

Department of Tourism

Malabar Literary Tourism Circuit - Pre-bid Meeting - Corrigendum with reference to Queries received.

Sl Nr.	Query topic	Query/Request	Reply by Tourism
1	Minimum eligibility criteria	To allow Firms/societies/NGO registered under societies regn act.	The bidder shall be any legal entity in India registered under Company's Act/Societies Act.
2	Experience criteria	To consider relevant experience in preparation of Development plan/GIS master plan/City Development plan/City sanitation plan and DPRs.	Cannot be Accepted.
3	Proof of Registration with Council of architecture	To allow and individual who is an employee with firm, be registered with CoA and shall be associated with the firm since last 10 years	The Key Architect professional shall furnish the proof of registration with Council of Architecture. Key professionals' total experience will be considered, rather than the association with the firm.
4	Minimum Qualification criteria	Please clarify the minimum qualification, no. of years of experience, 5 years or 10 years	The bidder should have minimum 10 years of experience. All tourism development plans completed in the last 10 years' period will only be considered for selection.
5	Minimum Qualification criteria - Page 3 and Page 17	This is inconsistent with Minimum qualification criteria mentioned in Section 1 Letter of Invitation 1.2. Request to correct this to (i) Should have minimum 10 years' experience in consulting and preparation of Tourism Vision cum Development plan with macro, micro level detailing and DPR.	Corrected. The bidder should have minimum 10 years of experience in consulting and preparation of Tourism vision cum Development plan with Macro, Micro level detailing and DPR. All tourism development plans completed in the last 10 years' period will only be considered for selection.
6	Minimum Qualification criteria - Page 3	Please include experience in Development of Tourism Destination as PMC with Macro, Micro level detailing and DPR	PMC experience with DPR development, can be considered.
7	Minimum Qualification criteria - Page 3	Please modify the clause as should have average annual turn over of minimum INR 10 Cr. In last 3 financial years from professional consultancy fee	(iv) Bidder should have average annual turnover of minimum Rs 100 Lakhs/year for the last 5 years. No change in the annual turnover criteria specified in the bid.
8	Minimum Qualification criteria - Page 3	The firm/agency must have a cumulative annual turn over from consulting/advisory services/related services for Rs. 100 Crore over the last five Financial years (from 2016-17 to 2020-21)	(iv) Bidder should have average annual turnover of minimum Rs 100 Lakhs/year for the last 5 years. No change in the annual turnover criteria specified in the bid.
9	Joint venture/Consortium	Kindly allow for joint venture/consortium with the eligible parties to participate in the competitive bidding.	(i) The Bidder shall be a Consultant/Consultancy Firm registered in India (ii) The lead bidder should have minimum 10 years' experience (iii) Bidder should have worked in the role of lead consultant Joint Venture/consortium cannot be accepted.
10	Experience criteria	To consider relevant experience in preparation of Development plan/GIS master plan/City Development plan/City sanitation plan and DPRs	Only tourism master plan experience will be accepted.

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11	Tender Fee Exemption request - Cl. 1.6.2, Pt 2, Pg 4	To allow exemption of payment for EMD based on the Micro and Small Enterprises (MSE) Status	Can be exempted as per Government Rule, F.9/4/2020 - PPD dtd 12.11.2020
12	Tender Fee Exemption request - Cl. 1.6.2, Pt 2, Pg 4	To allow exemption of payment for EMD based on F.9/4/2020-PPD dated 12.11.2020, issued by MoF, GoI	Can be exempted as per Government Rule, F.9/4/2020 - PPD dtd 12.11.2020
13	Tender Fee Exemption - Cl. 1.6.2, Pt 2, Pg 4	Exemption from EMD & Fees - Is there any provision of exemption of Fees and EMD for MSME/Startup/NSIC registered bidders?	Can be exempted as per Government Rule, F.9/4/2020 - PPD dtd 12.11.2020
14	Performance Security Clause	To mention clause for Performance Security	Performance security to be submitted upon awarding the Consultancy contract @ 10% of value of the Consultancy contract.
15	Performance Security Clause	Is there any provision of submission of Security deposit after award of Work?	Performance security to be submitted upon awarding the Consultancy contract @ 10% of value of the Consultancy contract.
16	Project Area - Page - 7	Request you to kindly indicate the number of locations (or at least minimum number of locations) and their tentative project extent (or minimum project extent) for the Development of Malabar Literary Tourism Circuit. This would provide us more clarity for preparation of technical & financial proposals. It would also ensure that the assumptions made by all the bidders to be same for preparation of proposal.	More details regarding locations appended to this corrigendum.
17	Scope of work - Page - 8	It is our understanding that the following types of drawings are to be submitted separately by the Consultant as per the Scope of Work. i. Ready to tender detailed estimates, design and drawings ii. Good – for – Construction (GFC) drawings for the implementation of the components identified as part of the Detailed Project Report.. We request you to clarify the same.	The understanding is correct. For further clarification, the detailed clause 2.3 serves the purpose.
18	Scope of work - Page - 8	The implementation of the project might get delayed or might face implementation challenges due to reasons beyond the control of the consultant and the Department. Hence payment of 20% of the fee might face undue delay even though the consultant has completed the work defined as per the RFP i.e.preparation of Detailed Project Report. Considering that Final Detailed Project Report is the final deliverable of the assignment as per section 2.4, we would request to limit the services of the consultant till obtaining the Administrative sanction of approved DPR.	Cannot be allowed. The consultant shall remain with the project till its successful implementation.

