

**Response to Pre-Bid Queries**  
**RFP For Selection of Agency for**  
**Design and Project Management Consultancy for Development of Resort at Sohra under Meghalayan Age Ltd.**

Sl. No.	Part	Clause No. and Page No	Original Clause in the RFP	Change Requested/ Clarification required	Response
1	Part – 2	2.1 Scope of Proposal 2.1.1 Page 12	Consortium is allowed with Firms as well as Individuals (For Key Resource onboarding). A Maximum of four member's consortium is allowed for this participation.	We understand that the credentials of the consortium partner will be considered in eligibility. Project experience and so on. Request you to kindly confirm.	No Change. Qualification of all the members of the consortium will be performed such as they are not blacklisted or debarred etc..
2	Part – 2	2.1.5 Project Team and Site Team Page 13-Page 15	Project Team and Site Team	Looking at the scope of work for the Project Management and Supervision related tasks, we believe there is requirement of addition team members such as: 1. Senior Quantity Surveyor to be deployed in Project Office for checking the contractor bills / claims 2. Quality Control / Material Engineer to be deployed at the Site Office for quality assurance.	Please refer to Corrigendum
3	Part – 2	2.19 Bid Processing Charges and Bid Security or Earnest Money Deposit (EMD) Page 26	Bid Processing Charges and Bid Security or Earnest Money Deposit (EMD)	Request you to kindly exempt the Bid Processing Charges and Bid Security/ EMD for the PSUs / Where Government has stake / MSMEs.	Please refer to Corrigendum
4	7. SCHEDULE-1: Terms of Reference (TOR)	7.5 Payment Terms Page 51	Stage 3: Design and Supervision (50% of Contract Value) 70% of fee payable under stage 3 on pro-rata based on financial progress achieved once in 3 months of the construction period.	We request that the supervision stage payment should be fixed monthly instalment and not linked to the construction progress.	No Change.

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5	General	General	Please provide the estimated cost of the project.	Since our financial proposal is based on the estimated cost of the project, we request the Authority to please provide the cost of the project.	No change. Please refer Form – 2 : Summary of Financial Proposal. Estimated Project Cost is mentioned as INR 25 Cr.
6	General	General	Please provide the CAD drawing of the location including the contour map.	Since consultants have to prepare the concept and masterplan of the project and present it to the Authority, we request the Authority to please provide the CAD drawing of the location including the contour map.	CAD Drawing link is published in the RFP on Page 8, Sec 1.2.3.
7	Tender Notice	Page 5, Details of Tender, Point no 4	Hard copy of Technical Proposal including Presentation & Financial Proposal as per RFP document shall be submitted on following address: Chief Administrative Officer (C.A.O) Meghalayan Age Ltd. (MAL) House No. L/A-56, Lower Nongrim Hills, Shillong East Khasi Hills Meghalaya-793003 (India) by 17:00 hours on 07-May-2021.	Hard copy of Technical Proposal including Presentation & Financial Proposal as per RFP document shall be submitted on following address: Chief Administrative Officer (C.A.O) Meghalayan Age Ltd. (MAL) House No. L/A-56, Lower Nongrim Hills, Shillong East Khasi Hills Meghalaya-793003 (India) or Meghalaya House No. 9, Dr APJ Abdul Kalam Rd, Aurangzeb Road, New Delhi, Delhi 110011 by 17:00 hours on 07-May-2021. Please confirm. However, would request to allow to submit proposal online by 07th May 2021 and hard copy 13th May 2021 (05 days after submission of online proposal) considering more time required to reach hard copies to Authority present situation due to covid.	Please refer to Corrigendum
8	Part – 2	Page 13, Project Team Details, Team Leader	<u>Desired experience</u> Should have experience of at least 10 years in experience in Tourism infrastructure projects.	We request you to consider experience of at least 10 years in experience in Tourism/ Iconic/ infrastructure projects.	No change.

