipment as listed in the RFP (page 67). Please confirm.</p> <ul style="list-style-type: none"> ▪ IVA shall have right to assess the Contract documents to appreciate if the full scope of allotment has been executed or not. All stipulations of relevant BIS/Contract provisions can be got tested by IVA, as may be considered necessary. 	<p>combined technical and financial proposal. In addition as clarified in para 3.9, IVA can review the mandatory material tests done at site by the consultant and access their appropriateness.</p> <p>IVA shall have the access to the contract document of selected schemes. Further sampling of material is to be got done of the 50 schemes only which are to be decided at the level of Secretary WSS.</p>
9.	4. Team composition and qualification requirement for the key experts	68	<p>Minimum Experience required for Team leader:</p> <ul style="list-style-type: none"> ▪ 12-15 years of relevant experience is required at the national or international level in constructions of water supply and sewerage projects. ▪ Must have led as team leader for at least two similar assignments. ▪ Must have at least 5 years of experience of working with Third Party Inspecting Agency on 	<p>It is requested to remove the criteria as mentioned in the 3rd bullet point, i.e. Must have at least 5 years of experience of working with Third Party Inspecting Agency on similar role and nature of work defined in the ToR, since this is a very limiting factor in the choice of otherwise qualified and experienced individual experts.</p>	<p>Third bullet may be read as: Preferably should have at least 5 years of experience of working with Third Party Inspecting Agency on similar role and nature of work defined in the ToR.</p>

Sl. No.	Reference	Page no.	Description	Queries	Reply
			similar role and nature of work defined in the ToR.		
10.	4. Team composition and qualification requirement for the key experts	68	<p>Minimum Experience required for Senior Social Development Advisor:</p> <ul style="list-style-type: none"> ▪ 12-15 years of relevant experience is required at the national or international level in social aspects of water supply sector. ▪ Must have led similar work as social head for at least two similar assignments. ▪ Must have at least 5 years of experience of working with Third Party Inspecting Agency on similar role and nature of work defined in the ToR. 	It is requested to remove the criteria as mentioned in the 3 rd bullet point, i.e. Must have at least 5 years of experience of working with Third Party Inspecting Agency on similar role and nature of work defined in the ToR, since this is a very limiting factor in the choice of otherwise qualified and experienced individual experts.	Third bullet may be read as: Preferably should have at least 5 years of experience of working with Third Party Inspecting Agency on similar role and nature of work defined in the ToR.
11.	4.1 Inputs from key members	69	The total level of inputs from the key member of the team will be 192 person months. The Consultant may also be required to establish a suitable office in Chandigarh/consider setting up offices at Regional level to facilitate visits with reduced travel time and costs. The consultant will make his own arrangements for all the activities it has	<ul style="list-style-type: none"> ▪ We understand that the geographical coverage of the assignment will be the villages of S.A.S. Nagar. Please confirm. ▪ We understand that the consultant needs to set up an office at Chandigarh and at S.A.S. Nagar (total 2 offices). Please confirm. 	<p>Coverage of the assignment is spread throughout the State as defined in para 3.6.2.</p> <p>It has been mentioned in para 3.6.2 that as the project is progressing in 22 districts in the State, the IVA may like to consider setting up offices at Regional level to facilitate visits</p>

