

Minutes of Pre-Bid Meeting for Hiring of Third Party Quality Monitoring Agency

A Pre-bid meeting for the hiring of Third Party Quality Monitoring Agency is held on Monday, 09th April 2018 at 11:00 a.m. at the Meeting Hall of State Urban Development Agency (SUDA), Uttar Pradesh.

The following members attended the proceedings on behalf of SUDA:

- 1) Shri Devendra Kumar Pandey, Director – SUDA
- 2) Dr. V. K. Singh, Additional Director – SUDA
- 3) Shri Sajid Azmi, Finance Controller – SUDA
- 4) Shri Atul Singh Chauhan, Programme Officer – SUDA

The attendance sheet for presence of the bidders/ representatives of bidders is Annexed at Annexure – A.

The bidders/ their representatives were welcomed to the meeting and they were informed about the nature and scope of the assignment and the deliverables required as per the Terms of Reference (TOR).

Further, the bidders also raised certain queries regarding the assignment which were replied by the officials of SUDA. Specific clarifications provided to the bidder's queries are as follows:

S. No.	Name of the Agency	Detail as mentioned in RFP	Query/Suggestions	Reply/ Remarks
1	Sutra Consulting	Page 8 – Point 10 : The cost of tender documents and EMD will be submitted physically by the bidder in the form of Demand Draft till 17/04/2018 04:00 p.m.	“Submitted Physically” – by hand or any other means such as courier/ postal?	The cost of tender document and EMD will be required to be dropped in the tender box kept at SUDA office, by hand.
2	Sutra Consulting	Page 8 – Point 13 : For unsuccessful bidders the EMD shall be refunded within 30 days after signing of agreement with successful bidder	Can the refund be done after declaration of bid result? Any reason for waiting till SUDA has entered after final agreement with successful bidder.	Cannot be considered. In case agency who attained rank H-1 refuses to sign agreement, H-2 agency will be given an opportunity.
3	Sutra Consulting	Page 29: The recommended sample size for monitoring BLC houses is 10% of DU's or 50 DU's, whichever is more. In cities where there are multiple BLC projects with less than or equal to 500 DU'. The SLNA/ TPQMA may consider forming cluster of around 500 or more DU's which could be considered as a single unit/ project to draw bigger samples of more than 50 DU's which can be covered under one TPQM. In towns where there are less than 50 DU's all shall be covered in TPQM.	This “bigger samples” will be equivalent to 10% of DU's or more than that	It is as per the guidelines issued by GoI for selection of TPQMA under PMAY(U). Hence, the same cannot be changed.
4	Sutra	Page 31:	More clarification	Kindly refer National

	Consulting	Report on Quality Assurance: To check and report the status of capacity building activities to sensitize the beneficiary about quality, construction methods; adherence to disaster resistant technologies, etc.	required on "disaster resistant technologies". Is there any predefined guidelines as per earthquake zones (Zone 1 to Zone 5)	Building Code 2016 and relevant Indian Standards.
5	Sutra Consulting	Page 32: Report whether any innovative/ cost effective/ green technology has been used	Any defined "green technologies under the scheme against which it can be ascertained"	Kindly refer National Building Code 2016 and relevant Indian Standards.
6	Sertech Consultants		What certificates of registration are acceptable in SUDA for a proprietorship firm. Generally, elsewhere registration in Service Tax/GST or paying Income Tax is considered as a valid form of registration.	The proprietorship firm can submit copy of Registration with Income Tax and GST or under any other Statutory Body as a proof of valid registration.
7	TUV India Pvt. Ltd.	Data Sheet - Eligibility Criteria Average annual turnover of consultants/ agencies for the last three financial years should be equal to or greater than Rs. 50 lakhs	Request for increase in the required turnover to allow firms with better technical expertise and PAN India presence to participate in tender.	The turnover will not be increased as SUDA intends to provide a fair chance to all prospective bidders having the desired expertise to participate in this tender.
8	TUV India Pvt. Ltd.	Data Sheet The agency should have experience of Third Party Quality Monitoring in civil works	We are assuming that SUDA is considering experience from both Private and Government.	Similar experience of township or housing projects in private/ partnership/ government projects will be considered by SUDA.
9	TUV India Pvt. Ltd.	Data Sheet - Eligibility Criteria The TPQMA deploys optimum number of experts as per the Provisions of Reference Guide for TPQM issued by MHUPA, GoI	We understand that each team will constitute of a Civil Engineer and one Electrical/ Mechanical Engineer. Please clarify how many teams/ CV will be required.	5 CV's each for Civil Engineer and Electrical/ Mechanical Engineer for Package A, 6 CV's each for Civil Engineer and Electrical/ Mechanical Engineer for Package B and 7 CV's each for Civil Engineer and Electrical/ Mechanical Engineer for Package C is required to be submitted and marking will be done after proportional rationalisation.
10	Sutra Consulting		There is no mention of Joint Venture or	Joint Venture or Consortium is not

