

**Minutes of the Pre Bid meeting conducted by Commissioner, Tirunelveli Corporation held on 26.09.2011 at 3.30 pm regarding Consultancy Assignment to prepare DPR for Extension of Sewerage System without omitting any area for Tirunelveli Corporation**

**Officers Present:**

- 1) City Engineer, Tirunelveli Corporation
- 2) Executive Engineer, Tirunelveli Corporation  
and Supporting staffs

**Participants in person :**

- 1) Thiru.Rajkumar and others from M/s Infra In Consulting Private Ltd
- 2) Thiru.S.Kannan S Pillai, Senior Engineer–Electrical, M/s TATA Consulting Engineers Limited
- 3) Thiru.Arumugam Ramesh, Assistant Manager-Sales, M/s ATE Enterprises Private Ltd.
- 4) Thiru.S.Dharanipathy, General Manager, M/s Voyants Solutions Pvt. Limited
- 5) Thiru.P.Nirmalkumar, Deputy Manager, M/s Mahindra Consulting Engineers Ltd.
- 6) Thiru.N.Venkatachalapathy, M/s Consulting Engineering Services (India) Private Limited
- 7) Thiru.S.S.Perumal,M.E., Partner, M/s SPT Consultancy Services, Chennai 11

**Participants through Mail / Fax :**

- 1) Shah Technical Consultants Private Limited, Chennai.
- 2) Wilbur Smith Associates, Bangaluru.
- 3) DARASHAW, Chennai
- 4) TETRA TECH, Pitam Pura, New Delhi.
- 5) FORTRESS Financial Services Ltd., Mumbai

**Probable last date of submission of technical and financial proposal is 28.10.2011**

The following points raised by Consultants and those have taken for discussion and necessary clarification:

<b>Sl. No.</b>	<b>Source of Consultancy</b>	<b>Queries</b>	<b>Reply</b>
1)	Shah Technical Consultants Private Limited, Chennai	<p>Please confirm whether the as built drawing of the existing sewerage system of both 1989 and 2007 schemes are available with the following details is available:</p> <ul style="list-style-type: none"> <li>• collection system layout with invert levels, pipe dia, material</li> <li>• pumping station layout with dimensions and levels</li> <li>• STP layout with dimensions and levels</li> </ul> <p>If not available, we request you to kindly provide manpower atleast to measure the invert levels and sewer pipe diameters.</p>	<p>i) The available data of Collection system and details of pumping stations for 2007 scheme can be obtained from TWAD Board by the Corporation and will be provided to the Consultant and old scheme 1989 drawings are not available</p> <p>ii) STP site can be inspect by the</p>

			participants for that Corporation will extend the assistance and levels may be taken at the site.		
2)		We presume that the adequacy check and subsequent improvements to the existing sewerage system for the ultimate design year to be adopted under this scheme is not covered in the scope. Kindly confirm.	Existing sewerage system for the ultimate design year is 2033. Refer ToR Page No.9 and it is the objective of consultant to study and analyze the identified deficiencies in the existing system		
3)		Please refer S.No.14 in page No.6 of the Lol. It has been mentioned that the Contract can be concluded by March 2012. As the bid submission date is 26 <sup>th</sup> Sep 2011 and the bid validity is requested only for 90 days (3 months), kindly confirm the month by which the Contract could be concluded.	The bid validity 90 days is confirmed from the opening date of received bid.		
4)		As the total length of the system to be designed would be about 900 kms, we request you to kindly increase the project duration to 10-12 months.	The Project duration is 8 months instead of 6 months notified.		
5)		Please refer S.No.8 iii and 8 iv in Terms of Payment in Page No.19. In both iii and iv it has been mentioned "final design and detailed estimate". We believe "final design and detailed estimate" is appropriate to mention only in iv. Kindly confirm.			
		Payment details			
		Reports	Existing payment schedule	Request payment schedule	
		On submission and acceptance of Inception Report	10%	10%	10% is accepted
		On Submission and	20%	30%	30% is accepted

		acceptance of Interim report, consisting of feasibility analysis and Preliminary designs on alternative cost effective proposals.			
		On submission and acceptance of draft designs and estimates and all proposals for private sector participation, community participation, financial management systems	20%	30%	No change. only 20%
		On submission and acceptance of final report, design detailed estimate, abstract estimate, data, drawings, financial and economical analysis report and obtain AS/TS from competent authorities	20%	25%	No change. Only 20%
		On submission of draft bid documents and final bid document	15%	5%	Only 10%
		After approval of bid documents by competent authority.	15%		Only 10%
6)		Please refer item No.13 List of key professional positions involved in the project in page No.22, We request you to kindly furnish the minimum qualification and experience required for each position			<b>Project Manager</b> – ME (Environmental) with 15 years experience. <b>Project Engineer</b> – ME (Civil) with 10 years experience. <b>Processing Engineer</b> – ME (PH) with 10 years

