

S. No.	Page No	Section and RFP Clause	Point No	Remarks/Queries	Response of the Department of School Education, Punjab
1	Page 29-30	Section 2. Instructions to Consultants; E. Data Sheet; Point 10.1 and 10.2		<p>Point 10.1 of the Data Sheet mentions that Statement of Undertaking is required to be submitted along with the Financial Proposal.</p> <p>However, FORM TECH-1 ‘Technical Proposal Submission Form’ already encompasses an undertaking from the consultant. Besides, the Point 10.2 of the Data Sheet also mentions that ‘Statement of Undertaking is required: Yes; Make sure to include paragraph (f) in Form TECH-1’</p> <p>Thus, we understand that as the ‘Statement of Undertaking’ is already part of Form Tech-1; and is not required to be submitted separately with the Financial Proposal.</p> <p>It is requested to please clarify: If our above underrating is correct</p> <p>If NOT, then please clarify whether the ‘Statement of Undertaking’ will be part of both, the Technical Proposal (under Form Tech-1) and the Financial Proposal</p>	The ‘Statement of Undertaking’ will be part of both, the Technical Proposal (under Form Tech-1) and the Financial Proposal.
2	Page No. 34	Section 3. Technical Proposal – Standard Forms at Page No. 40 Format of Form Tech-1 at Page No. 41-42 Format of Form		<p>The Section 3. Technical Proposal – Standard Forms, format of Form TECH-1 ‘Technical Proposal Submission Form’ and Form FIN-1 ‘Financial Proposal Submission Form’; all mention attaching a ‘Power of Attorney’. Further, Point 17.2 of the Data Sheet also mentions ‘The authorization shall be in the form of a written power of attorney to be scanned and uploaded together with the Technical Proposal’.</p> <p>In above regard, it is submitted that in procurement of</p>	Required for both.

		FIN-1 'Financial Proposal Submission Form' at 54-55 Section 2. Instructions to Consultants; E. Data Sheet; Data Sheet; Point 17.2		consulting services in similar World Bank supported assignments; the 'Power of Attorney' is only required to be attached with the Technical Proposal. Thus, we understand that it is not required to attach the 'Power of Attorney' separately with the Financial Proposal. It is requested to please clarify whether our above understanding is correct.	
3	Page No. 35	Section 2. Instructions to Consultants; E. Data Sheet, Point-17.4		As per the data sheet, the date for pre-proposal conference is March 20, 2024; and the due date for proposal submission is April 15, 2024. In similar IBRD/World Bank supported assignments, the consultants are provided with at least two week time, from the official release of clarifications by the client. In view of the above, should the official date of release of clarifications is delayed beyond March 30, 2024; the consultants may please be provided with at least two week time, from the actual date of official release of clarifications.	Any change in submission timelines will be communicated through the portal.
4	Page 35	The Proposals must be uploaded on the e-procurement portal specified in ITC 1(m) no later than: Date: 15 April, 2024 Time: 10:00 AM IST	C. Submission, Opening and Evaluation 17.4	We request to extend the bid submission date to 25th April 2024.	Any changes in the bid submission dates will be communicated through the portal.

5	Page No. 38	Section 2. Instructions to Consultants; E. Data Sheet; Point 26.1	<p>Point 26.1 of the Data Sheet mentions that during proposal evaluation, the weightage of the technical and financial proposals would be 70% and 30%, respectively. It is submitted here that the proposed assignment is a consulting assignment wherein the technical capabilities of the consultants and the quality of the outcomes/deliverables is the prime concern. Thus, more weightage should be for the technical proposal.</p> <p>In view of the above it is requested that the weights allotted for evaluating the technical and financial proposals may please be revised to 80% and 20%, respectively.</p>	No changes.
6	Page No. 42	Section 7. Terms of Reference Selection Process-Mandatory Criteria at Page No. 70 and Evaluation Criteria at Page No. 71 Annexure 1 to Section-2 'Specific Application of Evaluation Criteria' Criteria-I: Specific Experience of the Consultant (as a firm) Relevant to the Assignment	<p>As per the RFP document, as part of the mandatory criteria for evaluation, 'The firm must have done a similar project with any government department/ Public Sector Undertaking/ Board/ Corporations'. To substantiate their experience, the consultants are required to submit 'Completion report from the client'. In this regard, it is submitted that:</p> <p>In consulting business, usually all clients do not provide completion certificates.</p> <p>Program for Results (PforR) Financing projects and Independent Verifications are relatively recent concepts in the World Bank system and have been carried out largely in the last 3-4 years. Besides, these are usually multi-year assignments. Thus, most of the IVA assignments, especially of the PforR financing projects would not be completed as on date/will be currently ongoing. Therefore, most of the consultants will not have experience of completion of a similar IVA assignment.</p> <p>In view of the above, it is requested to:</p> <p>a) <i>Please clarify what is meant by similar assignments, only the IVA assignments or similar assignments also</i></p>	The client is willing to accept the IVA contract -completed or ongoing- where a minimum of two years of work has been successfully delivered with proof of payments received and a satisfactory performance certificate from the client.