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9	Part – 2	Site Engineer – (Site Coordinator)	<u>Desired experience</u> Should have minimum 5 years of experience in Tourism infrastructure projects.	We request you to consider minimum 5 years of experience in Tourism/ Urban infrastructure projects.	No change.
10	Part – 2	Page 13, Clause 2.1.4	Note: Similar Projects “Construction Supervision/Project Management Consultancy for Tourist Accommodations/ Iconic properties related to tourism activities/ Hotels in line with tourism promotion/ tourism related infrastructure. All the projects claimed for evaluation and marking shall have project cost equal to or more than 10 Cr.	Kindly consider our request and amend the criteria as described below: Note: Similar Projects “Design & Masterplan/ Construction Supervision/ Project Management Consultancy for Tourist Accommodations/ Iconic properties related to tourism activities/ Hotels in line with tourism promotion/ tourism related infrastructure. All the projects claimed for evaluation and marking shall have project cost equal to or more than 10 Cr. Explanation: Since scope of the work also involves Concept Design & Masterplan of the project, we would request for Authority to please consider the above amendment.	Please refer to Corrigendum

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11	SCHEDULE-2: Format for Agreement	Page 56, Point No. 15. Penalty or Liquidated damages for delay –	Penalty or Liquidated damages for delay – 1% of the Project Execution Cost amount subject to maximum of Rs.25000/- per week or part thereof. The total liquidated damages of delay should be subject to an overall maximum of 10% of the Project Execution Cost. In case, the agency is not able to perform as per the satisfaction of the MAL or in case of in-ordinary delay, the MAL reserves the right to terminate the Contract and the firm will be liable to compensate for the loss. In pursuant to an order/direction of Government of India or any statutory authority, the First Party is constrained to foreclose this agreement before the period of completion, the agreement shall be treated as close with effect from the date of the foreclosure notice.	Consultant is not liable for liquidated damages for the reasons not attributable to delay of the Contractor/ Client. And also, we request to decrease the liquidated damages for delay to 0.5% of the Project Execution Cost amount subject to maximum of Rs.10000/- per week or part thereof. The total liquidated damages of delay should be subject to an overall maximum of 5% of the Project Execution Cost. In case, the agency is not able to perform as per the satisfaction of the MAL or in case of in-ordinary delay, the MAL reserves the right to terminate the Contract and the firm will be liable to compensate for the loss. In pursuant to an order/direction of Government of India or any statutory authority, the First Party is constrained to foreclose this agreement before the period of completion, the agreement shall be treated as close with effect from the date of the foreclosure notice.	No change.
12	Part – 2	2.1.5. Project Team & Site Team, Page No. 13 to 15		We request to please clarify the indicative minimum No. of Man months the Project Team to spend at Site Office/ Client Office.  And feel that Man months for the Project Team is on higher side given the Project Cost and team should be deployed for entire Man months at shelling office.  Please clarify.	Please refer to Corrigendum

