

Government of India
Ministry of Panchayati Raj
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**Minutes of Meeting held on 1st July 2025 regarding the RFP for Selection of Technical Agency
for PMU for Panchayat Own Source Revenue (OSR) Enhancement Cell**

A pre-Bid meeting was held on 1st July 2025 at 11:00 AM, at the Conference Room, 11th Floor, Jeevan Prakash Building, KG Marg, New Delhi, regarding the RFP for Selection of Technical Agency for PMU for Panchayat Own Source Revenue (OSR) Enhancement Cell.

2. At the outset, the Chair welcomed all the participants to the meeting and highlighted that the program for the augmentation of the Own Source of Revenue (OSR) of the Panchayat is an important program initiated by the Ministry of Panchayati Raj. During the meeting, the following points were discussed:

A. Discussion on Own Source Revenue (OSR) of Panchayati Raj Institutions (PRIs):

- It was clarified that OSR comprises both tax and non-tax sources.
- A few exemplary cases were shared with the participants:
 - A Gram Panchayat in Tamil Nadu with the potential to generate substantial revenue through a beach owned by it located within 50 km of Chennai.
 - A Gram Panchayat in Andhra Pradesh owning a 22 sq. km water body near Amaravati with potential for recreation, hospitality & pisciculture.
 - A Gram Panchayat near Tirupati collecting ₹3.5 crores annually from parking fees.
 - A Gram Panchayat near Mumbai is generating ₹1.5 crores annually, which is being used in the construction of CC roads.
- Emphasis was placed on the untapped potential of rural assets, including water bodies, tourism destinations, and local fairs (melas).
- The need for expert deployment to map, plan, and monetize these assets effectively was also stressed.
- It was clarified that the RFP pertains to two verticals. One for the Atma Nirbhar Panchayats sub-scheme (6 personnel) and the other (2 personnel) for the OSR cell of the Ministry.

Replies/clarifications against the Queries received on the RFP for Selection of Technical Agency for PMU for Panchayat Own Source Revenue (OSR) Enhancement Cell are tabulated below:

