



Ref No. I/NIG-02/ 20-01-2017

Dated: 20/01/2017

### CORRIGENDUM

With reference to the tender notice no. II/NIG-02/ 05-01-2017 dated 05/01/2017 for 'Selection of Service Provider for Knowledge Management Activities for the National Investment Grid,' this is to inform the following changes in the RFP sections:

S. No.	Clause No.	Point No.	Page No.	Original	To be read as
1		1.3	19 Envelope 1	The words "Pre-Qualification and Technical Proposal – Selection of Service Provider for Knowledge Management Activities for the National Investment Grid". (Not to be opened before 31 January, 2017) shall be written on the hardcopies and CD/Pen-drive. CD/Pen-drive should contain pdf version of the signed Technical Proposal submitted by the Bidder in hard copy	The words "Technical Proposal – Selection of Service Provider for Knowledge Management Activities for the National Investment Grid". (Not to be opened before 31 January, 2017) shall be written on the hardcopies and CD/Pen-drive. CD/Pen-drive should contain pdf version of the signed Technical Proposal submitted by the Bidder in hard copy
2	2.21	2.21.3	19 Envelope 1	"The hardcopies and CD/ Pen-drive shall be put in the envelope which shall be sealed and super scribed "Pre-Qualification Proposal – Selection of Service Provider for Knowledge Management Activities for the National Investment Grid". This envelope and CD/Pen-drive should not contain the financial bid, in either explicit/implicit form, in which case the bid will be rejected.	"The hardcopies and CD/ Pen-drive shall be put in the envelope which shall be sealed and super scribed "Pre-Qualification and Technical Proposal – Selection of Service Provider for Knowledge Management Activities for the National Investment Grid". This envelope and CD/Pen-drive should not contain the financial bid, in either explicit/implicit form, in which case the bid will be rejected.

**Responses to bidders' queries**

Serial. No.	Section & Page No.	RFP Sentence	Bidder Query	Invest India's Response
1	5, 52	This activity will be periodic in nature and data collected in each cycle would include information already collected along with gathering new information.	What is the periodicity of information collection cycle?	We foresee the data collection cycle to be repeated on a quarterly basis.
2	5,53	Information Gathering/Collection	Is the SP also required to do secondary research - - Internet, Newspapers etc. for information gathering, especially related to identifying Project Authorities initially and in each subsequent cycle?	The initial information must come from the Project Authority. Secondary research can be used as a supplementary source of information.
3	5, 53	Information Processing -- The Service Provider will analyse the collected information for errors, blanks, misspellings, format, grammar etc. and cleanse the same to bring to a consistent format.	Is there any tool which is currently being used for Data Analysis?	No data analysis are currently being used. However, the SP can use their own data analysis tools. Can be discussed after vendor is on-board.
4	5, 53	The Service Provider will upload the validated information (shared by the Invest India team) to the NIG Portal as per the requirements of the IPF.	Is the information upload automated or will this be a manual data entry process?	Investible projects come in multiple formats from project authorities. They need to be converted to IPF (excel) manually. Excel upload option is available in NIG portal.

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5	5,53	The Service Provider will make necessary notifications through the system (emails, phone calls, tweets etc.) to publicize the updating of the NIG Portal with Investible Projects.	What is the periodicity of information publishing and dissemination?	This will be an ongoing exercise, as and when required.
6	5	NA	Any KM software being used currently?	No software is being used currently. Vendor can use KM software internally.
7	5	NA	Any document management software being used currently in case KM software is not being used?	Document management module is part of the NIG portal, also vendor can use DMS internally
8	5	NA	Where would the IPF be stored especially till the point they are uploaded to the NIG portal? Is a central document repository in place?	Projects are to be directly put on the portal in IPF format. There is no intermediate repository.
9	5, 57	The Service Provider shall share daily, weekly and monthly reports with Invest India	Is there any MIS tool being used?	There is no MIS currently in the system. This can be jointly discussed with vendor, once on-boarded.
10	5, 57	Identifying the areas of improvement	What are the metrics/SLA's related to performance measurement of the SP?	Not currently decided, can be finalized jointly with the vendor, once on-boarded.

