

GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
OFFICE OF THE REGISTRAR GENERAL, INDIA
2/A, MAN SINGH ROAD, NEW DELHI

Tender Notice No: 14/05/2009 – VS (AHS) dated 22.07.2009

Sub: Appointment of an Agency to short list field survey agencies for conduct of Annual Health Survey in EAG States and Assam-**Clarification –reg.**

S.No	Query raised	Clarification/Reply
1	How many field Survey agencies are proposed to be finalised? Is this envisaged through a single transaction process or will it require multiple transactions? Will the payment be linked to the number of transactions?	The number of field survey agencies can be more than one. The actual number would depend on how many agency(s) are able to cover all the 9 AHS States. The selection of field survey agencies will be done through a single transaction process.
2	<u>Para 3.2 of RFP</u> – Will the manpower to be proposed for the Project Management Unit (PMU) be also available for supporting the process of short listing the field survey agencies?	No, the manpower proposed for the Project Management Unit (PMU) is to assist the ORGI in carrying out other work relating to Annual Health Survey (AHS).
3	<u>Para 3.2 of RFP</u> – Will requisite office infrastructure ((furniture, computers, telephone / internet connection etc.) be provided to the staff of the Project Management Unit (PMU) by the Office of Registrar General or will it have to be arranged by the selected agency?	The requisite office infrastructure will be provided by the ORGI.

4	<p><u>Para 11.4 of RFP</u> -It is mentioned that attested copy of the firm's registration and Certified copies of orders of similar work done during last 4 years have to be enclosed with the bids. Will a self-attestation / certification suffice, or else, whom should we get the said documents attested / certified from?</p>	Self attested copies may be accepted.
5	<p>In the Covering letter you have mentioned that the EMD should be taken in favour of Registrar General, India payable at Delhi whereas in the clause 11.2 of the tender document it's mentioned that the EMD should be in favour of the Pay & Accounts Officer (Census), New Delhi. Kindly reply clearing this discrepancy at the earliest.</p>	<p>The Earnest Money Deposit (EMD) of Rs. 20,000/- in the form of Demand Draft or Pay Order drawn on any Nationalized Bank should be made in favour of “Registrar General, India” and payable at New Delhi as mentioned in the forwarding letter instead of “Pay & Accounts Officer (Census), New Delhi” as mentioned at Para 11.2 of the RFP Document.</p>
6	<p>Page 4 of 11-Scope of Work Para 3.1</p> <ul style="list-style-type: none"> • Layout of the pre-qualification (PQ) criterion for the bidders • Prepare a comprehensive document detailing terms of reference, roles and responsibilities of the field agencies etc. <p>(Specific inputs will be provided by ORGI)</p>	Specific inputs will be provided by ORGI.
7	<p>Page 4 of 11 - Scope of Work Para 3.1</p> <ul style="list-style-type: none"> • Evaluation of technical bids • Preparing final technical report <p>(Technical work being of specific nature of a particular project, such job is done by client. Hence this may please be modified accordingly.)</p>	Not accepted

8	<p>Page 4 of 11 - Scope of Work Para 3.2</p> <p>Being a small of quantum of work there is no need of officials to be stationed at ORGI office especially during the intervening period of issue of bids and opening of bids. This clause may please be deleted.</p>	Reply as given at Sr. No. 2
9	<p>Page 9 of 11 - Earnest Money deposit 11.2</p> <p>Performance Security 11.5</p> <p>Generally, EMD are taken in supply of goods / work contract and not in consultancy contract. Hence these conditions may be deleted. Otherwise EMD for Rs.20,000/- and 10 % of performance security may be exempted for Public Sector Undertaking.</p>	Not accepted
10	<p>Page 8 of 11 - Evaluation of Proposal 9</p> <p>The agency will be.....</p> <p>(How many agencies are required to be selected as quantum of work is not very clear)</p>	Reply as given at Sr. No. 1
11	<p>Page 10 of 11 - Payment terms 11.6</p> <p>Since lot of efforts are required at initial stage, it is requested to modify the payment terms as under:</p> <ul style="list-style-type: none"> • 25 % of the total fee on submission of acceptance letter and signing the agreement. • 45 % of the total fee after completion of technical evaluation of bids. • Balance 30% of total fee after completion of the short listing exercise including submission of Draft Contract Agreement. 	Not accepted
12	<p>Page 11 of 11 - Eligibility 11.7</p> <p>To have better competition among the reputed firms, the turnover may be raised to Rs.5.0 crores instead of Rs. 50.0 lakhs.</p>	Not accepted
13	<p>Page 11 of 11 - Termination of Insolvency 11.8</p> <p>Termination clause is one sided. Hence it may be deleted</p>	Not accepted

14	Page 10 of 11 - Opening of Tender 11.3 Opening date is 5 th August, 2009 it may please be extended by another 4 weeks.	Not accepted
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