

Issued on 3rd May 2024

Clarification, Addendum and Corrigendum

Pre-bid Queries for “Empanelment of Mentoring Agencies for Mentoring & Handholding Support to Van Dhan Vikas Kendra’s (VDVKS) in the State of Meghalaya for enterprise Development through Value Addition of Minor Forest Produces for Tribal Inclusive Growth”
EOI No: MBMA/175/2023-24/ MFP /PM VDVKY SCHEME/2640

1. Clarification:

Sl. No	EOI Reference	Queries from the firms	MBMA Response
1	CI No 6. Project Objectives Develop training module/training material and build capacity of the VDVK and SHG Office bearers. (Page no 4)	We understand that the Mentoring Agency will develop draft modules in plain text and any designing & animation including audio-video (if any) will not be part of the current scope and taken up separately by the department. The agency may support in coordination with the vendor identified by the department. Also, Agency will prepare all the materials in English language only. Any translation will be taken care by the department separately. Please confirm if our understanding is correct.	Yes, the understanding is correct
2	CI No. 8. Scope of Work: i. b. Preparing detailed business plans for each VDVVC (Page no 5)	We understand that 130 business plans will have to be prepared as per TRIFED format. Please confirm if our understanding is correct.	Yes, the understanding is correct
3	CI No. 8. Scope of Work: i. c. Organizing and delivering MFP value addition training sessions i. d. Assisting in certification, packaging, and marketing activities to enhance the visibility and market reach of Van Dhan products. (Page 5)	Please clarify how many MFPs are expected to be covered under the mentoring program? This will help us understand the value addition and marketing scope of the assignment.	Total 15 MFP to be covered under the mentoring program

4	<p>Cl No. 9. Eligibility Criteria: 5</p> <p>The Resource agency should have experience of delivering minimum 5 projects in Meghalaya in last 5 years (Page 5)</p>	<p>We understand that local experience is a preference for this assignment. However, our submission is that diverse experiences and expertise helps our team deliver high quality results. Experience in NER, and similar hilly geographies adds to our contextual expertise for the assignment and will aid us in bringing in fresh and innovative solutions. We request you to allow showcasing of experience of delivering minimum 5 projects in NER and hilly regions in last 5 years.</p>	<p>Please refer to the Corrigendum Section: Sl. No. 2 Cl. No 9 Eligibility Criteria: 5 (Page 5)</p>
5	Signature	<p>We understand that the scanned signature of the authorized representative is accepted for the submission of the proposal. Please confirm if our understanding is correct.</p>	<p>Yes, scanned signature can be used.</p>
6	<p>Cl. No. 2</p> <p>Important information and dates: Last date & time of submission of EOI (Page 3)</p>	<p>We request you to extend the submission timeline and provide us at least 10 days post response to pre-bid queries for developing quality proposal and better resource augmentation.</p>	<p>The last date of bid submission is extended to 17th May 2024 before 16:00 IST</p>
7	<p>Cl No. 8.</p> <p>Scope of Work: (Page 4)</p>	<p>Kindly clarify the envisaged duration of the assignment. Further, please clarify the broad timelines for the empanelment for one-time tasks listed under 'The selected organization(s) will be responsible for' and the ones under 'Ongoing basis'.</p>	<p>It will be for 1 year</p>
8	<p>Cl. No 7.</p> <p>Expected Outcome (Page 4)</p>	<p>A key envisaged outcome is the there will be '130 functional VDVks in the State in the next six months. Have the districts and locations of these already been identified or will the consulting firm be responsible for identifying the location in the initial phase?</p>	<p>The identification for the 130 VDVks is already done and verified.</p>
9	<p>Cl. No 9. Eligibility criteria: 6</p> <p>Experience of working with Central or State Governments, or UN or Multilateral Development Banks or Donor funded projects on similar aspect. The agency should submit complete work profile related to the requirements as per the Terms of Reference (Page 6)</p>	<p>Please clarify if there are a minimum number of projects credentials that need to share to satisfy these criteria</p>	<p>Please refer to the Corrigendum Section: Sl. No. 3 Cl. No 9 Eligibility criteria: 6 (Page 6)</p>

10	<p>Cl. No. 10 Instruction to Bidder: References, information and certificates from the respective clients certifying suitability, technical knowhow or capability of the applicant should be signed by an officer not below the rank of Executive Engineer/Project Manager or equivalent for Govt./Semi Govt./PSUs/ autonomous bodies Works and Director/Sole Proprietor/Partner of the Company or Firm as the case may be for private clients' (Page 3)</p>	<p>We will be sharing work orders/completion certification of the relevant credentials we request you to kindly consider those.</p>	<p>Yes, this is acceptable</p>
11	<p>Cl. No. 2 Important information and dates Last date & time of submission of EOI (Page 2)</p>	<p>We kindly request you for an extension by a week so that we can develop a response that adequately responds to the requirements laid out in the EoI.</p>	<p>Yes</p>
12	<p>Cl. No 9 Eligibility criteria: 3. A minimum of 5 years of proven experience in similar projects related to forest products and value chain. This experience should include the successful completion of similar projects in various industries. (Page 5)</p>	<p>Proven experience in last 5 years similar type of projects (single/multiple) including forest and non-forest products and value chain. This experience should consider the implementation of similar projects in various Sectors.</p>	<p>Please refer to the Corrigendum Section: Sl. No. 1 Cl. No 9 Eligibility Criteria: 3 (Page 5)</p>
13	<p>Cl. No 9 Eligibility criteria: 4 The Resource agency should have experience of delivering 2 projects in promoting Minor Forest Products value chains in last 5 years (Page 6)</p>	<p>The Resource agency should have experience of implementing 2 projects in promoting products including Minor Forest Products value chains in last 3 years</p>	<p>There is no change to the original requirement</p>

