



**National Institute of Urban Affairs**  
1 Floor, Core 4B India Habitat Centre  
Lodhi Road, New Delhi –110003

Dated: 18-07-2024

**RFP FOR CONSULTANCY SERVICES FOR TECHNICAL ASSISTANCE UNDER CITIIS 2.0 PROGRAM – DOMESTIC POOL OF EXPERTS**

**Replies to the Pre-Bid Queries**

S. No.	RFP Clause	Description as per RFP	Pre-bid queries	Replies / remarks
<b>A</b>	<b>Mr. Pradeep Dadlani</b>			
1	Section VII – Terms of Reference  Payment Schedule – 3. Other Expenses	<p><b>3. Other expenses</b></p> <p>Other expenses like travel cost and accommodation will be reimbursed as per actual cost in accordance with the following rules:</p> <p><b>a. Local Travel</b> – Local Travel includes to and fro from departure city to airport/railway station, to and fro airport/railway station to selected city; and travel within the project sites in the city. The local city travel shall be reimbursed on actual basis with a ceiling amount Rs. 7,500/- per day inclusive of all taxes. The Domestic</p>	No per diem rates are mentioned in the RFP for the Domestic Experts while travelling. This may kindly be clarified.	Please refer to the Page 41-42 of the RFP document, The details of travel expenses have been clarified.



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		<p>Expert will be required to submit original self-attested bills for reimbursement.</p> <p>b. <b>Intercity Travel</b> - To and fro from departure city to the assigned city by Air/Train/Bus on actual basis with a ceiling amount Rs. 30,000/- per trip, inclusive of all taxes. The Boarding Pass along with the Tax Invoice for travel by flight are required for claiming the reimbursement. Original self-attested tickets will have to be submitted for claiming reimbursement for travel by train/bus. Only economy-class travel will be reimbursed. The ticket cost should not include any add-on services like paid seats, lounge services, airport stay, extra luggage etc. The add-on services will not be reimbursed. In case of extra-ordinary circumstances, the ceiling amount may be enhanced on case by basis with prior approval of the Director, NIUA.</p> <p>c. <b>Accommodation/Hotel</b> – Up to six days stay shall be allowed for availing accommodation / hotel during on-site missions with a ceiling amount Rs. 7,500/- per night, inclusive of all</p>		



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		<p>taxes. Original Tax Invoice is required for claiming the accommodation/hotel expenses.</p> <ul style="list-style-type: none"> <li>- Payment shall not exceed the maximum celling amount specified for each item. No price adjustment can be done in or across any individual items.</li> <li>- Original Tax Invoices (self-attested) are required for claiming all expenses.</li> <li>- All tax liabilities and insurance, if any, are to be included, managed and covered by the consultant herself/himself.</li> </ul> <p><b>NOTE: No other expenses except mentioned above shall be reimbursed whatsoever.</b></p>		
2	<p>Section VII – Terms of Reference</p> <p>Time Schedule</p>	<p><b>Time Schedule</b></p> <p>Each expert may be assigned a maximum of 2 cities, with an approximate time commitment of 75 person-days of on-site work / remote work per city per year i.e. 225 person – days during 3 years.</p>	<p>Based on the experts experience of working previously in some of the 18 cities to be covered under the project, can one suggest a preferred list of cities for providing technical assistance under CITIIS- 2.0 program.</p>	<p>No, NIUA will finalize the name of SPV/City for the successful Consultant while awarding the Contract. There is no preferred list of cities for any Consultant.</p>