

**Selection of Consultant for preparation of Regional plan for the Development of
“Region”, comprising Korba – Janjgir – Champa – Raigarh – Bilaspur - Koriya -
Ambikapur in Chhattisgarh**

Pre-bid Meeting at Town & Country Planning Office on 1st Feb 2009

Response to Clarifications

S No.	Query	Response
1.	As consulting firms have associate experts, who are not on their regular rolls, is it mandatory to have key members on the rolls of the company?	It is clarified that the Key Personnel (as set out in Section 3 of the Request for Proposal Document) shall be the employees of the company and should be on the pay roll of the company. Other experts, as proposed in the work plan, can be sub -consultants.
2.	It is mentioned that In Eligible Experience evaluation only completed projects experience will be considered. Please clarify if projects currently under implementation will also be considered?	It is clarified that only completed projects shall be considered for evaluation. It is further ongoing projects will not be evaluated.
3.	Please clarify, what is the number of man-month inputs against each key professional envisaged by the client for this project?	It is clarified depending upon the requirements of the assignment, the Bidders are required to estimate and propose the man months of its Key Personnel.
4.	Part 1 - Refer page, 24. B. Technical Bid; section 1. Eligible Experience – states that ‘the bidder must satisfy any of the following qualification criteria for experience’. This means that satisfying any one of the 3 qualifications mentioned, should lead to the bidder getting same weightage. Whereas, page 27 section 3 – Evaluation of Technical Bids shows that bidders meeting 2 or 3rd qualification criteria get less mark (50% less) than the one meeting 1st qualification. Part 2 - It is suggested that the minimum qualifying marks should be same for all the 3 criteria and bidders fulfilling more than 1 criteria can be	The criteria for evaluation of Eligible Experience (as set out in Section 3 of the Request for Proposal Document) have been modified and the same is set out in Annexure 1 . It is clarified that the Technical Bid scoring methodology have been suitably modified and the same is set out in Annexure 3 .

S No.	Query	Response
	given some additional marks. Please clarify and confirm.	
5.	As understood during the pre-bid conference, site visit prior to the submission of the Technical bids would be appropriate for evolving an appropriate approach and methodology. Therefore, it is requested that a general introductory letter/ reference letter should be issued to the bidders. This is a requirement keeping in mind the sensitive nature of the proposed study area. Please clarify and confirm.	It is clarified that site visits by the bidders is not mandatory. The Bidders who intend to carry out site visit can contact the Director (details of the same are set out in Clause 2.10.5 of the Request for Proposal Document) and obtain necessary authorizations.
6.	Section II, Terms of Service, point 4. Time frame for deliverable and Payment Milestones – S. No. 11 says that the finalization of the Regional Plan would depend on receipt of either – comments of the authority on the Draft Regional Plan or the feedbacks from consultation process. Considering the preparation style and stages of a Regional Plan, it might not be possible to receive both at the same time. Since the finalization of the Regional Plan would inputs from both, therefore, it is suggested that instead of putting receipt of either to be a condition for the said submission it should be revised as after the receipt of both. Please clarify and confirm.	It is clarified that the time frame for submission of deliverable (as set out in section 4 of Request for Proposal Document and Clauses 6.1.1 and 6.2.1 of the Agreement) have been suitably modified and the details of the same are set out in Annexure 2 . As per Annexure 2 , it is clarified that Stage 2 of Terms of Service of the table is also modified. Instead of delineation of region of entire state, now the consultants have to do delineation exercise of the tentatively propose region only
7.	Refer Section 3 (Evaluation of Bids), Eligible Project Experience: The eligible experience has to be recent. We strongly feel that the project experience shall be within the past 5 years. We strongly feel that projects recently done will have more relevance to the evaluation.	Not agreed to. The condition set out in the tender documents will remain unchanged.

