

**REQUEST FOR PROPOSAL FOR SELECTION OF CONSULTANCY FIRM
FOR
IMPLEMENTATION OF THE REFORMS UNDER BUSINESS REFORMS ACTION PLAN AND CONTINUED PROGRAM
MANAGEMENT SUPPORT TO APIIC ON RETAINERSHIP BASIS**

Clarifications/Response to queries raised by prospective Applicants

S.No	Reference in the RFP Document	Existing clause in RFP	Query / suggested modification	Response
1	Page 2	An Earnest Money and Performance Deposit (EMD) in the form of a Bank Guarantee, from a scheduled Indian Bank in favour of APIIC, payable at Vijayawada, for the sum of Rs 25, 00,000/- (Rupees twenty Five Lakhs Only) shall be required to be submitted by each Applicant.	We request that the clause be modified as follows: "An Earnest Money and Performance Deposit (EMD) in the form of a Bank Guarantee or Demand Draft, from a scheduled Indian Bank in favour of APIIC, payable at Vijayawada, for the sum of Rs 25, 00,000/- (Rupees twenty Five Lakhs Only) shall be required to be submitted by each Applicant."	Demand Draft can be submitted by the bidder
2	Page 6, Sub-clause 1.2.1 of Clause 1.2	APIIC invites proposals from interested firms (the "Proposals") for selection of an advisor (the "Consultant") who will be responsible for providing the required consulting services which broadly include (i) Supporting the Government of Andhra Pradesh on	We request you to elaborate the activities the consultant would be expected to undertake as per the point (viii) i.e. Overall investment promotion.	Overall investment promotion shall include activities like investor coordination, investor communication, responding to requests / queries.

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		<p>initiatives related to the Ease of Doing Business Assessment under DIPP- World Bank study for 2017, (ii) Strengthening Single Window Mechanism (Single Desk Portal and State Single Desk Bureau) in Andhra Pradesh, (iii) guidance and implementation monitoring of additional functionalities on Single Desk Portal including sector specific approvals, (iv) Review and enhance User Experience on Single Desk Portal (v) Investor communication and outreach, (vi) Benchmarking international best practices in 'Doing Business' and proposing to Department of Industries the replicable processes and systems, (vii) Monitoring and evaluation of ease of doing business reforms implemented by DICs (District Industries Centers), (viii) overall investment promotion; and (ix) any incidental work thereto (Collectively the "Consultancy").</p>		
3	Pre –qualification Criteria, Clause 2.2.2, Page 10	The Consulting Agency should have at least 3 project experience (Completed) of minimum related to World Bank ease of doing business for central /	<p>We request that the clause be modified as follows:</p> <p>“The Consulting Agency should have at least 3 project experience (Completed/ongoing) of minimum related to World</p>	Accepted.

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		state department in India in last 2 years.	Bank ease of doing business for central / state department in India or abroad in last 4 years.”	
4	Conditions of Eligibility for Key Personnel, Clause 2.2.3, Page 10	<p>Project Director:</p> <p>Should have been involved in the capacity of Project Director on advisory assignments for ease of doing business and investment promotion in the country. At least 5 (five) such projects undertaken in last 2 (two) years preceding the PDD.</p>	<p>We request that this criteria be modified as follows:</p> <p>Should have been involved in the capacity of Project Director on advisory assignments for ease of doing business and investment promotion in the country. At least 5 (five) such projects undertaken in last 4 (four) years preceding the PDD.</p>	Accepted.
5	Conditions of Eligibility for Key Personnel, Clause 2.2.3, Page 10	<p>Project Lead:</p> <ul style="list-style-type: none"> • Educational Qualification –B.E+ MBA. • Length of Professional Experience - at least 12 years. • Should have been involved in the capacity of Project Lead on advisory assignments related to investment promotion across multiple sectors in the region. Atleast 2 (two) such projects undertaken in last 2 (two) years. 	<p>We request that these criteria be modified as follows:</p> <ul style="list-style-type: none"> • Educational Qualification – Bachelor Degree in any field +MBA / Masters in Economics or Finance or Development. • Length of Professional Experience - at least 10 years. • Should have been involved in the capacity of Project Lead on advisory assignments related to investment promotion across multiple sectors in the region or infrastructure development in the 	<ul style="list-style-type: none"> • Qualifications modified to include Masters in Economics / Finance • Professional and project experience of the Project Lead shall be as per the RFP.

