

Annexure A

List of 25 CPSEs/Ministries/Departments/PSBs etc from different sectors to be covered for the Integrity Index

Sl. No.	Sector		Name of CPSE/Ministry/PSB etc
1	Oil and Gas	1	IOCL
		2	ONGC
2	Power	3	NTPC
		4	PGCIL
3	Coal	5	Eastern Coalfields
		6	Western Coalfields
4	Steel	7	SAIL
5	Banks	8	PNB
		9	Syndicate Bank
6	Transport	10	NHAI
		11	Mumbai Port Trust
		12	RVNL
		13	M/o Railways
7	Mining	14	NMDC
		15	NALCO
8	Defence	16	BEL
9	DHI	17	BHEL
10	Commerce and Textiles	18	CCI
11	Social Sector	19	FCI
		20	EPFO
		21	MCI
12	Communication	22	MTNL
13	Urban Development & Local bodies	23 & 24	DDA and South MCD
11	Financial Sector	25	CBDT

Pre-Bid Queries - Engagement of Consultant for development of an Integrity Index for Public Organizations				
S. No.	RFP Document Reference - Section / Clause No.	Page No.	Content of RFP requiring Clarification	Clarifications
1	Paragraph 1		<p>The last statement in the paragraph mentions about " research-based approach to creating an integrity index that various organizations can use".Is the research only to identify what parameters constitutes integrity index ? Or is objective of the research is to measure the integrity against the defined parameters ?</p> <p>Who are the intended target audience for the research - organization representatives or free community surveys who are recipient of services from these organizations(primary research with representative sample) ?</p>	<p>The research is to identify the parameters which will constitute integrity index (for all CPSEs PSBs & Central Government Department) and use it to measure the integrity against the defined parameters (in 25 no. of CPSEs as per list attached).</p> <p>Organisation representative and stakeholders</p>
2	Pont 2.1(i)		<p>Definition of "public organization" is very wide. What kind of "public organisations" are covered in this project ?</p>	<p>All organisations under the jurisdiction of CVC as per CVC Act 2003(for eg. Central Public Sector organisations, PSBs and Central Government Departments)</p>
3	Point # 2.1.(v)		<p>Need more understanding on statement " Create an internal and external ecosystem that promotes working with Integrity". Is this referring to ethical workshops, define and implement policies and processes with controls, tone at the top, consequence management initiates etc. for Public Organizations ? Or is it referring to communication between CVC and Public Organizations around the score and associated accountabilities?</p>	<p>The objective of the Integrity Index is as per Clause 2 of RFP</p>
5	Point # 3, Page 2: point # 4		<p>The '5 year roadmap' is not clear. Need to understand what the management is looking at as milestones across the 5 years. Is the authority planning to stagger this exercise among its public organizations across the 5 years, or every organization will undergo the benchmark every year on an ongoing basis?</p>	<p>The 5 year road map is an action plan and scope is defined in clause 3 (Scope of current RFP only for one year)</p>
6	Point # 3		<p>Test run the Index among a set of Public Organizations to establish its reliability and validate the model. How many public organizations do we need to test run the Index for? Further, would we be provided access the resources of the public organization including employees, data/information etc?Do we need to perform pilot end to end, including the business indicator correlation and call to action by the public organizations?</p>	<p>25 no. of organisations (As per Annexure A). Yes, if so required. See (as specified in para 3)</p>
7	Clause No. 5.1		<p>Proposals are invited by 15.30 hrs (IST) on 06 June 2016 from reputed academic institutes/organisations with experience and expertise in public policy matters</p> <p>Request you to please clarify if partnership/consortium allowed as part of engagement</p> <p>Is consortium of two institutions is allowed to bid for the project?</p> <p>Is consortium of two or more organisations is allowed to bid to for the project with main bidder fulfilling the eligibility criteria given under section 5.1 of the request for proposal (RFP) ?</p>	<p>Consortiums are not eligible to apply. Further it is clarified that "Academic institutes/organisations" should be read as academic institutes or academic organisations only.</p>

8		The statement mentions that the experience needs to be with central government only. Are the personnel with relevant experience but with other organizations eligible ? The personnel refers to all the members to be deployed on this assignments, including the on field consultants, or only the technical core team that shall lead the engagement.	
9	Point # 5.1(iii)	Key personnel with minimum 10 years' experience of research, training and consultancy for the central government on issues of transparency, accountability and efficient governance. Request you please allow experience for any government organization/PSU.(not limited to central government)	Experience of the technical core team which will lead the engagement is relevant (specified in section C of clause 6.4)
10	Clause No. 5.1,Point 2	Institutions with ability to draw upon national and international expertise on the subject. Request you to assign some additional weightage to international exposure in integrity related projects and in international organizations as part of evaluation criteria for resources/team	No change in the terms of the RFP
11	Point # 6.1	Explain " Bids with conditionality". We could not understand what does this mean	No additional conditions other than mentioned in the RFP
12	Point # 6.4, Section A and Section C	For Section A and section C, are there any specific guidelines on scoring or is it subjective scoring. E.g. Experience of Public Governance/Policies etc Vs Technical skills on MR Vs Experience of PMO of such large engagement? Indian Central Government Experience Vs. Experience on relevant Domain Indian Central Government experience Vs International Government Experience	No specific guidelines other than already specified in the RFP. Marks will be awarded by the Evaluation Committee.
13	Point # 6.4, Section A and Section C	What are the preferred educational qualifications that the management is seeking for?	Experience in public policy/working with the government
14	Point # 6.4, Section A and Section C	Can we partner with relevant non-government organizations for some of the on-field activities carried out on need basis? If yes, can we inform during the course of the engagement, or we need to identify and declare before submission of proposal?	Yes the appointed bidder may furnish a list of suitable partners with credentials for consideration and approval by the Commission.
15	Point # 6.4	Is there a preferred format - word document or presentation format?	Technical bid as per format specified in clause 6.4 in word document. Presentation before the committee in PPT(hard copy of presentation - 10 sets)
16	Clause No. 6.4,Section C,Point 1	Details of core team that will be handling the proposed project We understand that details of core team would refer only to the team structure as part of this evaluation criteria, because education qualification and project experience has been scored separately as part of evaluation criteria. Request you to please confirm this understanding.	Yes
17	Clause No. 6.4,Section A,Point (i)	Profile of the organization with full particulars of the ownership and activities of the bidder Request you please clarify if there is any specific criteria/requirement CVC is looking at as part of this evaluation criteria.	Relevant experience as per clause 5
		understanding of terms of reference	The work which is required to be done to bring into existence the

