

Minutes of Pre-bid meeting of Request for Proposal for Engagement of Consultancy Firm for Feasibility Study,
Road map and preparing DPR of 5MW Solar Power Project in MP on 22-07-2022

The decision taken and amendments made in pre-bid meeting conducted on 22/07/2022 are as follow:-

S.no	Name of the firms	Clause no and page	Present Clause	Query/Suggestion	Action/Amendment
1	1. Power and Energy Consultant India Pvt Ltd 2. Mitcon Consultancy & Engineering Services	Date & time of pre-bid meeting	In the Office of Managing Director MP State Agro Industries Development Corporation Third Floor Panchanan Bhawan Malviya Nagar Bhopal	Conducting pre-bid meeting virtually	Invalid
2	1. Power and Energy Consultant India Pvt Ltd 2. Wapcos Limited	5.22 Period of engagement, page no	As per Clause 6.9 study output and timeline it is understood that all activities to be completed within 8 weeks and as per Section IV Terms of Payment point 1 it is mentioned 6 Month period *The Consultant is required to quote lump sum amount for all resources collectively applicable for the 6 months period* and as per List of Important dates & details of Bids at Page No. 2 contract period is 3 months. Please Clarify and amend	Consultant shall be engaged for one year, however from the date of signing of the agreement. However, the projects in hand at the time of completion of one-year period would have to be completed by the Consultant within time period and at rates of another one year may be given to the as may be mutually agreed. Extension Consultancy Firm if the performance of the firm is found to be satisfactory.	AMENDMENT Notice for Inviting, serial no 2, period of contract is of 6 months. Rest remain same
3	Power and Energy Consultant India Pvt Ltd	7. Section IV: Terms of Payment Clause 2.	The bidder must ensure that only the proposed resources, as mentioned in the proposal for the respective positions, shall be deputed at site for the entire duration of the project. The replacement of resources shall be allowed only in unavoidable circumstance of resignation of proposed	Generally, for preparation of DPR and Bid document only site visit and meeting for discussion is required. Deputation of manpower at site for entire duration of the project is not required. Please amend	AMENDMENT Page no-27, point 2, line 2 replace the "at site" with "on project".

		<p>resource from the Bidder's Organization, which must be communicated beforehand and approved by MP State Agro Industries Corporation Limited. In such case, the newly proposed resource must have same or higher qualification and credentials, as provided in the Bidder's Proposal. Any reduction in professional experience of deployed resources will not be accepted by MP State Agro Industries Corporation Limited</p>		
4	Power and Energy Consultant India Pvt Ltd	<p>7. Section IV: Terms of Payment Clause 1 & 3. page no 27</p> <p>1. The Consultant is required to quote lump sum amount for all resources collectively applicable for the 6 months period. Completion of contractual formalities by the firm would be an essential requirement for claiming any payment. The firm shall be entitled to get monthly payment (at the end of each month). The amount so quoted by agency shall be divided into 6 equal amounts.</p> <p>3. The payment shall be made to consultant every month based on the reports generated as per Section 3, clause 6.9.</p>	<p>As per Clause 6.9 the work is to be completed within a period of 8 weeks, Payment, please Amend the clause We suggest the payment term as given below against the submission of report: -</p> <ol style="list-style-type: none"> 1. Award of contract-10% 2. Submission of Inception Report- 10% 2. Report on Infrastructure & Resource Mapping and Technical Interconnectivity Analysis-10% 3. Report on Policy and Regulatory Roadmap 10% 4. Submission of report on Environmental and Social Issues -10% 5. Submission of Financial Model and Business Case Report-10% 6. Submission of Detailed 	<p>No changes</p>

5	Power and Energy Consultant India Pvt Ltd	Clause 5.19.1 Table-1 A. Past Experience marks break-up 1.2 page no -20	Experience of assisting any SNA/State PSU/Govt. in consulting and execution of PV project. >10 MW >5 MW to 10 MW >3 MW to 5 MW	Project Report - 20% Submission of bid document, 20% We have understood that RFP is for Preparation of DPR and Bid documents, However at Table 1 & 1.2 It was mentioned about experience of execution of PV project, so we suggest amend as *Experience of assisting any SNA/State PSU/Govt. in consulting of PV project. >10 MW >5 MW to 10 MW >3 MW to 5 MW"	AMENDMENT Page no-18, table 1-B, line 1.2, word 'execution' is removed.
6	1. Power and Energy Consultant India Pvt Ltd	Section III: Scope of Work (SOW) Clause 6.1.1 page no-24	Land plans of land available with The M.P. State Agro Industries Development Corporation Limited.	Please specify that How many land parcels are identified and how much area is required to be studied? Topography survey to be required or not?	AMENDMENT 1. Site survey should allow of Carry out solar resource mapping for each land available with MP State Agro Industries Development Corporation at Babai Dist Hoshangabad. 2. Annexure 6 from T-5 is added for site survey
7	1. Power and Energy Consultant India Pvt Ltd	Clause 6.7 Prepare a DPR, page no-23	for 5 MW solar ground mounted project including the Soil test report, Structural test analysis, Structure FEA reports, Solar Generation report, Structure Technical Datasheet, Solar array layout, solar plant layout, solar foundation layout, Inverter data, Monitoring data	Please remove Structural Test analysis and structure FEA report, generally it used to be in EPC contractor's scope.	AMENDMENT Structural Test analysis and structure FEA report removed.
8	1. Power and Energy Consultant India Pvt Ltd	1. List of important dated & details of bids page no-2	Cost of Bid document (Non-refundable) - For MSME of Mp. Rs. Nil	Please Clarify That: - Cost of Bid document (Non-refundable) - For MSME: Rs. Nil	AMENDMENT EMD and Tender fee is exempted for MSME