Sl. No.	Reference	Page no.	Description	Queries	Reply
			to perform in meeting the scope of services under this consultancy such as arrangements for office equipments and other essentials like computer, telephone, email connection, photocopying, Stationery, fax etc. Consultant will make its own arrangement for its staff's living and subsistence in SAS Nagar or other suitable location as per requirement. This will include all travel and logistic arrangements required for its Team.		with reduce travel time and cost.
12.	5. Reporting requirements and time schedule for deliverable	70	All the payments will be made by HOD office on the recommendations of the Secretary, DWSS who may seek opinion from experts / advisors.	It is suggested that, in the event of any dispute, the decision of Secretary WSS shall be sought. If need be, Secretary WSS may appoint any adjudicator to resolve the issue.	Provision of dispute settlement through arbitration exists at para 45.1 (page 107 of RFP)
13.	6. Client's input and counterpart personnel	70	Office of the Secretary, DWSS will make available to the consultant all relevant documentation in soft copies which include list of all the water supply, sewerage and performance improvement schemes and names of villages where sanitation works (construction of IHHL) have been taken up/ will be taken up.	It is suggested that, for every field visit, the IVA team shall report at the Head Quarter of concerned Executive Engineer (under prior intimation to him. EE permission/consent for the visit shall not be mandatory). All transportation from EE's office to concerned villages including the deputing of responsible person as Scheme-in-Charge, shall be the onus of Executive Engineer.	Draft copy of the report is not required to be shared with DWSS staff to avoid conflict of interest as elaborated in para 5 of TOR Consultant is required to make its own transportation arrangements for conducting field visits.
14.	--- Draft Terms of Payment	70 & 71	All the payments will be made by HOD office on the	It is requested to include that the payments will be cleared within one	Payment schedule has been defined in Sr. No. 7 of TOR.

Sl. No.	Reference	Page no.	Description	Queries	Reply
			recommendations of the Secretary, DWSS who may seek opinion from experts / advisors.	week (7 days) from raising the monthly invoices on submission of deliverables from the consultant as this is a long term assignment (2 years) involving significant monthly out of pocket expenses and professional fees. Without adequate and timely funding from client, it will be difficult to retain the team on a long term basis. This is a critical requirement for ensuring smooth execution of the assignment.	
15.	Appendix D - Form of Advance Payments Guarantee	115	Bank Guarantee for Advance Payment	Provided format has no relevance as there is no such payment term for advance payment. Please confirm.	No bank guarantee is required as all the payments shall be released against the approved deliverables.
16.	---	---	Performance security	There is no mention of Performance security in the RFP document. We assume this is not required. Please confirm.	No performance security required from the consultant.
17.			In scope of work section 7/3 of TOR, it is stated that consultant are required to collect material & construction sample and shall be got tested from NABCL accredited laboratory.	Whether testing charges shall be paid by the department or have to be borne by the consultant	Testing charges to be borne by the consultant. Sample has been defined in para 3.8 of TOR.
18.				Looking to the scope & size of the test (T-3 & T-4) the proposed staff seems to be insufficient, specially Quality Assurance Engineers. It is suggested to consider deployment of more QAE for better achievement of the project objective and timely completion of work.	Consultant can work out his own methodology for accomplishing the assignment. The DWSS has only suggested approach and methodology in para 3.6

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19.				Weather department shall provide office accommodation facility in their Head Office Complex ? Kindly give clarification of queries, to enable us to arrive at financial proposal.	May refer to para 6 of the TOR. Department shall not provide any accommodation.
20.	14.1.1 Shortlisted Consultants may associate with (a) non-shortlisted consultant(s) or (b) other shortlisted Consultants		Joint Venture / Sub-Consultants	Are Joint ventures / Sub-Consultants allowed for this project?	Refer clause 14.1.1 on RFP page 22
21.	Form TECH-2 (B - Consultant's Experience)		List only previous similar assignments successfully completed in the last 3 years.	Request you to please consider completed and ongoing assignments of consultant / IVA in the last 10 years for better technical competency	In order to capture brief description of consultants recent experience relevant to the assignment, it has been mentioned in the TECH -2 that brief description of similar assignments successfully completed in the last three years may be listed.
22.	Section 7. Terms of Reference 1.6 Project Cycle and Activities Pg No. 60 4.2.Consultancy Duration		The tentative durations are as below The consultancy duration shall be for 2 years from the date of the signing of the consultancy agreement	Project duration is shown as 27 months in former clause and 24 months in latter. Please confirm the correct one.	In clause 1.6, detailed scheme cycle for T/W/canal based water supply and sewerage schemes have been given. These are not linked with project duration. The consultancy duration is 2 years from the date of the signing of the consultancy agreement
23.	Section 7. Terms of Reference 1.5.2 Pg No. 59 3.4 Number of villages to be covered under each component Pg. 73		1.4 Project Component Description and Outcomes Expected 1.6.1 Water Supply 1.6.2 Sanitation Component (IHHL) Component and description	We understand there are 2 components for this consultancy assignments bifurcated under single and multi-village schemes. What are the number of packages covered under these schemes and whether the implementation works will begin in parallel for all projects?	Number of packages have been defined separately for multi village schemes and single village schemes under sr. no. 1.5.2 More than 90% schemes are single village schemes. Yearly targets for Implementation works have been given in PIP.
24.	Section 7. Terms		The GPWSC may	Is the Contractor (s)	Procurement of works