SL No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
1	Sec 1.6, Pg. No. 5 – 9	Team Composition	Team Leader – Finance Expert It is requested to allow experience related to project finance as part of the qualification and not restrict it to the ones mentioned.	No change in the original clause.
2	1.6	Team Composition	Are there expectations regarding physical presence of the team at MoPR or in selected GPs, and what percentage of time is expected to be spent on-site?	The NPMU will have to be deployed full-time at MoPR, New Delhi. The team may also require travelling as and when needed to the selected/identified GPs.
3		Team Leader - Finance Expert (2 in No.) (Key) ■ Masters in Finance/ Economics / Public Finance / MBA (Finance) / CA. ■ 10+ years in municipal finance, local government finance, pooled municipal bonds, pooled financing.	We request the authority to kindly consider modifying the criteria for experience to the following: • 10+ years in municipal finance, local government finance, municipal bonds, pooled financing or experience as finance expert in projects with central/ state government client.	No change in the original clause.
4	Page No. 9 of RFP, Clause 1.6, Team Composition; Team leader and Technical support staff –2		For the Team Leader position (2 in no.) are mentioned in the RFP. Please clarify, is there a requirement of 2 team leaders for 48 person months. For Non key technical staff: There are two positions for non-key (a) Technical support staff- 1 mentions 48 person	The RFP pertains to two verticals. One for the Atma Nirbhar Panchayats sub-scheme (6 personnel) and the other (2 personnel) for the OSR cell of the Ministry.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
			months; (b) Technical support staff- 2 mentions 2 in numbers for 48 months. Please clarify, if 2 no of Technical Support staff-2 are required.	The team composition (total 6 nos.) for Atma Nirbhar Panchayats sub-scheme would be: - 1 Team Leader (Finance Expert). - 3 Key experts - 2 non-key staff for PMU. Likewise, for the OSR cell (2 nos.), the team composition would be: - 1 Finance Expert. - 1 non-key staff. Total no. of resources for the PMU = 8
5	Sec 1.6, Pg. No. 5 – 9 Team Composition		Infrastructure Engineer It is requested to allow experience related to development of roads, highways (i.e. State and National Highways) as part of the qualification and not restrict it only rural and urban infrastructure development. Also, master's degree in construction management should also be allowed	No change in the original clause.
6	Profile of Consultants	Infrastructure Engineer (Key) • Bachelor's/master's in civil engineering/ Infrastructure Planning/Infrastructure Management	Given the nature of the assignment, professionals with expertise in urban strategy/rural strategy, and program implementation can offer significant value. A broader interpretation of relevant experience would enable more	No change in the original clause.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
		7+ years in rural and urban infrastructure development (roads, water supply, sanitation, energy).	meaningful participation without compromising technical quality. Hence, we request you to kindly change the requirement as below: - Bachelor's/master's in civil engineering/ Infrastructure Planning/Infrastructure Management 7+ years in rural and urban infrastructure development (roads, water supply, sanitation, energy/urban strategy/rural strategy/urban consulting	
7	Profile of Consultants	Project Performance Monitoring & MIS Specialist	We request you to kindly revise the requirement as below: - Master's in Data Analytics/ Information Systems / Project Management/ MBA/Policy 7+ years in Project Monitoring, MIS Development, Impact Assessment.	No change in the original clause.
8	Sec 1.6, Pg. No. 5 – 9 Team Composition		Technical Support Staff – 1 It is requested to allow experience related to development of roads, highways (i.e. State and National Highways) as part of the qualification and not restrict it only rural and urban infrastructure development.	No change in the original clause. Further, to clarify that the roads includes both State & National Highways.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
9	Profile of Consultants	Technical Support Staff- 1 (Non - key) • Bachelor's/master's in engineering/ planning. • 4+ years in rural and urban infrastructure development (roads, water supply, sanitation, energy).	There are limited profiles in the market with direct experience spanning both rural and urban domains. While professionals with PMU experience in either urban or rural sectors are available, it is uncommon to find candidates with substantive expertise in both. Hence, we kindly request a revision in the requirement to allow for profiles with PMU experience in either urban or rural sectors. • Bachelor's/master's in engineering/ planning. • 4+ years in rural/urban infrastructure development	Technical Support Staff- 1 (Non -key) • Bachelor's/Master's in Engineering/ Planning. • 4+ years in rural or urban infrastructure development (roads, water supply, sanitation, energy).
10	Profile of Consultants	Technical Support Staff-2 (non-key) • Bachelor's/Master's Rural Development/ Finance/ Development Studies/ Management • 4+ years in procurement, contract management, PPP structuring.	The current requirement restricts eligibility to specific technical domains as a support staff. Considering the nature of assignments experience in areas like program delivery, stakeholder engagement, and institutional advisory for technical support staff will add more value to the team. Hence, we request you to revise the requirement as: • Bachelor's/Master's Rural Development/ Masters in Planning/	No change in the original clause.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
