



MEGHALAYAN AGE LTD.

A GOVERNMENT OF MEGHALAYA UNDERTAKING

File No: MEGHAAGE/44/2022/27 dated 26-08-2022

Corrigendum 1 – Request for Empanelment (RFE) of Consulting Organizations for Providing Consultancy Services to Departments/ Boards/ Corporations under Government of Meghalaya

#	Page Number and Relevant Clause No	Description of clause	Corrigendum/ Clarification
1.	Page 14	7. Key Events Last date and time for submission of bid 6th September 2022 up to 5 P.M.	Last date for submission of bid is extended to 13th September 2022 up to 5 P.M. Opening of Pre-Bids on 14th September 2022 at 11:30 A.M.
2.	Page 5	The Companies/ Agencies are free to provide services of their choice and state clearly the offered services in their bid proposal. It may be noted that it is not mandatory for the bidder to offer all services for the purpose of this empanelment.	The list of offered services has to be provided in Technical Proposal. There is no specific format for the same. This can be provided on company letter head duly signed by Authorized Signatory.
3.	Page 14	Address for Communication & Proposal Submission Scanned copy of Technical Proposal shall also to be submitted in the PDF files through email on contact@themeghalayanage.com by due date and time.	Physical Bids are required to be submitted in sealed envelope clearly specifying tender name containing 3 separate sealed envelopes (1 each for Pre-qualification, Technical and Commercial Proposals clearly labelled). Demand Draft for Tender Processing Fee should be kept in Pre-Qualification Envelope)
4.	Page 8	The bidder should have completed at least three (3) engagements in their services offerings in a large Enterprise or Government during the last 3 Years, with minimum value of each project Rs.1 Crore	The bidder should have completed at least three (3) engagements in their services offerings in a large Enterprise or Government during the last 3 Years, with minimum value of each project (Consultancy Fee) is Rs.1 Crore



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#	Page Number and Relevant Clause No	Description of clause	Corrigendum/ Clarification
5.	Page 10	Technical Evaluation Criteria 3: Value of each project (up to a maximum of three projects) based on billable value	It is clarified that the documents submitted in Evaluation Criteria 1 (Experience in Providing Consultancy Services) would be considered for awarding score.
6.	Page 10	Technical Evaluation Criteria 4: Full Time Professionals	It is clarified that the bidders having minimum resources mentioned in each category would be awarded full marks. Marks would be awarded proportionally basis the number of resources on roles of bidder.
7.	Page 8 and 20	Pre-Qualification Criteria 6: Minimum Full Time Technical Resources	Details to be submitted in Tech Form 3 on letterhead signed by the authorized person as prescribed in RFP accompanied by list of names of on roll resources with qualification and experience meeting this criteria.
8.	Page 17	10. Our entity's Legal Details - Sub Point 2 Whether an undertaking (Affidavit) submitted that the bidder has not been blacklisted/ debarred by any central/ state Government department/ organization	Whether an undertaking (Affidavit) submitted that the bidder has not been blacklisted as on the last date of submission of offer by Central Ministry or State Government in India.
9.	Page 24	Tech Form-3: Qualification & Competence of Professional Staff	Revised form Tech Form-3 in Annexure to be used.
10.	Page 26	Commercial Form-2: Summary of Costs of Resources – Consultancy	Revised form Commercial Form-2 in Annexure to be used.



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Annexure:

Tech Form-3: Qualification & Competence of Professional Staff

#	Resource Category	Prescribed Qualification	Minimum period of relevant experience	Number of full-time resource persons fulfilling the prescribed qualification & experience
1	Large Program Manager (>= 15 Years)	BE/ B-Tech/ Post Graduate with 60% marks AND/OR MBA.	15 Years	
2	Project Manager (>= 10 Years and < 15 Years)	-do-	10 Years	
3	Sr. Consultant (>= 5 Years and < 10 years)	-do-	5 Years	
4	Consultant (>= 2 Years and < 5 Years)	-do-	2 Years	

Note:

- 1) For people with experience of 15 years or higher, relaxation in educational qualifications shall be considered as long as they meet relevant experience requirements.
- 2) Please attach 2 resumes for each of the above 4 categories in world bank format to further illustrate the competency and experience.
- 3) It is further required that the companies/ agencies provide same or similar resources when work is awarded by the Departments/ Boards/ Corporations.



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Commercial Form-2: Summary of Costs of Resources - Consultancy

#	Resource Category with Experience	Minimum Experience in no. of Years	Man-Month Rate in Rupees (INR) without Tax
1	Large Program Manager (\geq 15 Years)	15 Years	
2	Project Manager (\geq 10 Years and $<$ 15 Years)	10 Years	
3	Sr. Consultant (\geq 5 Years and $<$ 10 years)	5 Years	
4	Consultant (\geq 2 Years and $<$ 5 Years)	2 Years	

Notes:

- 1) For consideration of their bids, bidders shall have to quote for all the above Resource categories.
- 2) For any of the resource categories, bids quoting zero, abnormally high or low rates as compared to the generally prevalent rates in the industry shall be rejected.
- 3) The consulting companies/ agencies are advised to take due diligence while submitting their commercial bids. The rate provided above should include all expenses. No further out of pocket expenses over the finalized rates would be provided.
- 4) Experience criteria shall be as specified in Tech Form 3.
- 5) Department/ Departmental committee shall have the sole prerogative to interview and select the candidates during award of work.



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Any candidate not found to be performing to meet job requirements shall be replaced by the company/ agency free of cost with an alternative individual meeting the qualification and experience requirement and the agency shall ensure a minimum overlap period of two (2) weeks between such resources at their cost. The company/ agency shall be provided 30 days' time for such replacement.

- 6) All candidates shall have the relevant experience in the area of their expertise as specified by the Department and possess necessary consulting, oral/ written communication and inter-personal skills.