

The Center of Excellence (CoE) has invited bids for selection of a partner institution to conduct Mid Career Training Programme (MCTP) for IRS (C&CE) officers vide RFP dated 22.02.2019. In terms of para 6.1 of the RFP a Pre bid meeting was held on 18.03.2019 in the conference Hall of the CoE, NACIN Delhi. From CoE Sh. Harish Kumar, Additional Director and Sh. Anil Ramteke, Additional Director were present in the meeting. On behalf of prospective bidders Sh. Mithun Baruah from IIPA, Delhi, Sh. Ashish Sahu from Amity University Campus, Noida and Ms. Mamta Reddy from ISB, Hyderabad were also present in the meeting.

The issues raised by the prospective bidders and their replies are as follows:-

1. Amity University Campus, Noida:-

Sr. No	Questions	Reply
1	<p>Arrange for the residential training programme along with suitable boarding arrangements.</p> <p>The boarding lodging arrangements to be made within the campus only or Hotels of particular category can be arranged with transportation facility.</p>	<p>The point was clarified during discussion and by referring to Para 2.5, 3.6, 4.5 & 5.3.1 of the RFP.</p>
2	<p>Proposal–An Institute responding to this RFP is free to bid for one or more than one Phases of the MCTP. A separate proposal is to be submitted for each of the three phases of MCTP viz. Phase III, Phase IV and Phase V.</p> <p>Bid fee will be common for all the three bids or separate for each bid.</p>	<p>Every bidder has to pay bid fee of Rs 10,000/- plus EMD equal to 3% of estimated value of contract for each of the phases [given in para 6.3.2 of the RFP] depending on the total number of total number of phases he wants to bid for. However, if he wants to bid for all the three phases, then total EMD amount will be Rs 25,50,000/-</p>
3	<p>The phase wise estimated value of the contract is as under:</p> <p>Phase III Rs 3.90 Cr Phase IV Rs 3.35 Cr Phase V Rs 1.22 Cr</p> <p>The estimated value is inclusive of all taxes or taxes are separate.</p>	<p>GST is not applicable in terms of Notification (C. Tax) No. 9/2017 dtd. 28.06.2017 heading 9992.</p>
4	<p>PROPOSAL SUBMISSION FORM</p> <p>Sub: Delivery of MCTP Phase III/ Phase IV/ Phase V - Submission of Proposal</p> <p>Sir,</p> <p>We, the undersigned, offer to provide the services for the above work in accordance with your Request for Proposal dated [as mentioned in letter with the RFP Document], and our Proposal. We are hereby submitting our Proposal which includes a Technical Proposal in sealed envelope (with two additional copies), and a Financial Proposal sealed under a separate envelope.</p> <p>copies also, along with uploading of documents at e- procurement portal.</p>	<p>No hardcopies of technical bill required. All relevant documents are to be uploaded on CPP Portal.</p>
5	<p>Format for Financial Bid</p> <p>The total cost to be submitted will be inclusive of applicable taxes or exclusive of taxes.</p>	<p>GST tax is not applicable.</p>

2. ISB, Hyderabad:-

Sr. No	Questions	Reply
1.	<p>How many days is the Overseas component for? In the RFP it says 1 week, please suggest on the following options Arrive on Sunday and depart the following Sunday (8 days & 7 nights) or arrive on Sunday and depart on Saturday (7 days & 6 nights).</p>	<p>The RFP provides for 1 working week. However, the program should be planned for Sunday morning arrival and Saturday night/Sunday morning return.</p>
2.	<p>Location of Training U.S./Canada? Would they prefer visiting both countries or just learn about both.</p> <p>Field Trip options:</p> <ul style="list-style-type: none"> - Syracuse University & Maxwell School - U.S./Canada Border – both agencies and Niagara Falls (near Syracuse) - Canada Government – possibly Ottawa/Montreal - U.S. Government – NYC (closer and provides for a roundtrip ticket) or Washington, D.C. (D.C. would require additional travel). 	<p>USA as well as Canada. The detailed programme to be discussed with selected partner.</p>
3	<p>Field Visits – It sounds like they are interested in a lot of field visits. Significant coordination will be required with the respective missions in each country. Will NACIN be in a position to help coordinate with the missions? Will this be part of the role of the NACIN coordinators (5.3.10)?</p> <p>Overseas airport to overseas co-partner institution (5.3.8) - Previously, NACIN was responsible for getting the participants to Syracuse for the start of the program. They would start with the idea of flying them to Syracuse via New York City and would usually change to just flying them to New York City and then make an additional payment to Maxwell or Air India to arrange for a bus to Syracuse. This was due to arranging flights with minimal advance time and the savings that could be realized by securing a bus vs. air travel. How will they handle the international portions of this program (India-U.S., Canada-U.S., and U.S.-India)?</p>	<p>Partner institute to make own arrangements.</p> <p>However, NACIN would help in coordination with missions and other Government/Multi lateral organizations if requested by partner institution.</p>
4.	<p>Boarding (all meals) – 5.3.10 – We can set up breakfast every day at the hotels. Lunch will be determined by where we on a given day (we don't want the group to lose time looking for lunch every day). Officers usually make their own arrangements for dinner so that they can chose when and where they eat that meal. Is this how we will proceed?</p>	<p>Domestic component:- Refer to para 5.3.7 of the RFP. Overseas component:- Refer to para 5.3.8 of the RFP.</p>

