

T No 01/CGM(PER)/APIIC/2021 Dt:28.06.2021
REQUEST FOR PROPOSAL FOR SELECTION OF HUMAN RESOURCE CONSULTANCY SERVICES FOR STUDY ON
STRATEGIC HUMAN RESOURCE MANAGEMENT IN APIIC

CORRIGENDUM NO. 3
RESPONSE TO QUERIES RAISED BY THE APPLICANTS, PURSUANT TO CLAUSE 2.10 OF REQUEST FOR PROPOSAL

S. No.	Clause reference & page no., Clause description	Clarification sought / query made by prospective Applicant	APIIC's clarifications/replies
1.	<p>Clause 1.4.4, Page 9 RFP Document, Processing Fee, Proposal Security & Transaction Fee</p> <p>1.4.4. In addition to the submission of the Processing Fee and Proposal Security all the Applicants need to pay a non-refundable Transaction Fee to M/s. APTS, the service provider through the Payment Gateway Service on e-procurement platform i.e. www.ap procurement.gov.in. The Electronic Payment Gateway accepts all Master and Visa Credit Cards issued by any bank and Direct Debit facility/Net Banking of ICICI Bank, Axis Bank to facilitate the transaction. This complies with G.O.Ms. 13 dated 07.05.2006. A GST of 18% + Bank charges is applicable on the Transaction Fee payable to APTS shall be applicable</p>	<p>Please can you let us know what is the Transaction Fee and how is it calculated?</p>	<p>The fee is ₹ 29,500 inclusive of GST. This is a statutory fee applicable on every e-procurement tender vide G.O. Ms. No. 13 dated 05.07.2006. of the Information Technology and Communication Dept. of the Govt. of Andhra Pradesh. This fee is collected on behalf of the e-procurement service provider.</p>
2.	<p>Clause 7.1(D), Page 40 Stage – IV: Strategy Implementation (Retainership for 12 months)</p> <p>From the date of signing of the Agreement, the HR Analyst – I and HR Analyst – II shall be deployed full time at APIIC office on all working days to assist the Personnel Wing in the implementation of the strategy that is accepted by APIIC in</p>	<p>Are the Analyst which are assigned for this project required to work from client site for a continuous period of 12 months? In case of a third wave of Covid or any unforeseen circumstances please let us know if the analyst would be able</p>	<p>The Key Personnel i.e. HR Analyst – I and HR Analyst – II shall be required to work from APIIC Head Office for the duration of the Agreement in force i.e. 12 months.</p> <p>In case of occurrence of 3rd wave of Covid, if the APIIC Head Office is functional then the Analysts need to be present. Further APIIC offices function</p>

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	<p>the Stage – III of this clause 7.1 for a period of 12 months from the date of signing of the Agreement. The HR Analyst – I and HR Analyst – II shall both be reporting to the Head of the Personnel Wing of APIIC as appointed by the VC&MD, APIIC from time to time.</p>	<p>to work from their respective base locations?</p>	<p>as per directives of the Govt. of Andhra Pradesh & hence APIIC shall issue orders as per the instructions of Govt. of Andhra Pradesh or the VC&MD, APIIC as and when such situations arises.</p> <p>Analyst shall work from the base location only with the explicit permission of the VC&MD, APIIC.</p>
<p>3.</p>	<p>Schedule – II, Clause 4.4, Page 61 Substitution of Key Personnel The Authority expects all the Key Personnel specified in the Proposal to be available during implementation of the Agreement. The Authority will not consider any substitution of Key Personnel except under compelling circumstances beyond the control of the Consultant and the concerned Key Personnel. Such substitution shall be limited to 1 (one) Key Personnel subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Authority. Without prejudice to the foregoing, substitution of the Key Personnel shall be permitted only upon reduction of payment equal to 10% (ten per cent) of the total Agreement Value. The Consultant should specifically note that substitution of the Team Leader will not normally be considered during the implementation of the Agreement and may lead to</p>	<p>Page 27 mentions 2% and 5% while page 59 mentions 10%. Need clarification on the same.</p>	<p>Clause 4.4 of Schedule – II of RFP is hereby amended to read as follows: -</p> <p>The Authority expects all the Key Personnel specified in the Proposal to be available during implementation of the Agreement. The Authority will not consider any substitution of Key Personnel except under compelling circumstances beyond the control of the Consultant and the concerned Key Personnel. Such substitution shall be limited to 1 (one) Key Personnel subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Authority. Without prejudice to the foregoing, substitution of the Key Personnel shall be permitted only upon reduction of</p>