S No.	Query	Response
8.	Refer Section- 3 (Evaluation of Bids) page no. 24,	Not agreed to. The condition set out in the tender documents will remain unchanged.
9.	Please refer Section-3 (Evaluation of Bids) B(c) Page No.24), Experience in preparation of an Infrastructure Plan and Implementation of Urban Infrastructure of Class I town. Planning & DPR, the consultants primarily have experience of preparation of plans, design, drawing and documents for infrastructure services. In general practice of Consultancy services is limited to preparation of detail design and drawing of infrastructure services. Implementation of these plans is the responsibility of Government / ULBs. Kindly clarify	It is clarified that the experience would be evaluated based on the experience of the Bidders in preparation of Infrastructure Plan for Class I town and the revised criteria is set out in Annexure 1 . It is also clarified that implementation of Infrastructure Plan would not be considered.
10.	<p>Part 1 - Please Refer Para 4 of Section –II (Terms of Reference) Page No.39 - the time period for overall project duration is open especially after submission of Preliminary Regional Plan (32 weeks after signing of the contract) to submission of Final Techno-economic Feasibility Report. It has not mentioned when stakeholders – I meeting will be conducted after submission of the report. We understand that Stakeholders consultant will be conducted one week after submission of the report.</p> <p>Part 2 - Further, we assume that overall project period is 18 months after signing of the contract. Please clarify.</p>	<p>Part 1 - It is clarified that the time frame for submission of deliverable have been suitably modified and the details of the same are set out in Annexure 2.</p> <p>Part 2 – It is clarified that the overall time frame envisaged for completion of the assignment is 16 to 18 months, depending upon public hearing procedures.</p>
11.	Part 1 - We understand that the Regional shall be prepared under the provision of Chhattisgarh Town and Country Planning Act. As per the	Part 1 - It is clarified that maximum of 3 (three) pre feasibility studies would need to be carried out by the Consultant for the sectors suggested by the Authority. The priority

S No.	Query	Response
	<p>PART-B of Section-II Terms of Reference, the Consultant shall prepare Techno-economic Feasibility Studies Report and framework of institutional arrangements for development of selected projects. The ToR does not specify the number of projects Government of Chhattisgarh envisages to cover under feasibility studies.</p> <p>Part 2 - The TOR has assigned only 4 weeks time frame for submission of the draft final Techno-Economic Feasibility Report (TEFR) which seems look very less time frame for detailing of the selected projects. The Scope of work includes concept plans for detailed land use, industrial and infrastructure facilities.</p> <p>Part 3 - We understand that selection of projects for Techno-economic pre feasibility studies will be the outcome of projects identified by the consultant. The TEFR will be prepared for priority projects only. Please consider and clarify.</p>	<p>sectors are as set out below.</p> <ol style="list-style-type: none"> 1. Power sector 2. Regional connectivity 3. Water supply <p>It is clarified that the Consultant would be required to carry out additional pre feasibility, if required, as suggested by the Authority at mutually agreed terms.</p> <p>Part 2 – Not agreed to. The condition set out in the tender documents will remain unchanged.</p> <p>It is further clarified that the consultant is expected to initiate the pre feasibility studies after approval of the draft regional plan. Accordingly, the time frame for submission of draft feasibility studies is adequate and shall not be revised.</p> <p>Part 3 - It is clarified that projects for which pre feasibility studies would need to be undertaken by the Consultant would be decided based on the needs of the regional plan. However priority sector for pre feasibility are as set out below.</p> <ol style="list-style-type: none"> 1. Power sector 2. Regional connectivity 3. Water supply
12.	<p>Documents to be provided by the Directorate of Town & Country Planning</p> <p>Please refer page 69, List of maps and spatial data which are supposed to provide to the chosen consultant are mentioned. Are these maps as mentioned are updated map from Satellite images? If, yes, then recent satellite images are available with the Government need to be supplied to</p>	<p>It is clarified that the maps mentioned in the document are digitized map and the same were updated in the year 2006 and the same would be made available to the Consultant by the Authority.</p>