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13	Part – 2	2.1.5. Project Team & Site Team, Page No. 13 to 15		Can we propose the same staff/ Project Team for both Umling and Sohra Projects.  Please clarify.	No
14	Part – 3	3.1. Evaluation of Technical Proposals, Page No. 33	Presentation of previous innovative work and Proposed Concept <ul style="list-style-type: none"> <li>· Presentation of previous similar iconic projects</li> <li>· Presentation of Concept-plan, methodology and Site Appreciation for development of proposed site</li> </ul>	Please clarify that Presentation of previous similar iconic projects means the Firms Similar Experience/ Similar Nature of Projects implemented across the world or in India. Given the Site area of Sohra 50 Acres- Please clarify whole area to be considered for preparing the Conceptual Plan.	No Change. Relevant similar experience of iconic projects of 25 Cr and more will be evaluated.
15	SCHEDULE-2: Format for Agreement	Page 56, Point No. 15. Penalty or Liquidated damages for delay –	Penalty or Liquidated damages for delay – 1% of the Project Execution Cost amount subject to maximum of Rs.25000/- per week or part thereof. The total liquidated damages of delay should be subject to an overall maximum of 10% of the Project Execution Cost. In case, the agency is not able to perform as per the satisfaction of the MAL or in case of in-ordinary delay, the MAL reserves the right to terminate the Contract and the firm will be liable to compensate for the loss. In pursuant to an order/direction of Government of India or any statutory authority, the First Party is constrained to foreclose this agreement before the period of completion, the agreement shall be treated as close with effect from the date of the foreclosure notice.	Consultant is not liable for liquidated damages for the reasons not attributable to delay of the Contractor/ Client. And also, we request to decrease the liquidated damages for delay to 0.5% of the Project Execution Cost amount subject to maximum of Rs.10000/- per week or part thereof. The total liquidated damages of delay should be subject to an overall maximum of 5% of the Project Execution Cost. In case, the agency is not able to perform as per the satisfaction of the MAL or in case of in-ordinary delay, the MAL reserves the right to terminate the Contract and the firm will be liable to compensate for the loss. In pursuant to an order/direction of Government of India or any statutory authority, the First Party is constrained to foreclose this agreement before the period of completion, the agreement shall be treated as close with effect from the date of the foreclosure notice.	No Change.

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16	Part -9	APPENDIX-2 Form – 2: Summary of Financial Proposal, Page No. 89	Indicative Project Cost for Bid Evaluation (Crore)- 25 Crores.	We feel that as per scope of work, defined man Months for the Experts & Site Supervision Team and Area proposed budget is on lower side. So, request you to please revisit the budget.	Please refer to Corrigendum for revised Man-months.
17	CAD Drawing	CAD Drawing	Sohra area: 49.88 Acres	So, please clarify the total area to be considered for developing conceptual Plan.	No Change
18	Part – 1	1.3.1	Bidders may prior to submitting their Proposals, examine the requirements at their own expense and obtain and ascertain for themselves, at their own responsibility and other information necessary for preparing their Proposals	The site visit in this project is very essential, so any joint site visit is planned with the authority. Coz we need to understand the space the character of the region prior to planning, hence we request MAL to think on this, and give proper time for this keeping in mind about the covid 19 scenario	No Change
19	Part – 2	2.1.4 (Note)	Note: Similar Projects “Construction Supervision/Project Management Consultancy for Tourist Accommodations/ Iconic properties related to tourism activities/ Hotels in line with tourism promotion/ tourism related infrastructure. All the projects claimed for evaluation and marking shall have project cost equal to or more than 25 Cr.	Similar works means construction supervision/PMC for the category of projects, it’s no where mentioned about planning and designing, whereas the major part of this assignment is about planning. Hence similar work should mean construction supervision/ PMC/designing	Please refer to Corrigendum
20	Part – 2	2.1.4 C	The agency must have successfully executed at least 2 number of similar projects preceding proposal due date, certificate Copy of Agreement/Work Order/Completion certificate needs to enclose	02 number of similar work - The ongoing project of national repute of similar nature should be considered	No Change

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21	Part – 2	2.1.4. C- Note	Note: Similar Projects “Construction Supervision/Project Management Consultancy for Tourist Accommodations/ Iconic properties related to tourism activities/ Hotels in line with tourism promotion/ tourism related infrastructure. All the projects claimed for evaluation and marking shall have project cost equal to or more than 25 Cr.   The agency must have successfully executed at least 2 number of similar projects preceding proposal due date, certificate Copy of Agreement/Work Order/Completion certificate needs to enclose	Going through the document of the project, it’s quite evident the project will be of national repute, so what would be expected range of development, and what would be the financial budget fixed for the project, as far as the value of qualifying project is asked its only INR 25 CR, it should be more than 100 CR so that the competition will be fair enough between the firms of national repute	No Change
22	Part – 2	2.1.6	Consultant has to setup office at Shillong and Sohra <ul style="list-style-type: none"> <li>• Project team shall be deputed at Shillong.</li> <li>• Site Supervision Team shall be deputed at Sohra Project Site Locations for monitoring and supervision of site works.</li> </ul>	Consultant has to set up office at Sohra and Shillong, is the space for the office to be provided by MAL, any specific requirements of the office	Please refer to Corrigendum
23	Details of Tender	Page 6 of RFP	Time Extension	A joint site visit should be organised , after that adequate time should be allowed to plan according to the land, though the project would be involved with quite handsome budget, hence time should be given for its proper planning and quality presentation in front of the jury	No Change