			<p>experience.</p> <p><b>Project Engineer</b> – ME Electrical/ Mechanical with 10 years experience</p> <p><b>Financial Specialist</b> – Chartered Accountant / ICWA with 10 years experience.</p> <p><b>Expert on capacity building</b> –Post Graduate in Sociology with 15 years experience.</p>		
7	SPT Consultancy Services, Chennai	Kindly exclude the EIA and SCADA from the Design Consultancy. Have two separate consultancy for EIA and SCADA, because detailed studies are required.	Request not accepted.		
8		Kindly revise the period for preparation of DPR on 365 days (12 months) as against 180 days (6 months)	The Project duration is 8 months instead of 6 months notified.		
9		Please confirm the DPR for uncovered area or for entire area of Corporation	DPR should be prepared for Uncovered area including 1989 Old UGD Scheme.		
10		Please confirm the topographical survey is for entire length of 950.5 Km of roads or 763.54 km of roads excluding the existing UGSS road length.	Fresh survey should be taken for DPR preparation.		
11		<p>Page 19, Para 8</p> <p>Kindly change the Terms of payment as follows.</p>	Reply as stated in SI.No.5		
		<table border="1"> <tr> <td>i) 10% of contract value</td> <td>On submission and acceptance of Inception report</td> </tr> </table>		i) 10% of contract value	On submission and acceptance of Inception report
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		v) 10% of contract value	On submission and acceptance of Draft bid documents Final bid documents.	
12		Page 22, Para 13 Kindly fill up the qualification and experience required for the above Project work		Reply as stated in Sl.No.6
13		Kindly delete the penalty clause		No changes in the ToR regarding penalty clause.
14		Whether topographical survey at 30 m interval is required for the entire Tirunelveli City Corporation? However, recently the topographical surveys are being in progress under the consultancy for preparation of DPR for Water Supply Improvement Scheme. This may be made available to the sewerage consultant, so that the overall cost can be saved. Please clarify.		Fresh survey should be taken for DPR preparation.
15		The qualification criteria on key professional staff on Expert on capacity building whether ME (Structures) is required. This is mainly on institutional strengthening and train plans required for the project. Please clarify		Reply as stated in Sl.No.6.
16		The project completion period of 6 months is considered insufficient to complete the assignment including topographical surveys, we request you to kindly revise the project completion period for 9 months.		The Project duration is 8 months instead of 6 months notified.
17	Wilbur Smith Associates, Bangalore	As per ToR the project period is 6 months, which is very minimum. It is requested to extent the project period to 9 months		The Project duration is 8 months instead of 6 months notified.
18		It is said that the data available with ULB like reports, plans etc will be provided. Please clarify on what kind of data will be provided by the client as this is very critical in quoting the financial proposal and duration of the project.		Available details of existing UGSS for 2007 schemes can be obtained from TWAD Board by the Corporation will be provided to the consultancy
19		Payment schedule		
		Report	Payments	
		On submission and acceptance of Inception Report	10% of the contract value	Reply as stated in Sl.No.5

		On Submission and acceptance of Interim report, consisting of feasibility analysis and Preliminary designs on alternative cost effective proposals.	30% of the contract value	Reply as stated in SI.No.5
		On submission and acceptance of draft designs and estimates and all proposals for private sector participation, community participation, financial management systems	35% of the contract value	
		On submission and acceptance of final report, design detailed estimate, abstract estimate, data, drawings, financial and economical analysis report and obtain AS/TS from competent authorities	15% of the contract value	
		On submission of draft bid documents and final bid document	5% of the contract value	
		After approval of bid documents by competent authority.	5% of the contract value	
20		Required qualification and experience is not mentioned for the key professional staffs. It is hereby requested to furnish the details for the same		
21		Required to extend the due date for submission for two weeks.		The Project duration is 8 months instead of 6 months notified.
22	CONSULTING ENGINEERING SERVICES (INDIA) PVT. Ltd. R.A.Puram, Chennai	The evaluation shall exclude local taxes. Please inform, the term local taxes include 'Service Tax'		Service tax is the consultant's part. Corporation has nothing to do it.
23		It may please be clarified whether the existing maps relating to Topography and Contour of		No maps available with Corporation.

