

ADDENDUM**to RfP for “Selection of Consultant for Preparation of Business Model for Long Term Financial Sustainability of OUIDF”**

A. The provisions of the Tender Document shall stand amended and revised as set out below.

S No.	Clause No.	Present Provision	Revised Provision
1.	Clause 2.1.2, Technical Capacity	a) The Bidder shall have experience in providing consulting services in formulation and implementation of business model, vision document and strategic roadmap for Government undertaking institutions/trusts, Public Sector units, Banks/Financial Institutions and Parastatals for a minimum of 4 projects for different institutions in the last 7 years and fee received for each assignment must be Rs. 5 lakhs or above. The proof of such engagements should be provided in the form of Client work order and Completion Certificate with scope of work and consultancy value in Technical Proposal. Experience in preparation of business model, vision documents, strategic roadmap, for Government undertaking institutions as mentioned above is mandatory.	<p>The Bidder shall have experience in providing consulting services in formulation and implementation of business model, vision document and strategic roadmap for Government Institutions/ undertaking /trusts, Public Sector units, Banks/Financial Institutions and Parastatals for a minimum of 4 projects for different institutions in the last 7 years and fee received for each assignment must be Rs. 5 lakhs or above.</p> <p>The proof of such engagements should be provided in the form of Client work order, scope of work / Terms of Reference (ToR), Agreement indicating consultancy value and Completion Certificate.</p> <p>In the event Completion Certificate is not available, a certificate from Chartered Accountant certifying the fee received for the individual project.</p>
2.	2.11.2	The Bidder shall prepare one original set of Technical Proposal (together with originals/ copies of Documents required to be submitted along therewith pursuant to this RFP) and clearly marked "ORIGINAL". In addition, the Bidder shall submit 1 (one) copy of Technical Proposal, along with Documents, marked "Copy". In the event of any discrepancy between the original and its copies, the original shall prevail. Bidder shall also submit copy of Technical Proposal in a CD/ DVD.	<p>The Bidder shall prepare one original set of Technical Proposal (together with originals/ copies of Documents required to be submitted along therewith pursuant to this RFP) and clearly marked "ORIGINAL". In addition, the Bidder shall submit 1 (one) copy of Technical Proposal, along with Documents, marked "Copy". In the event of any discrepancy between the original and its copies, the original shall prevail. Bidder shall also submit copy of Technical Proposal in a CD/ DVD.</p> <p>Annexure V, VII, VIII (A & B) & X along with all the CVs to be provided in editable format (Ms. Word and PDF both)</p>

