

Supervision and Quality Control Consultancy
For
Construction of Different Building in Different of Parts of State
Minutes of the Meeting

A Pre bid meeting, under the Chairmanship of the Executive Director, EPCO held at EPCO Conference hall at 3.00 PM on dated 05/10/11. Following members were present in the meeting:-

1. Shri Akhilesh Agrawal, E-n-C, PWD, Bhopal
2. Shri T.L. Sharma, Vice President, IPA, Bhopal
3. Shri R P Agrawal, Member, IPA, Bhopal
4. Shri Ambarish Shrivastava, Director (Training), EPCO, Bhopal
5. Shri Anoop Shrivastava, Incharge, PMC Cell, EPCO, Bhopal

The meeting was attended by representatives of following Firms:-

1. Mr. Dharmesh, M/s Mehta & Associates, Indore
2. Mr. P.D. Karkhanis, M/s WAPCOS Ltd., New Delhi
3. Mr. Rajesh Gehani, M/s WAPCOS Ltd., New Delhi
4. Mr. Somani, AKA Consultant, Indore
5. Mr. Ashutosh Malviya, SCAPES Associates, Bhopal
6. Mr. K.K. Shrivastava, Shrikhande Consultancy Pvt. Ltd., Mumbai
7. Mr. M.R. Anandjiwala, M/s Anandjiwala Technical Consultancy, Ahemadabad
8. Mr. Ashutosh Shrivastava, M/s BSA Consultant, Mumbai

Following decision were taken in the meeting :-

1. As per the clause 1.3.5 of RFP document, it is mentioned that in case of non availability of suitable bidder, a bidder can be considered for award of consultancy for more than one cluster.
It was decided in the meeting that one bidder will be considered to award the work for one cluster only.
2. It was decided that rates will be quoted exclusive of Service Tax. Service Tax will be paid as per prevailing rates at the time of payment.
3. Bidders were suggested to ensure the availability of core team members at the time of bidding. If it is found that CV(s) of any team member is included in the documents of any other Firm, both Firms will be awarded zero marks for that position.
4. With reference to clause 16.1, it was agreed that only one set of apparatus may be procured which will remain with Material Engineer.
5. It was made clear that list of core team required for particular cluster as given in clause 4.1.2 in table on page-4, will be treated as final.

Revised evaluation criteria of key staff (Page-8 & 9 of RFP document & financial bid (Annexure-4.B) are annexed at Annexure-P & Annexure-Q respectively for different clusters.

Apart from above, following clarification was made by EPCO during the discussion:-

- a. **Joint Venture:** - Status of the firm at a time of empanelment will only be considered.
- b. **Provision of team leader/coordinator:** - As per clause 4.1.2 of RFP document (Note-ii) Number of personnel given in the table is only for technical evaluation of the technical bid. Consultants are free to deploy staff as per requirement of the project.
- c. **Turnover:-** The bidder should have minimum annual turnover of Supervision and Quality Control / Project Management Consultancy fee amounting to Rs.2.00 Crore (Rs. Two Crore) or more during each of the last three financial years.
- d. **Experience:** - Experience of key personnel as self employed professional may be considered if the principle client is a Government Body.
- e. **Work Order:** - Before issuing the work order to SQC, the client shall confirm with the PMU that the land required for execution has been allotted to PIU and it is ready for execution. EPCO shall also ensure that the work order to commence the execution has been issued to Contractor.
- f. **Payment:** - Payment to the SQC shall be made only on recommendation of PIU with respect to Physical Progress of work, Progress of SQC, Present need of SQC and amount to be paid.
- g. **Progress alert:** - The Consultant shall prepare and submit monthly progress report duly certified by PIU. This report will include the progress as per approved pert chart, cause of delay (if any) and revised target.

Apart from above clarification some frequently asked questions were also discussed which are as follows:-

Q.1 Shall laboratory charges be quoted separately?

Ans. As per the Clause 4.2.2 & Note-1 of Annexure-5, it has been made clear that the bidder may include the other expenses by quoting the rate for the same.

Q.2 For different packages separate Technical bid is to be submitted?

Ans. Yes

Q.3 Bid document also needs to be enclosed in Technical bid?

Ans. Yes

Q.4 Can same Project Team of experts be mentioned in the bid documents of other clusters ?

Ans. Yes.

Q.5 What percentage will be considered for Technical & Financial evaluation?

Ans. As mentioned clause 12 of RFP document 80% weightage will be given to Technical score & 20% to Financial score.

Q.6 What shall be the value of stamp paper for affidavit as per clause 6.2 of RFP document?

