

Minutes of the Pre-Proposal Conference
Date & Time: September 14, 2021 at 1130 hrs.
Venue: Zoom Meeting

Request for Proposal (RFP) for
“Development of a Global Infrastructure Risk Model and Resilience Index (GIRI) for the Coalition for Disaster Resilient Infrastructure (CDRI) Flagship Report on Disaster and Climate Resilient Infrastructure project, supported by UNDP”
RFP/066/IND-2021 (Re advertisement) - Event #IND10 - 0000010339

Mr. Arun Arumughan, Head of Procurement Unit, UNDP welcomed the representatives of the participating agencies.

The pre-proposal conference started with a brief round of introduction by the UNDP and the representative of participating agencies.

UNDP clarified that only written responses through the minutes of meeting should be considered as final. Bidders had also sought clarification by email, the clarification of which are being provided in these minutes of meeting.

The participants were advised that try to submit their proposal a day prior or well before the closing time. Do not wait until last minute. It was also informed that the minutes of the Pre-Proposal Conference would be uploaded on the eTendering Portal. Further it was clarified that no time extension for proposal submission is possible under this tender.

Mr. Arun Arumughan from Procurement Unit - UNDP concluded the meeting with a vote of thanks to the representatives of the participating agencies.

Clarifications requested during the Pre-Proposal Conference & sent via email; and UNDP's response attached as *Annexure-1*.

The list of participants attached as *Annexure-2*.



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Annexure-1

RFP Ref./Description: **RFP/066/IND-2021 (Re advertisement) - Event #IND - 0000010339** :
“Development of a Global Infrastructure Risk Model and Resilience Index (GIRI) for the Coalition for Disaster Resilient Infrastructure (CDRI) Flagship Report on Disaster and Climate Resilient Infrastructure project, supported by UNDP”.

Sl. No.	QUERY	RESPONSE
1.	<p><u>Landslide hazard model</u> - We understand that for developing probabilistic landslide model a good amount of data is required. We believe that client will provide the historical landslide event data along with associated socio-economic impacts for each country and territory of the world. Please also confirm the scale and resolution of probabilistic landslide hazard modeling?</p>	<p>The bidder is responsible for developing a complete conceptual and data model for global probabilistic landslide assessment that takes into account data availability. The bidder will be responsible for procuring all the data required to build the model. (Clarifications regarding the use of datasets have been provided in the RFP). The Bidder will be responsible for defining an appropriate scale and resolution for the landslide hazard modelling.</p>
2.	<p>Please confirm whether 2 firms can associate as a consortium in form of a lead firm and a sub-consultant, and the sub-consultant credentials will also be evaluated.</p>	<p><i>No change in the RFP requirements.</i></p>
3.	<p>Reference to the FORM C: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION FORM Clause “We hereby confirm that if the contract is awarded, all parties of the Joint Venture/ Consortium/ Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.” - We request you to rephrase it that “All parties shall be jointly and severally liable to UNDP only in case of Joint Venture for the fulfillment of the provisions of the Contract, and not in Consortium (Lead firm and a Sub-consultant). In consortium only Lead firm shall be responsible”.</p>	<p>As per RFP - If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Proposal, they shall confirm in their Proposal that they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally.</p> <p>The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entity in the joint venture in delivering the requirements of the RFP, both in the Proposal and the JV, Consortium or Association Agreement.</p> <p>Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.</p>

Sl. No.	QUERY	RESPONSE
4.	<p>In last RFP the bid security was INR 22 Lacs and this time it has been reduced to INR 11 Lacs. Please can you let us know the basis on which the bid security has been decided and whether it indicates the budget for this assignment such as 0.5% / 1% of the Budget.</p>	<p>“Bid Security” is a reasonable amount as a risk mitigation measure for successful completion of procurement process which binds an offeror to UNDP to fulfil the commitments, they have made in their offer with period of validity of the tender plus the time allowed for the successful offeror to provide the performance security.</p> <p>Bid security amount is reduced with the aim of ensuring more participation.</p> <p>The service providers are expected to propose the budget as per the ToR.</p>
5.	<p>Please remove the submission of Bid Security, as selected firm has to submit the Performance Security of 10% of the contract value after award of contract.</p>	<p><i>No change in the RFP requirements.</i></p> <p>Both financial instruments are kept for different purposes.</p> <p>Bid Security</p> <p>“Bid Security” binds an offeror to UNDP to fulfill the commitments they have made in their offer with period of validity of the tender plus the time allowed for the successful offeror to provide the performance security.</p> <p>Bid Security will be released to unsuccessful Offerors once the contract has been signed with the successful offeror.</p> <p>Bid Security can be claimed and liquidated by UNDP if:</p> <ul style="list-style-type: none"> • The Offeror withdraws its offer during the period of the Offer Validity; or • If the successful Offeror fails to sign the Contract after UNDP has awarded it; or to comply with UNDP’s variation of requirement; or to furnish UNDP with a Performance Security, insurances, or other documents that UNDP may require as a condition to rendering effective the contract that may be awarded to the Offeror. <p>Performance security</p> <p>Performance security purpose is to protect UNDP in the case of breach of contract by the Contractor.</p>



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Annexure-2

List of Participants who attended the Pre-Proposal Conference held on September 14, 2021 at 1130 hrs. through ZOOM [RFP/066/IND-2021 (Re advertisement) : Event #IND10 – 0000010339]

A. The following were present from UNDP:

- Manish Mohandas
- Arun Arumughan
- Jyoti Nair
- Arun Jacob Mathew
- vijay thapliyal

B. Representatives of the potential bidders attended the Pre-Proposal Conference.

- Kevin McPherson - TRL
- Dr Sushil Gupta - RMSI Private Limited
- Prachee Majumder - RMSI Private Limited
- Ipshita Bhattacharyya- RMSI Private Limited
- Dipesh Saurabh - RMSI Private Limited
- Sameer Nigam - RMSI Private Limited