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3.	Annexure I: Terms of Reference- 7 Outcome & Deliverables	<table border="1"> <thead> <tr> <th>S No</th> <th>Deliverable</th> <th>Timeline</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Inception Report</td> <td>10 days from signing of LoA</td> </tr> <tr> <td>2</td> <td>Presentation on Inception Report</td> <td>10 days from submission of Inception Report</td> </tr> <tr> <td>3</td> <td>Draft Business Model Plan report and presentation</td> <td>30 days from submission of Inception Report</td> </tr> <tr> <td>4</td> <td>Presentation on Draft Business Model Plan report and presentation</td> <td>10 days from submission of Draft Business Plan report</td> </tr> <tr> <td>5</td> <td>Final report on Business Model Plan and Financial Self Sustainability</td> <td>25 days from the approval of Draft Business Plan report</td> </tr> <tr> <td>6</td> <td>Presentation on Final Business Model Plan and Financial Self Sustainability</td> <td>5 days from submission of Final Business Plan report</td> </tr> </tbody> </table>	S No	Deliverable	Timeline	1	Inception Report	10 days from signing of LoA	2	Presentation on Inception Report	10 days from submission of Inception Report	3	Draft Business Model Plan report and presentation	30 days from submission of Inception Report	4	Presentation on Draft Business Model Plan report and presentation	10 days from submission of Draft Business Plan report	5	Final report on Business Model Plan and Financial Self Sustainability	25 days from the approval of Draft Business Plan report	6	Presentation on Final Business Model Plan and Financial Self Sustainability	5 days from submission of Final Business Plan report	<table border="1"> <thead> <tr> <th>S No</th> <th>Deliverable</th> <th>Timeline</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Inception Report</td> <td>25 days from signing of Agreement</td> </tr> <tr> <td>2</td> <td>Presentation on Inception Report</td> <td>10 days from submission of Inception Report (Total 35 days)</td> </tr> <tr> <td>3</td> <td>Submission of Draft Business Model Plan Report</td> <td>45 days from submission of Inception Report (Total 80 days)</td> </tr> <tr> <td>4</td> <td>Presentation on Draft Business Model Plan Report</td> <td>10 days from above deliverable at point 3 (Total 90 days)</td> </tr> <tr> <td>5</td> <td>Final report on Business Model Plan along with compliance and its approval by Authority</td> <td>25 days from the approval of Draft Business Plan report at point no 3 (Total 115 days)</td> </tr> <tr> <td>6</td> <td>Presentation on Final Business Model Plan</td> <td>5 days from submission of Final Business Plan report (Total 120 days)</td> </tr> </tbody> </table>	S No	Deliverable	Timeline	1	Inception Report	25 days from signing of Agreement	2	Presentation on Inception Report	10 days from submission of Inception Report (Total 35 days)	3	Submission of Draft Business Model Plan Report	45 days from submission of Inception Report (Total 80 days)	4	Presentation on Draft Business Model Plan Report	10 days from above deliverable at point 3 (Total 90 days)	5	Final report on Business Model Plan along with compliance and its approval by Authority	25 days from the approval of Draft Business Plan report at point no 3 (Total 115 days)	6	Presentation on Final Business Model Plan	5 days from submission of Final Business Plan report (Total 120 days)
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		6	Presentation on Final Business Model Plan and Financial Self-Sustainability	5 days from submission of Final Business Plan report	5%				
5.	Clause 3.1.2	The Minimum Qualification criterion & Marking of qualified Persons for the purpose of evaluation is as below:-				The Minimum Qualification criterion & Marking of qualified Persons for the purpose of evaluation is as below:-			
		Sr. No.	Position/Criteria	Marks	Sr. No.	Position/Criteria	Marks		
		1	Relevant project Experience of the Agency a. The Consultant must have experience in providing consulting services in formulation and implementation of Business plan, vision document strategic roadmap, to Government undertaking institutions/ trusts, Indian Public Sector units, Banks / Financial Institutions and parastatals, for a minimum of 4 project in the last 7 years and fee received for each assignment shall be Rs. 5 lakhs or above. With consultancy fee of at least Rs. 5 Lakhs per project (5 Mark for each Project) - 20 Marks (max.) For additional projects meeting the project experience with fees of at least Rs. 5 Lakhs per project (5 Marks for each project) – 20 Marks (max)	40	1	Relevant project Experience of the Agency a. The Consultant must have experience in providing consulting services in formulation and implementation of Business plan, vision document strategic roadmap, to Government Institutions, Urban Local Bodies (ULBs) , Government undertaking institutions/ trusts, Indian Public Sector units, Banks / Financial Institutions and parastatals, projects in the last 7 years and fee received for each assignment shall be Rs. 5 lakhs or above. (5 Mark for each Project) - 40 Marks (max.) Deleted	40		
		2	Expertise and Experience of the Team Leader I. The Tem leader should have at least 15 years of advisory experience including experience of working in the matters of preparation of business model plan & organization restructuring, institutional development, Business Process Re-engineering, long term strategic planning/visioning of reputed Govt. organizations & PSUs in India in form of Vision Document. Education Qualification: Post graduate Degree in Management /MBA. The team leader must have successfully completed minimum 2 projects for which the Consultant (Agency) has claimed experience in addition to other individual projects experiences in the domain of Business plan preparation & organization restructuring, institutional development, Business Process Re-engineering, long term strategic	20	2	Expertise and Experience of the Team Leader I. The Tem leader should have at least 15 years of advisory experience including experience of working in the matters of preparation of business model plan & organization restructuring, institutional development, Business Process Re-engineering, long term strategic planning/visioning of reputed Govt. organizations & PSUs in form of Vision Document. Education Qualification: Post graduate Degree in Management /MBA. The team leader must have successfully completed minimum 2 projects in the domain of Business plan preparation & organization restructuring, institutional development, Business Process Re-engineering, long term strategic planning/visioning of reputed Govt.	20		

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			planning/visioning of reputed Govt. organizations & PSU. (5 Mark for each Project) - 20 Marks (max.)		organizations & PSU. (5 Mark for each Project) - 20 Marks (max.)	
		3	Qualification and relevant expertise of the Key Personnel I. Public Sector Expert Education Qualification: MBA/Post Graduation in Public Policy Should have at least 15 years of advisory experience on preparation of policies & operational activities, strategic planning preferably in Service Sector/PSU's/ parastatal & other reputed companies in India. Projects experience in the domain of Business plan preparation & organization restructuring, institutional development, Business Process Re-engineering, long term strategic planning/visioning of reputed Govt. organizations & PSU. (2.5 Mark for each Project, 7.5 Marks max.) III. IT Expert Education Qualification: BE/ B.Tech (Computer Science/IT/Electronics) Experience Requirement: Overall experience of 5 years with expertise in change management. Project experience in the domain of Business plan preparation & organization restructuring, institutional development, Business Process Re-engineering, Process Restructuring through IT interventions. (2.5 Mark for each Project 5 Marks max.)	20	Qualification and relevant expertise of the Key Personnel I. Public Sector Expert Education Qualification: MBA/Post Graduation in Public Policy Should have at least 10 years of relevant experience in preparation of policies & operational activities, strategic planning preferably in Service Sector/PSU's/ parastatal & other reputed companies in India. Projects experience in the domain of Business plan preparation & organization restructuring, institutional development, Business Process Re-engineering, long term strategic planning/visioning of reputed Govt. organizations & PSU. (2.5 Mark for each Project, 7.5 Marks max.) III. IT Expert Education Qualification: BE/ B.Tech (Computer Science/IT/Electronics) MCA/M.Tech Computer Science/ Experience Requirement: Overall experience of 5 years with expertise in change management. Project experience in the domain of Business plan preparation & organization restructuring, institutional development, Business Process Re-engineering, Process Restructuring through IT interventions. (2.5 Mark for each Project 5 Marks max.)	20
		4	Approach & Methodology with Power Point Presentation – 20 I. APPROACH AND METHODOLOGY, Work Plan and understanding of the project. II. POWER POINT PRESENTATION only by the Team leader along with the team.	20	Approach & Methodology with Power Point Presentation – 20 I. APPROACH AND METHODOLOGY, Work Plan and understanding of the project. II. POWER POINT PRESENTATION only by the Team leader along with the team.	20
			Total	100	Total	100
		Note: I. The Team Leader shall make a presentation on the proposed approach and Methodology for undertaking the assignment and also demonstrate their capability to undertake the tasks proposed. Power Point Presentation shall be made only by the Team Leader along with		Note: I. No change. II. The CV of Team leader & other Team member will not be		