	2. Mitcon Consultancy & Engineering Services 3. kWatt Solutions 4. Omega Energy Solutions		Earnest Money Deposit (EMD)- For MSME of MP. Rs. Nil	Earnest Money Deposit (EMD)- For MSME: Rs. Nil	firms of Madhya Pradesh state. Page no -3, Note MSME exemption only for MP State firms.
9	Power and Energy Consultant India Pvt Ltd	5.9 Composition of manpower and deployment page no- 13	Team Leader needs to visit The M.P. State Agro Industries Development Corporation Limited office at least once in one month and provide routine update to The M.P. State Agro Industries Development Corporation Limited	Generally, for preparation of DPR as required for discussion/Routine update virtual meeting can be conducted.	No changes
10	1. Mitcon Consultancy & Engineering Services 2. Gujarat Energy Research & Management Institute	List of important dated & details of bids	11. Submission of original copies of Bid fee & EMD (Online)	Kindly request to provide the date & time for physical submission of EMD. Kindly request to give the date after 3 days from tender due date. Also, we are requesting to allow the submission of EMD in the form of Bank Guarantee and to provide the BG format along with bank details to execute the BG	No changes
11	1. Mitcon Consultancy & Engineering Services 2. Wapcos Ltd 3. Gujarat Energy Research & Management Institute	1. Scanned copies of following documents to be uploaded in pdf format on the website	vi. Certificate issued by Industry Dept. or MNRE.	Please clarify the following: Certificate issued by Industry Dept.? Also, we don't have MNRE registration certificate. We Request to accept the same & give the relaxation in submission of MNRE Certificate.	AMENDMENT Page no-4, point 2.B point VI is deleted



12	1. Mitcon Consultancy & Engineering Services 2. Gujarat Energy Research & Management Institute	5.14 Submission, receipts and opening of proposals	The bidder shall submit the proposal in which the covering letter (Form 1) shall be in hard copy.	Kindly request to confirm the manner of bid submission. This is online submission or physical submission. Kindly clarify	AMENDMENT All annexures to be submitted online and physically before 5 PM at 04/08/2022.
13	Mitcon Consultancy & Engineering Services	Technical Forms	Annexure 4: Details of Team: Form No. T- 3 & Annexure 6: Qualification and experience of the key personnel: Form No T- 4 [a]	The formats of given both forms are same. Kindly request to review & correct the same	AMENDMENT T-3 is for team and T-4 is for key personnel
14	Wapcos Limited			Kindly provide estimated cost of project	Invalid
15	1. Wapcos Limited 2. Gujarat Energy Research & Management Institute	Clause 5.9.1		Minimum qualification and experience of key experts Technical Evaluation: Table 1-B: qualification and experience of key experts	Query not cleared
16	1. Wapcos Limited 2. Gujarat Energy Research & Management Institute	Table 1-B: qualification and experience		Please clarify the marking criteria, for different positions mentioned in table. Please provide evaluation criteria of experts	AMENDMENT Page no-19, Table 1-B, maximum key personnel will be 7 instead of 5
17	Gujarat Energy Research & Management Institute	2.B. Details of documents to be furnished for online bidding		The balance sheets for the financial year 2021-22 is under the audit. Hence we request to kindly consider the audited balance sheet of the financial years: 2018-19, 2019-20, 2020-21 for this purpose.	AMENDMENT Instead of audited balance sheet for year 2021-22, C.A. certificate can be considered.
18	Gujarat Energy Research & Management Institute	Methodology and time schedule	Financial Strength -20 marks	We also request to kindly consider our above requirement in the Annexure-8: Format For Financial Requirement - Annual Turnover and in the Annexure-9: Format for Financial Requirement - Net worth Certificate	AMENDMENT Page no-14, Clause 5.8.1 Minimum