S No.	Query	Response
	the consultant or consultant need to procure for their own with support from the Directorate of Town and Country Planning, Chhattisgarh. Please clarify.	
13.	What would be the weightage of the Financial and Technical Bid?	It is clarified that the for technical qualification bidders will have to score minimum 70 marks and as set out in Clause 3.3 of the RfP document, and the technically qualified Bidder quoting the lowest Financial Bid shall be declared as the Selected Bidder.
14.	In case of a Consortium, can the lead member of the consortium and the authorized signatory for all documents be different or need to be the same person	It is clarified that authorized signatory would need to be an employee of the Lead Member; in case the Bidder is a Consortium.
15.	What would be the horizon of the Regional Plan? For eg: 2021, 2031, etc	It is clarified that the horizon period for preparation of the Regional Plan shall be 25 years, ie 2035
16.	Would tourism data (places of interest and tourist statistics) be made available for the said region?	It is clarified that, if required, the Authority would endeavor to provide the primary / base data available with the Department of Tourism, Government of Chhattisgarh.
17.	Ref; Section 4 Time frame, Page 40 'It may be noted that the authority would provide its comments or approval on documents submitted by the consultant within 15 days from the date of submission. The above timeline is independent of the time that may be required for approval and providing comment on the document submitted.' Please clarify this statement.	It is clarified the timelines for submission of deliverables by the Consultant, as set out in Annexure 2 , have been set out from the date of signing of the Agreement between the Parties. The dates for submissions, except that for submission of Final Regional Plan, are not related to approval of the earlier deliverable by the Authority. However, Authority would endeavor to approve the documents within 30 days of submission by the Consultant.
18.	The maps will be provided by Directorate of Town and Country Planning (spatial database) as per Annexure 2 of the RFP. Is any further mapping required under the scope of this assignment?	It is clarified that while base maps will be provided by the Authority, the maps shall be revised by the Consultant and the regional plan shall be shown in different layers of maps as requested in the scope of work.
19.	Does the scope of work includes procurement of satellite imagery and	It is clarified that the satellite imagery and GIS based analysis of the region shall be

S No.	Query	Response
	GIS based analysis of the region	provided by the Authority.
20.	<p>Ref; Page 25: Qualification and experience of key professionals</p> <p>Part 1 - Environmental Planner: The required qualification for this position is Post Graduation in Environmental Sciences/ Environmental Engineering. Clarification: There are many renowned professionals in the field of environmental planning and engineering with Master's Degree in Ecology, Chemical Engineering with specialization in pollution control or other related disciplines. It is requested that the required qualification criteria may not be kept just limited to Post Graduation in Environmental Sciences/ Environmental Engineering. It may kindly be extended to other related disciplines as well.</p> <p>Part 2 - Infrastructure Expert: Clarification: Kindly make the term Engineer Planner more explicit in terms of qualifications based on Degrees.</p>	The qualification and experience of Environmental Planner and Infrastructure Expert have been modified and the revised parameters are set out in Annexure 4 .
21.	<p>Ref; Page 35: item c, iv; second bullet: Land use pattern and details of available vacant land parcels</p> <p>Clarification: Collection of land ownership data is a tedious, time consuming and costly affair for such a large area. It is expected that Town & Country Planning Department will make available all the land ownership maps and data to the selected consultant to extract information on vacant land parcels (particularly the area under government ownership)</p>	It is clarified that the base data of existing land use shall be provided by the Authority

S No.	Query	Response
22.	<p>Refer; section 2, clause 3.1, page 38 Clarification: It has been indicated that three rounds of stake Holder's consultation is required to be done for the project. We request the Authority to clarify whether the Stake holder's consultation would be done by Dept of Town & Country Planning with support from consultant or the consultant has to take up the Stake Holder's consultation with support from Dept of Town & Country Planning. Also request the Authority to clarify its role in Stake holder's consultation process</p>	<p>It is clarified the stakeholder consultations shall be carried out by the Authority and the Consultant shall be required to provide necessary assistance to the Authority for the same. It is also clarified that the cost of actual consultations (including media, meeting spaces) shall be borne by the Authority and the Consultant shall bear costs with regard to the preparation, presentation, and direct costs related to the Project.</p>
23.	<p>Please clarify the regional boundary for the study</p>	<p>The regional boundary for the study is set out in Annexure 5.</p>
24.	<p>Please clarify whether extension of bid submission is possible. We feel that there will be less time for bidders after your final response to queries. We Also would like to know the tentative date for technical presentation.</p>	<p>It is clarified that the Bid Due Date is March 5, 2010. and tentative date for Technical presentation will be on 12th March 2010. However final date for technical presentation will be intimated to eligible bidders.</p>

Annexure I

Eligible Experience – Evaluation Methodology

The criteria and methodology for evaluation of Eligible Experience, as set out in Clause 3.2 B of the RFP document, is modified and set out below.

The Bidder must satisfy following qualification criteria for experience.

