



**Consulting Services for:  
Selection of Independent Verification Agency  
RFP No.: IN-SUCM-360062-CS-QCBS**

**Corrigendum 1**

S: No	RFP Reference	As per original RFP Guidelines	Revisions in the RFP																											
1	Page No 37 – TOR- <b>21.1 Part B- Evaluation Criteria- 3 (Qualification and competence of proposed team)</b>	<p>3. Qualification and Competence of Proposed Team Signed copy of CV (4 Nos of Key Positions) along with photograph and proof of experience.</p> <table border="1"> <thead> <tr> <th>S. No.</th> <th>Expert</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Team Leader (Public Finance Management Specialist)</td> <td>10</td> </tr> <tr> <td>2</td> <td>Solid Waste Management Expert</td> <td>08</td> </tr> <tr> <td>3</td> <td>Monitoring and Evaluation Expert</td> <td>07</td> </tr> <tr> <td>4</td> <td>Accounting Analyst</td> <td>05</td> </tr> </tbody> </table>	S. No.	Expert	Marks	1	Team Leader (Public Finance Management Specialist)	10	2	Solid Waste Management Expert	08	3	Monitoring and Evaluation Expert	07	4	Accounting Analyst	05	<p>3. Qualification and Competence of Proposed Team Signed copy of CV (3 Nos of Key Positions) along with photograph and proof of experience.</p> <table border="1"> <thead> <tr> <th>S. No.</th> <th>Expert</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Team Leader (Solid Waste Management Expert)</td> <td>12</td> </tr> <tr> <td>2</td> <td>Monitoring and Evaluation Expert, and</td> <td>10</td> </tr> <tr> <td>3</td> <td>Accounting Analyst</td> <td>08</td> </tr> </tbody> </table>	S. No.	Expert	Marks	1	Team Leader (Solid Waste Management Expert)	12	2	Monitoring and Evaluation Expert, and	10	3	Accounting Analyst	08
S. No.	Expert	Marks																												
1	Team Leader (Public Finance Management Specialist)	10																												
2	Solid Waste Management Expert	08																												
3	Monitoring and Evaluation Expert	07																												
4	Accounting Analyst	05																												
S. No.	Expert	Marks																												
1	Team Leader (Solid Waste Management Expert)	12																												
2	Monitoring and Evaluation Expert, and	10																												
3	Accounting Analyst	08																												
2	Page No. 36 <b>Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1 Part A Mandatory Criteria S.No.3</b>	Work Order and Completion Certificates/ Proof of Final payment issued by the employer. The documents submitted shall together be sufficient to prove the scope of work and value of work completed.	Work Order and Completion Certificates. The documents submitted shall together be sufficient to prove the scope of work and value of work completed. In addition, Work Order along with Chartered Accountant certified Bank Statement for the fee received from the client against the particular assignment shall be considered as valid proof for completion.																											
3	Page No. 37 <b>Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1</b>	Work Order AND Completion Certificates issued by the employer OR Proof of final payment. The documents submitted shall together be sufficient to prove the scope of work and value of work completed.	Work Order and Completion Certificates. The documents submitted shall together be sufficient to prove the scope of work and value of work completed.																											

	<b>Part B Evaluation Criteria S.No.1</b>		In addition, Work Order along with Chartered Accountant certified Bank Statement for the fee received from the client against the particular assignment shall be considered as valid proof for completion.
--	--	--	--

Date 19/12/2023

Project Director  
Kerala Solid Waste Management Project

**Kerala Solid Waste Management Project (KSWMP)**

**Selection of Independent Verification Agency for Kerala Solid Waste Management Project (KSWMP)**  
**RFP Reference No.: IN-SUCM-360062-CS-QCBS**