19	Gujarat Energy Research & Management Institute	5.8 Eligibility Criteria, 5.8.1 Turnover:	Turnover: Cumulative turnover of Rs. 10 Cr. in last three Financial Years FY 2019-20, FY 2020-21, FY 2021- 22 only for consultancy services	<p>this evaluation criteria is Even if the bidders having the cumulative turnover figure of above 10 Cr in that case the bidder will be allotted 10 Mark only.</p> <p>Therefore the total technical evaluation marks break up sums up to 90 Marks as listed below</p> <p>A.Past Experience-40 Marks B.Manover Strength-20 Marks C.Methodology and the Schedule-20 Marks D.Financial Strength-10 Marks.</p> <p>We request to kindly provide the clarity upon this.</p> <p>We request to kindly consider the Cumulative turnover of Rs. 10 Cr. in last three Financial Years as FY 2018-19, FY 2019-20, FY 2020- 21 only for consultancy services,</p> <p>For the financial year 2021-22 the balance sheets are under the auditing stage.</p> <p>Hence we request to kindly consider our above requirement against this Eligibility Criteria.</p>	<p>cumulative turnover of Rs 6 Cr.</p> <p>Page no-20, In table 1-D</p> <p>• Above 10 Cr- 20 Mark • 6 Cr. Up to 10 Cr- 12 Marks</p> <p>AMENDMENT Instead of audited balance sheet for year 2021-22, C.A. certificate can be considered.</p>
20	Gujarat Energy Research & Management Institute	5.19 Evaluation Criteria and Evaluation of Proposals Table-1 B. Manpower Strength marks breakup	<p>2.1 Qualification of the personnel (relevant to Power Sector) (Maximum 5 Personnel) - 10 Marks</p> <p>• Diploma-1.0 mark to each Diploma. Maximum 3 marks</p> <p>• Graduate-1.5 mark to each Graduate, Maximum 3 marks</p> <p>• Post Graduate-2.0 mark to each Post Graduate, maximum 4marks</p>	<p>Against this evaluation criteria it is mentione that (Maximum 5 Personnel)</p> <p>1.) But for Diploma the maximum marks is 3 (1 Marks to each Diploma holder) which means that 3 Diploma Holders are required</p> <p>2.) For Graduate the maximum Marks is 3 (1.5 Marks to each Graduate) which means that 02 Graduates are required.</p> <p>3.) For Post Graduate the maximum marks is 4 (2 marks</p>	<p>AMENDMENT Page no-19, Table1-B, maximum key personnel will be 7 instead of 5.</p>

			<p>to each post graduate) which means that 02 Post Graduates are required. Accordingly as stated above the Maximum 07 Personnel is required. Therefore we request to kindly provide the clarity for this evaluation criteria</p>		
21	Gujarat Energy Research & Management Institute	<p>5.19 Evaluation Criteria and Evaluation of Proposals Table-1 B. Manpower Strength marks breakup</p>	<p>2.2 Experience of personnel in the Solar Power Sector.- 10 Marks • 1 - 4 Projects (1.0 mark to each, maximum 3 marks) • 5 - 10 Projects (1.5 mark to each Graduate, Maximum 3 marks) • More than 10 Projects- 2.0 mark to each Post Graduate, maximum 4 marks</p>	<p>By this clause our understanding is that 1.) 1-4 Projects- Each Diploma Personnel should have the experience of Minimum 1 Projects in solar power sector 2.) 5-10 Projects- Each Graduate Personnel should have the experience of minimum 5 Projects in solar power sector. 3.) More than 10 Projects- Each Post Graduate Personnel should have the experience of minimum 11 Projects. We request to kindly confirm our understanding and also request to clarify if there is any other interpretation of the above mentioned evaluation criteria</p>	No change
22	Gujarat Energy Research & Management Institute		Section III: Scope of Work (SOW)	Scope of work will remain same	

Shri Rajib Jain MD		Shri Manoj Jain Manager (HRD)		Shri CS Shrivastav DGM (Marketing)		Shri D.K. Parmar Dy. M (Accts)	Shri Rakesh Mehra Manager (Project)
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Due to non-availability of two members, minutes uploaded are unsigned. However the members have their consent on the minute uploaded.

CLAUSE

The bidder should visit the site & carryout the survey, in consultation with respective The MP Agro through official intimation by Email on the given email id in clause 1.14. The bidder has to attach for T-5 indicating that the survey is carried out by the bidder as per **Annexure – 6.1**.

Annexure – 6.1 Form T-5

SITE VISIT REPORT LETTER

(To be submitted on letterhead of bidder)

Date: _____

To,
**The Managing Director,
The M.P. State Agro Industries Development Corporation
Limited Panchanan 3rd Floor, Malviya Nagar, Bhopal, Madhya
Pradesh 462003**

Dear Sir,

**Sub: Annual Turnover for Engagement of Consultancy Firm For identifying Generating a
DPR of 5MW Solar Projects under OPEX Model in Madhya Pradesh.**

Ref. :MPSAIDC/HO/HORTI/SOLAR/22-23/

Sir,
This has reference to above referred tender of electrification by solar for MP Agro, I / We here by declare that we have visited site after intimating respective MP agro divisional office.

I / We made ourselves acquainted with site conditions, approach to site, requirement of land, soil conditions, availability of water, requirement of tender conditions etc. I / We verified all details required to execute the consultancy of projects.

I / We have no problems in undertaking the projects and complete them in the given time period.

Thanking you
Yours faithfully,

(Signature of Bidder)

Name of Bidder -----