Sl. No.	Reference	Page no.	Description	Queries	Reply
	of Reference 1.5. Implementation Arrangements		engage a single contractor to carry out all components of the scheme	already on board? OR Is preparation of tenders, floating of tenders, and recommendation of contract award part of Consultant / IVA scope. Please confirm.	is done in accordance with the annual targets mentioned in PIP. It may be noted that preparation of tenders, floating of tenders, and recommendation of contract award are not part of scope of work of the IVA consultant.
25.	Section 7. Terms of Reference 1.6.2 Sanitation Component (IHHL) Pg No. 69-70		Pre triggering and school triggering Beneficiary Validation	What is meant by Pre triggering and Triggering and school triggering Who are the beneficiaries for the sanitation projects? Is selection of beneficiary in scope of consultant / IVA?	Please see Annexure - 2 pertaining to "Mission Swachh Punjab" which contains details of pre triggering and triggering activities. School triggering is also meant to educate and inform school children in rural areas on WASH (water sanitation and hygiene) as they will act as a change agent to achieve the mission objectives. The clause 4 of the same note illustrates about beneficiary validation which were identified during baseline survey.
26.	Section 7. Terms of Reference 3.2 Sample selection criteria for sub component 1a, 1b, 2a and 2b, Pg No. 71		Defect Liability Period	The duration of defects liability period is not mentioned in the tender document. Please provide the same.	Defect liability period is available in tender document of each scheme. Tender document of scheme to be visited would be provided to the IVA.
27.	Section 7. Terms of Reference 3.8. Quality Control of Construction, 3.9 Quality Control of Materials and Equipment 3.10 Quality Control of Pipeline Works 3.11 Quality Control of Mechanical and Electrical Works		Testing of Materials and Inspections: Some of the material testing has to be done by the IVA – the quantum of such testing shall be mutually decided by the DWSS and the IVA	These tests are usually being conducted by the contractor and the Consultant / IVA's role is to witness the same. Please confirm.	IVA clause has been defined in clauses 3.8 and 3.9.