5.	Families & Extra Days – There is no mention of providing any support for families or additional days at the end of the program. We will plan accordingly.	Families are not part of MCTP. Any expenses on ex-India leave to be borne by the participants.
6.	I don't see any reference or budget line for an ISB coordinator. Will ISB send someone with the group?	It is for ISB to decide. The partner institute has to ensure proper coordination with overseas partner institution during the foreign visit.
7.	Separate Bid Amount is to be submitted for all the three phases?	Every bidder has to pay bid fee of Rs 10,000/- plus EMD equal to 3% of estimated value of contract for each of the phases [given in para 6.3.2 of the RFP] depending on the total number of total number of phases he wants to bid for. However, if he wants to bid for all the three phases, then total EMD amount will be Rs 25,50,000/-
8.	EMD amount on the website is 25,50,000 but actual amount is 25,41,000?	Every bidder has to pay bid fee of Rs 10,000/- plus EMD equal to 3% of estimated value of contract for each of the phases [given in para 6.3.2 of the RFP] depending on the total number of total number of phases he wants to bid for. However, if he wants to bid for all the three phases, then total EMD amount will be Rs 25,50,000/-

3. IIPA, New Delhi.

Sr. No.	Questions	Reply
1	In the RFP, for the foreign module of Phase IV, US/Canada is mentioned. Please kindly clarify that both the countries need to be covered or only one country.	USA as well as Canada.
2	In Phase IV, the participants are entitled for business class travel in their international component or economy class travel?	All participants are entitled for economic class & accompanying faculties as per their entitlement which may be Business Class.
3	The format for submission of Faculty CV is included in the RFP (Annexure B). Filing of these format by in-house faculty is easy but it is difficult to get it done by visiting and foreign faculty. Is it possible that IIPA will fill the details of the faculty and submit in the technical bid with seal and signature?	Point clarified. It is for prospective bidder to submit required information as given format.

In addition to above, queries were also received from IIMB vide their mail dated 11.03.2019 and 14.03.2019. Queries were received by mail from IIMB and their replies are as under:-

Sr. No.	Questions	Reply
1.	<p>EMD- Given our tight timelines as it is the end of the financial year, we will be not able to submit the bid fee in person [as indicated in the RFP].</p> <p>We usually send it by courier to other government organizations we bid for, would that work?</p>	<p>The EMD may be sent by courier. However, it is advised that the scan copy of the same may be uploaded on the portal or send by e-mail.</p>
2.	<p>For the overseas travel, “economy “class fare will be quoted for all the Officers and staff.</p> <p>Would NACIN arrange for the overseas Travelling Allowance for the Officers?</p>	<p>All participants are entitled for economic class & accompany faculties as per entitlement.</p> <p>The training partner has to pay the overseas T.A. to the officer as well as to the coordinators.</p>
3.	<p>Annexure G for the feedback – IIMB has a comprehensive feedback template for the Academic content and the overall programme feedback to be captured.</p> <p>Feedback for the programme will be share with you. Hope that should work?</p>	<p>The IIMB may use their feedback template. However, at the end of the programme, the feedback from the officers may be obtained in the format as mentioned in the RFP and send to NACIN.</p>
4.	<p>Please confirm at the earliest why the RFP indicates “boarding & lodging, without meal”? Do you mean dinner when you say meal? Typically we have done breakfast on all days, lunch+ coffee/tea on all programme days in the past. Dinner quite often is left to the Ps as TA is provided. The Annexure F also shows the same for all.</p>	<p>Domestic component: - Refer to para 5.3.7 of the RFP. Overseas component: - Refer to para 5.3.8 of the RFP.</p>
5.	<p>Further to the EMD query, please let us know if the entire bid amount i.e. IIMB component and the Overseas component + travel has to be included in the 3% towards the EMD amount?</p>	<p>Every bidder has to pay bid fee of Rs 10,000/- plus EMD equal to 3% of estimated value of contract for each of the phases [given in para 6.3.2 of the RFP] depending on the total number of phases he wants to bid for. However, if he wants to bid for all the three phases, then total EMD amount will be Rs 25,50,000/-</p>