			Finance / Development Studies/ Management. Minimum 4+ years of experience in urban and/or rural development projects, preferably in areas such as programme implementation, policy advisory, institutional strengthening, or government consulting.	
11	GEM Bidding Document Page No. 3/10 - MII Compliance – Point No. 8: Past Experience of Similar Services		The point on the GEM portal does not reflect the details as per RFP requirement as mentioned on Page No. 18 – Clause 12. Technical Qualification Criteria (QCBS); Point vii) Scoring Criteria; Subpoint 1 – Consultant Experience and Subpoint 2 – Govt. Advisory Experience.	The Additional Terms & Conditions (ATC) of the GeM bid document shall supersede any other General Terms & Conditions (GTC) of GeM.
12	Page No. 21 – Payment Terms	- Input of the team deployed per month – 85% - KPI each month – 15 %	We request the authority to kindly consider modifying the criteria for experience to the following: - Input of the team deployed per month – 90 % - KPI each month – 10 % We understand that during the 48-month duration of the project, there will be multiple months with no specific KPIs. In such case it is ideal that no more	This is a success fee-based contract. Success is defined as the financial closure of the project(s) proposed. Fifteen per cent (15%) of the total amount quoted shall be paid once the financial closure is achieved. The rest 85% shall be paid monthly as per the KPIs already enumerated in the RFP.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
			than 10% of the PMUs payment be withheld.	
13	Page No. 22; 18. Terms and Condition; 18.3 Terms of Payment		We request for clause on price adjustment to be added, indicating remuneration to be adjusted every 12 months basis the local inflation for remuneration rates.	Remuneration shall be adjusted on a 12-month basis the Wholesale Price Index (WPI)
14	Sec 7, Pg. No. 11 – 12 EMD Exemption		It is requested that all MSME (Micro Small & Medium Enterprises) firms be exempted from payment of EMD and the same be not restricted to only Micro and Small firms.	MSME and the firms registered with the concerned Ministries / Departments, viz. Central Purchase Organisation, Quality Control of India, etc., are exempted. Refer to Sec. 7.3 of RfP (EMD exemption).
15	Sec 8, Pg. No. 12-13 PBG		It is requested that PBG amount be reduced to 2% of the order value or the amount may be deducted from every payment and paid along with the last payment.	No change in the original clause.
16	Sec 11.1, Pg. 15 – 17 Pre-Qualification Criteria No. 4		It is requested to reduce the average annual turnover to Rs 50 Cr. for the last 5 years or change to cumulative revenue of Rs 300 Cr over 5 years to enable greater participation.	No change in the original clause.
17	GEM Bidding document Page No. 1:	₹ 4736 Lakh(s)	This conflicts with RFP Page No. 3 – Last 3 years average business revenue from consulting: ₹ 300 Crore	The Additional Terms & Conditions (ATC) of the GeM bid document shall supersede any other General Terms & Conditions (GTC) of GeM.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
	Minimum Average Annual Turnover of the bidder (For 3 Years):		Kindly confirm the required Minimum Average Annual Turnover of the bidder (for 3 years), as the requirement is different in the GEM portal and RFP as enclosed.	Therefore, the average annual turnover for the last 5 years should be ₹ 300 Crores or more.
18	11.1 Prequalification criteria for selection & GeM Bid Document	The bidder's average annual turnover from consulting services should be Rs. 300 crores or more in the last five years (2024-25, 2023-24, 2022-23 and 2021-22, 2020-21 And Minimum Average Annual Turnover of the bidder (For 3 Years): 4736 Lakh (s)	Considering the turnover requirement criteria of the firm, it is different across the tender document and Bid document (as uploaded on the GeM portal). Thus, request to clarify what criteria to be considered as a part of bid submission.	The Additional Terms & Conditions (ATC) of the GeM bid document shall supersede any other General Terms & Conditions (GTC) of GeM. Therefore, the average annual turnover for the last 5 years should be ₹ 300 Crores or more.
	GeM Bid Document	Minimum Average Annual Turnover of the bidder (For 3 Years): 4736 Lakh (s)	The estimated bid value as mentioned in the bid document is INR 11.84 Cr. As per CVC guidelines for Consulting Services clause 9.15.2 (1.a) Financial Capability, the turnover requirement for executing the work shall be at least 30% of the estimated bid value. Thus, we request to kindly relax the turnover criteria to Minimum Average Turnover of INR 30.00 Cr in the Last three Financial Years 2023-24, 2022-23 and 2021-22.	The Additional Terms & Conditions (ATC) of the GeM bid document shall supersede any other General Terms & Conditions (GTC) of GeM. Therefore, the average annual turnover for the last 5 years should be ₹ 300 Crores or more.
19	Pre-qualification criteria for selection	Bidders must have three ongoing /completed assignments on	We request you to kindly change the requirement as following:	Bidders must have three ongoing /completed assignments on revenue

