

**Pre-Bid Queries for “Request for Proposal (RFP) for Engagement of Agency as Technical Support Organisation (Architecture Firm) to Support Responsible Tourism Mission in Mahakaushal and Baghelkhand region of Madhya Pradesh”**

**NIT No: 6268/2023/Skill/MPTB**

**System No: 2023\_MPTB\_314671**

**04 October 2023**

<b>FIRM NAME- HUDCO (Housing &amp; Urban Development Corporation Ltd.)</b>				
<b>S. No</b>	<b>EOI Clause no and Page no.</b>	<b>Clause as stated in EOI</b>	<b>Query/Remark</b>	<b>Query Response</b>
1)	Clause 1.3 Objective  Point No. 2 Page No. 10	2. To extend continuous supervision support for construction of homestay, according to approved drawing /design, by the beneficiary family.	Exact role of the successful bidder in implementation of the project <b>Suggestion-</b> The successful bidder <b>will NOT carry out / execute construction</b> but will <b>only supervise the construction</b> that is to be carried out by separate agency	Yes
2)	Clause 1.4 Scope of Work:  Point no. 19 Page No. 11	<u>Sub point 4 of point 19 -Field Visit Details</u> <ul style="list-style-type: none"> <li>• Number of field visit of team shall be as and when required for the design and development of Homestays. The agency shall bear the expenses (travel, stay, food etc.) for field visit of villages in the project duration to complete the assigned work.</li> <li>• This team must include minimum three members out of which one should be a female. The team should be a combination of Architect, Civil Engineer / Social Engineer with an experience of at least five years.</li> <li>• Number of Visits per Village – The bidder is expected to finish the work allotted to him in minimum 08 visits per village. Each visit should be maximum of 2 days.</li> <li>• <b>Visit Plan should be made in coordination with Project Support Organization working in the respective village and get the prior approval of beneficiaries (to be selected by the PSO) and visit plan from MPTB.</b></li> </ul>	Whether the visit of the team to be facilitated by the PSO  <b>Suggestion-</b> While PSO and MPTB may approve the visit plan the same may also need to be facilitated by the PSO especially for interaction with beneficiaries etc.	Yes

3)	<p>Clause 1.4 Scope of Work:</p> <p>Point no. 19 Page No. 11</p>	<p><u>Sub point 3 of point 19 -Field Visit Details</u></p> <ul style="list-style-type: none"> <li>• Number of field visit of team shall be as and when required for the design and development of Homestays. The agency shall bear the expenses (travel, stay, food etc.) for field visit of villages in the project duration to complete the assigned work.</li> <li>• This team must include minimum three members out of which one should be a female. The team should be a combination of Architect, Civil Engineer / Social Engineer with an experience of at least five years.</li> <li>• <b>Number of Visits per Village – The bidder is expected to finish the work allotted to him in minimum 08 visits per village. Each visit should be maximum of 2 days.</b></li> <li>• Visit Plan should be made in coordination with Project Support Organization working in the respective village and get the prior approval of beneficiaries (to be selected by the PSO) and visit plan from MPTB.</li> </ul>	<p>Whether the interaction / primary survey to be limited to the number of beneficiaries pre-chosen by PSO or to be more than no. of chosen beneficiaries in the village</p> <p><b>Suggestion-</b>Interaction to be limited to the no. of chosen beneficiaries in the village</p>	Yes
4)	<p>Clause 1.4 Scope of Work</p> <p>Point No. 16 and 19 Page No. 11</p>	<p><b>16.Minimum 08 villages will be allotted to successful bidders.</b> The number of villages allotted may be increased as per the requirement of MPTB. (Note – villages allotted to agency may be situated in any district of Mahakaushal and Baghelkhand Regions of Madhya Pradesh selected for development as a tourist village).</p> <p><u>19. Field Visit Details</u></p> <ul style="list-style-type: none"> <li>• Number of field visit of team shall be as and when required for the design and development of Homestays. The agency shall bear the expenses (travel, stay, food etc.) for field visit of villages in the project duration to complete the assigned work.</li> <li>• This team must include minimum three members out of which one should be a female. The team should be a combination of Architect, Civil Engineer / Social Engineer with an experience of at least five years.</li> <li>• <b>Number of Visits per Village – The bidder is expected to finish the work allotted to him in minimum 08 visits per village. Each visit should be maximum of 2 days.</b></li> <li>• Visit Plan should be made in coordination with Project Support Organization working in the respective village and get the prior approval of beneficiaries (to</li> </ul>	<p>It mentions 8 visits / village for minimum of 2 days. Each successful bidder gets 8 villages.</p> <p><b>Suggestion-</b>Since travel and interaction has cost implication the villages allotted should be adjacent and nearby with the option of optimising the visit to villages both time and cost wise</p>	Please refer point no 1.4 (16)