			Consortium.	allowed.
11	TUV India Pvt. Ltd.		Will visits be independent or accompanied by any representative of authority.	The visits may or may not be accompanied by officials of SUDA/DUDA/Housing Board/Development Authority or other authorised agency. However, the same will be communicated to the agency beforehand.
12	TUV India Pvt. Ltd.	Data Sheet: Point No 19 The services of the TPQMA will undertake field visit for ascertaining quality of construction at various stages of construction (preferably at the beginning i.e. 10-15% of progress, mid of construction i.e. 50-60% of progress and completion i.e. 85-100% of progress)	<ul style="list-style-type: none"> • How will we come to know about completion of project? • If a project is already completed more than 50-60% or more than 85% how the number of visit will be decided. • How the documents will be available to us? • How the scheduling of visits be done? • Any guidelines for each visit in terms of Man-days? 	<ul style="list-style-type: none"> • SLNA will inform about completion of project • SLNA will decide accordingly. • SLNA will provide the documents. • SLNA will schedule the visits as per requirement • No guidelines in terms of man-days can be provided.
13	BLG Construction Services (P) Ltd.		EMD should be allowed in the form of Bank Guarantee	EMD can be submitted in the form of DD/ BG only.
14	BLG Construction Services (P) Ltd.	Annexure 4	It is envisaged that for quality monitoring approved projects, there will be a team of minimum 6 projects of different cities in a month. But as per RFP we have to conduct 3 visits per project, but in delayed projects minimum 6 visit per month criterion may not be feasible.	Cannot be changed. Kindly refer TPQM guidelines in this regard.
15	BLG Construction Services (P) Ltd.	Clause 13.2.1 - Page 14	Replacement of key professionals is allowed in case of misconduct, misbehaviour, corruption, etc. in addition of health issues, otherwise the key professional will blackmail the TPQMA	Replacement will be allowed only in case of misconduct, misbehaviour, corruption, etc. in addition of health issues. Other cases of replacement will be penalised accordingly
16	BLG Construction		Mention No of projects in each ULB so that the	PMAY (U) is a dynamic scheme and so at this

	Services (P) Ltd.		requirement of nos of key professionals may be workout and accordingly no. of CV's be submitted with the tender.	stage no. of project cannot be ascertained.
17	BLG Construction Services (P) Ltd. Vision EIS Consulting Pvt. Ltd.	Clause 13.2.1 – Page 14	How many CV's of key person are to be submitted. As per marking criteria – it means 3 CV for each person needs to be submitted. Please clarify	Kindly refer reply at S. No. 9
18	Vision EIS Consulting Pvt. Ltd.	A Performance Security equal to 5% of the Work Order Value (project-wise)... shall remain valid for a period of 30 days beyond the date of completion of all contractual obligations.	Since this assignment is dependent on sanctioning of projects by the central government over the project period, which has an element of uncertainty to it, request you to consider waiving off performance security at the rate of 5% (five percent) of the Work Order Value, to avoid financial burden on the consultant.	It is as per UP Procurement Manual and cannot be waived.
19	Vision EIS Consulting Pvt. Ltd.	Page 3 – Key Dates – 5 Date of submission of e-tender...[D]ate: 17/04/2018	This is a complex project with substantial scope. While considering the time required for preparation of a robust response to the RFP, we would like to request you to extend the submission date for at least 10 days to prepare a competitive and technically-responsive proposal.	It cannot be extended.
20	Vision EIS Consulting Pvt. Ltd.	Page 9 – Status of Projects This assignment is for 1000 projects (5 Lacs DU's) spread over 653 Urban Local Bodies of the State.	Would request clarity on the definition of 'project' under each vertical, viz, ISSR, AHP, BLC-N and BLC-E.	Refer to TPQMA guidelines.
21	Vision EIS Consulting Pvt. Ltd.	Page 10 - Instructions to Bidders, 2.3.2 The team members of TPQMA should not have been an employee of any City or State level government agency in that particular State in preceding 2 years of this contract.	Since the project requires a deep understanding of the ULBs identified for monitoring, would request for this clause to be waived, as any such individual will be a value-addition to the bidder's cluster team.	Cannot be considered.
22	Vision EIS	Page 11 - Instructions to	Would request for ongoing	Only completed projects