Sl. No.	Reference	Page no.	Description	Queries	Reply
	(Pg. No. 76-78)				
28.	4. Team composition and qualification requirement for the key experts, Pg. No. 78		Team Leader - Post Graduate in Civil Engineering	Request you please consider the following educational qualifications for Team leader. B.E/B.Tech Civil with Post Graduate in Civil Engineering / Construction Management / MBA	Educational, qualification have been fixed keeping in view the nature of assignment and cannot be changed.
29.	4.1 Inputs from key members, Pg. No. 79		The Consultant may also be required to establish a suitable office in Chandigarh/consider setting up offices at Regional level to facilitate visits with reduced travel time and costs.	How many regional offices are to be set up? Please confirm if site office space will be provided by Client or Consultant / IVA has to make its own arrangements. If Consultant / IVA has to make its own arrangements, will client provide the land to establish the site office. Can site office for Consultant / IVA personnel be put in Contractor's scope	Reply given above at sr. no. 11.
30.	41.2.1 Advance payment Pg No. 107, 116		Advance Payment	Advance payment field is blank under SCC. If applicable, then please confirm value.	All the payments shall be released against the submission of deliverables as mentioned in clause 41.2 of RFP.
31.	14.1.2 Estimated input of Key Experts' time-input: 192 person-months. Form TECH-6, Pg No. 47		Non-Key Experts	Since quantum of work is quite large, are non-key experts / support staff to be considered? If yes, will the financial proposal be evaluated only on the key expert's time input (192 person-months) or also include the non-key expert's time input. Please confirm.	Criteria for the evaluation of technical proposal has been specified at sr. no. 21.1 and for financial proposal under section -4. As mentioned in clause 27.1, Procurement will be finalized by adopting QCBS procedure.
32.	6. Client's input and counterpart personnel Pg. No. 80		Office of the Secretary, DWSS will make available to the consultant all relevant documentation in soft copies which include list of all the water supply,	Request you to please provide us these documents for study and review.	Soft copies of schemes being implemented /completed under sub components 1A, 1B 2A and 2B as well as details of villages where IHHs are under progress may be

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			<p>sewerage and performance improvement schemes and names of villages where sanitation works (construction of IHHL) have been taken up/ will be taken up. In addition the consultant will be provided hard copies of technical specifications, procurement manual, financial manual, community procurement guidelines and project implementation plan. The project team headed by Head DWSS in the office of Head DWSS will be available for consultation /clarifications in respect of project component and shall also provide to consultant all the relevant documents as per requirement</p>		<p>seen under report section of DWSS website www.pbdwss.gov.in as well as on website www.sbmpunjab.com at sr. no. 1 Punjab Rural Water and Sanitation Sector Improvement Project (PRWSSIP) documents. Note: In order to view the details of villages along with latrine to be constructed as per baseline survey, the list can be viewed at www.sbm.gov.in at A02 report at URL address http://sbm.gov.in/sbmreport/Report/Physical/SBM_Target_Vs_Achievement.aspx This report can be drilled down from State level to village level.</p> <p>Soft copies of technical manual, Project Appraisal Document, procurement manual financial manual, community procurement guidelines and project implementation plan are available on DWSS website www.pbdwss.gov.in under download /form section and website www.sbmpunjab.com at sr. no. 1 Punjab Rural Water and Sanitation Sector Improvement Project (PRWSSIP) documents.</p>
33.	17.7 and 17.9: Submission, Sealing, and Marking of Proposals, Pg No. 33		The Proposals must be submitted no later than: Date:20.2.2017 Time: 12.30 PM	Anticipating the quantum of deliverables, request you to please extend the bid submission date by 15 days from date of	Clear period of minimum 15 days would be provided for the submission of proposal after the circulation of minutes

Sl. No.	Reference	Page no.	Description	Queries	Reply
				receipt of pre-bid minutes / addendums.	of pre-bid meeting.
34.	Section 7, Terms of Reference, Page 61		We understand that the Consultant is required to collect test samples and arrange testing of materials at NABL approved laboratories. In such case, please clarify whether the Consultant is required to carry out tests or witness only and whether the same shall be reimbursed by the Client or need to be provisioned in the financial proposal.		Reply to this query is available at sr. no. 8 above.
35.	Section 7, Clause 3.5, Page 65		Please advise the details and number of Non-Key personnel/ support staff envisaged for the assignment.		Details and number of Non-Key personnel/ support staff has to be assessed by the consultant himself.
36.	Section 7, Clause 3.5, Page 65		We understand that the "Non-Key experts" shall be deployed for the assignment on a permanent basis. In such case, kindly advise the number of man months to be stipulated for the assignment.		There is no such mention under clause 3.5 of the TOR. Please refer the relevant clause.
37.	Section 7, Clause 4, Page 69		We understand that the total man months envisaged for the project are 192. However, please confirm the breakup as shown below: <ul style="list-style-type: none"> • Team Leader: Not Confirmed • Senior Social Development Advisor: Not Confirmed • Quality Assurance Engineer: 		The man months worked out in the TOR are indicative only and based on suggested approach and methodology. However consultants can adopt their own methodology and work out the required man months, to prepare the proposal.

