

RFP for of Academic Institution for Developing and Delivering Academic Certification Programme under Infant, Toddler and Caregiver-Friendly Neighbourhoods Training and Capacity Building Programme

Clarification Document: Response to Queries in respect of the REQUEST FOR PROPOSAL (RFP) for Academic Certification Programme floated on 2nd July 2021

Date of response to query: 16th July 2021

QUERY NO.	BIDDER NAME	PAGE NO. & CLAUSE NO.	QUERY	CLARIFICATION
1	BIDDER A	Pg. 8 -9, Clause 3.4	As per delivery timeline, orientation of 15-18 trainers (point no. 2) and carrying out evaluation of orientation (point no 3) is being identified before the completion of Development of Certified Blended Training (point no. 4). Again TOT of academic institutions is mentioned in point no. 5. Are the two target models different? Please comment.	<ul style="list-style-type: none"> • Yes, the orientation of trainers will be carried out first followed by the development of certified training course. • There will be TOT of academic institutions as mentioned in the delivery timelines. • They are two separate activities as the first is just a preliminary introduction about the scope of work to the on boarded institutions. The TOT will largely focus on equipping them with knowledge and expertise as a way forward to carry out the online certified training course.
2	BIDDER A	Pg. 9, Clause 3.4	The role of the identified Academic Training Institutions will be restricted to only knowledge dissemination gained through TOT? The Quarterly Assessment of the trainees will be done by institution to whom project is awarded or by identified 5-6 training institutions?	<ul style="list-style-type: none"> • No, the role of the identified Academic Training Institutions will not be restricted to only knowledge dissemination gained through TOT. • Quarterly assessments will be done in collaboration with the consultant academic institution along with the 5-6 on boarded academic institutions
3	BIDDER A	Pg. 25, Clause 8.7 Form 7	Kindly share the Central rules for payment to staff for such content development, training expert and documentation & outreach expert, if any.	<ul style="list-style-type: none"> • As specified on page 8, Section 3.3 the quoted bid amount should not exceed INR 15 Lakh. • The calculation for payment to staff can be done based on the man days of the staff required to complete the assignment. • GST will also be charged on the professional consultancy fees and the amount is included in the total bid amount.
4	BIDDER A	Pg. 7, Clause 2.2 – Bullet point 14	Letter pf Proposal for Academic Institutions should be signed by the Head of the Institute or PI?	Signatures/Digital signatures must be signed, stamped and submitted by the authorised signatory
5	BIDDER A	Pg. 25, Clause 8.7 Form 7	Can there be a component of Institutional Overhead in the budget? if so please mention the permissible percentage.	There is scope for 10% overheads but the quoted bid amount should not exceed INR 15 Lakh

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6	BIDDER B	Pg. 19, Section 8.1 Form 1	8.1, FORM 1, PG19- Power of Attorney in the name of the authorized signatory - We are bound by the SPA Act 2014 as an institution of national importance. In such a case, who will give the Power of Attorney and to whom, for what purpose. Please share the format for the same.	(Power of Attorney in the name of the Authorized signatory; In case your establishment does not require the power of attorney authorization, then you may submit an authorized letter along with the copy of service by laws/Memorandum of Association. Kindly note, this only applies to an institution bound by government directives)
7	BIDDER B	Pg. 4, Section 1	2. Though the program is for the training of ULB'S as mentioned in section 1 subsection 1.1 (page 4 of RFP) however the Sl. no. 4 and SL. no. 7 in the table of deliverables in section 3 subsection 3.4 mentions young professionals, students, and academia. Please clarify the target participants.	<ul style="list-style-type: none"> Section 1 gives an outline of the ITCN training and capacity building programme, under which the Academic Certification Programme is a component The target audience of the academic certification is young professionals, students and academia (urban designers, planners and architects.)
8	BIDDER B	Pg. 9, Section 3.4 Point 7	Clarification on SL. no. 7 in the table of deliverables in section 3 sub-section 3.4 - whether we would conduct the Training program or trainers who have been trained in ToT.	The trainings will be carried out by the 5-6 on-boarded academic training institutions
9	BIDDER B	Pg. 25, Section 8.7 Form 7	Since the scope of work of module development, training delivery and outreach is overlapping, how would the payments be accounted for separately in the budget?	The scope of work and budgeting of programme components must be accounted for based on the allocated man/person-days
10	BIDDER C	Pg. 19, Section 8.1 Form 1	We are unable to submit two documents in mandatory document submission part. They are: Power of attorney Asset Declaration	The pre-qualification requirements related documents are mandatory as specified in the RFP.