

## Global Study on Disaster Resilience of Airports: Phase 1

### Pre-Proposal queries and replies

**Reference No:** 02-02001/1/2021-DG\_CDRI

**Project Name:** Global Study on Disaster Resilience of Airports

**Name of the Organisation:** Coalition for Disaster Resilient Infrastructure Society

**Title of Consulting Services:** Global Study on Disaster Resilience of Airports: Phase 1

The following table collates the comments/queries/requests received by CDRI by 12 pm on 23<sup>rd</sup> April 2021 from all consultants and replies of CDRI thereon. This document is being shared with all the consultants along with the Requests for Proposal revised based on suggestions and comments in this document.

S. No.	Page No.	Clause	Comments / Query / request from Consultant	CDRI Reply	Revised Clause
1	12	Earnest Money Deposit: An EMD of amount as indicated in the Data Sheet, in the form of Bank Transfer from any of the public sector bank or a private sector bank authorized to conduct government of India business, as per para 14.3. At present ICICI Bank Ltd., Axis Bank Ltd. and HDFC Bank Ltd are 03 private sector banks authorized to carry out government transactions.	Request to provide other private sector bank apart from the 03 banks mentioned in the clause 12 for EMD i.e. HSBC, Standard Chartered Bank.	Accepted	Corrigendum No 1
2	14	Intellectual Property Rights	We request you to add below clause under Intellectual Property Rights: Consultant may use data, software, designs, utilities, tools, models, systems and other methodologies and know-how ("Materials") that Consultant own in performing the Services. Notwithstanding the delivery of any Reports, Consultant retain all intellectual property rights in the Materials (including any improvements or knowledge developed while performing the Services), and in any working papers that Consultant compile and retain in connection with the Services (but not Client Information reflected in them). Upon payment for the Services, Client may use any Materials included in the Reports, as well as the Reports themselves as permitted by this Agreement.	Accepted	Corrigendum No 2
3	19	Completed / ongoing (>50% completed*) projects involving multiple stakeholders (Govt + private + INGO/MDB etc.)	We request you to change the criteria for projects as mentioned below: Completed / ongoing (>50% completed*) projects involving multiple stakeholders (Govt / private/ INGO/ MDB etc.)	Accepted	Corrigendum No 3
4	43	Administer the survey to at least 150 airports globally	Request to increase the time period of study to at least 9 months, since the sample size of Airports is around 150.	Accepted	Corrigendum No 4

5	45	Within a total expected duration of 6 months the approximated timeline for various milestones and the payment schedule is given below	Is it a comprehensive study of 6 months? Is the consultant allowed to add more team members to undertake the study?	As per the RFP: CVs of the Key Experts will be used for evaluation of Technical Bids. Any additional CVs will not be considered for evaluation. Consultants are to use any additional personnel (apart from the Proposed Team) as required to achieve the aims of the project. The CDRI reserves the right to seek more details regarding the qualifications and experience of the key experts.	
6	47	Team Leader Project and/or Operations leadership experience in transport infrastructure sector with work related to disaster risk management, government advisory, and policy and planning PhD or Masters in Transportation Engineering/ Management 100% for PHD or Masters 75% for bachelor's degree. Work Experience - 15 Years	For Team Leader position like Deputy Team Leader, the qualification should also be broad based like Masters in Infrastructure Planning /Engineering / Management / Civil engineering, planning seismic engineering, risk / resilience. The number of years of work experience may be reduced to 12 years.	Accepted broad basing of degree. No Change in work experience	Corrigendum No 5
7	57	Force Majeure	We request you to add below clause under Force Majeure to facilitate remote working. (ii) To the extent that the provision of the Services is impacted by a pandemic (including COVID-19) and any reasonable concerns or measures taken to protect the health and safety interests of either Party's personnel, the Parties will work together to amend the Agreement to provide for the Services to be delivered in an appropriate manner, including any resulting modifications with respect to the timelines, location, or manner of the delivery of Services. (iii) Where Consultant Personnel are required to be present at Client's premises, Consultant will use reasonable efforts to provide the Services on-site at [Client] offices, provided that, in light of a pandemic the parties agree to cooperate to allow for remote working and/or an extended timeframe to the extent (i) any government or similar entity implements restrictions that may interfere with provision of onsite Services; (ii) either party implements voluntary limitations on travel or meetings that could interfere with provision of onsite Services, or (iii) an Consultant resource	As per RFP: Covered in section 2.7	
8	59	Termination	We request you to add below clause under Termination clause: Consultant may terminate this Agreement, or any particular Services, immediately upon written notice to Client if Consultant reasonably determine that Consultant can no longer provide the Services in accordance with applicable law or professional obligations	Not accepted	

