

Responses with reference to Pre Bid meeting held on 11th June are as under :

S.No.	Reference	Query	Reply
1	<p>Bidders are required to submit "Unpriced Technical Bid" along with supporting documents and Priced bid in physical mode only at the below mentioned address before the closing time of receipt of tender.</p> <p>Bid documents must be mandatorily Binded, Indexed and completely Page numbered as per tender document. For submitting bids through physical mode, bidders are required to submit "Unpriced Technical Bid" along with supporting documents and "Price Bid" in separate sealed envelopes.</p>	<p>We understand that currently this is only the EOI / Prequalification stage and no price bid submission is envisaged at this stage. Please confirm.</p>	<p>This is only the EOI i.e. prequalification stage. Price bid is not required at this stage.</p>
2	<p>Bidder should essentially have office at Delhi with total professional manpower strength of not less than 25.</p>	<p>We understand that 'Delhi' refers to Delhi NCR. Kindly confirm.</p>	<p>Delhi refers to Delhi NCR.</p>
3	<p>Annual Turnover as Management Consultancy of the Bidder should not be less than Rs. 1.00 crore (average) for the last 3 consecutive financial years (2015-16, 16-17 & 17-18) to be duly certified by practicing/authorized Chartered Accountancy firm.</p>	<p>This is an important step for DTTDC, based on which the future of DTTDC would depend. Hence, the selection criteria for consultant should ensure that only well-experienced consultants are eligible.</p> <p>Whereas, it is noted that the current eligibility criteria of Rs.1.00 Cr. is too low and does not correspond to the experience envisaged.</p> <p>Hence, for ensuring a level competition amongst experienced consultants, it is requested to increase the min. average turnover requirement to atleast Rs.200 Cr.</p>	<p>Annual turn over for the last three year i.e. 2018-19, 2017-18 and 2016-17 . If 2018-19 is not audited, then provisional statement duly certified by Statutory Auditors may be given. Minimum turn over would be revised appropriately at the time of tendering.</p>

4	Experience in preparation of Business Plan, Corporate Plan	We understand that assignment related to organizational restructuring / reorganization of organizational and functional set-up / management audits are also included /considered as business/ corporate planning and are eligible for pre-qualification. Kindly confirm.	It only relates to preparation of business plan
5	Experience in Tourism and hospitality services	Kindly clarify the activities covered under tourism and hospitality services.	It mainly covers tourism activities , water sports. Operation of tourism projects like Dilli Haats, Garden of Five Senses, retail sale of liquor etc.
6	Pre-qualification Criteria Experience in preparation of Business Plan, Corporate Plan	We understand that this experience shall be limited to within last 10 years. Kindly confirm.	Yes, it is confirmed.
7	Pre-qualification Criteria Proposed assignment approach and timeframe	The assignment approach & workplan is generally a requirement at RFP stage, where the detailed Scope of Services are provided. As such, it is requested to kindly delete this requirement at the EOI Stage.	Broad scope approach and strategy should be mentioned briefly and clearly in the proposed business plan.
8	Experiences in execution of similar work with details to be furnished. Copies of the Letter of Appointment and Completion Certificate are to be furnished as supporting documents indicating time / financial over run, of consultancy work, if any. Clause 2(i), Page 10 List of similar works carried out during last 5 years ending on April 2019 with copies of Letter of Appointments and Completion Certificate etc issued by the clients.	<input checked="" type="checkbox"/> We request to consider 'Work Order' as proof of work undertaken by the bidder.	Work order and certificate by the client department may suffice at EOI stage but the same would be mandatory requirement during tender stage.

9	In case 'Completion Certificate' is mandatory, we request to consider CA certification of completion of assignment as proof for 'Completion' instead of 'Completion Certificate'.	We also request to consider ongoing assignments for prequalification.	CA certificate would only indicate the expenditure has been incurred but it cannot be considered as proof of completion of the assignment. In this regard undertaking may be given, however, the same would be mandatory requirement during the tender stage.
10	Bidder's resources including equipment and facilities for preparation of reports and drawings facilities and other relevant details are to be furnished.	We kindly request to clarify the equipment and facilities to be elaborated in this section.	This clause has been kept mainly to highlight the computer system, software packages etc. and any other infrastructure to be used for their assignment in preparing business plan.
11	List of qualified and experienced key personnel of the Bidder for designing/study as well as execution along with complete bio-data and exact nature and duration of their experience shall be furnished.	We understand that brief profiles are to be included in this section and not detailed CVs. Further, the detailed CVs of the proposed team shall be required to be submitted at RFP stage that shall correspond to the requirements stipulated in the RFP. Kindly confirm.	Brief profile may be submitted.
12	Bidder's current jobs in hand to be furnished as per Form – III.	We request you to appreciate that we are a large organisation with several offices in India. Further, we would be bound by certain limitations in preparing such list of current jobs in hand. Also, such list would have no relevance to the subject assignment and we would be bound by the RFP / Proposal submitted and Agreement entered into DTTDC for timely delivery by the proposed Team. Hence, it is requested to kindly delete	This clause is kept basically to know the credentials of the firm in relation to business plan type assignment.

		this condition.	
13	Details of litigation / civil suit for the similar work executed by the Bidder during last 5 years ending on 30th April 2019 as per Form – IV.	We request to kindly delete this clause.	This clause would be amended as under : Details of litigation / civil suit /blacklisting for the similar work executed by the Bidder during last 5 years ending on 30th April 2019 as per Form – IV.
14	Copies of Performance / Experience Certificates issued by clients, establishing the Bidder's credibility of timely completion of similar jobs successfully shall be furnished.	We understand that these are optional and additional submissions and not mandatory. Kindly confirm.	It is mandatory at the tender stage but self certification by the firm would suffice at EOI stage.
15	Copies of awards received, if any, (international / national / state level).	We understand that these are optional and additional submissions and not mandatory. Kindly confirm.	If there is any award/certificate, it may be mentioned
16	"List of qualified and experienced key personnel of the Bidder for designing/study as well as execution along with complete bio-data and exact nature and duration of their experience shall be furnished."	Since detailed terms of reference along with scope of work shall be part of RFP, the CVs of the personnel may be submitted as part of the response to RFP. Request to remove the clause from the EOI document.	Brief details of qualified and experienced key personnel may be given.

17	“Organization chart of Bidder’s firm showing delegated authority of the Key Persons proposed to be deployed in the project/work.” .	Since detailed terms of reference along with scope of work shall be part of RFP, the CVs of the key personnel proposed along with organization chart may be submitted as part of the response to RFP. Request to remove the clause from the EOI document	No change proposed
18	Scope of Services Kindly clarify if the Scope of Services also envisages preparation of IT strategy, systems integration, dashboards (MS Excel / Software based), MIS systems, etc.		No change at this stage.
19	Submission Deadline	It is requested to please consider atleast two weeks from the date of issuance of response to pre-bid queries for submission of EOI applications. Kindly consider.	It has been extended till 30 th June.

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