

Corrigendum-1
Reply to Pre-Bid queries

RFP (Request for Proposal) for Empanelment of Agencies for Assessment of Producer Groups,
Under Odisha Livelihoods Mission, Department of Mission Shakti. RFP No: OLM/RFP/02/832
Date: 14.11.2024

Sl No	Section and Clause Number	RFP Conditions	Revised Conditions
1.	Bidder Data Sheet(Point No-11), Letter of Invitation (point no-3), Eligibility Criteria (point no-ii), Information to the bidder (point no 3 & 4) and Submission of Bid Check List (Annexure-I, point no-3)	Bidder must submit the EMD (Bid Security) of Rs 1,00,000/- and Bid Processing Fees (Non-refundable) of Rs. 1,180/- including GST in shape of DD from any scheduled Commercial Bank in favour of "Odisha Livelihoods Mission-NRLM" payable at Bhubaneswar, Odisha	Bidder must submit the EMD (Bid Security) of Rs 1,00,000/- and Bid Processing Fees (Non-refundable) of Rs. 1,180/- including GST in shape of DD from any scheduled Commercial Bank in favour of "Odisha Livelihoods Mission-NRLM" payable at Bhubaneswar, Odisha Or Bidder may submit the EMD (Bid Security) of Rs 1,00,000/- and Bid Processing Fees (Non-refundable) of Rs. 1,180/- including GST through NEFT/RTGS/Electronic fund transfer etc to below. mentioned bank: Account Name: Odisha Livelihoods Mission-NRLM Bank Name: Axis Bank Branch Name: Satya Nagar Account No: 915010040128551 IFSC Code: UTIB0000024 The copy of the proof of payment mentioning UTR no/Ref no. must be submitted within technical Bid.
2	Key professional/ manpower Engagement, Page no 24, Assessor (2 to 3 per team) Pool	Speaking, reading, writing in Language is a must.	Speaking, reading, writing in Odia Language is a must.
3.	Bidder Data Sheet -Last Date for submission of Proposal	11.12.2024 by 03:30 P.M.	18.12.2024 by 03:30 P.M.
4.	Bidder Data Sheet- Date of opening of Technical Proposal	11.12.2024 by 04:00 P.M.	18.12.2024 by 04:00 P.M.
5.	Bidder Data Sheet -Date of opening of Financial Proposal	Will informed to the qualified bidder	Will informed to the qualified bidder

Others things remain unchanged.

Sd/-
State Mission Director
Odisha Livelihoods Mission

Annexure-I

Reply to Pre-Bid queries for

RFP (Request for Proposal) for Empanelment of Agencies for Assessment of Producer Groups, Under Odisha Livelihoods Mission, Department of Mission Shakti, RFP No: OLM/RFP/02/832 Date: 14.11.2024

	RFP Clause	RFP Conditions	Clarification Sought	OLM Response
1	1. (Background, ToR), Page 21	There are more than 3,000 such Producer Groups formed so far under the Dept. of Mission Shakti, including Odisha Livelihoods Mission, a society constituted under this department for implementation of the Deendayal Antyodaya Yojna – National Rural Livelihoods Mission (DAYNRLM)	Can you please clarify on the total number of PGs formed (provided with start-up capital presently)? Further, can you clarify number of farm and non-farm PGs? What was time period when the PGs were formed?	Around 3000 PGs are formed under Department of Mission Shakti. The details of PGs will be shared after empanelment of the agencies.
2	(Background, ToR), Page 21	As the universe is entire 30 districts more than one agency may be engaged at a particular time or at different period of time.	Can you please clarify if we are expected to conduct the survey across all the 30 districts or can we sample some districts out of these 30 districts?	The assessment will be conducted across all the 30 districts. Agencies will be allotted different districts.
3	3. (Scope of Work, ToR), Page 22	It will carry out two types of assessments as per set parameters, prior to release of 1st and 2nd instalment of working capital, as per list provided by the office of the CDO-cum-EO, Zilla Parishad.	Can you please clarify the duration in days/months between both assessments before the release of 1st and 2nd instalment?	The assessment for 2nd phase working capital will be done after one year of receipt of 1st working capital. PGs which have already received 1 st installment will be assessed for 2 nd installment.
4	6. (ToR), Page 24	Support to be provided by the Dept. of Mission Shakti/OLM- Participate in the orientation/ training programme of the Supervisors and Assessors and provide required thematic inputs.	Can you please clarify on the various themes referred to here?	The inputs will be on basic structure of PGs, roles and responsibly of members, procedure for fund release , institutional arrangement of OLM & MS dept etc.