	Consulting Pvt. Ltd.	Bidders, 7.d Project detail sheets outlining Consultant's background and general experience in the field of Quality Assurance of Civil Works in relevant Completed Projects executed by the Consultant in the preceding 3 years.	projects with significant progress exhibited, to be considered.	will be considered.
23	Vision EIS Consulting Pvt. Ltd.	Page 11 - Instructions to Bidders, 7.e CVs of personnel to work on this project ... restricted to maximum of two (2) pages per CV (Format5);	Since the experience required from the personnel to be included in the TPQMA teams is significant and their CVs shall be exhaustive, would request the limitation to be increased to five (5) pages.	Allowed but limited to 3 pages.
24	Vision EIS Consulting Pvt. Ltd.	Page 12 - Instructions to Bidders, 8 The maximum eligible payments are as follows: 1) Rs. 40,000/- per visit is approved for TPQMA inclusive of all taxes 2) Payment up to Rs. 1,20,000/- per project. Inclusive of all taxes	<ul style="list-style-type: none"> • Please clarify whether or not 1,20,000 is in addition to the 40,000 per visit fee. • Would request for GST to be exclusive of Work Order Value, and to be paid additionally with stage-wise Invoice Value. 	Rs. 1,20,000/- (i.e. Rs. 40,000/- per visit for 3 visits) is the maximum amount sanctioned for the entire projects including GST and other taxes and it in accordance with the TPQM guidelines issued by MHUA, GoI.
25	Vision EIS Consulting Pvt. Ltd.	Page 14 - Evaluation Criteria Similar projects - 50 Approach and methodology - 10 Team structure: Team leader (03 marks per person) - 18 Engineer (02 marks per person) - 12 Total - 100	Would request for scoring of approach and methodology to be increased to 20, as the sum of the total scoring of evaluation criteria is 90, according to the present details.	The scoring of approach and methodology will be increased to 20, for the total score to be equal to 100
26	Vision EIS Consulting Pvt. Ltd. Data Technosys (Engineers) Pvt. Ltd.	Page 14 - Evaluation Criteria 1 Team Leader (Senior Engineer Civil) and 1 Engineer (Mechanical/ Electrical) per Cluster is mandatorily required to be deputed at each Cluster.	<ul style="list-style-type: none"> • Since the monitoring reports are to be provided on the basis of sanctioned projects, which may not be uniformly distributed throughout the Package, would request for team members to be placed in clusters based on frequency of visits required to produce a report, upon intimation from SUDA. • Will intimation of site 	<ul style="list-style-type: none"> • It cannot be considered at the present moment. As per working scenario and flow of scheme can be considered with approval of Competent Authority later on. • It cannot be ascertained now. It will depend on nature and urgency of work, as it is the Flagship programme