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			context of investment promotion or Business Process Reengineering. Atleast 2 (two) such projects undertaken in last 2 (two) years.	
6	Conditions of Eligibility for Key Personnel, Clause 2.2.3, Page 10	Project Manager: <ul style="list-style-type: none"> Educational Qualification – B.E+MBA Length of Professional Experience - at least 10 (Ten) years of experience in Government advisory assignments. 	We request that these criteria be modified as follows: <ul style="list-style-type: none"> Educational Qualification – Bachelor Degree in any field +MBA / Masters in Economics or Finance or Development. Length of Professional Experience - at least 8 years. 	<ul style="list-style-type: none"> Qualifications modified to include Masters in Economics / Finance Professional and project experience of the project Manager are as per the RFP
7	Conditions of Eligibility for Key Personnel, Clause 2.2.2, Page 11	Consultants and Analysts: Educational Qualification - Full-time MBA from a leading institute in the country	We request that the criteria be modified as follows: <ul style="list-style-type: none"> Educational Qualification – Bachelor Degree in any field. 	No change.
8	Proposal Due Date, Clause 2.19.1, Page 22	Proposal should be submitted on the PDD specified at Clause 1.7 at the address provided in Clause 1.8 in the manner and form as detailed in this RFP. A receipt thereof should be obtained from the person specified therein.	We request that the proposal submission date be extended by 1 week from the date of issue of clarification on the pre-bid queries.	Accepted. Last date & time for submission of Proposal is amended as 03:00 PM on 22 nd February 2017. Date & time for opening of Part I: Pre-qualification and Technical Proposal is amended as 04:00 PM on 22 nd February 2017, followed by presentation by the bidders.

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				Date and Time of opening of Part II: Financial proposal shall be notified later to the prequalified and short-listed applicants.
9	Appendix 1 – Technical Proposal contents , Page 16	Form 2 – Format for Pre qualification proposal	Please clarify whether the pre-qualification proposal needs to be submitted as a part of technical proposal or it needs to be submitted as a separate document	Bidder to prepare one technical document and submit for evaluation
10	Evaluation of Technical Proposals and Short listing of Applicants: Clause 3.1.3, Page 26	Presence in the region. Project Office in Vijayawada with at-least 10 consultants – 5 marks	We are committed to establishing a project office in Vijayawada with the staff members required as per RFP, on award of the assignment. A self-declaration can be provided in the technical proposal to substantiate the same. Please confirm whether this would suffice.	Bidder to submit response as per the understanding of RFP requirements.
11	Evaluation of Technical Proposals and Short listing of Applicants: Clause 3.1.3, Page 26	Company / Firm Experience: Ease of Doing Business with States in the last 2 years	We request that the Clause be modified as follows: “Ease of Doing Business with States in the last 4 years (including ongoing assignments)”.	Accepted.
12	Scope of work, Page 33, Clause 6.2.1, Point v	Investor communication and outreach	We understand that the consultant’s role shall be to provide content/ inputs to APIIC that shall do the investor	Consultant shall support APIIC in typical program management activities including but not limited to preparation of necessary content /

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			communication and outreach. Please confirm.	documentation, advising APIIC on tools / methods to be used for advocacy & awareness, coordination with all stakeholders etc.
13	Scope of work, Page 33, Clause 6.2.1,	Supporting the government of Andhra Pradesh on initiatives related to the Ease of doing business Assessment under DIPP” World bank study 2017	Kindly clarify if the consulting agency’s staff deployed as part of the project team be signing /validating any data /certifying any information on behalf of APIIC	RFP conditions shall prevail
14	Scope of work, Page 33, Clause 6.2.2, Point ii	Conduct periodic stakeholder workshops to discuss the new framework, proposed approach/ methodology to be adopted for implementation of the reforms and obtain buy-in on proposed reform implementation recommendations.	We request you to clarify whether the costs associated with organizing workshops and seminars will be borne by APIIC or the consulting agency. If it has to be borne by the consulting agency, please confirm whether it needs to be included in the financial proposal.	Consultant shall provide necessary program management support. Costs for organizing workshops and seminars shall be borne by APIIC.
15	Page 34 Point i, Sub-Clause 6.2.5 of Clause 6.2	Develop and launch the online incentive module for the following incentives: a. Land Cost Reimbursement b. Land Conversion c. Mortgage/Hypothecation duty Reimbursement	We understand that the consulting agency would be responsible for defining the functional specifications and not providing IT solution/ system. Please confirm.	Providing IT system is not in scope. However, all necessary support for scoping, designing and implementation of the system are in scope.

