

Minutes of the prebid meeting of a study for Assessment of Energy Use Patterns and Trends in West Bengal through e tender process on 18.01.2019 at 12:30 hrs at the Chamber of MS, WBBB , at 5th Floor, Prani Sampad Bhavan, Kolkata

The meeting has been attended by the following company representatives:

1. Mr. Richick Panty, PricewaterhouseCoopers Pvt Ltd, PWC India, Sector-V
2. Mr. Krishanu Mallick, Deputy Director, National Productivity Council

The meeting has been attended by the following members of the Tender Committee:

1. Shri Siddhartha Roy, Member Secretary, WBBB
2. Shri Sandeep Banerjee, Finance Advisor, Department of Environment
3. Dr. Dipanjana Maulik, Senior Environment Officer, Department of Environment
4. Smt Anusuya Ghosh, Deputy Secretary, Department of Environment

The queries made by the bidders and the clarifications provided by the Tender Committee are provided in the following section along with Table 1 for - Query 1 and Table 2 for - Query 2

1. Any issue arising during the survey work shall be sorted out by mutual discussion among the project awardee and WBBB.
2. Seasonal changes in electricity consumption have to be captured through the survey. The billing cycles are to be analysed appropriately for assessing and documentation of variation of such changes in consumption.

Table 1 for - Query 1

SI No	Section Number	Sub-Section	Page	Content	Clarifications
1	Part B	3	7	Estimated project cost is Rupees Sixteen Lakh (Rs.16,00000.00) only. In order to deliver quality output for the assignment involving the extensive nature of work that includes on-field surveys over a wide state geography and engagement of the consultant for two years, we request you to kindly increase the budget so that the consultant is able to account for all costs.	Please submit the bid. This will be considered in entirety.

SI No	Section Number	Sub-Section	Page	Content	Clarifications
2	Part D	2.4 Bullet point 1	15	However, the bidder shall have to submit report of such work and proof of last release of payment. This could be a proprietorship issue where the client may/may not be comfortable in sharing the final report. Is it enough that the bidder only submits work orders/ completion certificates/ relevant page(s) of the contract and/or payment proofs	Bidder has to substantiate the claim that that the assigned work fulfils the RFP requirements (Project award value wise as well as activity wise) and was successfully completed through submission of appropriate authenticated documents.
3	Part D	4.2 Point 6	31	Copy of all the certificates Please clarify	Certificates relevant for establishing the credentials requested in the RFP.
4	Annexure 4	2	34	Name of the PI Table name different from column heading	The column heading for second column in Table 2 for “Qualification of Staff members” are to be read as Name of Staff . The heading of Table for Qualifications are to be read as Credentials of PI.
5	NA	NA	NA	Why was the tender reopened	Inadequate number of bids
6	NA	NA	NA	While uploading the document on the online portal, it first asks to upload the folder A and B as a whole. It then directs you to another page where it requests you to upload individual parts of the document. Please clarify.	This should not be the case. The bidders are requested to upload the filled up proforma with ample time in hand so that technical glitches, if any, in the system can be resolved.

Table 1 for - Query 2

SI	Section	Number	Page	Content	Clarification Sought	Clarifications
1.	2.3 Eligibility of Bidders	1	12	For consultancy firm/ agency : average annual sales turnover from projects done in field of GHG and or	We are an energy and infrastructure consulting firm and have undertaken a number of projects in the mentioned areas including energy transitioning to renewable	Turn over from energy projects should be apportioned from energy and infrastructure projects.

SI	Section	Number	Page	Content	Clarification Sought	Clarifications
				emission estimation/climate change/energy transition/energy consumption pattern/ socio-economic surveys in past two (2) audited financial years (2016-17,2017-18) for last 2 financial years ending 31.03.2018.	energy, energy efficiency, GHG accounting, climate change and urban development. All these areas are closely linked to the contours of the proposed engagement. In light of the above, can we account our complete turnover under as part of the eligibility criteria or do we need to segregate the projects.	
2.	2.3 Eligibility of Bidders	2	12	Successfully completed projects /conducting projects for any department	Can we include projects done internationally (outside India)?	Relevant experiences in international projects shall be considered.
3.	2.3 Eligibility of Bidders	2	12	Document Proof- Partial work completion certificate	Clients do not issue partial work completion certificates. We will be able provide signed contract along with the last invoice and payment receipt for an on-going projects. Hope this would be suffice.	Bidder has to substantiate the claim that the assigned work fulfils the RFP requirements (cost wise as well as activity wise) and was successfully completed through submission of appropriate authenticated documents.
4.	2.4 Preferred Criteria	2	16	Paper published and reports in similar fields	Most of the work undertaken is confidential in nature. However, there are some assignments that we have undertaken, where the outputs	Bidder has to substantiate the claim that the assigned work fulfils the RFP requirements (cost wise as well as activity wise) and was successfully completed through submission of appropriate authenticated

SI	Section	Number	Page	Content	Clarification Sought	Clarifications
					are public. We will be able to share only these outputs.	documents
5.	4.2 Techno-commercial documents	6	31	Copy of all certificates	What all certificates need to be provided over and above the certificates listed as part of the Folder B?	Bidder has to substantiate the claim that the assigned work fulfils the RFP requirements (cost wise as well as activity wise) and was successfully completed through submission of appropriate authenticated documents. Accordingly, relevant certificates are to be appended as per the project requirement.

The sentence in Sl.no 5 in page 14 under “Status of Entity” is to be read as : ‘The bidder should have existence in India for last three (3) years’.

Bidders were requested to upload the documents well ahead of deadline so that, technical glitches, if any can be resolved in time.

The meeting ended with vote of thanks to and from the chair.

Sd/-

(S.Roy)

Member Secretary, WBBB