

**Minutes of Pre-bid meeting for the Request for Empanelment (RFE) for
“Companies/Agencies for providing handholding support to government colleges and
state universities of Haryana for getting/improving accreditation and ratings scores”**

The meeting to discuss the pre-bid issues/ queries submitted by the bidders scheduled on 22.08.2019.

Pre-bid queries were received only from M/s PWC through email. The details of the clarifications sought by the interested bidder and responses issued by the Department are provided in the corrigendum below.

Corrigendum

Responses to the queries received from the interested bidders for “Request for Empanelment (RFE) for “Companies/Agencies for providing handholding support to government colleges and state universities of Haryana for getting/improving accreditation and ratings scores

S#	RFE Reference	Clarifications Raised	DHE Response
1.		Please clarify if a consortium or Joint Venture (JV) of organizations is permitted	Consortium or Joint Venture not allowed
2.	Page 8: Section 4 Eligibility Criteria Profile of people employed by agency 5 experts -15 marks 10 or more experts -50 marks (as per Annexure- C)	Please clarify whether the marks allotted for '10 or more experts' is 50 or 30 as per the overall framework.	Accepted. Clause modified Profile of people employed by agency 5 experts -15 marks 10 or more experts -30 marks
3	Page 16: Tech Form II - 8. Profile of the Staff: (Documentary Evidences to be attached	Please specify the kinds of documentary evidences to be attached.	No documentary statement required. As the details are already provided in annexure C
4	The bidder should have at least 10 faculty/experts of NAAC/ NIRF/SIRF on its payroll. (as per Annexure- C)	Relaxation on the modality of the engagement such that the bidder can contractually engage on the project team, select experts (say 3 nos.) of NAAC/NIRF and/or a panel of faculty advisors who are adequately equipped in responding to the TOR requirements. This way, the overall bid value will also be quite competitive and manageable	No Change

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5	Methodology and applications used for Ranking- Technical Presentation (submit Approach and Methodology as per Tech Form-III)	Please clarify whether the contents specified within Tech Form – III should be submitted within a presentation/PPT format.	Clarification Approach and Methodology shall be submitted in form of presentation/PPT format
6	Commercial Bid Evaluations (page 10)	<p>Please specify the contracting authority of this assignment. Will the empaneled agencies be required to sign a contract with the Department of Higher Education, as well as separate contracts with each of the institutes who engage them?</p> <p>Also, if all the technically qualified bidders match L1 to qualify for empanelment, we understand that all the empaneled agencies will have the same rates. So, how will the government colleges and State Universities select from among the empaneled agencies?</p> <p>Will each empaneled agency have a minimum and/or maximum cut-off for number of institutes that it can work with?</p>	<p>Clarification Master contact will be signed between Department of Higher Education, Haryana and empaneled agencies.</p> <p>Respective colleges/universities shall request each empaneled agency to provide technical presentation. After evaluation by technical committee at college/ university level, work will be awarded.</p> <p>No limitation on each empaneled agency</p>
7	<p>FINANCIAL FORM-1</p> <p>1. For consideration of bids, bidder to provide rates for colleges and universities for a cycle for which assignment is given to bidder.</p> <p>2. Department/Departmental committee shall have the sole prerogative to interview and select the candidates during award of work. Any candidate not found to be performing to meet job requirements shall be</p>	<p>1. Please clarify what is the cycle defined as? Is it a time- period of 5 years?</p> <p>2. At what stage will these interviews be conducted? Is it after the agency is engaged by an institute?</p>	<p>Clause Modified For consideration of bids, bidder to provide rates per colleges and universities per year</p> <p>Clarification Interviews shall be conducted by technical committee of respective colleges/universities during technical presentation.</p>

	<p>replaced by the agency free of cost with an alternative individual meeting the qualification and experience requirement and the agency shall ensure a minimum overlap period of two (2) weeks between such resources at their cost.</p> <p>3. Rates quoted above should be inclusive of all costs, however travel expenses, if any, will be reimbursed by colleges/universities as per their specific rules</p> <p>4. These rates will final for the duration of empanelment i.e for Five years from the award of contract</p> <p>5. I/We agree to keep this offer valid for 120 (One Hundred and Twenty) days from the Bid Due Date specified in the RFQ cum RFP.</p> <p>6. I/We agree and undertake to abide by all the terms and conditions of the Bidding Documents. By filling this Form online, we hereby irrevocably consent and agree to be bound by all the terms and conditions set out hereunder.</p>	<p>3. Please provide additional details on the rules of the institutes, and the extent of reimbursement of travel expenses so that we can make appropriate estimations within our financial proposal</p> <p>4. N/A</p> <p>5. N/A</p> <p>6. We understand that hard copy submission of the proposal is required. Please clarify which form is to be filled online. Please also specify all the terms and conditions that have to be abided by.</p>	<p>As per actual</p> <p>Clarification All the forms and annexure shall be submitted on online e-tender portal of Haryana (https://etenders.hry.nic.in/)</p> <p>Bidder shall abide by all terms and conditions as per RFE document</p>
8	Payment Schedule		<p>Clause Added Payment by college/university will be done as per following terms: 10% - Mobilization 20%- IIQA submission 30%- SSR submission 20% - Completion of NAAC team inspection 20%- Final accreditation result</p>

9	Page 2: Last date /time for receipt of Proposals	Request Department of Higher Education to allow a deadline extension until at least 3 weeks after response to pre-bid queries is issued.	20 th September, 2019
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