Serial. No.	Section & Page No.	RFP Sentence	Bidder Query	Invest India's Response
11	2, 25	Similar projects are defined as projects involving knowledge management activities, as defined under the scope of work	Knowledge Management activities highlighted in the scope of work are a by-product of bigger projects which are delivered by Intelenet. Are such projects eligible?	Not eligible
12	Page 51, 3(a) Information collection / gathering	This activity pertains to the process of data gathering from various Project Authorities as per the information requirements indicated in the IPF.	We presume that Invest India will inform the relevant Project Authorities on the appointment of a "Service Provider" to facilitate a smoother data collection process. Kindly confirm.	Yes we will inform the project authorities and introduce the team as a part of Invest India.
			We also presume that Invest India would be providing an "Authority Letter" introducing the service provider and requesting the relevant Project Authorities for their co-operation during the information gathering exercise.	Invest India will be formally in touch with Ministries and project authorities, asking them to co-operate with SP.
13	Pg 52, 3(c) Information Entry	Once the information is processed as per the requirements of the IPF and approved by Invest India, the information will have to be entered into the NIG.	Request Invest India to kindly provide a snapshot of the webpage of the National Investment Grid (NIG) for the bidders to understand the template / format for entering the information.	Webpage is currently being developed, although sample IPF has been shared. This IPF can be modified later based on investor requirement.
14	Pg 52, 3(d) Information Publishing and Dissemination	The Service Provider must also carry out the activity of publishing and disseminating the collected information in a structured form across channels other than the NIG	Kindly provide more clarity on "Channels other than the NIG".	Email, tweet / social media, reports

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15	Pg 53, 5.2.3 (1)	The Service Provider will communicate with the stakeholders through multiple means of communication (telephone calls, emails etc.) to collect information on Investible Projects and other related information (e.g. land rates, utility rates etc.) as per the IPF.	<p>We understand that the data would be driven mainly through the inputs / information provided by the Project Authorities.</p> <p>In the event, there is a delay in the provision of information from the Project Authority , can the Service Provider source data from secondary sources if the relevant data is available</p>	Secondary source should only be a supplementary source. Already answered earlier.
			We presume that no travel will be required for collection of data on Investible Projects from the stakeholders	No travel will be required.
16	Pg 81, 6.2.10 Liquidated damages	The amount of liquidated damages for delay by Service Provider under this Contract shall not exceed 10 % (Ten Percent) of the total value of the Contract.	Request to kindly reduce the liquidated damages to not more than 5% (Five Percent) of the total value of the Contract.	The amount of liquidated damages for delay by Service Provider under this Contract shall not exceed 7.5 % (Seven point Five Percent) of the total value of the Contract.
17	Pg 35, Form Tech 1C: Bidder Details and Checklist	Refer Table - Pre-Qualification Criteria and Supporting Documents	Sr. no. 2.2 is missing in the table. Is it because the criteria of minimum turnover is missing? The turnover criteria is listed on Pg 13, 2.9 Pre-Qualification Criteria	Typo, minimum turnover condition must be followed. Already mentioned in the 2.29 Datasheet.

Serial. No.	Section & Page No.	RFP Sentence	Bidder Query	Invest India's Response
18	Section: 2.29 Data Sheet Page 24	The bidder must be either a limited liability partnership or a company registered under the Indian Companies Act 1956/ 2013.	Is it necessary for the contracting entity to be an Indian company? Our US registered parent company has turnover of 50 crores but sub Indian-company Entity might not be able to meet this criteria.	Not necessary, the company will be eligible.
19	Section: 2.29 Data Sheet Page 25	The bidder must have successfully completed at least 5 similar projects (domestic and / or international) over the last 5 years having a minimum order value of INR 30 lakh (Rupees Thirty Lakh) each. Similar projects are defined as projects involving knowledge management activities, as defined under the scope of work. (Copy of work order, Contract for each of the mentioned assignments required) Documentary proof with respect to the above criteria is essential without which the proposal will be rejected. Technical and Financial evaluation will be done only for the bidders satisfying the above criteria.	We have performed multiple such projects but can't share the contract documents or contract details due to confidentiality constraints as per terms. However we can provide client references if required. Will that work?	Client references will be sufficient. The vendor must submit an undertaking stating that they have executed the mentioned projects.