				<p><i>include M&E assignments</i></p> <p><i>b) Please consider any one of the following combinations to substantiate the organization experience of similar assignments: (a) 'Work Order and Self-declaration by the consultant for assignment completion' (OR) Work Order and Final Invoice Submitted by the consultant to the client upon assignment completion'</i></p> <p><i>c) Please consider the ongoing IVA assignments of the consultants with 1 or 2 completed rounds of verification, for the evaluation.</i></p>	
7	Page No. 51-52	Format of Form TECH-6 (Continued) Curriculum Vitae (CV)		<p>As per the format of Form Tech-6 (continued), all proposed experts need to sign the certification section of their respective CVs. Further, all the CVs also need to be signed by the authorized representative of the consultant who signs the proposal.</p> <p>In this regard, it is submitted that there are possibilities that at the time of proposal preparation, the experts are travelling and are not available to sign the CV. Besides, some of the experts may not be on rolls of the consultants and may be working as empanelled experts deployed on assignments from time-to-time.</p> <p>In view of the above, it is requested that: The consultants may please be allowed to use e-signatures of the proposed experts on their CVs, countersigned by the authorized representative</p> <p>(or) CVs of experts with only the counter sign of the authorized representative of the consultant may please be considered for</p>	<p>The key-experts can use e-signatures on their CV or sign and share a scanned version of their CVs.</p>

				<p>evaluation</p> <p>The originally signed CVs by the experts and the authorized representative of the consultant will be made available at the time of contract negotiation/ contracting. This is the standard procedure followed by the World Bank and other international organizations.</p>	
8	Page 68	Deliverables and Payment Schedule	Footnote 5	<p><i>The payment terms are fixed on the basis of achievement of each disbursement linked result. Hence, in case of any revisions in the DLIs, the payment % attached to each DLI and the reports will be adjusted accordingly.</i></p> <p><i>During certain periods, the DLIs listed in the annexure II show "No targets". Therefore, could you please clarify whether payment for these periods would be made in full, i.e., 10%, or if deductions would be applied?</i></p> <p><i>Additionally, in cases where circumstances beyond the consultants' control prevent the verification of DLIs during that period, would complete payment be made as stated, or would deductions be implemented? If deductions are applicable, could you please specify the limit?</i></p>	<p>Payments are based on the submission of verification reports of each of the DLI targets. For example, the 20% payment indicated for year 1 is to be distributed equally across the 4 DLI targets for year 1 (i.e., 5% per report). In case a DLI target is not met by the client in a particular year, the payment for the verification report of that DLI will be made whenever the DLI is achieved and verification report is submitted.</p>
9	Page 68	Indicative Staffing	-	<p><i>The agency will be required to provide names and CVs of all key staff at the time of signing of the contract.</i></p> <p><i>We understand that the CVs of key experts are necessary along with the technical proposal.</i></p> <p><i>It is requested to please clarify if CVs of non-key experts are required in this stage?</i></p>	<p>The CVs of non-key experts are not required at the evaluation stage; but must be submitted at the time of negotiations before signing the contract.</p>