			visits be streamlined in a manner that the instated individuals are able to prepare all reports and cover all site visits in the particular cluster, or will the Consultant be required to increase team strength.	of Govt.
27	Vision EIS Consulting Pvt. Ltd.	Page 14 - Criteria for Evaluation of Technical Proposals ...[t]he changes in key professionals will be admissible provided they are equivalent or better than the original CVs, in which case, one time penalty of Rs. 5,000 for the first change, Rs. 10,000 for the second change and Rs. 15,000 thereafter shall be levied.	Owing to the length of the project, would request the changes in key professionals to be without charge for the first change, and Rs. 5,000 for the second change and Rs. 10,000 thereafter to be levied.	Cannot be considered
28	Vision EIS Consulting Pvt. Ltd.	Page 17 - E-tendering RFP Document Fees (Demand Draft) of Rs. 5,000/- (Five Thousand Only) and EMD (Demand Draft) of Rs. 2,00,500/- (Rs. Two Lakh Five Hundred Only), Affidavit, Authority Letter to Sign on behalf of Consultant, Authority Letter for use of Digital Signature, etc in an envelope before last date of submission of online bid.	<ul style="list-style-type: none"> • Please clarify the term 'affidavit'. • Please clarify the term 'authority letter for use of digital signature'. 	<p>An authority letter to sign on behalf of the consultant shall be issued by the owner/Partner/Board of directors, and the same shall be required to be in the form of an affidavit on stamp paper/ e-stamp of prescribed value duly notarised by an advocate.</p> <p>Also, the bidder should specify as to who on their behalf has been authorised for uploading of proposal and same to be included in the authority letter.</p> <p>Note: Authority Letter will be uploaded with the RFP document.</p>
29	Vision EIS Consulting Pvt. Ltd.	Page 19 - Format 1: Covering Letter Attachments: 1. Power of Attorney in the name of authorized representative to be closed.	Please clarify the term 'undertaking'.	The Covering Letter is itself in the form of an undertaking and the same is required to be submitted on the Letter Head of the bidding agency.


		2. Undertaking		
30	Vision EIS Consulting Pvt. Ltd.	Page 25 - Format 7: Financial Proposal I/We Consultant herewith quote Rs _____ (In words _____) per visit including taxes as applicable.	Please clarify if the financial proposal quote only include per visit cost, against a ceiling limit of Rs 40,000 as mentioned in the RFP, or if the quote should include both per visit cost and project fee, i.e, Rs 40,000 + Rs 1,20,000, as mentioned in the RFP.	Please refer reply at S. No. 24
31	Vision EIS Consulting Pvt. Ltd.	Page 29 - Scope of work - 2 TPQM will be done for all projects which are being constructed under ISSR and AHP components of PMAY (U).	In the event that the implementing agency of any of the components under PMAY (U) is different from SUDA (such as, AHP projects are expected to be implemented by Housing and Urban Planning Department - AWAS, UP), please clarify the reporting authority for the monitoring reports, and the nature of invoicing and payment release.	SLNA is Nodal Agency for TPQMA.
32	Vision EIS Consulting Pvt. Ltd.	Page 29 - Time frame The consultant will have to undertake the visit at each stage as mentioned above upon receipts of intimation from Director, SUDA.	Would request for the clause to be modified to permit the Consultant to approach Director, SUDA to request permission to initiate a visit, in case the Consultant possesses knowledge of the level of work-progress in a ULB.	Can be considered
33	Vision EIS Consulting Pvt. Ltd.	Page 56 - List of Packages Package B Kanpur - 41 Jhansi - 27 Chitrakoot - 23 Allahabad - 33 Bareilly - 59 Lucknow - 70 Kanpur - 41 Total - 253	<ul style="list-style-type: none"> • Kanpur (41 ULBs) is mentioned twice. Please clarify if this is an error. • As PoA consultants of Allahabad cluster, we are aware that there are 31 ULBs in this cluster. Please clarify whether the mentioned number of ULBs (33) is an error, or additional ULBs are being considered in the cluster. 	<ul style="list-style-type: none"> • The same is a typographical error and is very much clear as the Total of ULB i.e. 253 (Kanpur cluster being considered only once) is correct. Accordingly, it is rectified herewith. • The PoA Consultants were hired to work over 635 ULB's. However, TPQMA assignment is distributed over 653 ULB's. Thus, no. of ULB's is mentioned correctly.