Ans. The affidavit should be submitted on stamp paper of Rs.100/-

Q.7 How a bidder can visit the site?

Ans. Bidder may contact the A K Pandey, Project Director, Project Monitoring Unit, Public Works Department, Satpura Bhawan, Bhopal to visit different Project Implementation Unit (PIU). His phone no is 0755-2551570 and mobile no is 09425330222.

Q.8 Can maximum age of the Field Engineers be relaxed so as to have the services of Retired Engineers?

Ans. No.

Q.9 Is it mandatory for the key professional to sign the CV?

Ans. Yes. The CVs should be signed both by the employee and the employer.

Q.10 Shall Consultant have to establish laboratory at site?

Ans. As per clause 16.3, the Consultant shall have to establish a mobile laboratory.

The meeting ended with a vote of thanks by Executive Director, EPCO.

ANNEXURE 'P'

CLUSTER 1
INDORE, UJJAIN, KHANDWA

REVISED EVALUATION OF KEY STAFF FOR THE ASSIGNMENT

S. No.	Name of Position	Number of each position	Points for each position	Total Points	Particulars	Percentage
I	II	III	IV	V	VI	VII
1.	Resident Engineer	1	50		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			50		Experience	
					15 Years or more	80
					20 Years or more	90
					25 Years or more	100
	Total	1	100	100		
2.	Assistant Resident Engineer	7	15		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			15		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	7	30	210		
3.	Material Engineer	1	15		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			15		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	1	30	30		
4.	Quantity Surveyor	3	10		Qualification	
					Diploma	80
					B.E.	90
					Higher Qualification	100
			10		Experience	
					5 Years or more	80
					6 Years or more	90
					7 Years or More	100
	Total	3	20	60		
Grand Total				400		

**CLUSTER 2
BHOPAL, HOSHANGABAD**

REVISED EVALUATION OF KEY STAFF FOR THE ASSIGNMENT

S. No.	Name of Position	Number of each position	Points for each position	Total Points	Particulars	Percentage
I	II	III	IV	V	VI	VII
1.	Resident Engineer	1	50		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			50		Experience	
					15 Years or more	80
					20 Years or more	90
					25 Years or more	100
	Total	1	100	100		
2.	Assistant Resident Engineer	7	15		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			15		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	7	30	210		
3.	Material Engineer	1	22.50		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			22.50		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	1	45	45		
4.	Quantity Surveyor	1	22.50		Qualification	
					Diploma	80
					B.E.	90
					Higher Qualification	100
			22.50		Experience	
					5 Years or more	80
					6 Years or more	90
					7 Years or More	100
	Total	1	45	45		
Grand Total				400		

**CLUSTER 3
GWALIOR, SAGAR, GUNA**

REVISED EVALUATION OF KEY STAFF FOR THE ASSIGNMENT

S. No.	Name of Position	Number of each position	Points for each position	Total Points	Particulars	Percentage
I	II	III	IV	V	VI	VII
1.	Resident Engineer	1	50		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			50		Experience	
					15 Years or more	80
					20 Years or more	90
					25 Years or more	100
	Total	1	100	100		
2.	Assistant Resident Engineer	8	15		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			15		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	8	30	240		
3.	Material Engineer	1	15		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			15		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	1	30	30		
4.	Quantity Surveyor	1	15		Qualification	
					Diploma	80
					B.E.	90
					Higher Qualification	100
			15		Experience	
					5 Years or more	80
					6 Years or more	90
					7 Years or More	100
	Total	1	30	30		
Grand Total				400		

CLUSTER 4
CHHINDWARA, BALAGHAT, JABALPUR

REVISED EVALUATION OF KEY STAFF FOR THE ASSIGNMENT

S. No.	Name of Position	Number of each position	Points for each position	Total Points	Particulars	Percentage
I	II	III	IV	V	VI	VII
1.	Resident Engineer	1	50		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			50		Experience	
					15 Years or more	80
					20 Years or more	90
					25 Years or more	100
	Total	1	100	100		
2.	Assistant Resident Engineer	6	15		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			15		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	6	30	180		
3.	Material Engineer	1	30		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			30		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	1	60	60		
4.	Quantity Surveyor	1	30		Qualification	
					Diploma	80
					B.E.	90
					Higher Qualification	100
			30		Experience	
					5 Years or more	80
					6 Years or more	90
					7 Years or More	100
	Total	1	60	60		
Grand Total				400		

