



**Techno Commercial Proposal for Appointment of Consultant for  
Identification of Unique Job Roles and Designing Key Result Areas and Key  
Performance Indicators**

dated May 27, 2022

**Clarification of Pre- proposal queries**

<b>Sl. No.</b>	<b>Clarification sought</b>	<b>Bank's reply/clarification</b>
1.	Is change in organisational structure of Bank a part of scope of the project?	No
2	Is job description of each Unique job role to be provided at the time of final report?	Yes
3	Page 13 point 8 says : "whole assignment will be completed in 3 months...". Whereas Page 14, pt.1.1.4 says ..."the term of this assignment will be for a period of 4 months.	The timeline for completing the assignment is 3 months
4	What is the number of Unique Job roles in the Bank?	The Unique Job roles shall be around 150. The actual number may vary.
5	Regarding Form F8, how old can be the relevant projects successfully handled and is any proof required to be given in support of same.	The projects may be pertaining to last 8 to 10 years. However, completion certificate/ relevant mail/ any other related document is required to be provided in support of same.
6	Cost of Services – Commercial Proposal (all-inclusive charge per role) -What can be the minimum number of Unique Job Roles for submission of financial proposal?	The financial proposal can be submitted for minimum number of 100 Unique Job Roles. For each additional role, price can be quoted per role basis. Revised Form 7 is attached.
7	Will meetings with Management/ leaders be virtual or physical?	Meetings with Verticals/ departments located at Mumbai can be held physically. For all other departments, meeting shall be held virtually.



**FORM F – 7**  
**FORM OF SUBMISSION OF FINANCIAL PROPOSAL**  
**(IN SEPARATE SEALED ENVELOPE)**

From:

(Name/address of Consultant).....

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To:

(Name/address of Client) .....

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Dear Sir,

**Hiring of Consultancy Services for .....**

**Reference: TCP No. Your letter dated .....**

We herewith enclose Financial Proposal for the above assignment. We undertake that, in competing for (and, if award is made to us, in executing) the contract for the above assignment, we will strictly observe the laws against fraud and corruption in force in India, namely "Prevention of Corruption Act 1988"

Yours faithfully,

Signature:.....

Name:.....

Address:.....

.....



(Authorized representative)

## COST OF SERVICES

For providing assistance for designing quantifiable KPA and KPI library for each unique role of the Bank (**all inclusive charge**)\*\*

➤ **Part A**

Price for minimum 100 roles (lumpsum)

₹. \_\_\_\_\_  
Rupees \_\_\_\_\_ only

➤ **Part B**

For each additional role (**per role** basis)

₹. \_\_\_\_\_  
Rupees \_\_\_\_\_ only

\*\*The quoted price should include all expenses for travel, local transportation, per diem, communications, report preparation costs, any taxes, levies and duties and other costs as may be necessary for the satisfactory implementation of the assignment. The prices not quoted will not be admissible for payment under any circumstances.