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
		revenue augmentation / enhancement/ financial reforms & project designing/structuring. The assignments must demonstrate scope relating to improved Own Source Revenue for Central /State/ Local Government entities with consulting fee more than INR 2 crore in last 7 Financial years (2018-2024)	Bidders must have three ongoing /completed assignments on revenue augmentation / enhancement/ financial reforms & project designing/structuring. The assignments must demonstrate scope relating to improved Own Source Revenue for Central /State/ Local Government entities with consulting fee of around INR 1 crore in last 7 Financial years (2018-2024)	augmentation / enhancement/ financial reforms & project designing/structuring. The assignments must demonstrate scope relating to improved Own Source Revenue for Central /State/ Local Government entities with consulting fee of around INR 2 crore in last 7 Financial years (2018-2025). i) 1 assignment: 2.5 Marks ii) Project specific to Own Source Revenue (OSR) to get 0.3 additional marks. iii) Projects which have OSR, Policy, Project Preparation, gets 0.4 additional marks. iv) Projects which have OSR, Policy formulation, Project preparation, procurement and implementation support component gets additional 0.5 mark. Maximum 5 projects to be demonstrated.
20	Page No. 3 1.1. Pre-qualification criteria For selection: Clause 8-Conflict of	Duly signed undertaking from the authorized representative of the Agency on the Agency's letter head	The required format for the “Duly signed undertaking from the authorized representative of the Agency on the Agency’s letterhead” is missing.	The format for ‘Conflict of Interest’ is being shared as a corrigendum.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
	Interest	signed by the Agency's authorized Signatory as per format attached	Kindly provide the format to ensure uniform submission across bidders.	
21	Page No. 15 11. Selection Criteria; 11.1. Prequalification Criteria for Selection; 4. Financial Capability	The bidder's average annual turnover from consulting services should be Rs. 300 crores or more in the last five years (2024-25, 2023-24, 2022-23 and 2021-22, 2020-21)	Since audited balance sheets of FY 2024-25 are not yet available, we request for preceding 5 years be considered for financial capability of the firm (2023-24, 2022-23, 2021-22, 2020-21, 2019-20)	Agreed. The preceding 5 years will be considered for financial capability of the firm (2023-24, 2022-23, 2021-22, 2020-21, 2019-20)
22	Page No. 31 of RFP, Pre-Qualification Format, Point 8	Registration and License No. of the Agency under Contract Labour (Regulation and Abolition) Act, 1970 (Attach Copy of registration)	Registration and License No. under the Contract Labour (Regulation and Abolition) Act, 1970, is not applicable in the context of this RFP and the nature of the proposed work, we kindly request you to remove this requirement from the prequalification criteria.	No change in the original clause.
23	Sec 12, Pg. 18-20 Technical Qualification Criteria No. 1		It is requested to change the criteria to allow projects on revenue augmentation / revenue enhancement / financial reforms / attracting investment in the State or country to be allowed. Max 5 projects may be considered with each project having 3 marks	Revised Clause: Bidders must have three ongoing / completed assignments on revenue augmentation & or enhancement / financial reforms / project designing / structuring. The assignments must demonstrate scope relating to improved Own Source of Revenue for Central / State / Local Government entities with