- (a) Experience in preparation of at least one Regional Plan / Sub regional plan or a District Development Plan of minimum 500 Square Km area for a region in India during the past 15(Fifteen) completed financial years. Regional Plan / Sub Regional Plan shall comprise any or all of the following components:
- Land use plan,
 - Development plan for major urban settlement pattern
 - Assessment of transportation requirements for the region and a transportation plan addressing the same,
 - Assessment of urban infrastructure requirements and plan for development of the same.
 - Preparation of a Infrastructure Plan
 - Estimation of the cost for development of the transportation and / or infrastructure facilities
 - Preparation of pre feasibility for projects under any of the sectors under regional plan.

And should satisfy below following criteria

- (b) Experience in preparation of at least one Infrastructure plan for class I town having more than 6 lakhs population in India during the past 15 (Fifteen) completed financial years.

In Eligible Experience evaluation only completed projects experience will be considered.

Annexure 2

Time Frame for Deliverables and payment Milestones

The time frame for deliverables would be as set out below:

Sl. No	Milestone	Time after signing of agreement	Bill amount, as % of Consultancy Fee
1	Inception report	2 weeks	5%
2	delineation of tentatively propose region	10 weeks	10%
3	Assessment of existing situation and forecasts of delineated region	16 weeks	5%
4	land use plan with present pattern and with primary future projections	28 weeks	5%
5	Preliminary Regional Plan	32 weeks	10%
6	Stakeholder consultation report I	2 weeks after submission of Preliminary Regional Plan	Nil
7	Revised Regional Plan	4 weeks after consultation process I	10%
8	Stakeholder consultation report II	2 weeks after submission of Revised Regional Plan	Nil
9	Draft Regional Plan	4 weeks after consultation process II	15%
10	Stakeholder Consultation III :	10 weeks after Publication of draft regional Plan and hearing on suggestions and objections received during the publications of the draft Plan	Nil
11	Amended Draft Regional Plan	2 weeks after completion of consultation process III	10%
12	Final Regional Plan	4 weeks after receipt of final comments from Authority on the amended draft Regional Plan	10%
13	Draft Techno Economic prefeasibility for Identified projects	4 weeks after submission of Final regional Plan	5 %
14	Final Techno Economic preFeasibility for identified projects	2 weeks after submission of Draft Techno economic feasibility	15%
	Total		100%

Annexure 3**Evaluation of Technical Bids**

The criteria and methodology for evaluation of Technical Bids is set out below.

S. No	Parameters	Maximum Marks
1	Project Experience	20
a	Experience in preparation of at least one Regional Plan / Sub regional plan or a District Development Plan of minimum 500 Square Km area for a region in India during the past 15(Fifteen) years. <i>[5 marks shall be awarded to each relevant project – maximum of 3 (three) projects shall be considered]</i>	15
b	Experience of a firm in preparation of at least one Infrastructure plan of of class I town having population of more than 6 lakhs population in India during the past 15 (Fifteen) years. <i>[2.5 marks shall be awarded to each relevant project – maximum of 2 (two) projects shall be considered]</i>	5
2	Description of approach and methodology proposed for the Project	50
A	Understanding of the Project	5
B	Work progress and method statement	5
C	Approach for strategy development for the identified mineral resource belt Principles Preliminary concepts	5 10
D	Presentation to the evaluation committee	25
3	Key Personnel in the team for the Project based on: (i) The relevant qualification (ii) And relevant work experience in projects of similar nature	30
A	Team Leader	10
B	Other positions (4 marks for each Key position)	20
	Total	100

Annexure 4**Qualification Criteria for Key Personnel**

The modified criteria for qualification and experience of Environmental Planner and Infrastructure Expert are set out in the table below.

Sl. No	Position	Experience
4	Environment Planner	<p>Post-graduate or Masters in Environmental Sciences/ Environmental Engineering/ Chemical Ecology/ Chemical Engineering with specialization in pollution control or other related disciplines with at least 10 years of overall experience.</p> <p>Should have worked in at least 5 projects involving mining and/or industrial developments at regional levels and experience on conducting Environment Impact assessment on large scale projects.</p>
6	Infrastructure Expert	<p>Should be a Civil Engineer with Post Graduate in Planning with at least 10 years of experience on Regional Infrastructure projects.</p> <p>Should Have worked on regional level infrastructure implementation of water supply and sanitation on at least 2 projects.</p>

Annexure 5

Regional Development Plan - Tentative Boundary