34	Vision EIS Consulting Pvt. Ltd.	Page 33 – Payment Schedule ...[T]he consultant will submit the invoice only after completion of the visit, submission of the TPQM report to SUDA and approval of the same by GoI...	<ul style="list-style-type: none"> • Would request for an addition to this clause wherein payment is made to the Consultant within 15 days of submission of invoice to SUDA. • Approvals from the Central Government are time-consuming and subject to multiple external factors. Would request for this clause to be modified to permit the Consultant to submit the invoice after both submission and approval of the TPQM report by SUDA. 	No time line can be specified. Payment will be made after approval by GoI, based on availability of funds.
35	Vision EIS Consulting Pvt. Ltd. TUV India Pvt. Ltd. Data Technosys (Engineers) Pvt. Ltd.	Page 33 – Experts and Duration in project For the position of Team Leader (Senior Engineer, Civil), the candidate is required to possess postgraduate degree in civil engineering, 15 years of relevant experience.	<ul style="list-style-type: none"> • Request you to kindly also consider experts with graduate degree in Civil Engineering. • Request you to kindly reduce the relevant experience required to 10 years. • Request you to kindly change the criteria to '3 years of experience in the urban housing and infrastructure sector.' • Request you to kindly consider experts with graduate degree in Electrical/ Mechanical engineering with 7 years of relevant experience, or diploma in electrical/ mechanical engineering and 10 years of relevant experience. 	The qualification and experience is in accordance with the TPQMA guidelines as issued by MHUA, GoI. No changes in these guidelines will be made by SUDA.
36	Data Technosys (Engineers) Pvt. Ltd.	Expertise/ Experience or Similar experience in Construction/ Civil Works, etc.	Wherever in the RFP the word experience/ expertise/ similar experience in assignment is mentioned, we presume the same refers to experience in building works. Please clarify	Refer reply at S. No. 8
37	Data Technosys (Engineers) Pvt. Ltd.	Page 2 – Point (e) Clause 9 of Annexure – E Page 33 – Note	Clause 9 is not found in RFP document	Clause 8 should be read in place of clause 9. Mistakenly no clause has been numbered as

				Clause 9 and the same is to be ignored.
38	Data Technosys (Engineers) Pvt. Ltd.	Page 14 - Evaluation criteria	It is a QCBS tender, wherein no weightage of marks allotted to turnover and age of the firm, which are a part of selection criteria.	The existence of the firm and turnover constitute only the eligibility criteria for further Technical Evaluation.
39	Data Technosys (Engineers) Pvt. Ltd.	Estimated Tender Value	As per details of RFP the tender value comes out as 12 crores. But on e-tender portal it is mentioned as 4 crores. Please clarify	The estimated cost of the assignment is 12 crores. However, the entire assignment is divided into 3 packages. Hence cost of 4 crores is justifiable.
40	Data Technosys (Engineers) Pvt. Ltd.	Page 2 (g)	Turnover requirement is limited to 50 lakhs which is not in commensuration with the project cost. Please revise the same.	No change.
41	All bidders	As per RFP a bidder can apply for bidding in only 1 Package	Requested to allow to bid in all Packages	Can be allowed to participate in maximum 2 packages, but work will be allotted for only 1 Package. If the bidder participates in 2 packages, the bidder will be required to provide priority of Package for evaluation of Financial Proposal.

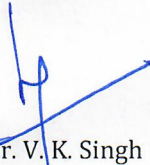
Last but not the least, the bidders were asked and informed to submit their Technical and Financial Bids latest by 17th April 2018 till 04:00 P.M.


The meeting ended with thanksgiving.


Akanksha Bhargava
Procurement Specialist


Atul Singh Chauhan
Programme Officer


Sajid Azmi
Finance Controller


Dr. V. K. Singh
Additional Director


Devendra Kumar Pandey
Director - SUDA

**Pre-Bid Meeting for selection of Third Party Quality Monitoring Agency
under PMAY - U**

Date: 09/04/2018

Time: 11:00 a.m.

Attendance Sheet

S. No.	Name of Bidding Agency	Name of the representative	Mobile No.	Signature
1	M/S DATA TECHNOLOGYS ENGR PVT LTD	J. P. Palhi	9331020185	J. P. Palhi
2	SUTRA CONSULTING PVT LTD.	Atrayee Dae Chaudhury	9908357568	Signature
3	TUV India Pvt.	Manoj K. Mishra	9040968244	Manoj K. Mishra
4	MN Consulting Associ- ate	ANOO P SINGH	7007024331	Signature
5	B LG Construction Services (P) Ltd Jaipur	Amit Kr. Agarwal	9412288998	Signature
6	M/S Mukesh b Associates.	Sanjay K. Tripathi	880808104	M
7	Mult-tech Engin & Construc.	Shitanshu Singh	7668647388	Signature
8	Seetechn Consult ants	X. Rasth	9868848034	Signature
9	Deboti Chatterjee	Vision EIS Consulting	9654088840	Deboti Chatterjee
10	Vision EIS Consulting	Nabamalika Jardar	9958202158	Nabamalika
11	Benson Venita India Pvt. Ltd.	Kapil Dev	7880555529	Kapil Dev.
12	Logix Solutions	Rishabh Tripathi	73762122 -23	Signature