

**National Institute of Urban Affairs (NIUA),
1st floor, Core 4B, India Habitat Centre, Lodhi Road, New Delhi - 110003**
Request for Proposal
for **Guidelines for Preparing Resilient Coastal Zone Development Plan (RCZDP)**

Reply to Pre-bid Queries

January 31, 2024

S. No.	RfP clause and page number	Description as per RfP	Pre-bid queries	Replies/ Remarks
1	Page No. 33 Form Tech-5 Bidder information form for JV/consortium S.No. 4 (f)	(f) Class III digital signature certificate ID number	Since we are submitting the bid in hard copy along with a PDF in a pen drive, it is required? Please clarify.	Refer Corrigendum No.2.
2	Page No. 49 Clause B Output 2	Preparing Guidelines for city and state entities to prepared RCZDP for coastal areas would entail following activities:	It is understood that the Guidelines would help all the coastal states and cities of India to develop RCZDP. Considering the diversity of the Indian coastline and multiple coastal typologies (apart from Dumas, Karaikal and Mahe), is the consultant expected to undertake a similar reconnaissance survey of all other typologies? Or restrict it only to the three locations outlined in the proposal and develop generic recommendations and strategies for the remaining typologies? Please clarify.	Clarification: Restrict the reconnaissance survey to only three locations (Surat-Dumas, Karaikal and Mahe) and develop generic recommendations and strategies (based on Focus Group Discussions, Personal Interviews, data from secondary sources, research, etc.) for the remaining typologies. The guideline preparation requires a good understanding of India's coastal geographies; the consultant can survey any

				coastal geography in addition to the coasts mentioned in the published RfP.
3	<p>Page No. 50</p> <p>Clause B</p> <p>Output 2</p> <p>S. No. 3</p>	<p>Conduct a reconnaissance survey of the coasts of Surat (Dumas) and the areas under Puducherry UT - Karaikal (Tamil Nadu) and Mahe (Kerala) to understand the current state of the coastal ecosystems. The assessment needs to be broad enough to characterise the ecological condition, existing drivers for ecosystem loss and options for net improvements, making use of both local knowledge and scientific understanding. This assessment should be conducted in two seasons - post-monsoon and winter - to capture the seasonal variations.</p>	<p>Based on the urban shift project locations, the study is focusing on Surat and Puducherry however the third coastal ecosystem for reconnaissance survey is written for Mahe (Kerala). What is the rationale for selecting Mahe (Kerala)? Can the consultant choose another survey location? The chosen location should be from UrbanShift project locations.</p>	<p>Clarification: The locations selected for the reconnaissance survey are based on the scope of the UrbanShift Country project. Mahe enclave in Kerela is part of the Puducherry UT.</p> <p>The Consultant has to restrict the reconnaissance survey to only three locations (Dumas - Surat, Karaikal and Mahe) and develop generic recommendations and strategies (based on Focus Group Discussions, Personal Interviews, data from secondary sources, research etc.) for the remaining typologies. However, the Guideline preparation requires a good understanding of the coastal geographies of India, the Counsultant can also survey any coastal geography in addition to the coasts mentioned in the published RfP.</p>
4	<p>Page No. 50 & 51</p> <p>Clause B</p> <p>Output 2</p> <p>S. No. 6</p>	<p>6. The Guidelines should suggest strategies including, but not limited to, the following: ... Points a, b, c, d,e, f, g, h, i</p>	<p>There are close to 6 strategies, 1 Cost Benefit Analysis decision support tool, creation of geo- referenced based database and innovative finance mechanisms.</p> <p>What is the level of detail expected to be covered under these strategies? Please clarify.</p>	<p>Clarification: The Consultant should provide details to the extent that it enables cities/states to use the Cost Benefit Analysis decision support tool independently, without any external handholding or support.</p> <p>The Guidelines should provide guidance about the data sets (including their data</p>

				<p>collection/ updation protocol) required to enable evidence-based planning and monitoring of the coastal areas.</p> <p>The Guidelines should provide guidance about innovative and diversified finance mechanisms that could be utilised to generate funds for enabling sustainable development of the coastal zone.</p> <p>All strategies mentioned in Clause B. Output 2, S.No. 4 (Page No. 50 & 51) clause of the RfP should be comprehensive (with all necessary details) to enable implementation of RCZDP.</p>
5	<p>Page No. 53</p> <p>II. Deliverables, timelines and payment milestones</p> <p>S. No. C.1</p>	<p>Interim Baseline Report (winter assessment)</p> <p>Presentation of Interim Baseline Report (post- monsoon assessment) to SMC, forest department etc.</p>	<p>The interim report name mentions winter assessment however the presentation details underneath mention post-monsoon assessment. Please clarify.</p>	<p>Refer Corrigendum No.2.</p>
6	<p>Page No. 55</p> <p>II. Deliverables, timelines and payment milestones</p> <p>* below the table</p>	<p>The Consultant will be required to provide inputs for Output 1 (separately for each zone) when the design proposal for each zone is being finalised by the design consultants hired by the SMC. The Consultant will be intimated by NIUA at any time within the 3-year tenure of the project (up to September 30,</p>	<p>The payment towards completion of deliverable for Output 1 comprising 20% of the total contract value is contingent upon SMC appointing the consultant within Sept 30, 2026. If, in any case, SMC is unable to identify the consultant within the current and subsequent financial year (FY 2023-24 & FY 2024-25), we request to kindly compensate the balance payments</p>	<p>This clause remains the same as presented in the published RFP.</p>