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
				consulting fee of around INR 2 crore in last 7 Financial years (2018-2025). i) 1 assignment: 2.5 Marks ii) Project specific to Own Source Revenue (OSR) to get 0.3 additional marks. iii) Projects which have OSR, Policy, Project Preparation, gets 0.4 additional marks. iv) Projects which have OSR, Policy formulation, Project preparation, procurement and implementation support component gets additional 0.5 mark. Maximum 5 projects to be demonstrated.
24	Sec 12, Pg. 18-20 Technical Qualification		Quality certifications of the bidder play an important role in ensuring high end project delivery. It is requested that the bidder should have CMMi Level 5 certification, and 5 or 10 marks may be assigned for that.	No change in the original clause.
25	Page No. 18 – Marking Criteria	Bidders must have three ongoing /completed assignments on revenue augmentation & or enhancement/ financial reforms / project designing/ structuring. The assignments must demonstrate	We request the authority to kindly consider modifying the criteria for experience to the following: Bidders must have three ongoing /completed assignments on revenue augmentation & or enhancement/	Revised Clause: Bidders must have three ongoing / completed assignments on revenue augmentation & or enhancement / financial reforms / project designing / structuring.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
		scope relating to improved Own Source Revenue for Central /State/ Local Government entities with consulting fee more than INR 2 crore in last 7 Financial years (2018-2025) i 1 assignment: 2.5marks ii Project specific to Own Source Revenue (OSR) to get 0.5 additional marks. iii Projects which has OSR, Policy, Project Preparation, gets 0.5 additional marks iv Projects which has OSR, Policy formulation, Project preparation, procurement and implementation support component gets additional 0.5 mark Maximum 5 projects to be demonstrated.	financial reforms / project designing/structuring. The assignments must demonstrate scope relating to improved Own Source Revenue for Central /State/ Local Government entities with consulting fee more than INR 50 lakhs in last 10 Financial years (2015-2025) i. 1 assignment: 2.5marks ii. Project specific to Own Source Revenue (OSR) to get 0.5 additional marks. iii. Projects which has OSR, Policy, Project Preparation, gets 0.5 additional marks iv. Projects which has OSR, Policy formulation, Project preparation, procurement and implementation support component gets additional 0.5 mark Maximum 5 projects to be demonstrated.	The assignments must demonstrate scope relating to improved Own Source of Revenue for Central / State / Local Government entities with a consulting fee of around INR 2 crore in last 7 Financial years (2018-2025). i) 1 assignment: 2.5 Marks ii) Project specific to Own Source Revenue (OSR) to get 0.3 additional marks. iii) Projects which have OSR, Policy, Project Preparation, gets 0.4 additional marks. iv) Projects which have OSR, Policy formulation, Project preparation, procurement and implementation support component gets additional 0.5 mark. Maximum 5 projects to be demonstrated.
26	Page No. 6/10 GEM PORTAL - Buyer Added Bid Specific Terms and	PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries/wages of contracted staff deployed at buyer location first i.e.	The requirement for the Service Provider to first pay salaries/wages of deployed staff and claim reimbursement later, along with submission of statutory documents (PF, ESIC, bank statement),	No change in the original clause.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
	Conditions; Clause 8 – Payment	on their own and then claim payment from Buyer along with all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.	imposes a high working capital burden. For a long-term, manpower-intensive assignment, it is requested this clause to be removed for enabling broader and competitive participation.	
27	16 (iii)	Incidental Expenses	To ensure a competitive and well-aligned financial proposal, please clarify whether MoPR has defined any budgetary provisions or indicative minimum quantities for the following components: • Travel and accommodation for outreach, training, and field visits. • Workshop and training logistics. • Printing and documentation costs • Participation in MoPR-led events or conferences. This will help bidders optimize their pricing and avoid under/ overestimation.	The Estimated Bid Value of ₹11.84 Cr is exclusive of all taxes. However, the financial quote to be submitted by the bidder shall include the Remuneration for the key experts and supporting staff, as well as the applicable taxes, excluding reimbursable costs. The Reimbursable Cost shall include <i>per diem allowances, transportation costs, and the cost of Report Production, among others</i>, and shall be reimbursed along with the monthly invoices. The Travel cost* / allowance shall include – a) <i>Economy class in case of Air travel, A.C. Two tier fare by mail/express train or A.C. bus</i>