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19	Timeline to complete DPR - Pg10	To allow time line as follows: 1. Inception Report - T + 4 Wks 2. Interim Report - T + 2 Mo. 3. Draft DPR - T + 4 Mo. 4. Final DPR - T + 6 Mo.	To RFP time line is as follows: 1. Inception Report - T + 2 wks 2. Interim Report - T + 1 Mo. 3. Draft DPR - T + 3 Mo. 4. Final DPR - T + 4 Mo. No change allowed from Bid document.
20	Timeline to complete DPR - Pg10	To allow time line as follows: 1. Inception Report - T + 2 wks 2. Interim Report - T + 1 Mo. 3. Draft DPR - T + 4 Mo. 4. Final DPR - T + 5 Mo.	To RFP time line is as follows: 1. Inception Report - T + 2 wks 2. Interim Report - T + 1 Mo. 3. Draft DPR - T + 3 Mo. 4. Final DPR - T + 4 Mo. No change allowed from Bid document.
21	Services and facilities to be provided by the client - Cl.2.5, Pt.1, pg11	Whether the Client pay additional charges incurred towards procurement of relevant survey maps	No payment of any procurement charges can be considered.
22	Services and facilities to be provided by the client - Cl.2.5, Pt.1, pg11	We request the Authority to kindly include the following: "The client shall provide the Topography Survey, Soil-Investigation Survey and any other survey investigation not included in the Scope of Work of the Consultant for the locations identified for development, if so required."	Only authorization letter, upon request, can be issued for the purpose for which survey maps are to be obtained from relevant Government offices. No reimbursement of any charges incurred in survey map procurement.
23	Flexibility in timeline/Delay - Cl. 2.5, Pt no. 4, pg 11	Whether client shall consider any delays/flexible with time duration of assignment considering probable on-field and data collection and/or prevailing pandemic restrictions	Cannot be considered.
24	INFORMATION AND INSTRUCTIONS TO CONSULTANTS - Pg 13	Requests the term affiliates - to be read as " affiliates in India "	Can be considered, can be read as " affiliates in India "
25	Site Visit - Cl.3.2.3 - Pg 14	Joint site visit after the Pre-Bid meeting to know about the project, Consultant requests a suitable date for the Visit be organised	A visit shall be arranged by the Department for the familiarization of the project location to the bidders. The site visit for the desired consultant firms will be coordinated by Tourism Joint Director, Kozhikkode Region(Landline- 0495-2373862; Mobile - 7025252208) on tentative dates of Sept 14 & 15, 2021.
26	Key professional staff - Cl.3.3.1.2 - Pg 15	Request to consider other than permanent employees, Associate consultants also	It is desirable that the majority of the Key professional staff proposed be permanent employees of the firm or has an extended and stable working relation with it. Associate consultants in the team, with stable working relation with the applicant, can be considered. Joint Venture in Bidding cannot be allowed.