		Tirunelveli city are available for use in the proposed study.	
24		List of Key professional Positions involved in the project. The RFP does not specify details of the qualifications and experience prescribed for the key staff.	Reply as stated in SI.No.6
25		Penalty Clause: It is presumed that the number of days prescribed for various items of Schedule under S.No.7 of TOR (Page 19) will commence from the date of approval by the Tirunelveli City Municipal Corporation of the respective report/Document and not from the date of issue of LOI. In this connection please see also Page 27, where in it is stated that the Review Committee will take 15 days for suggesting modifications/Changes to the Consultant's report.	Minimum 7 days and maximum 15 days may be taken by the Review Committee over the Consultant's report.
26		"Tax %" it is presumed that the Tax reference to Service tax at the prevailing rates prescribed by Government of India.	Service tax is the consultant's part
27	DARASHAW, Chennai	We understand that there is no EMD/Tender Application Fee for this tender. Please confirm.	No EMD
28		Considering the quantum of work and the duration of assignment, we strongly feel that six man/months is not sufficient for this assignment and we request you to give the guideline for 30 man months for the assignment which will give the representative financial quote.	Reply as stated in SI.No.4
29		Please confirm the length of roads for which Survey data is available with Tirunelveli Municipal Corporation.	None
30		Please let us know the type of survey already conducted and length of road network for which fresh survey need to be conducted by consultant.	None
31		As the qualification of key personnel carries marks during evaluation, please indicate the minimum expected qualification for the key personnel.	Reply as stated in SI.No.6
32		Please confirm if there is any data available for the existing sewerage system like plan showing the diameters of existing sewer lines with invert levels.	Reply as stated in SI.No.17

33	TETRA TECH, Pitam Pura, New Delhi.	Please clarify "Estimated six man-months of services"	Reply as stated in Sl.No.4.
34		You are requested to hold your proposal valid for 90 days from the date of submission without change the personnel proposed for the assignment and your proposed price. Tirunelveli City Municipal Corporation will make its best efforts to select a consultant firm within this period. In case due to unavoidable circumstances if an extension of time for considering is sought for. You are furnish such concurrence within 7 days and receipt of such requests" Please clarify. Is it a binding?	Minimum 7 days and maximum 15 days may be taken by the Review Committee over the Consultant's report.
35		<p>1) By this para we understand that the mentioned relevant documents, viz Concept Report other studies, etc. shall be made available to the consultant for rendering the services under scope of work. Please clarify?</p> <p>2) We also understand that the redesigning activity shall cover the total area. Please clarify?</p>	<p>It is the assignment of Consultant work. No report is available with Corporation</p> <p>It is the extension of UGSS of uncovered areas without omitting any area.</p>
36		What FOP stands for?	Financial Operation Plan.
37		<p>1) To prepare the contract packaging plan with bid documents in the World Bank prescribed format" Please clarify?</p> <p>2) "To prepare O&amp;M estimate for one year warranty period and for 5 year with ToR etc complete". Please clarify: Whether this 5 year period includes 1 year or not?</p>	<p>Yes. But subject to modification.</p> <p>Warranty period apart from five years of O&amp;M</p>
38		1) Please clarify: are we supposed to provide structural design or not?	It is must to provide structural design
		2) "Study the existing drainage system and any plans prepared by the Tirunelveli Corporation, prepare feasibility analysis, preliminary and detailed design, drawings, and estimate, including bill of quantities for the Under Ground Sewerage System after conducting necessary investigation study" We	Reply as stated in Sl.No.17

		understand that it is sewerage in place of Drainage in the preceding paragraph. Please clarify?		
39		Prepare detailed cost estimates based on item rate basis using the latest schedule of rates and rates revised ruling at the time of approval”? Please clarify?		DPR should be prepared as item rate basis.
40		The schedules of tasks mentioned in the table under Point No.7 states not time reference of approvals of submissions at various stages i.e. how much time will be taken for approval by the client, as the next task will be help up due to non- acceptance of the previously submitted task.		Minimum 7 days and maximum 15 days may be taken by the Review Committee over the Consultant’s report.
41		10% of Contract value	On award and signing of the agreement as mobilization advance	Reply as stated in SI.No.5
		10% of Contract value	On submission and acceptance of Inception Report	
		20% of Contract value	On Submission and acceptance of Interim report, consisting of feasibility analysis and Preliminary designs on alternative cost effective proposals.	
		20% of contract value	On submission and acceptance of draft designs and estimates and Final Designs and estimates and all proposals for private section participation, community participation, financial management systems	
		25% of contract value	On submission and acceptance of final	