10	Page 68	Indicative Staffing	-	Is there any requirement for key experts or non-key experts to be proficient in the local language?	Please refer to the qualifications criteria in the RFP and ToR.
11	Page 70	Selection process: Mandatory Criteria	4	<p><i>The firm must have done a similar project with any government department/ Public Sector Undertaking/ Board/ Corporations.</i></p> <p><i>The provision indicates that ongoing projects will be considered as part of the experience if a specific percentage of the project is accomplished or if a certain amount of fee is received from the client is not stated.</i></p>	The client is willing to accept the IVA contract -completed or ongoing- where minimum two years work has been successfully delivered with proof of payments received and the satisfactory performance certificate from client.
12	Page No. 71	Section 7. Terms of Reference Non-Key Experts at Page No. 70 Evaluation Criteria		<p>The section 'Non-Key Experts' at Page No. 70 mentions deployment of 8 surveyors for data collection, for 30 days per surveyor per year. Whereas, in section 'Evaluation Criteria' at Page No. 71, no marks have been allotted for the CVs of surveyors. In view of this, we understand that: Consultants are not required to submit the CVs of surveyors as part of their technical proposal.</p> <p>The deployment of the surveyors would depend on the quantum and scope of verification data collection for DLIs, and may vary year-to-year. Thus, consultants, based on their methodology, may propose more/less number of surveyors with more/less than 30 days per year.</p> <p>It is requested to please clarify if our above understanding is correct.</p>	Yes to both.

13	Page No. 72-74	Section 7. Terms of Reference Deliverables and Payment Schedule at Page No. 68 Annexure-1: Draft DLI Matrix		<p>The deliverable and payment schedule at Pag No 68 mentions submission of verification reports for three years (Year-1, 2 and 3) and payments linked to them. Whereas the Annexure-1 at Page No. 72-74 presents the Disbursement Linked Indicators (DLIs) and their target for six years { Y1 (Sept 2024 - Jun 2025), Y2 (July 2025 - Jun 2026), Y3 (July 2026-Jun 2027), Y4 (Jul 2027-Jun 2028), Y5 (Jul 2028-Jun 2029), and Y6 (Jul 2029-Jun 2030)}. Thus, it is not clear as to whether the engagement of IVA will be for three years or six years.</p> <p>In view of the above, it is requested to please clarify:</p> <ul style="list-style-type: none"> a) What will be the duration for engagement of the IVA- three years or six years b) Whether the consultants have to propose their methodology for three years or six years (as part of Technical Proposal) c) Whether the consultants have to propose their budgetary estimates for three years or six years (as part of Financial Proposal) 	<ul style="list-style-type: none"> a) Initially, the contract will be granted for 3 years and will be renewed based on the performance of the agency for the next 3 years. b) Everything for 3 years. c) 3 years.
14	Page No. 72-74	Section 7. Terms of Reference Background at page No. 67 Annexure-1: Draft DLI Matrix Annexure-2: DLI verification Protocol at Page No. 75-78		<p>The background section mentions that ‘There are more than 3.1 million students enrolled in 27,701 schools of which more than 71 percent are government or government-aided’. Thus, the government-aided schools in the state are around 19,668 (71% of 27,701).</p> <p>Further, DLI verification protocols mention covering 5% schools, 5% of the officials and teachers trained; 1% of test takers, etc. However, the target number of schools/ officials and teachers trained, test takers are not available in both, Annexure-1 and 2. Thus, the sampling to be proposed for verification of DLIs is not very clear.</p> <p>In view of the above, it is requested to please share the DLI and</p>	<p>The methodology needs to be prepared based on the available information.</p>

				year-wise targets proposed to be covered under the project, that is, number of schools, number of DIETs, number of test takers, officials and teachers trained, etc. This clarification will be of great help is proposing DLI and year-wise sampling for verification.	
15	Page 76	Draft DLI Verification Protocol	3. Number of DIETs with infrastructure, training modules (incl. on climate change), & human resource capacity as per approved upgradation plan	<p><i>For year 1 & 2, IVA will desk verify the approval letter from DoSE and SCERT along with relevant attachments on upgradation plan and curricular framework. For year 3 to year 6, an IVA will conduct 100% desk and field verification against the approved upgradation plan.</i></p> <p><i>Please confirm if 100% field visits are required to be conducted for DLI 3 during years 3 to 6.</i></p>	<p>DLI Matrix is for 6 years, but the initial contract will be for 3 years which will be renewed based on the performance of the agency.</p> <p>Expectations related to Desk reviews and field visits are clearly specified.</p>
16	Page No. 80	Letter of Invitation at page No. 4-5 Section 2. Instructions to Consultants, E. Data Sheet; Point 2.1 at Page No. 28 Format of Form Fin-3 'Breakdown of Remuneration' at Page No. 57-62		The RFP document 'Financial Proposal-Standard Forms' mentions that as part of Form Fin-3, the consultants are required to submit 'Breakdown of Remuneration, including Appendix A -Financial Negotiations - Breakdown of Remuneration Rates', 'Sample Form', and 'Model Form-1: Consultant's Representations Regarding Costs and Charges' in the case of QBS method. It is understood that these supplementary formats (Appendix-A, Sample Form, and Model Form), are required to be submitted in proposal with QBS selection method. However, as per the Letter of Invitation (Point-3) and Point 2.1 of the Data Sheet; we understand that	The Form Fin is mandatory, however, Appendix A of the form is non-mandatory.

