

S.No.	Query	Solution
1	In the ToR the weightage for technical proposal is 40% and financial proposal is 60%. As the quality of research depends on the technical execution of the project including the methodology employed and the researchers involved in the study, in our considered view, to maintain the quality of output, weightage for technical proposal should be 75% and the financial proposal should be 25% as followed in other RFPs.	The weightage for technical proposal and financial proposal has already been approved by Competent Authority and the change in weightage is not proposed for consideration.
2	As per para 2(ii)- page 2 'successful completion of the number of studies/surveys in the last 10 years (2011-2021)', the documents required mentions 'Certified copies of Completion Certificates with a consolidated list of studies'. Here we would like to submit that proof of last payment received duly certified by the head of Agency or the Completion certificate should be considered.	The matter was discussed in the pre-bid meeting. The representatives of the agencies informed that in many cases the Completion Certificates from the Client Department has not been obtained and now it is difficult to ask for the same from the department. In view of this, proof of last payment received duly certified alongwith undertaking for completion of the study may also be considered.
3	As per point (i) under the Conditions of Contract mentioned on page 5 - 1% penalty for every day of delay will attract in either of the two milestones i.e. (i) Completion of survey and interviews and (ii) Submission of draft report. In the present Covid times, fieldwork schedules and work flow may get affected and delays may happen. As such, this clause appears too hard to adhere to and hence it is requested to remove this from the ToR.	If the delay in filed work etc. is due to any such situation then the request of the agency may be examined by Government and will be considered based on the merits of case.
4	Under 'Methodology for the Survey' on page 8 it is mentioned that "the data for students and teachers will be collected within school premises and DTE of Education will provide necessary support. The parents' data should be collected from their home". This may kindly be clarified - A web-based programme for data collection for real time monitoring or software format for data entry is required?	Regarding Real time monitoring of data collection by Client Department, prospective bidders who attended the meeting informed that for providing this facility needs extra time and also requires extra cost. Considering this, the Evaluation Committee Members and prospective bidders suggested that real time access on any platform may be provided including Google sheet or excel sheet.
5	Timeline mentioned on page no 9 of the bid document/Sl.no. 7 - time period for 'finalization of questionnaire and set up of mobile/web application for field survey' is 4 days. This is a very tight time period. The process of finalisation of the tools (4 modules) and setting up of the mobile/web application will take at least 10 days. This time period may be revised to 10 days.	The Committee was of the view that sufficient time has been given as per the timeline and therefore proposal for change in timelines is not proposed for consideration.
6	Recruitment of Investigators/Supervisors has not been included in the project activity timeline. This is an important facet of the study as the outputs depend on the quality of the field investigators. This may be included in the project activity timeline and a minimum of 4 days may be allotted for recruitment of investigators/supervisors.	The Committee was of the view that as per timeline in Bid document, sufficient time has been given between finalisation of agency and training and piloting of the survey. The agency may accordingly plan for engagement of manpower. Therefore proposal for change in timelines is not proposed for consideration.
7	Sl. No. 9- the time period for completion of field work is 30 days. In our considered view this is a very watertight time period. A survey which involves interaction with students and parents requires rapport building exercise with the respondents first. Also, on weekends especially Sundays since the schools are closed, surveys with students and teachers will not be possible. As such, in our considered view, to maintain quality in data collection, the time period for the survey should be 45 days.	The Committee was of the view that sufficient time has been given as per the timeline and therefore proposal for change in timelines is not proposed for consideration.
8	Sl. No. 10- for compilation and analysis of data and submission of draft report only 18 days have been allotted. Once the fieldwork is over some time should be allotted for data scrutiny/editing. Hence again we would like to submit that the time period for this activity should be extended to 30 days.	Since, the data is to be collected digitally. Therefore, the Committee was of the view that sufficient time has been given as per the timeline. Not proposed for consideration.
9	The payment schedule mentioned on page 10 of the bid document. The sample size for the study is around 12000 respondents. This will involve rigorous field work and hence the cost for field survey will be high. As such would request you to consider the following payment schedule: a. Signing of contract - 10% of award cost b. Submission of tools, training and commencement of field work - 30% of award cost c. Completion of fieldwork - 30% of award cost d. Submission of Draft Report - 20% of award cost e. Submission of Final Report, 10% of award cost	The Evaluation Committee members have not considered the request, therefore, proposal may not be considered

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10	Since we are registered as an MSME, do we have an exemption for EMD?	As per Rule 170 of GFR 2017, Bid security (Earnest Money) is to be obtained from the Bidders except Micro and Small Enterprises (MSEs) as defined in MSE procurement policy issued by Department of Micro, Small & Medium Enterprises (MSME) or are registered with Central Purchase Organisation or the concerned Ministry/Department. Therefore, the agency fulfilling the criteria may get exemption for EMD
11	Since data will be provided by the Government of NCT, we will need details such as name of school name and address, residential address, phone number, email id, at the least. Can these be made available for each of the beneficiaries?	Sample list will be provided by the Department with name, address, phone number etc for conducting the survey to the selected agency.
12	We propose to use a mix of CAPI (for school teachers and students), and CATI or CAWI (for students and parents). There is no guidance on this. Is this acceptable?	The survey to be conducted through Personal Interview.
13	Generally, in Government bids, the weightage given to Technical and Financial Bid is 70:30. Hence, please let us know if the weightage can be modified to 70:30.	Already covered in S.No. 1
14	Since we have to make upfront payment to the field team for data collection, we request you to consider the following payment terms: Particular Payment Plan After Signing of Agreement 15% of award cost After Submission of workplan and training report 20% of award cost After completion of Survey 40% of award cost After Submission /Presentation of Final Report 25% of award cost	Already covered S. No. 9
15	As we understand, all the questionnaires have been developed. Will there be scope for the agency to suggest additions or changes to the questionnaire, if necessary?	Minor modifications proposed by the selected agency may be considered based on the merits.
16	We also understand the questionnaire will have to be pilot tested by the agency. Please clarify. We think, Institutional Review Board (IRB) approval on the methodology and tools will be required (considering that the target respondent being children).	Such formalities will appropriately be taken care of by Education Department
17	Please let us know if we have to factor for the IRB in the proposal.	The data & draft/ final reports and the contents thereof would be the intellectual property of the Government and would not be used/published by the Institution (As mentioned in RFP)
18	Who holds the data rights once the study is completed and published by the Delhi Government?	No. The selected agency will conduct the study only, on behalf of Delhi Government.
19	Will the evaluating agency be part of all the communication as partners to the Delhi government? And can they use this collaboration to create awareness on the study?	The selected agency will conduct the study only, on behalf of Delhi Government.
20	On the day of the survey release would the Delhi Government organize a press conference to release the data and will it be done in collaboration with the evaluating agency?	No. The data & draft/ final reports and the contents thereof would be the intellectual property of the Government and would not be used/published by the Institution (As mentioned in RFP)
21	Can the agency use the data in future conversations and media outreach? and will it need a go-ahead from the Delhi government every time it uses the data?	The survey of students will be conducted within school premises. However, Consent of parents will be taken, wherever required, for conducting the survey of students
22	Requirement of parents consent for survey of students	Efforts will be made to conduct survey representing 50% Boys and 50% Girls students. However, it should not be below 40% in either case
23	Boys and Girls ratio may be clarified	

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