			report, design detailed estimate, abstract estimate, data, drawings, financial and economic analysis report and obtain AS/TS from competent authorities.	
		10% of Contract value	On submission of draft bid documents and final bid document.	Reply as stated in Sl.No.5
		5% of contract value	After approval of bid documents by competent authority.	
42		What data shall be provided by the client. ?		Reply as stated in Sl.No.17
43		The consultant should submit 5 copies of all reports except final bid document for which he should submit 10 copies. Soft copies of all the reports from preparation to final should also be handed over (MS WORD for documents and AUTOCAD for drawings) to the ULB” We suggest it should be PDF formats, Please clarify?		MS WORD for documents and AUTOCAD for drawings
44		The requirement mentioned for expert on Capacity Building is ME (Structure) with 15 years of experience. We suggest the qualification requirement for this position to be from social science /experience / social work / environmental science / background in environmental law with similar experience for more than 15 years. Please clarify?		Post Graduate in Sociology with 15 years experience
45		A review committee (to be restricted to five members) consisting of following officers of the line Departments will review all reports of consultants (inception, progress, intermediate and draft final) and suggest any modifications/changes considered necessary within 15 days of receipt. We understand this two(2) months direct delay in progress. We suggest that it should be reduced to 7 days instead of 15 days. Please clarify?		Minimum 7 days and maximum 15 days may be taken by the Review Committee over the Consultant's report.

46	Fortress Infrastructure Advisory Services, Mumbai	As per clause 16 (page 6) of tender document, the bidders are required to take a prior approval in case the bid is submitted in consortium. therefore we request you to allow us to bid for the above mentioned project in association with Primove Infrastructure Development Consultants Private Ltd, Pune	Joint ventures between firms with the prior approval of the Commissioner should be obtained with relevant documents
47	Voyants Solutions Private Ltd., Chennai	Client is requested to provide details of existing sewerage network, pumping station, sewage measurement plan etc.	Reply as stated in Sl.No.17
48		It is requested client to extend the study period up to 8 months.	Reply as stated in Sl.No.5
		a) 10% of total fee	On Completion of Inception report
		b) 30% on total fee	On completion of Interim report
		c) 25% of total fee	On completion of Professional report
		d) 25% on total fee	On completion of final report
		e) 10% of total fee	On completion of draft final report
49		It is requested client to provide the topographical map since other water supply consultant have already been completed the survey work for Tirunelveli Corporation.	Fresh survey should be taken for DPR preparation.
50	Egis India, Faridabad (Haryana)	Existing system rehabilitation has to be done based on the analysis of available drawings/data for the present and design loads only. Please clarify	Analysis should be done by the Consultant with field data only
51		Please indicate the total length of roads to be surveyed (With earlier experiences the actual surveys lengths is always more than stated length. thus creating variation in financials between consultancies)	Uncovered areas for UGSS should be freshly surveyed
52		We request municipality to give the land availability in the initial stages to consultants to expedite the DPR for effective utilization of lands without acquisition requirements. Consultants will assist municipality in preparing land acquisition plans, if required. Please consider.	Available details will be provided. Apart from that it is the consultant's part to come forward with proposals for additional land if required.

53		As this is a LCS (Lease Cost Selection) we request authorities to adopt the procedure by International funding agencies for replacements, if any Like in unavoidable circumstances. replacements should be permitted with equivalent or better personal, without having any impact on costing to municipality.	Replacement allowed but only with concurrence of Corporation.
54		We request municipality to restrict the approvals period to less than 10 days to expedite the DPR. The period between submission and approvals should not be considered for this purpose. Please clarify.	Minimum 7 days and maximum 15 days may be taken by the Review Committee over the Consultant's report.
55		Penalty Clause 7 (a), Page 27 -- We sincerely request to delete this clause because there are many factor which are beyond the control of consultants.	Not accepted
56	Infra En Consulting Pvt Ltd Bangaluru	EOI is issued pursuant to clause 18(a) & 18(b) of the issued RFP	Consultant 's response is acknowledged.
57		Whether we will be provided with the as laid details of the already commissioned network and that of the non functional sewerage system?	Reply as stated in SI.No.17
58		What is the status of GIS and Survey details of the whole of Corporation available? Also let us have the details of the contour intervals in the above	Survey should be done by the Consultants No details available with Corporation.
59		Whether we will be provided with the ward map of the municipal area with road map on GIS platform?	Reply as stated in SI.No.57
60		Whether we will be provide with the land use master plan of the corporation for the year 2027 and 2042	Not in the scope
61		The bid document does not contain the client's approval period for Schedule of Completion of Tasks in Section 7 page 19	Minimum 7 days and maximum 15 days may be taken by the Review Committee over the Consultant's report.
62		Whether the Consultant is expected to do Condition Assessment of the existing non-operational network	Yes.

63		The bid documents specify item-wise rate for STP. However STPs require highly specialized contractors and item rate contract would be difficult to execute through civil contractors.	DPR should be prepared as item rate basis.
64	1) Infra In Consulting Pvt. Ltd, Bangaluru 2) Mahindra Chennai and 3)TATA, Bangalore	Requested to extend Technical and Financial proposal for Consultancy services since we need 15 more days for submission	Request considered. and the probable last date of submission is 28.10.2011

Commissioner,  
Tirunelveli Corporation.