Sl. No.	Page No/ Section No of the RFP	Clause	Query	Response
1.	Pg 65 Form Fin 5 B	Establishing Web Based Platform & Training to ULB	<p>Q1. In case if the verification agency need to develop this platform what is component of costs for web based platform that can be included within this budget line.</p> <p>Q2. Please clarify the scope and coverage of the web based platform. Also please specify if it is only for DLI verification or any other M&amp;E, MIS.</p> <p>Q3. Also please clarify that if the ULBs to be given access is it because they will use it or share data.</p>	<p>R1. As this is a lumpsum contract the bidder shall assess the cost for developing the platform and shall be included in the overall cost for the contract</p> <p>R2. Please refer "scope of the assignment" (Pg. No. 72). The web-based platform will be used for the verifying if ULBs have met eligibility criteria for receiving incentive grants. Web based platform will also be used for workflow, documentation and feedback (Pg. 79). Web based platform will be the tool for complete automation of the process of verification. This will not be part of the project MIS but the bidder shall enter the results/feedback of the verification directly into the MIS of the project. Please also refer clause 7- Integration with KSWMP MIS Platform (Page 79)</p> <p>R3. ULBs and multiple functionaries of the project will need access through separate login ids. Each user should have a customised interface through which they can submit documents, view status etc. Refer Clause 6- User IDs for client (Page 79)</p>
2.	Pg-79 Point 4.a.ii	Web based platform for verification workflow, documentation, feedback including orientation for all 93 ULBs	<p>Q4. Kindly clarify if the assumption is correctly justified to cover all districts of Kerala.</p> <p>Q5. Also please clarify if the DLI Verification agency will have to design the entire software based MIS or there is an existing agency with whom the verification agency would need to coordinate.</p>	<p>R4. RFP conditions shall prevail.</p> <p>R5. Please refer "Scope of the Assignment"-2.1. A.b. The agency may develop its own tool/ utilise service of thrid party vendor.</p>
3.	Pg-80 Point No 3	3. Quarterly verification reports 16- 30 days from end of each quarter -4% each	<p>Q6. Kindly clarify if the percentage can be increased to 6% every quarter.</p> <p>Q7. We understand that each ULB to be verified only once in 4 years' period. Please clarify how many ULBs will be covered per quarter. In case if no ULB is ready in initial period then please clarify what will be role of the Verification Agency.</p>	<p>R6. RFP condition shall prevail.</p> <p>R7. Each ULB may be verified as and when the ULB raises a request for verification of achievement of any eligibility criteria. A ULB may require verification on a quaterly basis. Each ULB may be verified multiple times based on their request for verification. The number of ULBs covered per quarter depends on the request submitted by the ULBs. If no ULB submits verification request in a particular quarter, the verification agency need not do any verification for that quarter.</p>

4.	Pg 81 Section 8.1 ToR Clause (a):	8.1. Firm's Experience a. The firm and the team members will not be permitted to provide any services in solid waste management to the ULBs or any service to State Project Management Unit, KSWMP for the duration of the project.	Q8. Since we are engaged as service provider for Stakeholder Satisfaction Survey and Impact Assessment, which is part of the M&E services and pose no conflict of interest as we are not engaged in any implementation of the assignment, can we apply for the assignment Selection of Independent Verification Agency for Kerala Solid Waste Management Project (KSWMP). Q9. If a proposed team member is currently engaged in providing services to the KSWMP, but intends to withdraw and be engaged in only DLI assignment on award, can such personnel be proposed as team member for the assignment Selection of Independent Verification Agency for Kerala Solid Waste Management Project (KSWMP).	R8. RFP conditions shall prevail. R9. RFP conditions shall prevail.
5.	Pg 81 Section 8.2 ToR Team Composition	The team would comprise of Team leader (SWM Expert – CV will be evaluated), Accounting Analyst (CV will be evaluated), Monitoring and Evaluation expert (CV will be evaluated) and IT Expert/Software Developer.	Q10. The Data Sheet Section 21.1 Part B Point 3. (Qualification and Competence of Proposed Team) indicates marks against the following position – Team Leader (Public Finance Management Specialist), Solid Waste Management Expert, Monitoring and Evaluation Expert, and Accounting Analyst. Kindly clarify the Experts to be considered for the present RFP	R.10. For the experts to be considered for the present RFP please refer Clause 8.2 of TOR- Team Composition page 81-82 of RFP.  For scoring purposes CVs of following professionals shall be considered. 1. Team Leader (Solid Waste Management Expert) 2. Monitoring and Evaluation Expert, and 3. Accounting Analyst.  Please refer corrigendum.
1.	Page No. 36 Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1 Part A Mandatory Criteria S.No.3	Should have successfully completed Minimum of two (2) similar projects* for Local Self Governments/ State Governments/ Central Government in the last 8 years (as on 31-08-2023). *Similar project means "a consulting assignment for independent verification/ independent progress evaluation/ impact assessment/ appraisal of a. projects funded/ assisted by bi-lateral or multi- lateral institutions OR b. of projects/programmes/schemes funded entirely by the Central/ State government, using web-based tools, with a value of Minimum Consulting Value of INR 50 Lakhs"	Q11. We would request the authority to consider ongoing projects as well under this-criteria to encourage participation by prospective bidders.	R11. RFP conditions shall prevail.
2.	Page No. 36 Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1 Part A Mandatory Criteria S.No.3	Work Order and Completion Certificates. The documents submitted shall together be sufficient to prove the scope of work and value of work completed.	Q12. In order to ascertain the project status and fee received, we would request the authority to consider Work Order/Letter of Intent/ Service Contract along with self-certification by authorised signatory or fee receipt certificate from Chartered Accountant of the bidder, collectively to evaluate this criteria.	R12. Ammended- please see corrigendum.
3.	Page No. 37 Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1 Part B Evaluation Criteria S.No.1	Experience of the Consultant in carrying out similar projects in the last 8 years (as on 31-08-2023) * *Similar project means "a consulting assignment for independent verification/ independent progress evaluation/ impact assessment/ appraisal of a. projects funded/ assisted by bi-lateral or multi- lateral institutions OR b. of projects/programmes/schemes funded entirely by the Central/ State government, using web-based tools, with a value of Minimum Consulting Value of INR 50 Lakhs".	Q13. We would request the authority to consider ongoing projects as well under this-criteria.	R13. RFP conditions shall prevail.