		Standard Form of Contract		<p>the process of selection for this assignment will be QCBS. Further, as per the Standard Form of Contract attached with the RFP, it will be a lump-sum rate contract with the consultant selected for the assignment.</p> <p><i>In view of the above, we believe that only the details about the Person-month Remuneration Rate and Time Input in Person/Month (Form Fin-3 'Breakdown of Remuneration' at Page No. 57-58), should suffice the proposal requirement. The consultants are not required to submit Sample Form and Model Form-1 as mentioned in Appendix-A of Form Fin-3. It is requested to please clarify if our understanding in this regard is correct.</i></p>	
17	Page No. 101-102	Standard Form of Contract - Consultant's Services Lump-Sum, II. General Conditions of Contract		<p>The Clause 33 'Training of Experts' in the Standard Form of Contract mentions 'The Consultant shall provide appropriate sensitization to the Experts on social aspects of the Contract, including on prohibition of Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH). The Consultant shall provide training on SEA and SH, including its prevention, to any of its Experts who has a role to supervise other Experts'.</p> <p>In view of the above, it is required to please clarify: <i>Whether the consultants will be provided with the SEA/SH policy being sued by the client; which will thebe used by the consultants to orient their team</i> (OR) <i>The consultants are free to use widely acceptable prevalent SEA/SH guidelines to orient their team members</i></p>	It is the consultant's responsibility to use appropriate resources to sensitize experts on SEA/SH.

18	Page No. 106-107	Standard Form of Contract - Consultant's Services Lump-Sum, II. General Conditions of Contract (GCC)	<p>Clause 46.2.2 and 46.2.3 of the General Conditions of the Contract mention:</p> <p>Clause 46.2.2: Lump-Sum Instalment Payments: The Client shall pay the Consultant within sixty (60) days after the receipt by the Client of the deliverable(s) and the cover invoice for the related lump-sum instalment payment.</p> <p>Clause 46.2.3: The Final Payment: The last lump-sum instalment shall be deemed approved for payment by the Client within ninety (90) calendar days after receipt of the final report by the Client unless the Client, within such ninety (90) calendar day period, gives written notice to the Consultant specifying in detail deficiencies in the Services, the final report.</p> <p>The release of the payments after 60/90 days, would result in a significant of contractually due payments being delayed even after the of the acceptance of the submitted deliverables. As per the MSME Act of 2006, the payments to MSMEs are to be cleared within 45 days.</p> <p><i>In view of the above, and in compliance with the MSME Act of 2006; it is requested that the Conditions of the contract follows Section 15 of the MSME Act, 2006, so that all invoices be cleared within 45 days.</i></p> <p><i>https://www.indiacode.nic.in/showdata?actid=AC_CEN_46_77_00002_200627_1517807324919&sectionId=9897&sectionno=15&orderno=15</i></p>	As this is a World Bank-funded project, MSME rules are not applicable.
19	-	-	The specific amount of EMD needed for the proposal has not been outlined, nor has the method for submitting it.	EMD is not required.

20	-	-	-	The percentage of the estimated contract value required for the performance bank guarantee to be submitted by a successful bidder has not been specified.	Please refer to clause no. 24.1 on page no. 112 of the RFP 'The insurance coverage against.....'
21				Kindly provide the estimated budget for the project.	The agency needs to make its own calculations. The state department has already shared the requirements.
22		Project Appraisal Document (PAD)		<i>To help the consultants prepare a suitable methodology for undertaking the verification of reported achievements; it is requested to please share the Project Appraisal Document (PAD) with clearly defined indicators, their year-wise targets in numbers, etc., as agreed with the agreed with the International Bank for Reconstruction and Development (IBRD).</i>	Consultants are expected to submit their proposals based on the available information.

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