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27	Evaluation of technical proposals. -Pg 18	The presentation will have to be made before the selection committee who will evaluate the proposal along with the presentation and award marks based on the evaluation criteria given under Clause 3.4.5	Please detail the criteria for evaluation of the Presentation Presentation criteria clearly specified in 3.5.2
28	Evaluation of technical proposals. -Pg 18	In Section 3.5.2 it is mentioned that "Each responsive proposal will be given a technical score (St). A proposal shall be rejected at this stage if it does not respond to the important aspects of the Terms of Reference or if it fails to achieve a minimum technical score of 60." However, in this section it is mentioned that for combined evaluation "The highest technocreative marks amongst the bidders whose techno-creative presentations have been evaluated would be kept as the basis for calculation of techno- creative score (TCS) of each evaluated bidder." Please clarify as to which are the technical criteria that shall be considered for technical evaluation	Refer to 3.5.2 - 1. Competence and capability of the organization - 35 Points. 2. Understand the concept and adequacy of the proposed work plan and methodology - 40 points 3. Financial Capability - 15 points 4. Key professionals - 10 points Total - 100 points for technicocreative score
29	Evaluation of technical proposals. -Pg 19	Financial Capability of the Bidder Average annual Turnover of Rs. 10 Cr. or above and below Rs. 20 Cr. (5 points) Rs. 20 Cr. or above and up to Rs. 30 Cr. (10 points) More than Rs. 30 Cr. (15 points)	Financial Capability of the Bidder Average annual Turnover of Rs. 1 Cr. or above and below Rs.2 Cr. (5 points) Rs. 2 Cr. or above and up to Rs.3 Cr. (10 points) More than Rs.3 Cr. (15 points) No change can be allowed.
30	Evaluation of technical proposals. -Pg 18	Request to change the no. years from the last Five years to Seven years - total 35 marks criteria	The bidder should have minimum 10 years of experience. All tourism development plans completed in the last 10 years' period will be considered for selection. Applicable for Projects with Cost > 5 crs, and Cost between 3 to 5 Crs
31	Weightage of Technical and financial scores for final score calc. -Pg 18 & pg 24	Request to consider the weightage as follows: The technical and financial scores will be given weightage of 60 and 40, to get the final score.	The bid document specifies weightage as follows: The technical and financial scores will be given weightage of 70 and 30, to get the final score. No change can be allowed.
32	Evaluation of technical proposals - Cl. 3.5.2, Pt no. i(a&b), pg 18	1. Project cost under the point I(a) & i(b) is limited to development of tourism or overall cost of Preparation of Detailed Master plan and project reports. Kindly clarify. 2. Kindly elaborate on the Major /Minor Destinations considered for evaluating since 90% of town/cities will have tourism or heritage importance.	1. Malabar Literary Tourism Circuit plan is for development of Tourism based on the contributions from Major literary figures like Vaikom Mohammed Basheer. The project costs under should be focussed on the development of tourism only. 2. The major/Minor destinations means destinations with tourism importance only.
33	Experience of Key professionals - Sec. 04, Cl. 4.1, pg 23	Please consider the experience of urban planner for tourism projects in lieu of tourism experience of Tourism Planner	Urban planner CV, if without tourism experience will be rejected.

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34	Experience of Key professionals - Sec. 04, Cl. 4.1, pg 23	Request to consider the experience as follows: 2. Tourism Planner - 07 years 3. General Architect - 07 years 4. Civil Engineer - 05 years 5. Tourism Marketing expert - 03 years	The bid document specifies Exp. as: 1. Tourism Planner - 10 years 2. General Architect - 10 years 3. Civil Engineer - 07 years 4. Tourism Marketing expert - 03 years No change in the bid document clause allowed
35	Experience of Key professionals - Sec. 04, Cl. 4.1, pg 23	The requirements for the Experts experience is requested to modify to having International or National Experience	1. Tourism Planner 2. General Architect 3. Civil Engineer For above three, experience shall be either national or international. 4. Experience for marketing experience specified shall be both International and National.
36	Experience of Key professionals - Sec. 04, Cl. 4.1, pg 23	For each position of Key Professional, required level of Support/Junior personnel to be assigned - Does the bidder required to submit the CVs of support staffs at the time of submission of Proposal?	In Page No. 31 - proforma -5F, for CVs, it is clearly mentioned that the credentials of KEY staff only need to be supported by CVs
37	Qualification for Tourism Marketing Expert - Page 23	Request to consider professionals with only national-level experience also	Can be considered. Professionals with national level experience only, can also be considered for Marketing expert.
38	Terms of payment - stage 3 and 4	1. Submission of inception report - 10% 2. Submission of interim report - 15% 3. Submission of Draft plan and DPR - 30% 4. Submission of final DPR and estimates as per DSR - 30% 5. On receipt of AS - 5% 6. On completion of 90% of implementation of works - 5% 7. On completion of 100% of works - 5%	1. Submission of inception report - 10% 2. Submission of interim report - 15% 3. Submission of Draft plan and DPR - 20% 4. Submission of final DPR and estimates as per DSR - 25% 5. On receipt of AS - 10% 6. On completion of 90% of implementation of works - 15% 7. On completion of 100% of works - 5% No change from Bid document allowed.
39	Bidding Schedule - Cl. 4.13 - Pg 24	Kindly consider the submission date of bids should be more than 15 working days from the responses of pre bid uploaded / communicated..	The last date for the submission of the bid is extended upto 30.09.2021, 3:00 p.m.
40	Technical proposal Standard forms - Cl. 4.13 - Pg 24	The RFP does not indicate the requirement of Power of Attorney for the Authorised Signatory of the firm. However, we request you to consider the submission of Letter of Authorization for the Authorised Signatory of the firm.	Submission of Letter of Authorization for the authorized signature is sufficient, as applicable.