CLUSTER 5
REWA, SHAHDOL, SIDHI

REVISED EVALUATION OF KEY STAFF FOR THE ASSIGNMENT

S. No.	Name of Position	Number of each position	Points for each position	Total Points	Particulars	Percentage
I	II	III	IV	V	VI	VII
1.	Resident Engineer	1	50		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			50		Experience	
					15 Years or more	80
					20 Years or more	90
					25 Years or more	100
	Total	1	100	100		
2.	Assistant Resident Engineer	5	20		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			20		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	5	40	200		
3.	Material Engineer	1	25		Qualification	
					B.E.	80
					M.E.	90
					Higher Qualification	100
			25		Experience	
					8 Years or more	80
					9 Years or more	90
					10 Years or More	100
	Total	1	50	50		
4.	Quantity Surveyor	1	25		Qualification	
					Diploma	80
					B.E.	90
					Higher Qualification	100
			25		Experience	
					5 Years or more	80
					6 Years or more	90
					7 Years or More	100
	Total	1	50	50		
Grand Total				400		

ANNEXURE 'Q'

CLUSTER 1
INDORE, UJJAIN, KHANDWA

B. REVISED PERSONNEL INPUTS AND PROFESSIONAL FEE

S. No.	Name	Position	Number	Input Months	Rate (Per Month)	Amount (IV × V × VI)
I	II	III	IV	V	VI	VII
1.		Resident Engineer	1	14		
2.		Quantity Surveyor	3	14		
3.		Material Engineer	1	14		
4.		Assistant Resident Engineer	2	14		
			5	8		
5.		Field Engineer	2	14		
			13	8		
6.		Lab Technician	2	14		
			10	8		
7.		a. Office Manager / Accountant	1	14		
		b. Computer Operator	2	14		
		c.		14		
		d.		14		
Total						

CLUSTER 2
BHOPAL, HOSHANGABAD

B. REVISED PERSONNEL INPUTS AND PROFESSIONAL FEE

S. No.	Name	Position	Number	Input Months	Rate (Per Month)	Amount (IV × V × VI)
I	II	III	IV	V	VI	VII
8.		Resident Engineer	1	14		
9.		Quantity Surveyor	1	14		
10.		Material Engineer	1	14		
11.		Assistant Resident Engineer	4	14		
			3	8		
12.		Field Engineer	5	14		
			9	8		
13.		Lab Technician	4	14		
			4	8		
14.		a. Office Manager / Accountant	1	14		
		b. Computer Operator	2	14		
		c.		14		
		d.		14		
Total						

**CLUSTER 3
GWALIOR, SAGAR, GUNA**

B. REVISED PERSONNEL INPUTS AND PROFESSIONAL FEE

S. No.	Name	Position	Number	Input Months	Rate (Per Month)	Amount (IV × V × VI)
I	II	III	IV	V	VI	VII
15.		Resident Engineer	1	14		
16.		Quantity Surveyor	1	14		
17.		Material Engineer	1	14		
18.		Assistant Resident Engineer	4	14		
			4	8		
19.		Field Engineer	4	14		
			8	8		
20.		Lab Technician	3	14		
			5	8		
21.		a. Office Manager / Accountant	1	14		
		b. Computer Operator	2	14		
		c.		14		
		d.		14		
Total						

CLUSTER 4
CHHINDWARA, BALAGHAT, JABALPUR

B. REVISED PERSONNEL INPUTS AND PROFESSIONAL FEE

S. No.	Name	Position	Number	Input Months	Rate (Per Month)	Amount (IV × V × VI)
I	II	III	IV	V	VI	VII
22.		Resident Engineer	1	14		
23.		Quantity Surveyor	1	14		
24.		Material Engineer	1	14		
25.		Assistant Resident Engineer	2	14		
			4	8		
26.		Field Engineer	3	14		
			10	8		
27.		Lab Technician	2	14		
			4	8		
28.		a. Office Manager / Accountant	1	14		
		b. Computer Operator	2	14		
		c.		14		
		d.		14		
Total						

CLUSTER 5
REWA, SHAHDOL, SIDHI

B. REVISED PERSONNEL INPUTS AND PROFESSIONAL FEE

S. No.	Name	Position	Number	Input Months	Rate (Per Month)	Amount (IV × V × VI)
I	II	III	IV	V	VI	VII
29.		Resident Engineer	1	14		
30.		Quantity Surveyor	1	14		
31.		Material Engineer	1	14		
32.		Assistant Resident Engineer	2	14		
			3	8		
33.		Field Engineer	2	14		
			13	8		
34.		Lab Technician	1	14		
			7	8		
35.	Office Support Staff	a. Office Manager / Accountant	1	14		
		b. Computer Operator	2	14		
		c.		14		
		d.		14		
Total						