9	72	Limitation of Liability	We request you to add below clause under Limitation of Liability: The Client (and any others for whom Services are provided) shall not recover from Consultant, in contract or tort, including indemnification obligations under this contract, under statute or otherwise, aggregate damages in excess of the fees actually paid for the Services that directly caused the loss in connection with claims arising out of this Agreement or otherwise relating to the Services.	As per RFP: See Clause 10.2	
10	15	Date & time and address for submission of proposals/bids: Date: 7 May 2021 Time: 1700 hrs	We request you to extend the date of submission of the proposal by 15 days.	Accepted.	Corrigendum No 6
11	17	Bids should be prepared with soft/scanned copies of all necessary documents and converted into three separate PDF files – each having different passwords. File must be named as given below. The three PDF should be put in a single zip file and uploaded onto any cloud service and the download link should be sent to the email, by the last date, given in this Data Sheet	Would you clarify the method (either an email OR the cloud upload mode or both) to submit the final bid documents to CDRI? And, how many pdf files need to be packed into a single zip file. We understand that prequalification, technical, and financial bids should convert into 3 separate password-protected pdf, then zipped into a single file. Later, need to submit that single zip file along with the scanned pdf copies of the EMD slip and canceled cheque to the CDRI. Please confirm.	The files can be sent either by e mail or by sharing a cloud upload link. The prequalification, technical and financial bids should be separate password protected pdf files. They may be sent in one zip file or separately.	
12	7	Eligibility of Association of consultants	As we understand that CDRI is allowing the “sub-consultancy” in the form of “Association”, to enhance the bid proposal qualification. Please confirm.	As per RFP	
13	73	Timeline for Invoice processing: within 30 days of acceptance of deliverables and invoice	As we understand CDRI shall make the payment to the selected bidder (or Consultant) no later than 30 days after submission of an invoice. Kindly confirm.	As per RFP	
14	43	Activity 3: Data collection	Would CDRI facilitate the required study data inputs pertaining to the population, i.e. all airports in the world (CDRI member countries) operating scheduled flights and the hazards faced, exposure / economics/geography, size and infrastructure such as power system, ICT systems (communication and control), functional & operational management systems, emergency response systems, etc.? Could you please provide me the clarity on this?	No. This is the consultant's responsibility	
15	43	Activity 3: Data collection	We understand that the survey of 150 airports (globally) is to be conducted online: <ul style="list-style-type: none"> <li>• Is there any specific preference for the tool used for the online survey?</li> <li>• Is there any server requirements w.r.t the storage of the collected data?</li> </ul> Please clarify.	Consultants may propose any appropriate software for survey data assessment.	

16	41	Scope of work	What support CDRI would provide in the identification and engagement of respondents for the survey and reaching out to respondents. Kindly specify the details.	No. This is the consultant's responsibility	
17	43	Activity 3: Data collection	Developing survey instruments into various local languages is a cumbersome task, therefore we suggest that survey should be conducted in a common language, i.e. English (to save the information that can be lost during translation/interpretation).	Accepted.	Corrigendum No 7
18	47	Data Analyst	Is the mandatory for the Data analyst position to have experience in quantitative and qualitative research methods? Would you consider the Masters in Science and experience in the quantitative and qualitative research methods to this position? Please clarify. Does the analyst need to have international experience?	Accepted. A relevant Master's degree with experience in quantitative and qualitative research methods is accepted. International experience not required.	Answered in Corrigendum No 5
19	41	3. Scope of work	Do we have to consider "disaster resilience of airports" broader than "extreme weather impacts on airport"? E.g. earthquakes, volcanic eruptions etc. (the TOR already mentions: the study will not include malicious hazards such as bomb blasts and terror attacks).	Yes. Consider disaster risks such as earthquakes beyond just extreme weather impacts.	
20	41	3. Scope of work	Besides airport infrastructure (physical) does the scope of the study also include airport operation (processes)?	The scope of work includes study of disruptions related to infrastructure impacts.	
21	41	3. Scope of work	Could "Resilient Planning and Design" also include "proactive" enhance airport sustainability rather than being "reactive" to disasters?	Yes. It could include any 'pro-active' measures taken.	
22	43	Activity 2	Whom will be part of the Technical Advisory committee? Does the committee consists of representatives from ICAO, ACI, IATA?	The technical advisory committee will be constituted in due course.	
23	43	Data Collection	To what extent does the open-source data and software restriction apply to the software used for survey data assessment?	Consultants may use any appropriate software for survey data assessment.	
24	44	Expected deliverables	To what extent can the end results be shared and utilized with the surveyed 150 airports in relation with IP?	The extent of information sharing of end results will be determined by CDRI.	

25	45	The TOR mentions that "The budget and milestones should account for workshops/meetings required to achieve appropriate buy-in, consultation, and dissemination of the findings to national and state level stakeholders"	The activities in the TOR only include two workshops with FDG and regular CDRI-contracted consultant meetings. What is exactly expected of those workshops/meetings, at which project stage, and with whom?	As per RFP: FGD's will collate qualitative insights for the study. The workshop will be held to disseminate findings of the study.	
26	18	The Evaluation criteria for QD specifies the following; "Consultant should have a registered office and team members in India to be able to conduct the study"	Does the consultant need to have a registered office in India or shall this be the office of the team? And shall (all) the Key Staff/Experts be registered in India or is part of the (support) Staff acceptable under this criterion?	Accepted.	Corrigendum No 8
27	15	Date & time and address for submission of proposals/bids: Date: 7 May 2021 Time: 1700 hrs	We would like to join the call made during the Pre-bid Meeting by one of our competitors to extend the submission deadline, if possible and acceptable for CDRI	Accepted	

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