

Clarification of Pre- proposal queries

<u>Sr No</u>	<u>Query</u>	<u>Response</u>
1	Classify unique job roles into volumetric / non-volumetric /qualitative/leadership roles for workforce analysis." Question – How many Unique Job Roles are there? How do we determine a role is a Volumetric/non-volumetric / Qualitative /Leadership? Are there any pre-defined parameters to do the role grouping	<p>The Bank has presently 870 officers divided in six Grades- Grade A, B , C, D, E and F. Grade D, E and F are leadership Grades having around 150 officers. All other grades have functional roles. As a Development Financial Institution, the Bank has various functions viz. Micro credit, refinance, Venture fund, implementation of Government Schemes, Promotion & Development, Economic Research etc, which are supported by Treasury, Legal, Risk HR, Audit, Administration etc. More such details are available on the Bank’s website. It may be noted that no role in the bank is of pure-play sales and no classification has been made as volumetric, non-volumetric or qualitative roles. Most roles are hybrid in nature having various elements of quantitative and qualitative aspects.</p> <p>The Bank expects the consultant to classify Job roles based on our Organization structure, based on mutually agreed parameters.</p>
2	"Creation of Job Cards wherever not available with competency / skillset wise break up." Question – What is the existing percentage of role that are without job card?	Currently the Bank does not have a process of creation of job card.
3	Would it be possible to share us the existing organization structure or the details on location wise spread of the workforce with designations?	Existing organization structure is hosted on the SIDBI website. Details will be shared with winning bidder.
4	Request the Bank to clarify if you'd like to leverage leading practices to enhance the process of future skill identification or for the process of capability building on these future skills.	The above process is for identification of skills required for the future and not for capacity building.
5	Request the Bank to clarify if future skill identification caters to a particular cross-section of roles or across all functions of the Bank.	The future skill identification shall be for all functions of the Bank, particularly to the critical roles.
6	We understand that the gap assessment is required to be done for the Learning & development process	The Consultant is expected to have a bird’s eye view on ‘as is’ position in terms of qualification and experience profile of the workforce and

	overall, and not for individual employees' skills. Please confirm if this understanding is correct.	prescribe skill requirement based on futuristic outlook. No individual assessment is required.
7	We understand the job cards here refer to the success profiles for key roles, which includes qualification, experience, roles & responsibilities, skills required etc. (Mentioned in deliverable for module II). Please confirm if our understanding is correct.	We agree with the mentioned understanding of the 'Job Card'
8	The scoring on the experience/capability and credentials and team profile criteria is unclear. Would request Bank to clarify the scoring methodology	Revised Scoring and Weightages for Technical Assessment has been shared vide an addendum on January 20, 2022. Further, revised sl. No. 1 of the technical evaluation is given above.
9	The scoring on the manpower criteria is unclear. Would request Bank to clarify the scoring methodology and how the scores will add up to 10 marks.	
10	The scoring methodology states that Completeness of approach and methodology demonstrated in the response to the TCP would carry 10 marks in column 1 and 40 marks in column 2. Request the Bank to clarify the scoring methodology	
11	Technical Evaluation, Scoring and Weightages for Technical Assessment – Could you please clarify on what are the details and the number of proof of experience /credentials to be submitted under the Criteria 1 - Experience/Capability and Credentials?	
12	Are you looking at zero base exercise – or on back of current organization structure adjusted to future skills , Go to market and Manpower perspective	
13	What is the scope of manpower exercise (any specific level and above) – How many people (Grade A-F) Class 1 or Class 2 as well Are you looking at All functions to be in the gamut of manpower / Only sales / Only HQ roles What is the scope of manpower exercise from a level perspective (any specific level and above) – (Grade A-F) Class 1 or Class 2 as well	The scope of manpower exercise is for all grades in Office's cadre across all functions. [Grade A to F]

14	From technical skill perspective will the coverage be to capture skills required across job level today (i.e current state) OR to also look at is expected skills from current AND future state	The consultant needs to capture expected skills from current and future state
15	In the evaluation criteria - names of account have to accompanied by Signed EL For Criteria 1 in the addendum (page 1(sub pt) (a) and (b) we expected to submit different names experience / capability	Yes, Please attach the proofs for similar assignments [Copy of Letter of Assignment / Work Order]