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24	Part – 2	2.1.4. Eligibility Criteria:	d) The bidder shall have an annual average turnover of INR 5 Crores certified by chartered accountant during last 3 (three) financial years ending 31.03.2020 (2017-18, 2018-19 and 2019-20). Copies of Audited Balance sheet & Turnover Certificate from Chartered Accountant certifying the same need to be enclosed. Whereas per Evaluation Criteria, Marks are awarded from 2 Cr.	d) The bidder shall have an annual average turnover of INR 2 Crores certified by chartered accountant during last 3 (three) financial years ending 31.03.2020 (2017-18, 2018-19 and 2019-20). Copies of Audited Balance sheet & Turnover Certificate from Chartered Accountant certifying the same need to be enclosed. It is requested to relax Turnover Criteria to 2 Cr.	Please refer to Corrigendum
25	Part – 2	2.1.4. Eligibility Criteria:	Note: Similar Projects “Construction Supervision/ Project Management Consultancy for Tourist Accommodations/ Iconic properties related to tourism activities/ Hotels in line with tourism promotion/ tourism related infrastructure. All the projects claimed for evaluation and marking shall have project cost equal to or more than 25 Cr.	Note: Similar Projects “Construction Supervision/ Project Management Consultancy/ Architectural Consultancy/Detailed Project Report for Tourist Accommodations/ Iconic properties related to tourism activities/ Hotels in line with tourism promotion/ tourism related infrastructure. All the projects claimed for evaluation and marking shall have project cost equal to or more than 25 Cr in last 10 Years	Please refer to Corrigendum
26	Part – 2	2.1.5. Project Team & Site Team	Time Duration (Months) – 60	We understand that duration of project stipulated by the authority i.e., 60 months is far more than required to complete the listed scope. Thus, it is requested to revise timelines to 3 months for Development of Design and 6 to 12 months for the construction of the project.	Please refer to Corrigendum

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27	Part – 2	2.1.5. Project Team & Site Team	Site Team Details 1. Site Engineer – (Site Coordinator) 2. Support Staff	<del>Site Team Details</del> <del>1. Site Engineer – (Site Coordinator)</del> <del>2. Support Staff</del>  We suggest that according the scale of project, site team is an extra cost which is not necessary for the construction of project and which can be adjusted with construction supervision by consultant directly with the contractor.	No Change
28	Part – 2	2.1.6.	Consultant has to setup office at Shillong and Sohra • Project team shall be deputed at Shillong. • Site Supervision Team shall be deputed at Sohra Project Site Locations for monitoring and supervision of site works	<del>Consultant has to setup office at Shillong and Sohra:</del> <del>• Project team shall be deputed at Shillong.</del> <del>• Site Supervision Team shall be deputed at Sohra Project Site Locations for monitoring and supervision of site works</del>	No Change
29	PART – 7 SCHEDULES 7. SCHEDULE-1: Terms of Reference (TOR)		7.3. SCOPE OF SERVICES:  a) Stage 1: Development of Detailed Project Reports based on in depth study of similar Iconic properties in India or abroad.  b) Stage 2: Preparation of Design Criteria, Manual, Development of Bid Documents & Assistance in Bid Process Management.  c) Stage 3: Construction Supervision of projects approved by MAL or agency associated by MAL for further implementation or execution.	7.3. SCOPE OF SERVICES: a) Stage 1: Development Concept Formulation based on in depth study of similar Iconic properties in India or abroad  b) Stage 2: Development of Detailed Project Reports.  b) Stage 3: Preparation of Design Criteria, Manual, Development of Bid Documents & Assistance in Bid Process Management.  It is suggested to revise the detail of scope accordingly to exclude PMC service and include only construction supervision for the cost efficiency of the project.	No Change

