

Annexure II

ToR 2: Appointment of 'PMU for effective implementation and monitoring & evaluation of State Mini Cluster Development Scheme under HEEP 2020'

S. No.	Clause in RFP	Content in RFP	Queries/ Comments	Response from the Directorate
1.	Clause no. 7.1 – Bid submission	b) The bidder shall submit the proposal via email on clusterharyana@gmail.com, cd-cell.msme@hry.gov.in within the prescribed period of 14 days after the date of issue of ToR	We kindly request the directorate to clarify if the proposal needs to be submitted in online mode through email or if it should also be accompanied with physical submission of the proposal in sealed cover as mentioned in the Clause no.- 7.5 of the ToR.	Refer to the CORRIGENDUM No.1 dated 13.10.2022 <ul style="list-style-type: none"> • The consultancy company/agency shall submit their technical proposals in the prescribed format, as per the requirements of the respective ToRs, via separate emails on clusterharyana@gmail.com, cd-cell.msme@hry.gov.in by 20.11.2022. • The financial proposal for ToR 1 and 3 shall be submitted to the Directorate, in a sealed envelope, at the below-mentioned address latest by 20.11.2022: The Director General, Directorate of MSME, Plot No. C-3, HSVP Complex (Front Block), 3rd floor, Sector 6, Panchkula – 134109
2.	General Queries	Pre-bid meeting	We humbly request the department to clarify if a pre-bid meeting will be held which will be beneficial to address queries of all the eligible bidders and prepare quality proposals for the bid.	No pre-bid meeting shall be held.
3.	General Queries	EMD and Bid-processing Fee	We understand that only technical proposal needs to be submitted in response to the ToR. We kindly request the department to confirm that there is no Earnest Money Deposit (EMD) and Bid processing fee to be submitted.	Refer to the HARTRON empanelment guidelines.
4.	Clause 4.2 – Resource Marks	Point no. 4. – Presentation <ul style="list-style-type: none"> • Understanding of the assignment • Approach & methodology (20 marks)	We understand that a presentation highlighting bidder's understanding of the assignment along with the Approach and Methodology need to be delivered. We kindly request the directorate to provide information on tentative date, mode of presentation (Video Conferencing/Offline), and duration of presentation in order to prepare quality presentation for the assignment.	The date and time of the presentation shall be communicated in due course of time, subsequent to the submission of proposal. The presentation and interview of the proposed resources shall be held in-person in Chandigarh/Panchkula. The duration of the presentation should be restricted to 20 minutes. Presentation shall be delivered only by the proposed team members, post which 30 minutes team interaction/ interview will be undertaken.

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5.	Clause 7.1 – Bid Submission	d) Technical score (maximum 100) will be calculated as per table under Clause 4.2 pertaining to resume and interview score of candidates.	<p>We request the department to kindly clarify the mode of interviews for the proposed resources.</p> <p>As many large firms have different mandates and high value projects, teams are available as per need basis of the project. Hence, we request the directorate to kindly conduct the interviews in online mode for technical evaluation.</p>	Resources proposed as part of the technical proposal shall be interviewed in-person in Chandigarh/Panchkula.
6.	General Queries	Regarding Services of Strategy Experts from bidders	We understand that 3 consultants are needed for the given assignment on full-time basis. We kindly request the department to clarify if strategy support of experts from the bidders organization will be required on need-basis for the assignment, which will already be a part of the payment.	Already clarified in the ToR. Refer to Clause 7.7 (f).
7.	General Queries	Regarding clarifications on service agreement	<p>We understand that a separate ToR is issued regarding this assignment. However, with the unavailability of sample service agreement format in the given ToR, we kindly request the directorate to clarify the following legal points in order to completely comprehend the nature of engagement.</p> <ul style="list-style-type: none"> a) Indemnification b) Retention of confidential information and compelled disclosure c) Non Solicitation and Non Exclusivity d) Limitation of liability in terms of contract value e) Termination right of the bidder 	Refer to the HARTRON empanelment guidelines.
8.	General Queries	Regarding Power of Attorney	We humbly as the department to suggest if a Power of Attorney document needs to be included in the proposal from the bidders.	A Power of Attorney/Board resolution must be included in the proposal for Authorized signatory.
9.	General Queries	Financial Quote?	We understand that the CORRIGENDUM No.1 dated 13.10.2022 states 'The financial proposal for ToR 1 and 3 shall be	Refer to the Clause 5 on page 7 and Clause 7.7 (f) on page 9. The payment to the consultants shall be made as per guidelines of State Mini Cluster Development Scheme. No additional payment shall be made for resource deployment.