4.	Page No. 37 Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1 Part B Evaluation Criteria S.No.1	Work Order AND Completion Certificates issued by the employer OR Proof of final payment. The documents submitted shall together be sufficient to prove the scope of work and value of work completed.	Q14. In order to ascertain the project status and fee received, we would request the authority to consider Work Order/Letter of Intent/ Service Contract along with self-certification by authorised signatory or fee receipt certificate from Chartered Accountant of the bidder, collectively to evaluate this criteria.	R14. Please see corrigendum.
5.	Page No. 38 Section 2. Instructions to Consultants E. Data Sheet ITC Reference 21.1 Part B Evaluation Criteria S.No.4	Experience of Carrying out Independent Verification in Kerala: Relevant experience of the firm working in similar assignments in the State of Kerala in the last 8 years.	Q15. Considering experience of similar assignments being executed with central and different state governments across India would provide a better knowledge expertise to the department, we would request the authority to consider projects executed by bidders in other ULBs/ states or with the central government.	R15. RFP conditions shall prevail.
6.	Completion Certificate or Work Order along with final payment confirmation by the Authority	Completion Certificate or Work Order along with final payment confirmation by the Authority	Q16. In order to ascertain the project status and fee received, we would request the authority to consider Work Order/Letter of Intent/ Service Contract along with self-certification by authorised signatory or fee receipt certificate from Chartered Accountant of the bidder collectively to evaluate this criterion.	R16. Please see Response R12.
7.	Section 7: Terms of Reference for Independent Verification Agency Clause 8.2 Team Composition	<b>Accounting Analyst</b> A minimum of 7 years of experience in financial management with an in-depth financial knowledge of local governments	Q17. To ensure good resources are selected for this project , we would request the authority to modify the minimum number of years of experience requirement and provide a range instead. <b>Proposed change:</b> The candidate should possess 5- 7 years of experience in financial management with an in-depth financial knowledge of local governments	R17. RFP conditions shall prevail.
8.	Section 7: Terms of Reference for Independent Verification Agency Clause 8.2 Team Composition	<b>Monitoring and Evaluation expert</b> A minimum of 7 years of experience in M&E of infrastructure projects is required. Experience of working with state and local government agencies in India and other South Asian counties will be preferred	Q18. To ensure good resources are selected for this project , we would request the authority to modify the minimum number of years of experience requirement and provide a range instead. <b>Proposed change:</b> The candidate should possess 5- 7 years of experience in M&E of infrastructure projects is required. Experience of working with state and local government agencies in India and other South Asian counties(preferred, no additional marks)	R18. RFP conditions shall prevail.
9.	Section 7: Terms of Reference for Independent Verification Agency Clause 8.2 Team Composition	<b>IT Expert/Software Developer</b> Minimum of 7 years of experience in MIS development, especially for large-scale monitoring and evaluation projects	Q19. To ensure good resources are selected for this project , we would request the authority to modify the minimum number of years of experience requirement and provide a range instead. <b>Proposed change:</b> The candidate should possess 5- 7 years of experience in MIS development, especially for large-scale monitoring and evaluation projects	R19. RFP conditions shall prevail.

10.	Additional Clause to be added	NA	<p>Q20. It is requested that following clause to be considered.</p> <p><b>Additional Clause to be added:</b></p> <p>(i) <b>Retention of copies:</b> The Receiving Party shall be permitted to retain copies of such Confidential Information as it is required to retain for legal or professional regulatory purposes. The Receiving Party's confidentiality obligations shall continue throughout the time, such Confidential Information is retained notwithstanding the termination of the Engagement.</p>	R20. RFP conditions shall prevail.
-----	-------------------------------	----	--	------------------------------------

Project Director, KSWMP