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
				fare for ordinary or express bus or actual fare whichever is less, and b) Food entitlement Rs. 1000/- per day Hotel entitlement Rs. 4500/-per day Local travel Rs. 200/- per day. <i>* All the rules and guidelines issued by the Central Government regarding TA&DA shall be applicable.</i>
28	Bid Submission Date		It is requested that 30 days time may be given to enable submission of an optimal proposal	
29	GeM Bid Document – Page No. 1 – Bid End Date/ Time	Bid-Submission date: 11-07-2025 19:00:00	We request the authority to kindly consider an extension of 15 days in the bid due date (till 16-07-2025 19:00:00) allowing us enough time to submit a robust and complete proposal with all necessary compliance documents and details asked for in the RFP.	
30	Bid Document	Bid End Date/Time - 11-07-2025 19:00:00	We request you to provide an extension of four weeks post issuance of pre-bid queries to enable us to submit our comprehensive proposal after obtaining requisite internal clearances from our legal and risk team.	

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
31	GEM Portal	Bid End Date/Time- 11-07-2025 19:00:00	Based on the clarification raised on the clauses and various sections, it is desired to extend the submission by minimum 1 week, after issue of corrigendum	
32	Page No. 45 to 50 - Financial Forms.	Please refer to RFP document Page No. 45 to 50	We understand that the QCBS evaluation will be done on the total quoted fee inclusive of taxes (as per standard practice for GeM procurement). Moreover, the financial bid section of GeM will only allow bidders to submit one lump-sum value as financial quote. Thus, we request the authority to remove the multiple financial forms from the bid document and provide a simplified lump-sum financial quote format.	The Estimated Bid Value of ₹11.84 Cr is exclusive of all taxes. However, the financial quote to be submitted by the bidder shall include the Remuneration for the key experts and supporting staff, as well as the applicable taxes, excluding reimbursable costs. The Reimbursable Cost shall include <i>per diem allowances, transportation costs, and the cost of Report Production, among others</i>, and shall be reimbursed along with the monthly invoices. The Travel cost* / allowance shall include – c) <i>Economy class in case of Air travel, A.C. Two tier fare by mail/express train or A.C. bus</i>