Sl. No.	Reference	Page no.	Description	Queries	Reply
			$(4*12)+(3*12) = 84$ <ul style="list-style-type: none"> Community Development Specialist: $(4*12)+(3*12) = 84$ Support Staff: Not Confirmed. 		
38.	General		We understand that suitable time gap shall be provided to the bidders after the minutes of meeting/ clarification of queries are provided. In such case, kindly postpone the date of submission by two (2) weeks from the date of receipt of clarifications from the client.		Period of 15 days would be provided for submission of proposals after the circulation of proceedings of pre-bid conference.
39.	Section 2 ITC 21.1 Data sheet Section 3 Form Tech 4	24 33	Supervision during Construction And Quality Assurance has been allotted 7 Marks within the Technical Proposal as mentioned in ITC 21.1	Form Tech 4 or any other form in the Technical Proposal does not specify to include details on <i>supervision and quality assurance</i> , however 7 marks have been allotted to this item in ITC 21.1. We presume that the details on supervision and quality assurance is to be included in the Tech 4- Approach and Methodology. Please confirm? Also, provide details that what is to be included in the FTP in relation to this item?	TECH -4 includes description of technical approach and methodology, work plan for performing the assignment. Scope of assignment is clearly defined in para 3 of TOR. Further, suggested structure is also provided in Tech-4.
40.	Section 2 clause no. ITC 24	16	Items included in Technical proposal but not in the financial proposal shall be considered as included in price.	Does it also apply on Form Tech 2 (Organization& Experience) and Tech 4-c (Organization& Staffing)?	TECH-2 is self explanatory and consultants are to provide brief description of consultant's Organisation and experience of similar assignments successfully completed

Sl. No.	Reference	Page no.	Description	Queries	Reply
					in the last 3 years. Consultants are required to work out their financial proposals on the basis of Technical proposal.
41.	Section 2 clause no. ITC 14.1.1 Data sheet	22	Shortlisted consultant may associate with (a) non-shortlisted consultants or (b) other shortlisted consultants: NO	JV/ association has been shortlisted already as in case of M/s Construma Consultancy & Everon to whom Letter of Invitation has been issued along with RFP document.	M/s Construma Consultancy & Everon mentioned about JV/their association in the EOI submitted by them. JV/ association among already shortlisted consultants is not allowed.
42.	TOR	-		Scope of services of <i>Senior Social Development Advisor & Community Development Specialists</i> is not clear in the TOR. They have to report on adequacy of capacity building of GPWSCs, assess sustainability of operations/ service delivery verify beneficiary and payments for IHHL as per TOR. Kindly elaborate what other activities need to be conducted by them?	Role of Senior Social Development Advisor & Community Development Specialists is clearly defined in sub para "Effectiveness of service delivery" of para 3 of TOR
43.	Section 7 TOR clause 7	71	At Sr No. 2 . Monthly reports to be submitted are mentioned as 22 number & payment per month is 4%, i.e. 88% for all monthly reports.	<ul style="list-style-type: none"> • However, as per TOR clause no 5, <i>Reporting requirements</i>, it is mentioned that Inception report will be submitted within a month, so there will be 23 months remaining for inspection of works and submitting monthly reports. • TOR clause 3.4 Table T-4 & TOR clause 3.5 explains that for entire duration of 24 months the consultant is to 	<p>The progress report for the last month shall get amalgamated with the final report.</p> <p>Number of visits mentioned in table 3.4, 3.5 & 3.6 of TOR are based on indicative sampling size ;approach and methodology. Change in payment terms is</p>