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		<p>d. Incentive for cleaner production measures</p> <p>e. Skill Development</p> <p>f. Marketing Initiatives incentive</p> <p>g. Quality certification/Patent Registration</p> <p>h. Seed Capital</p>		
16	Scope of work, Clause 6.2.7, page 35	Support the department in conducting study tour of the countries studied Please note that all expenditure for the study tour shall be incurred by the departments	Please clarify whether a representative from the consulting firm is expected during the study tour. If yes, Please clarify whether all expenses of the consultants' representative will be borne/reimbursed by APIIC	RFP conditions shall prevail.
17	6.3 Payment schedule, Page 36	Terms of Payment (acceptance of services) – Not defined	We would request you to define the time period for acceptance and approval of each of the “ Monthly progress report “ deliverable by APIIC including “ Deemed acceptance and approval period”	RFP conditions shall prevail.
18	Scope of work, Clause 6.2.1, page 33	Supporting the Government of Andhra Pradesh on initiatives related to the Ease of Doing Business Assessment under DIPP World Bank study for 2017	Kindly clarify if the consulting agency's staff deployed as part of the project team be signing /validating any data / certifying any information on behalf of APIIC.	Consultant is expected to provide services that are typically required to run a Program Management Office in such kind of engagements.

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19	7 Appendix 1 - Technical Proposal, Form 1 – Letter of Technical Proposal Submission, Point 12, Page 38	We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.	We request that the clause be modified as follows: “We further certify that no investigation by a regulatory authority is pending either against us or any of our Partners / Senior Directors who will be involved in providing the services under the this RFP/ Agreement”	Accepted.
20	Appendix 2- Financial proposal page 46	We the undersigned, offer to provide the consulting services for the work cited under subject in accordance with your request of proposal dated ----- ----2017	The date of issue of the RFP is not mentioned in the RFP document. We request you to clarify the same. So that it can be mentioned in the financial proposal	It shall be mentioned as January 2017.
21	Page 2, Clause 2	Last date & time for submission of Proposal (Proposal Due Date) – 10.00am on February 10, 2017	We request you to extend the deadline for proposal submission as the RFP requirements are very robust and would require significant time and effort to draft a proposal. Moreover, the RFP was published on APIIC website on 31 st January 2017, giving only 8 working days to respond to the RFP	Refer the response at S. No. 8
22	Page 2, Clause 6	Rs. 25,00, 000/- (Twenty Five lakh) in the form of a Bank Guarantee issued by one of the Nationalized/ Scheduled	We request you to decrease the time period for holding to Bank Guaranty from 3 months to 1 months. The amount in bank guaranty is very large	RFP conditions shall prevail.

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		<p>Banks in India in favour of the <APIIC> payable at <Vijayawada>.</p> <p>This will be returned after 3 months of start of the engagement for the successful bidder. For the unsuccessful bidder, it will be returned post issue of the Work Order to the successful bidder.</p>	<p>and would request APIIC to consider the request.</p> <p>We request APIIC to share a format for Bank Guarantee</p>	
23	Page 33, 6.2.1	Investor communication and outreach	The cost of investor communication and outreach programs will be borne by APIIC or consulting firm.	Consultant to provide typical program management services.
24	Page 34, 6.2.3	Support Department of Industries in STQC Audit of Single Desk Portal	Kindly elaborate the implementation of functional requirements for successful STQC audit.	Consultant to provide typical program management services.