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			<p>submitted to the Directorate, in a sealed envelope’.</p> <p>We would kindly request the directorate to clarify if a financial proposal needs to be for this ToR too.</p>	<p>Clause 7.7 (c) on page 8 states that “The bidder with the highest score in technical evaluation shall be awarded the project as per the procedure.”</p> <p>Hence, no financial proposal is required for this ToR.</p>																														
10.	Technical Evaluation Criteria Clause 7.1 (d) (Page No. 8) and Clause 7.3 (Page No. 8)	<p>7.1 (d) Technical score (maximum 100) will be calculated as per table under Clause 4.2 pertaining to resume and interview score of candidates.</p> <p>7.3 Pattern of Evaluation: Evaluation of the qualified consultancy company/agency shall be done based on the following evaluation criteria:-</p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Criteria</th> <th>Maximum Marks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Qualification of resources (Team Leaders & Team Members)</td> <td>40</td> </tr> <tr> <td>2</td> <td>Interview</td> <td>40</td> </tr> <tr> <td>3</td> <td>Presentation</td> <td>20</td> </tr> </tbody> </table>	Sr. No.	Criteria	Maximum Marks	1	Qualification of resources (Team Leaders & Team Members)	40	2	Interview	40	3	Presentation	20	<p><i>It is proposed that the Evaluation criteria may be modified to also incorporate firm experience.</i></p> <p><i>Suggested Evaluation Criteria:</i></p> <p>7.1 (d) Technical score (maximum 100) will be calculated as per table under Clause 7.3 pertaining to Pattern of Evaluation.</p> <p>7.3 Pattern of Evaluation: Evaluation of the qualified consultancy company/agency shall be done based on the following evaluation criteria:-</p> <table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Criteria</th> <th>Maximum Marks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Firm’s Experience</td> <td>40</td> </tr> <tr> <td>2</td> <td>Qualification & Interview of resources (Team Leaders & Team Members)</td> <td>40</td> </tr> <tr> <td>3</td> <td>Presentation</td> <td>20</td> </tr> </tbody> </table> <p><i>Suggested Firm Experience:</i></p> <table border="1"> <thead> <tr> <th>S. No.</th> <th>Criteria</th> <th>Maximum Points</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Bidder should have prepared detailed project reports for establishment of common facility centres for MSMEs at the state/central level in last 5 years. Such DPRs</td> <td>20</td> </tr> </tbody> </table>	Sr. No.	Criteria	Maximum Marks	1	Firm’s Experience	40	2	Qualification & Interview of resources (Team Leaders & Team Members)	40	3	Presentation	20	S. No.	Criteria	Maximum Points	1.	Bidder should have prepared detailed project reports for establishment of common facility centres for MSMEs at the state/central level in last 5 years. Such DPRs	20	No change.
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				<p>must have received approval by respective state/central departments.</p> <p>a) For 10 detailed project reports with at least 3 DPRs of project cost more than Rs. 5 Crores – 10 marks</p> <p>b) For 15 detailed project reports with at least 5 DPRs of project cost more Rs. 5 Crores – 15 marks</p> <p>c) For 20 and above detailed project reports with at least 7 DPRs of project cost more Rs. 5 Crores – 20 marks</p>	
			2.	<p>Bidder should have supported the State Government(s) as PMU/PMA in implementing MSME cluster development projects where government (Centre or State) grant has been released to SPVs after the bidder has undertaken procurement process as per GFR:</p> <p>a) Grant released INR 10 -20 crores - 10 marks</p> <p>b) Grant released INR 20-40 crores – 15 marks</p> <p>c) Grant released INR >40 crores – 20 marks</p>	20
				Total Score for Criterion	40
Reason for modification					

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			<p>While individual resources' experience is critical for effective delivery, for transformational programmes of such scale and magnitude, firm's experience and expertise should also be taken into account. Organization memory, built through wealth of experience of working with key MSME ecosystem stakeholders, for instance, Ministry of MSME, and other central government ministries/department, state governments, bilateral/ multilateral agencies, developmental banks, industries associations, etc., should not be discounted. A firm with in-depth understanding of MSME landscape, sight of Government of India's priorities, presence at national & international level thus providing visibility on best practices has the ability to empower resources to come up with unique perspectives and explore innovative strategies for effective delivery.</p> <p>A firm invests heavily in understanding the complexities of the ecosystem and mapping the stakeholder requirements, and has necessary experience, tools & processes to navigate through those complexities to meet the client's requirements.</p> <p>Thus, bidder with proven track record of delivering cluster development programmes should be given more weightage to give impetus to state's initiative. Rather than reinventing the wheel with a firm with little to no experience.</p>	