Sl. No.	Reference	Page no.	Description	Queries	Reply
				<p>carryout visits at a regular rate of 135 schemes per month and accordingly 4 teams have been formed for initial 1 year & 3 for 2nd year. Which indicates that 24 monthly reports are to be submitted.</p> <ul style="list-style-type: none"> Kindly clarify how many months must be committed to visits, how many monthly reports must be submitted, and if 1 month is committed to finalization of Inception report, the number of teams need to be increased accordingly. Payment terms also need to be corrected accordingly if any change. 	not agreed.
44.	Section 7 TOR Clause 7	71	Sr, no 1, 2 &4 specify payment shall be made upon acceptance.	What shall be normal time period for acceptance of reports after submission?	21 days.
45.	Section 7 clause 4.2	69	Commencement date is mentioned as 15.02.2017	Proposal submission date is 20.02.2017 and Commencement date as 15.03.2017 in 17.7, 17.9 and 30.2 clauses of ITC Data Sheet. Please clarify expected commencement date.	It is typographical error. The successful consultant shall confirmed availability of key experts and begin carrying out the services not later than 15 days after the contract have come into force and effect on the date of client notice to consultant instructing consultant to begin carrying out the services.
46.	Section 7 clause no. 1.6.1	60	Table T -1 mentions that total time for sewerage schemes shall be 27 months for covering preplanning, planning,	Is it that some part of this activity has been already started, such that the post implementation phase will fall under the consultancy period of 24 months ?	Yes, as of now work on 3 sewerage schemes covering 14 habitations is in progress.

Sl. No.	Reference	Page no.	Description	Queries	Reply
			implementation and post implementation.		
47.	Section 8			If construction of works does not finish with the consultancy period i.e. 2 years, what shall be the terms of payment of remuneration & reimbursables for additional services provided? The TOR and Contract are not clear about payment terms upon input of additional services and time.	Consultant's have nothing to do with works completion. Their payment will be based on visits and test conducted (as directed by the Secretary or his nominee).
48.	Section 4 Form Tech -6	40	Adequacy for assignment	Kindly elaborate what Details is to be included for each expert? Are we to include what assignment each expert would be assigned at the time of project execution in this Column?	The key expert would provide in his /her CV regarding how his experience of prior work /assignments best illustrate his/her capabilities to handle the assigned task. Consultant's can bring in more support staff or experts as required to carry out the work but the assessment will be based on these qualifications and paid as quoted.
49.	Section 7 clause no. 3.8	66	Testing of Materials and Inspections	<ul style="list-style-type: none"> We propose that the Payment for the samples testing may be directly paid by the Client to NABL accredited laboratories as the volume of samples to be tested at the time of project execution is not known to us and may vary at the time of execution. Or Testing charges may be paid by the Consultants and reimbursement as per actual be made by the Client. <p>It is requested that the Item for Testing of</p>	Testing of sample for minimum 50 schemes spread over all the three zones from NABL accredited laboratories have been mentioned under sr. no. 3.8 of the TOR. For the other part of query see the reply given in respect of query listed at sr.no. 8.

Sl. No.	Reference	Page no.	Description	Queries	Reply
				Materials be not considered for the Evaluation of Financial Bids.	
50.				We respectfully request mobilization advance of 10% (against Bank Guarantee) of total consultancy fee payable to the consultants.	Not agreed
51.				We respectfully request you to consider releasing the payments to the consultant on man month basis (monthly) instead of percentage basis.	Disagreed. Payments are linked with the deliverables as mentioned in para 7 of TOR.
52.	Please refer Data Sheet clause 27.1, page 25 of RFP document.			<p>The weightage for Technical and Financial bids is 75:25 respectively.</p> <p>At this weightage, only price will determine selection. Therefore, we request you to revise this to 80:20 or 90:10 in line with FIDIC, ADB, World Bank procurement procedures.</p>	Not agreed. Weightage (75:25) is kept taking into account the complexity of the assignment and relative importance of quality.