

Pre- Bid Queries Clarification - TENDER NO. **T002184782**

Subject: Request for Empanelment [RfE] of agencies/ Institutions for Carrying Out Studies on Topics Relevant to MSMEs

The following are pre-bid queries and clarification issued thereof under the captioned tender. Rest all other terms and conditions of RfP shall remain unaltered.

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1.	Prepare and finalize term of reference for studies on specific topics (as advised by SIDBI) in consultation with SIDBI <i>Section 6.2, Point 2, Page no. 17 of 69</i>	We understand that the work under the assignment requires to assess MSME ecosystem and identify areas for development and growth of MSMEs, however it would be helpful to know the specific topic in prior to the actual start of work	The subject for studies shall be decided on the basis of requirement of the sector and in consultation with Government / policy makers /stakeholders / agency, etc. Accordingly, specific topics including scope of work will be discussed/ conveyed for submission of proposals from empaneled agencies.
2.	Study will be carried out mainly based on secondary data. However, primary sources to be invariably used to validate the same. <i>Section 6.2, Point 3, Page no. 17 of 69</i>	We understand the requirement of primary as well as secondary sources of data for the execution of assignment. We would like to clarify the number of sample units (MSMEs) to be covered under primary sources for the purpose of proper project planning.	It is envisaged to carry out studies based on secondary data. However, any study without discussion/ interview with Govt./ policy makers/ stakeholders/ beneficiaries can not be validated / finalized. Accordingly, primary sources need to be used as and when required.
3.	Section 6.2, Point 8, Page no. 18 of 69 of the RfE specifies that the report should be in digital format (e-book) and in case SIDBI decides for sharing the printed report, the print quality	For the purpose of clarity, we would like to know if printed as well as soft copies both are required.	SIDBI would require both soft copy and hard copy (two printed copies spiral bound) of the studies. In case any specific numbers required for hard copies of the studies,

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	<p>of document shall be of international publication standard. Moreover, in Section 6.3, Point 4, Page no. 18 of 69 it has been specified that the agency has to deliver printed copies of document and Pen Drive to SIDBI within 7 days from the date of approval of the final report by SIDBI.</p> <p><i>Section 6.2, Point 8, Page no. 18 of 69 & Section 6.3, Point 4, Page no. 18 of 69</i></p>		<p>same will be conveyed in the scope of work of the study at the time of call of proposal for participating in the study.</p> <p>Soft copies to be handed over to SIDBI in a pen drive.</p>
4.	<p>Agencies/Institutions are required to complete the assignment within shortest possible time (generally 3 months) as agreed mutually</p> <p><i>Section 6.3, Point 5, Page no. 18 of 69</i></p>	<p>For the purpose of proper project planning we would like to clarify the timelines allocated for the project implementation as point 2 of section 6.3 on page 18 of 69 specifies that the report has to be submitted within stipulated timeframe.</p>	<p>The report has to be submitted within stipulated timeframe (generally within 3 months) or as agreed mutually before commencement of the study.</p>
5.	<p>As RfE submission requirement, a self-certified letter along with details of the project undertaken in the mentioned areas (also share the soft copies of the reports in pen drive). The project should demonstrate minimum 3 years of demonstrated experience in carrying out studies relevant to MSMEs/related fields.</p> <p><i>Section 6.4, Point 2, Page</i></p>	<p>Given the confidentiality of reports, it could be difficult to share without the prior permission of the project specific clients.</p>	<p>Agreed. SIDBI also do not want any agency to share confidential report of any organization for the said purpose.</p> <p>However, brief of such report/ objective etc. can be shared, in case these reports are very pertinent to our requirement.</p> <p>Under this eligibility criteria, agencies may also share reports</p>

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	<i>no. 19 of 69</i>		which are carried out for direct/ indirect benefit to MSME sector with proper reasoning.
6.	<p>As RfE submission requirement, agency needs to provide a letter with a write-up of around 500 words along with supporting evidence thereof including mention of minimum five studies undertaken (value of those studies should also need to be mentioned) and minimum 5 studies undertaken on the topics related to MSME domain.</p> <p><i>Section 6.4, Point 3, Page no. 19 of 69</i></p>	Given the confidentiality of project values, we would have to internally and externally validate the compliance requirement in this regard.	Any information being provided for said assignment need to be given with permission/ in compliance to other contracts. However, cost range (with difference of thousands) may also be mentioned for those assignments.
7.	<p>As RfE submission requirement, the agency needs to mention minimum 3 assignments of lowest values and 3 assignments of highest value along-with time taken for these studies in last 5 years</p> <p><i>Section 6.4, Point 4, Page no. 19 of 69</i></p>		
8.	<p>The bidding team has been advised to understand the terms of reference which is to be scored for 20 marks out of 75.</p> <p><i>Section 7.4.2, Point 2, Page no.21 of 69</i></p>	We have gone through the terms and conditions given in RfE; however the document does not have any mention of ToR as such.	Please refer to page no. 17 of RfE point number 6.1 where broad scope of work for the studies have been defined. Scope of work may be read as terms of reference for the studies.