		be selected by the PSO) and visit plan from MPTB.		
5)	<p>Clause 1.4 Scope of Work</p> <p>Point No. 20 Page No. 11</p> <p>Page No. 12</p>	<p><u>Sub Point 1 of point 20. Field Supervisor</u></p> <ul style="list-style-type: none"> <li>• <b>Each bidder has to identify, train and, appoint a field supervisor, locally after getting the approval from MPTB.</b></li> <li>• Appointment of one supervisor at cluster level, comprising minimum 2 villages in one cluster to provide technical support and day to day supervision and guidance for construction.</li> <li>• The supervisor should have basic knowledge of civil work (with knowledge of construction techniques, architectural drawing, construction supervision etc.)/relative experience (5 years).</li> <li>• The appointment of supervisor shall be start from the date of first layout in the village allotted to him. The appointment would be for maximum 12 months as it is expected that Homestay construction shall be completed in 12 months.</li> <li>• If he completes the work allotted to him in less than 12 months, his services can be taken in another cluster or shall be terminated.</li> <li>• However, number of villages may be increased on the basis of geographical location of the village; and the cost on pro-data basis.</li> <li>• Field supervisor should be responsible for the following jobs, but not limited to this: <ul style="list-style-type: none"> <li>i. Daily field visit in allotted villages</li> <li>ii. Motivate and mobilize beneficiary families to achieve milestones &amp; homestay construction.</li> <li>iii. Ensure the achievement of milestones in homestay construction</li> <li>iv. Maintenance of Record Register</li> <li>v. Other related jobs, but not limited to this.</li> </ul> </li> </ul>	<p>Can the successful bidder appoint or hire services of a Building Centre / agency instead of individual supervisor?</p> <p>Kind of training &amp; its documental proof required for appointing supervisor</p> <p><b>Suggestion-</b>May also allow suitable local agencies / organisations for this work</p>	<p>Individual Supervisor should be appointed please refer point no 20 of the RFP</p>
6)	–	-	<p>Can a bidder after getting project hire a consultant for work efficiency in certain components?</p> <p><b>Suggestion-</b>Hiring of consultants / outsourcing should be allowed</p>	<p>Please refer point no 1.5.4</p>

7)	<div>1.5 Delivery Milestone and Payment</div> <div>Point 4-Payment Schedule</div> <div>Page No. 13</div>	<div>1.5.4 Payment Schedule</div> <div>Payment for each homestay/community infrastructure shall be made in the following manner:</div> <table><thead><tr><th>A</th><th>Key Deliverable</th><th>Payment (%) of total amount of each homestay/community infrastructure</th><th>Timeline</th></tr></thead><tbody><tr><td>1</td><td>Issue of work order</td><td>10%</td><td></td></tr><tr><td>2</td><td>Final submission of Drawing, design along with estimate (Project Report)</td><td>30%</td><td>60 days From the date of first visit to Beneficiary</td></tr><tr><td>3</td><td>Marking for Foundation</td><td>10%</td><td>Within 90 days of submission of DPR</td></tr><tr><td>4</td><td>Plinth level construction</td><td>10%</td><td>Within 90 days from marking of foundation</td></tr><tr><td>5</td><td>Roof Completion</td><td>10 %</td><td>Within 150 days from the date of plinth completion.</td></tr><tr><td>6</td><td>Completion of Homestay</td><td>30%</td><td>Within 150 days of roof completion.</td></tr></tbody></table> <div><ul style="list-style-type: none"><li>• *Payment will be done on submission of supportive documents, reports, photographs with actual bills.</li><li>• In case Authority decides to abandon the project for any reason, whatsoever, at any time, the payment of the firm/Agency shall be restricted up to the stage the services have actually been provided by the firm/ Agency.</li></ul></div>	A	Key Deliverable	Payment (%) of total amount of each homestay/community infrastructure	Timeline	1	Issue of work order	10%		2	Final submission of Drawing, design along with estimate (Project Report)	30%	60 days From the date of first visit to Beneficiary	3	Marking for Foundation	10%	Within 90 days of submission of DPR	4	Plinth level construction	10%	Within 90 days from marking of foundation	5	Roof Completion	10 %	Within 150 days from the date of plinth completion.	6	Completion of Homestay	30%	Within 150 days of roof completion.	<div>Should make appropriate changes to include approval and payment for the countdown to next stage.</div> <div>It mentions schedule of homestays only. No mention about the stages of payment for community infrastructure. And may have implication on penal charges also as mentioned in page 14 of 48</div>	No change
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8)	DATASHEET  Point 12 Performance Security  Page No. 07	12	Performance Security 5% of the value of work order in form of demand draft		Request for waiver for HUDCO  <b>Suggestion</b> -HUDCO is a gov. organization	No change
9)	Annexure XII Power of Attorney  Page No. 47	Power of Attorney			Request for waiver for HUDCO  <b>Suggestion</b> -HUDCO is govt. organization and bid is signed and submitted as per Delegation of Power approved by Board of HUDCO	Board Resolution will be considered
10)	Annexure III Details of bidder  Page No. 36	Details of bidder			May provide details of GSTIN, PAN, TAN, Bankers details. Request to waive cancelled cheque, copy of PAN, TAN & GST  <b>Suggestion</b> -Only GST . PAN, TAN Number details along with Bank Details of HUDCO to be provided.	Yes