Serial. No.	Section & Page No.	RFP Sentence	Bidder Query	Invest India's Response
20	2.29 Data Sheet	(i) Past Experience in work of similar nature (a) Past experience of similar nature as described in the Scope of Work, in terms of number of assignments, executed over the last 5 years, each of whose value is above INR 30 lakhs (Rupees Thirty Lakh).	1. How many projects need to be showcase? 2. How many marks will be awarded for each valid project?	Minimum 5 projects need to be submitted as defined in pre-qualification. Sub-division of marks is subjective and internal to Invest India.
21	2.23 Evaluation of Technical Proposals	During the process of evaluation of the technical proposal, the bidder will be required to make presentation on its Proposal covering Experience/ Technical Proposal including Implementation Methodology, Team Composition and Activity Schedule. The date and time of the presentation will be intimated individually.	1. Marks of Presentation is not mentioned in the tender document. Kindly provide weightage (marks) of Presentation. 2. What is expected from Presentation? 3. What is the tentative date for Presentation?	Weightage to be subjective internally. Presentation to contain details highlighted in Section 2.29, part 18 point (iii). Date of ppt tentatively is during 1st week of February, will be communicated.
22	Form Fin-2: Lump sum Cost as per TOR of Section 5	(The amount should be inclusive of all Taxes and for the entire scope of services)	As it is likely to introduce GST and tax structure will change, We suggest that all taxes including Service Tax should not be included in the total amount. Taxes should be as actual at the time of invoicing.	Please refer to page 77, '6.2.5.2 Change in the Applicable Law Related to Taxes and Duties' section

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23	5.2.1 Objective of Project:	Collect and compile information to create a repository of Investible Projects for the National Investment Grid on a regular basis from listed Project Authorities.	<ol style="list-style-type: none"> <li>1. In what format information will be provided?</li> <li>2. Please provide sample format of information.</li> <li>3. Currently how many projects are running and what number of new projects are expected each year?</li> <li>4. Please provide sample output to be generated from the data entered.</li> </ol>	Collection will be in IPF format. Sample has already been provided in the RFP. Projects data collection is an ongoing exercise. Final IPF format is under process, sample data will be decided after IPF gets finalized.
24	2) Investible Project Format (IPF):	Information Processing – This activity will entail processing of the collected information in a way which fits into the IPF (data cleaning, data homogenization etc.). The processed information will be vetted by Invest India.	<ol style="list-style-type: none"> <li>1. Who will do cleaning and homogenization of data? Vendor or Invest India?</li> </ol>	Vendor
25	4) Information Publishing and Dissemination	The Service Provider will make necessary notifications through the system (emails, phone calls, tweets etc.) to publicize the updating of the NIG Portal with Investible Projects. All such notifications will be sent after approval from Invest India.	<ol style="list-style-type: none"> <li>1. Please let us know where should bidder send notifications of the Investible Project?</li> <li>2. Through email or tweets is OK, but what do you expect publicizing updates through phone calls? Please provide more details on this.</li> <li>3. Other than NIG Portal where else information need to be publishing and disseminating. What will be the method to publish or disseminating the information?</li> </ol>	This will be built partly into the system, partly the notifications will be sent to designated email IDs. Social media will be handled outside system. Phone calls are not to be part of dissemination.



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26	(vii) Operational Hours:	Systems: The Service Provider has to provide all infrastructure including hardware systems, operating systems and security measures for both staffing and systems including but not limited to the following:	1. We understand that this requirement is for the team sitting at vendor's premises. Hardware System, Operating System and Security Measures for existing portal will be provided by Invest India. Kindly confirm.	Vendor will provide basic hardware (laptop/ desktop) and necessary software licences to its team.
27	(vii) Operational Hours:	Identifying the areas of improvement	1. We understand that modification / updating in existing system / portal is not in current scope. Kindly confirm.	Not in scope. Any updating of portal will be discussed with portal Vendor
28	Training:		<ol style="list-style-type: none"> <li>1. How many users need to be trained?</li> <li>2. What will be the batch size?</li> <li>3. Training will be provided once. Please let us know if multiple training is required along with the frequency.</li> <li>4. Training will be provided at single location only.</li> <li>5. Training infrastructure will be provided by Invest India.</li> </ol>	5 personnel will be trained by Invest India. Training plan will be shared after signing of contract.