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
				<i>fare for ordinary or express bus or actual fare whichever is less, and</i> d) Food entitlement Rs. 1000/- per day Hotel entitlement Rs. 4500/-per day Local travel Rs. 200/- per day. <i>* All the rules and guidelines issued by the Central Government regarding TA&DA shall be applicable.</i>
33		Financial Proposal Submission Form	To ensure a competitive and well-aligned financial proposal, please clarify whether MoPR has defined any budgetary provisions or indicative minimum quantities for the following components: • Travel and accommodation for outreach, training, and field visits. • Workshop and training logistics. • Printing and documentation costs • Participation in MoPR-led events or conferences. This will help bidders optimize their pricing and avoid under/ overestimation.	The Estimated Bid Value of ₹11.84 Cr is exclusive of all taxes. However, the financial quote to be submitted by the bidder shall include the Remuneration for the key experts and supporting staff, as well as the applicable taxes, excluding reimbursable costs. The Reimbursable Cost shall include <i>per diem allowances, transportation costs, and the cost of Report Production, among others</i>, and shall be reimbursed along with the monthly invoices.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
				The Travel cost* / allowance shall include – e) <i>Economy class in case of Air travel, A.C. Two tier fare by mail/express train or A.C. bus fare for ordinary or express bus or actual fare whichever is less, and</i> f) <i>Food entitlement Rs. 1000/- per day Hotel entitlement Rs. 4500/-per day Local travel Rs. 200/- per day.</i> <i>* All the rules and guidelines issued by the Central Government regarding TA&DA shall be applicable.</i>
34	Page No. 36 of RFP, Form Tech 1, Consultant's Organisation and Experience		Under the Consultant's Experience section of the Technical Qualification Criteria, the RFP specifies listing only similar assignments successfully completed in the last 5 years. However, the Pre-Qualification criteria consider both ongoing and completed assignments. We kindly request you to allow inclusion of both ongoing and completed projects under the Technical Evaluation as well, for a comprehensive assessment of relevant experience	The Pre-qualification criteria shall be considered. Therefore, both ongoing and completed projects shall be considered.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
35	1.5 Detailed Scope of Work for TA PMU	Detailed Scope of Work for TA PMU	Clarify whether the proposed team composition is fixed or indicative. Can alternate roles or additional experts be proposed?	The RFP pertains to two verticals. One for the Atma Nirbhar Panchayats sub-scheme (6 personnel) and the other (2 personnel) for the OSR cell of the Ministry. The team composition (total 6 nos..) for the Atma Nirbhar Panchayats sub-scheme would be: - 1 Team Leader (Finance Expert). - 3 Key experts - 2 non-key staff for PMU. Likewise, for the OSR cell (2 nos..), the team composition would be: - 1 Finance Expert. - 1 non-key staff. Total no. of resources for the PMU = 8
	1.5 Phase 1	Selection of 100 Gram Panchayats annually	Clarify whether the selection of 100 GPs will be staggered or simultaneous each year.	100 GPs will be selected every year.
	1.5 Phase 2	Technical Support for Operationalization Leading to Financial closure	Are there intermediate milestones or deliverables or Indicative KPIs expected during the 4-year engagement apart from the two phases?	The performance of the Bidder / Firm shall be reviewed by the Committee, headed by the Divisional Director, every quarter. The KPIs, as mentioned in the two phases (Sect 1.5.1), shall form the base for review.
	1.5 Coordination for Knowledge and Best Practices Sharing	Foster communication and knowledge-sharing platforms	Is there a governance framework or steering committee that the TA PMU will report to?	The TA PMU will report to the Joint Secretary / HoD of the concerned division through the divisional director.

Sl. No.	RFP Section, Pg. No. & Clause	Clause Description	Query	Reply/Clarification
	2	Nature of RfP	Will MoPR provide infrastructure (office space, IT equipment, etc.) for the TA PMU team at the central level?	MoPR shall provide office space for the TA PMU, while the firm will have to provide the team with a laptop(s).
	Additional Conditions			
	Variation Clause for deployment (newly added)			Based on the volume of work, MoPR reserves the right to increase or decrease the deployed resources/manpower over and above 25% mentioned in the GeM document as per the prevailing rules & guidelines on the same terms and conditions.

Conflict of Interest Declaration and Undertaking

To:

The [Issuing Authority Name]
Ministry of Panchayati Raj (MoPR)
[Address]
[City, State, PIN Code]

Subject: Declaration of No Conflict of Interest and Undertaking – Response to Bid No. [Insert Bid Number]

Dear Sir/Madam,

We, the undersigned, hereby declare that:

1. We have read and fully understood the terms regarding **Conflict of Interest** as outlined in the Bid/RFP document issued by the Ministry of Panchayati Raj (MoPR).
2. We confirm that, to the best of our knowledge and belief, no actual or potential conflict of interest exists as defined in the bid/ RFP document, including but not limited to:
 - Conflicting activities,
 - Conflicting assignments or jobs,
 - Conflicting relationships, and
 - Any other potential situations as outlined in the Bid/RFP.
3. We further undertake that if any conflict of interest arises during the course of the assignment or at any stage prior to or during the contract, we shall:
 - Promptly disclose such conflict to the MoPR in writing,
 - Fully cooperate in any investigation or assessment,
 - Accept any decision or remedial action the MoPR may prescribe, including potential disqualification or termination of the contract, without any claim or liability.
4. We understand that failure to disclose any conflict of interest may result in immediate disqualification from the bidding process or termination of the contract if already awarded.

Authorized Signatory

Name: _____

Designation: _____

Organisation Name: _____

Address: _____

Phone: _____

Email: _____

Place: _____

Date: _____

(Seal of the Organisation)