	RFP Clause	RFP Conditions	Clarification Sought	OLM Response
5	Tech-9(PROPOSED WORKPLAN TO CARRY OUT THE ASSIGNMENT), Page 38	If it does not meet any eligibility parameter, it will be further strengthened with regular handholding and capacity building support under the guidance of the BMMU/ DMMU. The assessment will be repeated after a reasonable time period, not less than 30 days	Can you please clarify whether repeated assessment will be accounted for in the financial costs?	If the PG is not eligible to receive working capital as per the parameter, reassessment will be done as per the guideline and financial support for reassessment would be provided as per norm.
6	Annexure-IV and V, Page 68-71	Format for the Second Assessment of PG and Format for the Third Assessment Of PG	Can you please clarify whether we have to use the assessment format as a guiding document for the assessment by the third-party agency?	Please refer to page no 22, point no 3(i) & 3 (ii) of the ToR.
7	Bidder Data Sheet (Point No-11), Letter of Invitation (point no-3), Eligibility Criteria (point no-ii), Information to the bidder (point no 3 & 4) and Submission of Bid Check List (Annexure-I, point no-3)	Bidder must submit the EMD (Bid Security) of Rs 1,00,000/-	Request to exempt EMD for MSMEs/MSEs as per Govt. of Odisha Financial Rules 2023: As notified in the ODISHA GENERAL FINANCIAL RULES, 2023 Published by Finance Department Govt. of Odisha. In Page no. 92 under subtitle "212. Bid Security:" point no. 1 companies/ bidders falling under the category of Micro and Small Enterprises (MSEs) and start-ups are exempted from the deposit of earnest money deposit (EMD)*	This RFP was issued to the empanelled agencies of GoI/GoO. If the empanelled agencies are registered as MSEs or start-ups, they can claim this exemption by providing appropriate supporting documents related to the specific activities.
8	Letter of Invitation, Bidder Data Sheet, Eligibility Criteria	Any other agencies who have been empanelled for assessment/study/survey in any field related to farm/non-farm livelihoods work byGoO/NRLM/MoRD/GoI but not mentioned above can participate in the bidding process by attaching their Empanelme-the empanelment certificate or letter of GoO/MoRD/NRLM/GoI. (pg 10)	We request you to clarify whether following will be accepted: Empanelment with NAFED Central Sector Scheme (Dept of Agriculture& Cooperation MoA &FW) whose one of the deliverables is: A detailed baseline survey of the area is to be conducted by the CB80 regarding the socio-economic conditions, prospects and problems in crop production for cluster finalization and value chain study of the selected commodity.	This empanelment will be considered subject to providing valid supporting document of empanelment under NAFED.

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9		What are the parameters for evaluating the quality of the submitted report		It will be decided during the finalization of methodology for the study.
10		Is it necessary that the assessors and supervisors to be from Odisha or anyone who is familiar with the language can also be a part of it		Please refer to point no. 5 in ToR - Supervisor & Assessor Speaking, reading & writing in Odia language is must.
11		Are there any pre developed assessment tools provided by the department or do we need to propose aj entirely new methodologies.		Please refer to page no 22, point no 3(i) & 3 (ii) of the ToR.
12		If multiple agencies are empaneled for the assignment, then how will the process streamline.		Each selected agency will be assigned different district/geography.
13		During Technical Evaluation (2nd Evaluation), there is a weightage of 20 Marks for Team Leader. Do we need to appoint a Team leader before submission of the proposal.		No.
14		The project will be conducted at which locations?		Across all the district of Odisha State.
15		Constitution of one team is 1 Team Leader, 1-2 Supervisor and 2-3 Assessor (8-10 need basis) mentioned in RFP, but how many team are required for entire project or part and one team will assess to how many PG not found in RFP.		Please refer to Fin-2, one Team Leader, 1-2 Supervisors & 2-3 Assessors are required for assessment of approximately 200 PGs .
16		As per FIN-2, consulting fee for assessment fee for 200 PGs, but last column PG assessment cost for one PG is comes Rs. (SI No. 3/200 PGs).		Costing will be for 200 PGs. Accordingly for one PG, assessment cost will be derived as per the format (Fin-2).
17		Assessment Depth: What level of detail is expected in the assessment reports? Should it be a high-level overview or a deep dive into the financial and operational aspects of the PGs?		The report will be prepared as per the parameters of assessment given in the guidelines. However, detail report structure will be finalized in consultation with agencies after selection.
18		Data Collection Tools: Are there any specific data collection tools or templates that the department prefers or requires?		Please refer to page no 22, point no 3(i) & 3 (ii) of the ToR.