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30	PART – 7 SCHEDULES 7. SCHEDULE-1	7.5. Payment Terms:	<p>Stage 1: Development of Detailed Project Reports based on in depth study of similar Iconic properties in India or abroad -35%</p> <p>Stage 2: Preparation of Design Criteria, Manual, Development of Bid Documents &amp; Assistance in Bid Process Management - 15%</p> <p>Stage 3: Construction Supervision of projects approved by MAL or agency associated by MAL for further implementation or execution - 50%</p>	<p>I. Development of Concept Report -15%</p> <p>II. Submission of draft Detailed Project Report - 35%</p> <p>III. Submission of Final Detailed Project Report - 20%</p> <p>IV. Submission of all the draft documents required for bidding process - 15%</p> <p>V. Submission of final documents required for bidding process -15%</p>	No Change
31	Part -9: Appendix – 2: FINANCIAL PROPOSAL	Form – 2 : Summary of Financial Proposal	<p>Stage 1: Development of Detailed Project Reports based on in depth study of similar Iconic properties in India or abroad -35%</p> <p>Stage 2: Preparation of Design Criteria, Manual, Development of Bid Documents &amp; Assistance in Bid Process Management - 15%</p> <p>Stage 3: Construction Supervision of projects approved by MAL or agency associated by MAL for further implementation or execution - 50%</p>	<p>A.-PERSONNEL &amp; LOCAL COSTS</p> <p>I- Remuneration for Professional Personnel (inclusive of all personnel allowances)</p> <p>II- Remuneration of Support Personnel (Inclusive of all personnel allowances)</p> <p>III-Reports and Document Printing.</p> <p>IV-On site expenses</p> <p>V- Miscellaneous Expenses.</p> <p>Sub-total Personnel &amp; Local Costs(A)"</p> <p>B- GST</p> <p>C -TOTAL (including taxes) (A+B) (in Rs.)</p>	No change
32	Annual Turnover	NA	2.1.4. (d); Page no. 12	Kindly reduce the annual turnover from 5 Cr to 4 Cr.	Please refer to Corrigendum
33	Project Cost	NA	Appendix-2 Form-2: Summary of Financial Proposal for Bid Evaluation (crore); Page 89	Project cost will help us to provide a reasonable quote	No Change

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34	Man month of the site engineer required or the duration of project	NA	Clause no. 2.1.5. Page no. 13	Is it the same indicated as “Time Duration (Months)” in Clause no. 2.1.5. in the table of “Project Team Details”	Please refer to Corrigendum
35	Payment Schedule	NA	Clause No. 7.5.2. Page 51	If the payment schedule can be adjusted a bit, i.e., increasing the payment for stage 1 & 2 to 60% of the total fees instead of 50%. And rest 40% for the site supervision and other works.	No Change
36	Submission of hard copy of tender documents	NA	Clause no. 2.12.3. Page no. 22 & Clause no. 2.20.5, Page 28	When do we need to submit the hard copy of the tender document? Provision of submission of hard copy in Meghalaya House, Kolkata in case of lockdown scenario as per the recent Covid scenario. Do we need to submit a brief concept with the tender documents in the form of presentation or we need to submit the whole presentation along with it (as mentioned in clause no. 2.12.3)? Because it has been mentioned in clause no. 2.20.5 that only technically qualified bidder will be invited for presentation. Then why should all the bidders will provide the presentation along with the tender document as per Clause no. 2.12.3.?	Please refer to Corrigendum
37	Extension of date	NA	Clause No. 1.6 “Tender Schedule”; Page 10	Keeping the Covid scenario in mind, it is a request to extend the date of bid submission by at least 10 days.	Last date for submission extended to 24 <sup>th</sup> May. Please refer the Corrigendum Cum RFP for more details.