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11.	Resource Experience Clause 4 (Page No. 4)	<p>4. Key Resource Requirement</p> <p>1. Project Manager cum MSME Cluster Development Expert</p> <ul style="list-style-type: none"> Minimum experience of 10 years (post qualification) with minimum 6 years in state or centre government/ bilateral/ multilateral/state or central PSUs sponsored projects in MSME/industrial development Experience of leading significant number of CFC/common infrastructure projects in MSME cluster/industrial infrastructure development under state/central government scheme Experience of working towards increasing productivity of MSMEs & technology upgradation Consultant should also have national/state experience in MSME sector development/cluster management domain Experience of leading cluster development in thrust sectors – Textile, Food processing, Automobile /General engineering, or Metal, Chemical, Plastics, Agri machinery and traditional sector <p>2. Support Consultant (MSME Project Formulation)</p> <ul style="list-style-type: none"> Minimum experience of 3 years (post qualification) with minimum 1 year experience in preparation of DSRs, DPRs, financial modelling, 	<p><i>It is proposed that the Resource Experience may be modified to also incorporate region-specific experience.</i></p> <p>Modified Clause:</p> <p>4. Key Resource Requirement</p> <p>1. Project Manager cum MSME Cluster Development Expert</p> <ul style="list-style-type: none"> Minimum experience of 10 years (post qualification) with minimum 6 years in state or centre government/ bilateral/ multilateral/state or central PSUs sponsored projects in MSME/industrial development Experience of leading significant number of CFC/common infrastructure projects in MSME cluster/industrial infrastructure development under state/central government scheme Experience of working towards increasing productivity of MSMEs & technology upgradation Experience of leading cluster interventions in Haryana Consultant should also have national/state experience in MSME sector development/cluster management domain Experience of leading cluster development in thrust sectors – Textile, Food processing, Automobile /General engineering, or Metal, Chemical, Plastics, Agri machinery and traditional sector 	No Change.

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		<p>linking MSMEs to government schemes, etc</p> <p>3. Support Consultant (Procurement)</p> <ul style="list-style-type: none"> Minimum experience of 3 years (post qualification) with at least 2 years of experience in undertaking procurement for setting up of CFCs in MSME clusters under state or centre government schemes 	<p>2. Support Consultant (MSME Project Formulation)</p> <ul style="list-style-type: none"> Minimum experience of 3 years (post qualification) with minimum 1 year experience in preparation of DSRs, DPRs, financial modelling, linking MSMEs to government schemes, etc Experience of working on atleast 1 project for MSME development in Haryana <p>3. Support Consultant (Procurement)</p> <ul style="list-style-type: none"> Minimum experience of 3 years (post qualification) with at least 2 years of experience in undertaking procurement for setting up of CFCs in MSME clusters under state or centre government schemes Experience of working on atleast 1 project for MSME development in Haryana <p>The implementation of the scheme requires extensive understanding of the MSME landscape in Haryana, key ecosystem players, the geographic opportunities and the challenges. Hence it is important that the proposed team should have both sector as well region specific experience.</p>	
12.	Resource Education Clause 7.7 (c) (Page 9)	The proposed resources should have PGDM/PGDBM/MBA/Masters/Post Graduate/BE/B.Tech degrees from Top NIRF Ranked Institutes/Premier/ Reputed National or International Institutes.	Please remove NIRF Rankings are dynamic and changes annually, with new additions in terms of colleges and institutes almost every year. It is not a fair assessment for resources who completed their education more than 10 years back as the education ecosystem	The Clause has been removed.

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			has significantly evolved since then along with the changing evaluation parameters.	
13.	Bid Submission Clause 7.6 (Page 9)	<p>7.6 Timelines: The consultancy company/agency shall submit their proposal in sealed cover within 14 days after date of issuance of ToR.</p>	<p>7.6 Timelines: The consultancy company/agency shall submit their proposal in sealed cover by 28th October 2022.</p> <p>It is requested that the timeline for submission of proposals to be extended at least by 2 weeks for preparing a thorough response to the TOR post clarifications received from the department.</p>	No change in the submission timeline.