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29	General		<p>1. We understand that portal or application is ready with Invest India and bidder has to just manage the data. Kindly confirm.</p> <p>2. We also believe that there is no requirement of supplying of hardware. Kindly confirm.</p>	<p>The portal is currently under development, but Vendor has to manage data. Vendor has to provide operating hardware/ software to the team deployed for this project, also to the person sitting at Invest India.</p>
30	2.1.2 Conflict of Interest, Pg No.15	2.12.1 Invest India's policy requires that bidders should provide professional, objective, and impartial advice and at all times hold Invest India's interests paramount and strictly avoid conflicts with other assignments or their own corporate interests.	<p>ProjectsToday monitors and disseminates information on new and on-going projects in India to its paid subscribers for the last 16 years. ProjectsToday is also collating and submitting information on PPP, Non-PPP and Private projects (on specified sectors) for PWC-IPE Global JV on behalf of Department of Economic Affairs. ProjectsToday also undertakes short assignments on Projects Investment in India for its subscribers. Whether these activities will be construed as "Conflict of Interest"?</p>	<p>No, this does not come under conflict of interest.</p>

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31	6.2.12.3 Confidentiality, Pg No.84	This confidentiality restrictions shall be for the term of the contract and for a period of two years thereafter. This restriction does not limit the right to use information contained in the data if it: a. Is obtained from another source without restriction.	Most of the time, information on projects is obtained from the project initiators or promoters. Hence, post Contract period, ProjectsToday will continue to contact and procure projects information from the same sources. Whether these activities will be construed as "Conflict of Interest"?	No, this does not come under conflict of interest.
32	5.2.1 Objective of Project. Pg No. 50	Collect and compile information to create a repository of "Investible Projects"	What do you mean by "Investible Projects"? Projects only where fund is required?	No, projects may require fund or development. Please refer to the definition in the RFP.
33	5.2.2 Investible Projects, Pg No.51	New Projects from various Project Initiators (such as Ministries/Agencies at the Central level, the State levels, including urban local bodies and "targeted private sector"	What do you mean by "targeted private sector"?	Specific private sector companies which may invite investment from outside India.
34	3. Knowledge Management Activities, Pg No.52	Information Publishing and Dissemination - The Service Provider must also carry out the activity of publishing and disseminating the collected information in a structured form across channels other than the NIG	What are the other Channels of publishing the project data?	Already answered in above queries.

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35	End User, Pg No.52	5. End User: The end user of the grid may be identified as financial investors, sector specific investors, etc. ...	Whether access to the project data will be given only to end users or to all?	Preliminary information may be available to all, for further details, logins will be required. Access will be role based.
36	Functional Requirements Pg No.54	...The information will be updated on a regular basis and notifications will be sent out to the users on each update.	Whether notifications will be designed according to the specifications set by users? OR Notifications on all updates to all users?	Notifications will be designed according to specifications of the users.
37	Proposed Team Structure and Responsibilities. Pg No.55	Invest India proposes a team of 5 members (including team leader)...	On what basis the team size has been fixed at 5 members? Is the scope of the Data Collation is limited to Secondary Research Only? As per our experience, in most of the Government sources, Secondary Research has to be ably supported by Primary Research (Field Research) to obtain the data.	Based on the frequency of project information being published by the project authorities; primary data collection is the prime source of information, secondary research is only supplementary.
38	Invest India - Service Provider Interactions, Pg No.57	A monthly meeting, to be held between Invest India and vendor at the Invest India office.	Whether the Team Leader has to participate in every monthly meeting?	Yes
39	Appendix, Pg No.59	List of Sectors: Others	Please define the sectors covered under "Others"	Projects which may not clearly fall under the mentioned sectors, e.g. gems and jewellery