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	disqualification of the Applicant or termination of the Agreement.		payment equal to 2% (two per cent) of the total Agreement Value. The Consultant should specifically note that substitution of the Team Leader will not normally be considered during the implementation of the Agreement and may lead to disqualification of the Applicant or termination of the Agreement.
4.	<p>Schedule-II, Clause 7.2.1, Page 64 Liquidated damages for error/variation</p> <p>In case any error or variation is detected in the reports submitted by the Consultant and such error or variation is the result of negligence or lack of due diligence on the part of the Consultant, the consequential damages thereof shall be quantified by the Authority in a reasonable manner and recovered from the Consultant by way of deemed liquidated damages, subject to a maximum of the Agreement Value</p>	As per industry practice the LD is generally capped to 10% of the contract value. Hence, requesting for the same	<p>Clause 7.2.1 of Schedule – II of RFP is hereby amended to read as follows: -</p> <p>Liquidated Damages for error/variation</p> <p>In case any error or variation is detected in the reports submitted by the Consultant and such error or variation is the result of negligence or lack of due diligence on the part of the Consultant, the consequential damages thereof shall be quantified by the Authority in a reasonable manner and recovered from the Consultant by way of deemed liquidated damages, subject to a maximum of 10% of the Agreement Value</p>

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5.	<p>Schedule-II, Clause 7.2.2, Page 64 Liquidated damages for delay In case of delay in completion of Services, liquidated damages not exceeding an amount equal to 0.2% (zero point two percent) of the Agreement Value per day, subject to a maximum of 10% (ten percent) of the Agreement Value shall be imposed and shall be recovered by appropriation from the Performance Security or otherwise. However, in case of delay due to reasons beyond the control of the Consultant, suitable extension of time shall be granted.</p>	<p>Can we mention specifically the following language: "delay for the reasons solely attributable to the Consultant"</p>	<p>Clause 7.2.2 of Schedule – II of RFP is hereby amended to read as follows: -</p> <p>Liquidated Damages for delay In case of delay in completion of Services for the reasons solely attributable to the Consultant, liquidated damages not exceeding an amount equal to 0.2% (zero point two percent) of the Agreement Value per day, subject to a maximum of 10% (ten percent) of the Agreement Value shall be imposed and shall be recovered by appropriation from the Performance Security or otherwise. However, in case of delay due to reasons beyond the control of the Consultant, suitable extension of time shall be granted.</p>
6.	<p>Clause 1.4.3, Page 9 RFP Document, Processing Fee, Proposal Security & Transaction Fee</p> <p>In addition to the Processing Fee, Applicants need to submit a refundable Proposal Security of ₹1,00,000/- (Indian Rupees one lakh only). This can be paid online on the portal www.apecurement.gov.in website. Proof of submission is to be uploaded on the website www.apecurement.gov.in. The Proposal Security will be</p>	<p>For Proposal security can we please make the payment as per the below NEFT details rather than the online payment:</p> <p>Can the payment be made via NEFT to the below details: Name: APIIC Ltd Account No: 013411100003855 Bank Name: Union Bank of India</p>	<p>No. Since the Proposal Security is held in a separate account of the Government of Andhra Pradesh, hence, the account details mentioned in Clause 1.4.2 of the RFP cannot be used by APIIC for accepting Proposal Security.</p>

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	refunded to the Applicants other than the Selected Applicant after it signs the Agreement with APIIC and submits the Performance Security to APIIC.	Branch Name: Mangalagiri IFSC CODE: UBIN0803669							
7.	<p>Schedule – I, Clause 7.2, Page 42 TIME SCHEDULE FOR ASSIGNMENT IMPLEMENTATION</p> <p>The time fixed for completion of services up to stage – III stated in the Clause 7.1 above shall be 40 working days from the Agreement signing date. Following is the detailed schedule:</p> <table border="1" data-bbox="322 866 960 1303"> <tbody> <tr> <td data-bbox="322 866 528 978">Stage 1 - Inception stage</td> <td data-bbox="528 866 960 978">15 working days from the Agreement signing date</td> </tr> <tr> <td data-bbox="322 978 528 1106">Stage 2 – Organization Design</td> <td data-bbox="528 978 960 1106">15 working days from the Agreement signing date</td> </tr> <tr> <td data-bbox="322 1106 528 1303">Stage 3 - Performance Management System and Capacity Building</td> <td data-bbox="528 1106 960 1303">10 working days from the Agreement signing date</td> </tr> </tbody> </table>	Stage 1 - Inception stage	15 working days from the Agreement signing date	Stage 2 – Organization Design	15 working days from the Agreement signing date	Stage 3 - Performance Management System and Capacity Building	10 working days from the Agreement signing date	There would be dependencies from internal stakeholders is receiving the data to initiate the analysis. In case of delay in providing data would there to be an increase in timeline allowed based on mutual consent	Yes, based on mutual consent.
Stage 1 - Inception stage	15 working days from the Agreement signing date								
Stage 2 – Organization Design	15 working days from the Agreement signing date								
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8.	Appendix – I, Form 10, Page 89	Please elaborate on the documentary evidence that has to be submitted in support of the information furnished for the eligible assignments. Can we share engagement letter / work order as proof.	Yes, following copies of following documents are acceptable: - <ul style="list-style-type: none"> • Engagement Letter • Letter of Award • Agreement/Contract • Work Order Applicant to ensure that data points to be verified for determination of eligibility and scoring are having credible supporting proof document

Sd/-
CGM (Personnel)
APIIC Limited