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19	Data Security and Confidentiality: What are the specific data security measures that need to be implemented to protect the sensitive information of the PGs?			The agency must take necessary steps for data security & confidentiality.
20	Proposal: Should proposal be submitted for assessment of each PG, or for entire 3000 PGs?			The proposal must be submitted for minimum 200 PGs.
21	Report Formats: Are there specific formats or templates for the assessment reports?			Please refer to Annexure-III, PG Guidelines
22	Data Submission: How will the data be submitted to the department? Will it be through a digital platform or physical copies?			Both soft and hard signed copy.
23	Assessment: How much time would be given for assessment of each PG? What is the timeline for completion of assessment for 3000 PGs?			Referring to the RFP and PG Guidelines, agency will propose the assessment time for one unit i.e 200 PGs.
24	Assessment Criteria: Could you please elaborate on the specific criteria that will be used to assess the PGs? Will there be a scoring system or a qualitative assessment?			Please refer to page no 22, point no 3(i) & 3 (ii) of the ToR.
25	Data Validation: What measures will be taken to ensure the accuracy and reliability of the data collected by the assessment team?			It will be based on approved methodology of data collection.
26	Data Quality Control: How will the quality of the data collected be monitored and controlled?			It will be based on approved methodology and sample check by supervisor. However agencies are expected to suggest quality control method in the proposal.
27	Data Privacy and Security: What measures will be taken to protect the privacy and confidentiality of the data collected from the PGs?			Copyrights and other intellectual property rights of all the data collected any remain with OLM. Without prior approval of OLM, the agencies should not share with anyone.
28	Team Training: What kind of training will be provided to the assessment team to ensure consistency in data collection and analysis?			Will be discussed & intimated after empanelment and during orientation training.
29	Fees Structure: Is there any prescribed fee limit for different posts?			The cost of assessment of PG is deliverable based. One Team Leader, 1-2 Supervisors & 2-3 Assessors are required for assessment of approximately 200 PGs. Accordingly, for one PG assessment cost will be derived

	RFP Clause	RFP Conditions	Clarification Sought	OLM Response
30	Monitoring Frequency: How often will the district-level monitoring committee meet to review the progress of the assessment?			Periodically and as & when required.
31	Feedback Mechanism: How will feedback from the PGs and other stakeholders be incorporated into the assessment process?			Will be discussed & intimated after empanelment and during orientation training.
32	Quality Assurance: What quality assurance measures will be implemented to ensure the accuracy and reliability of the assessment reports?			It will be based on approved methodology and sample check by supervisor. However, agencies are expected to suggest quality control method in the proposal.
33	As per the letter no 1696 dt 13.03.2018 of MSME Department, 20% of total procurement by state Department/State PSUs shall be mandatory from Micro & Small Enterprises or startup of the state. Requested to consider these points and opportunity may be given to participate in the procurement.			This RFP was issued to the empaneled agencies of Gol/GoO for specific assignment. The referred letter may not be applicable for this service procurement.
34	Bidder Data Sheet (Point No-11), Letter of Invitation (point no-3), Eligibility Criteria (point no-ii), Information to the bidder (point no 3 & 4) and Submission of Bid Check List (Annexure-I, point no-3)	Bidder must submit the EMD (Bid Security) of Rs 1,00,000/- and Bid Processing Fees of Rs. 1,180/- including GST. Bid Processing fee is non-refundable.	We are requesting you to keep the option for payment through NEFT/RTGS/Net Banking also for EMD and Bid Processing Fee. Payment receipt shall be submitted to the OLM along with tender documents.	Please refer to corrigendum-1