18	Clause No. 6.4,Section B,Point (iii)	Request you to please clarify what is expected from bidder under evaluation criteria "understanding of terms of reference"	The work which is required to be done to bring into existence the integrity index.
19	Clause No. 6.2	The proposal (two envelopes) to be submitted by 15.30 hours on 06/06 /2016 In order to prepare a quality proposal and incorporate changes as per pre-bid response, request you to please allow time period of at least 10 working days for submission of bid, after the pre-bid queries response has been published.	Last date for submission of bids has been extended to 13.06.2016. at 16.00hrs.
20	Point # 8.1	We currently are assuming that the "Lump-sum" fee does not include the following :	"Lump sum consultancy fee" includes not only the consultancy fee but also all other expenses i.e travel and transportation ; all activities required for executing the project such as research, workshops, surveys etc and other miscellaneous expenditure. However expenditure on unforeseen contingencies may be permitted with the approval of the Commission.
		1. Out of Pocket Expenses incurred in order to execute engagement - travel, stationaries, lodging, transportations, tools, communication, internet. Is there any cap on that?	Should not be factored in the financial bid
		2. In order to institutionalize this mechanism, we may have to deploy tool (e.g. SPSS, WFM) at your premise. There may also be cost of implementation of the tool including portal/Web etc. These will be either directly billed by vendors to CVC or we can source.	Included in lump-sum
21	Point # 8.1	3. Expenses of third party partners for on-field information collation (if any).	Estimated fee is not acceptable
		Can we propose estimated fee and keep it time and material based. In the absence of this option, we need the following information.	Under the current mandate one MR of the organisation
		-What is the frequency of MR that the management is expecting?	25(as per Annexure A)
		-What is the minimum coverage of sample organizations for the baseline that the management is expecting?	As indicated above
		-Would have liberty in choosing the sample organisations?	With the bidder with assistance by the Commission
22	General	-Is there any requirement in covering geographical spread ?	As indicated above
		-Is the accountability of sourcing information/ access to resources from sample organization with us, or the CVC?	With the bidder with assistance by the Commission
23	General	We feel that post the development of the index and the model, it would be better if an IT system is used for data collection, assimilation, data analysis etc, We assume that if such recommendation is made, the actual development would be outside the scope of current engagement and may be taken as contract extension .	Outside the scope of current engagement.
23	Payment Terms	There is no information provided on payment terms. Request you to provide clarity on the same.	Milestone based to be decided in consultation with the appointed bidder
24	General	The RFP does not mention specific format for cover letter/authorized signatory. Is separate PoA required for authorized signatory for the proposal	Yes
25	General	The contract terms have not been mentioned. We would request to include the following clause in it Limitation of Liability	As per the law of the land
		The overall liability of the consultants would be limited up to the agreement value, this has also been the genera industry practice followed across central and state government tenders over the years.	
26	General	Is there any budget or cap that the management has decided on this ? If yes, can the consulting firm have an idea of the budget range. The proposed assignment can be carried out with varied level of detail and nuance depending on the management requirement and budget range available	No

27	General	Are there any consideration/ restrictions around other engagements carried out with public organizations, while we perform Integrity Index assessment of these organizations	During currency of the present contract the appointed bidder should avoid conflict of interest
28	General	Can we get list of public organizations and segments (as categorized by CVC) that currently fall under the scope of this assignment.	25(as per Annexure A)
29	General	Will CVC provide us the list of organizations and departments for which the Integrity Index will be constructed?	
30	General	As per the document, It seems that the Index will be constructed to display the overall transparency and governance of the organization.... This would include all like of policies, code of conduct, procurement procedures, recruitment policy..etc. under consideration. I hope we have understood it correctly.	Yes
31	General	While constructing the Index will a separate weight be given to the sector from which the organization, as real estate is considered to be more corrupt as compared to an oil and gas company.	To be decided after award of contract
32	Query on provision 5.1 of the ToR:	Kindly share the rationale for 10 year cap on the organisational relevant experience.	As per RFP approved in the Commission
		Why we are not focusing on individual relevant experience, which is more significant than the organisation's experience?	
	Further Instruction/clarification	1 The appointed bidder will be required to sign confidentiality agreements with CVC and also all the CPSEs etc being covered in the process of the development of the Integrity Index.	
		2 Draft consultancy agreement which the appointed consultant would be required to sign on appointment will be available on the website on 06.06.2016	
		3 Format of letter to be signed by the authorised signatory at the time of submission of bids will be available on the website on 06.06.2016.	
	Note		
Reply to queries related to point no. 2.1,point#3,page2:point#4 have not been given since bidder requested confidentiality.			