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		<p>the team members. Any other representative of the Bidder shall not be permitted to make the presentation.</p> <p>II. The CV of Team leader & other Team member will not be replaced in the first 3 months, any replacement of Team Leader after 3 months, a deduction of 10% from the total fee shall be imposed. In the event of medical exigencies/death/resignation/termination replacement shall be allowed with prior approval of OUIDF, with equal or better credentials, without any deduction.</p>	<p>replaced during the assignment period, any replacement of Team Leader or other resource person, a deduction of 10% from the total fee shall be imposed. In the event of medical exigencies/death/resignation/termination replacement shall be allowed with prior approval of OUIDF, with equal or better credentials, without any deduction.</p> <p>III. CVs of all Key Personnel not meeting the minimum Qualification & number of projects completed will be marked Zero.</p>
6.	Clause 2.18.2	The successful Bidder shall submit a Performance Guarantee for an amount equal to 10% of the value of the Contract in the form of a Bank Guarantee. The Performance Guarantee shall be returned, after the Consultancy Services delivered by the Consultant....	The successful Bidder shall submit a Performance Guarantee for an amount equal to 10% of the value of the Contract in the form of a Bank Guarantee. The Performance Guarantee shall be valid for a period of 6 months and will be returned, after the Consultancy Services delivered by the Consultant.....
7.	Annexure I: Terms of Reference. 5 (i)	The Project Manager shall be responsible for the preparation Business Model Plan for Financially Self- sustainable of OUIDF. It is the responsibility of the Consultant to conduct site visits/ interview/discussion during the preparation of the report on Financially Self- Sustainable Business Model for OUIDF. The Consultant shall deploy teams as per the scope of work. The submission of the draft report within 30 days of the signing of the Agreement.	The Team Leader shall be responsible for the preparation Business Model Plan for Financially Self- sustainable of OUIDF. It is the responsibility of the Consultant to conduct site visits/ interview/discussion during the preparation of the report on Financially Self- Sustainable Business Model for OUIDF. The Consultant shall deploy teams as per the scope of work. The submission of the Inception Report 25 days & Draft Business Model Plan report by 80 days of the signing of the Agreement.
8.	SCC 2.2	Commencement of Services	Commencement of Services and Tenure of Agreement The Consultants shall begin carrying out the Services seven (7) days after the date the Contract becomes effective, or at such other date as may be specified in the SC. Tenure of Agreement Six Months (4 months (Project Duration) + 2 months for approval & release of BG) excluding approval period from the Effective Date or on completion of the Services by the Consultants to the satisfaction of Client whichever is later.
9.	SCC 3.5 (a)	a. entering into a subcontract for the performance of any part of the Services,	< Deleted >
10.	Annexure X D(iii)	Methodological framework for survey analysis and report preparation, tender document preparation and bid process management.	Methodological framework for survey analysis and report preparation.

S No.	Clause No.	Present Provision			Revised Provision		
		Particulars	Consultancy Fees (INR) In figures	Consultancy Fees (INR) In words	Particulars	Consultancy Fees (INR) In figures	Consultancy Fees (INR) In words
11.	ANNEXURE XI: FINANCIAL PROPOSAL Note- Point 5	Amount			Total Amount		
		TAX GST if any @ ___ %					
		Total					
		Applicable GST if any to be quoted separately in % _____.			Addition .		
					Note – Point 5, The Financial Proposal will be evaluated on the basis of Total Amount quoted above.		
12.	Annexure- VIII: CV of Key Personnel B. CV of Key Position – Footnote	The Key Personnel must be on the payrolls of the company from last one year.			< Deleted >		
13.	Clause 1.6 Proposal Due Date (PDD)	Proposal Due Date (PDD) 05/08/2019 at 4:00 PM IST (60 days from the date of issue of RFP document)			Proposal Due Date (PDD) 30/08/2019 at 4:00 PM IST		