14	<p>Cl. No 9 Eligibility criteria: 5 The Resource agency should have experience of delivering minimum 5 projects in Meghalaya in last 5 years (Page 6)</p>	<p>The Resource agency should have experience of delivering minimum 2 projects in Meghalaya/NE states in last 3 years</p>	<p>Please refer to the Corrigendum Section: Sl. No. 2 Cl. No 9 Eligibility Criteria: 5 (Page 6)</p>
15	<p>Cl. No 9 Eligibility criteria: 6 Experience of working with Central or State Governments, or UN or Multilateral Development Banks or Donor funded projects on similar aspect. The agency should submit complete work profile related to the requirements as per the Terms of Reference (Page 6)</p>	<p>Experience of working with Central or State Governments, or UN or Multilateral Development Banks or Donor funded projects on similar aspect as a single entity or Joint Venture. The agency should submit complete work profile related to the requirements as per the Terms of Reference</p>	<p>Projects implemented as a Joint Venture is also accepted. But valid work order under the name of the bidder/contract agreement should be submitted.</p>
16	<p>Cl. No 9 Eligibility criteria: 3 A minimum of 5 years of proven experience in similar projects related to forest products and value chain. This experience should include the successful completion of similar projects in various industries. (Page 5)</p>	<p>We understand that the experience in forest products and value chain is an important aspect of this project where connect with leading buyers and upgraded knowledge on value added products would be required. Therefore, we request you to please consider ongoing projects too. Experience in similar projects related to forest products/value chain over the last 5 years. This experience should include successfully completed/ongoing projects in various industries.</p>	<p>Please refer to the Corrigendum Section: Sl. No. 1 Cl. No 9 Eligibility Criteria: 3 (Page 5)</p>
17	<p>Annexure I - Acceptance Letter (Page 9)</p>	<p>Pt. 5 The required earnest money amounting to Rs..... by way of Demand draft, No..... Drawn onpayable atis enclosed here with.</p>	<p>This section pt. 5 stands deleted from the Annexure I - Acceptance Letter of the EoI Document.</p>

2. Addendum#3:

Sl. No.	Original Clause	Amended Clause
1	Last date & time of submission of EOI by 6th May 2024, 4:00 PM IST	Last date & time of submission of EOI by 17th May 2024, 4:00 PM IST
2	Date & Time of Opening of EOI Applications by 6th May 2024, 4:30 PM IST	Date & Time of Opening of EOI Applications by 17th May 2024, 4:30 PM IST

3. Corrigendum#1:

Sl. No.	EOI Reference	Original Clause	Amended Clause
1	Cl. No 9 Eligibility criteria: 3 (Page 5)	A minimum of 5 years of proven experience in similar projects related to forest products and value chain. This experience should include the successful completion of similar projects in various industries.	A minimum of 5 years in NER/ Meghalaya, should be in the following sectors; Food Processing / Value Addition/ Entrepreneurship/ Women Entrepreneurship/ Cottage Industries. Ongoing projects which have been implemented for more than 6 months will also be considered.
2	Cl. No 9 Eligibility criteria: 5 (Page 6)	The Resource agency should have experience of delivering minimum 5 projects in Meghalaya in last 5 years	The Resource agency should have experience of delivering minimum 2 projects in Meghalaya/North Eastern States of India in last 5 years
3	Cl. No 9 Eligibility criteria: 6 (Page 6)	Experience of working with Central or State Governments, or UN or Multilateral Development Banks or Donor funded projects on similar aspect. The agency should submit complete work profile related to the requirements as per the Terms of Reference	Experience of working with Central or State Governments, or UN or Multilateral Development Banks or Donor funded projects on similar aspect. The agency should submit complete work profile related to the requirements as per the Scope of Work. The bidder should submit a minimum number of 5 projects.

Additional Changes to the Scope of Work:

The firm/agencies shortlisted for the RFP stage will be evaluated based on the following scope and requirements for the project, apart from the requirements which is already mentioned. The firms/agencies will be empaneled on both or either one of the requirements based on the assessment of MBMA.

- 1. Mentoring & Advocacy:** Agency will be selected for implementing the activities which involve making business plans, Documentation of mentoring sessions conducted, progress reports on the development of Van Dhan Vikas Kendra's (VDVKs), feedback from VDVK members on the impact of mentoring activities also include Compliance Assistance and Certification.
- 2. Training and Facilitation:** Agency will be selected for the Preparation/Conducting /Submission of training schedules, attendance records for trainees and master trainers, invoices for lodging & boarding expenses, training materials used, and feedback from trainees on the quality of training. Also, preparation / submission of training modules/ receipt/bills.

Sd/-

Nodal Officer PMVDVY

Meghalaya Basin Management Agency, Shillong