		2026) to provide inputs for the specified zone.	with interest (as per prevailing interest rate). Please consider.	
7	Page No. 50, Clause B Output 2 S. No. 6	The Guidelines should suggest strategies including, but not limited to, the following: Sr. No. 6 (a to i)	In the first paragraph you mentioned that the target cities are Pune and Surat while Agra and Puducherry are replication cities. In the same letter, you mentioned that the "key focal area for Surat and Puducherry is to undertake integrated spatial plans for resilient coastal zones and low-emission mobility development" So, we understand that this assignment is for the coastal towns of Surat and Puducherry. However, under Output 2 on page 50 it is mentioned that the consultants need to "Conduct a reconnaissance survey of the coasts of Surat (Dumas) and the areas under Puducherry UT -Karaikal (Tamil Nadu) and Mahe (Kerala)". Is this a typo error? Or the output 2 is separate and it needs only the reconnaissance of these 3 places?	Clarification: Restrict the reconnaissance survey to only three locations (Surat-Dumas, Karaikal and Mahe) and develop generic recommendations and strategies (based on Focus Group Discussions, Personal Interviews, data from secondary sources, research etc.) for the remaining typologies. The Guideline preparation requires a good understanding of the coastal geographies of India, the Counsultant can survey any coastal geography in addition to the coasts mentioned in the published RfP.
8	General Query		Output 1: It would be great if you could share the key map of the detailed design proposal of Dumas sea face development (Zone 1, 2, 3 & 4) for our reference.	This information shall be shared at the later stage with the Counsultant selected for the said work.
9	Page No. 23	The Bidder/ Lead member in case of JV/Consortium should be having a positive Net Worth and an Average	On page 23, it is mentioned that In case of a JV/ Consortium, other entity of the JV/Consortium should also submit their	This clause remains the same as presented in the published RFP.

	<p>Section III – Evaluation and Qualification Criteria</p> <p>Pre-qualification criteria</p> <p>S. No. 2 Turnover</p>	<p>Annual Turnover of atleast INR 35 Lakh in previous five financial years (FY 2018-19, 2019-20, 2020-21, 2021-22 & 2022-23) from consultancy services in India or abroad.</p> <p>In case of a JV/ Consortium,</p> <p><input type="checkbox"/> other entity of JV/Consortium should also submit their Average Annual Turnover of previous two financial years (FY 2021-22 & 2022-23); and</p> <p><input type="checkbox"/> Net Worth and Average Annual Turnover (of 5 financial years) of only the Lead member would be evaluated.</p>	<p>Average Annual Turnover of the previous two financial years (FY 2021-22 & 2022-23); and that the Net Worth and Average Annual Turnover (of 5 financial years) of only the Lead member would be evaluated. If the financials of the JV partner are not to be evaluated, what is the point in submitting the same?</p>	
10	<p>Page no. 26 & 27</p> <p>Section III – Evaluation and Qualification Criteria</p> <p>TECHNICAL EVALUATION CRITERIA FOR SELECTION OF BIDDER</p> <p>S. No. 2 (B) FIRM CREDENTIALS</p>	<p>b. Composition and quality of proposed team - Profile of the team and track record in handling similar assignments</p>	<p>In the evaluation criteria, all 4 key personnel are required to be "a full-time employee of the bidding firm/entity". It should be appreciated that the experts required may not be working full-time in any firm. You are requested to kindly allow the key persons to be engaged on a project basis also.</p>	<p>This clause remains the same as presented in the published RFP.</p>
11	<p>Page No. 51</p> <p>Clause B</p>	<p>The Guidelines shall be prepared in close coordination with the various stakeholders – public agencies</p>	<p>Point no. 10 in Output 2 on page 50 states the requirement of FGDs. How many FGDs are expected?</p>	<p>Clarification: As per the Clause S.No. 10 (Page No. 51), an indicative list of</p>

	<p>Output 2</p> <p>S. No. 10</p>	<p>(municipal body, urban development authority, forest department, irrigation department, coastal development and management authority, tourism department, disaster management authority, etc.), private Focus group discussions/ interviews would be conducted with all stakeholders to</p> <ul style="list-style-type: none"> - understand their perception and aspirations for coastal development - social, economic, environmental and spatial goals; and <p>identify major issues confronted in the implementation of coastal development plans in India and probe the ways to address these issues.</p> <p>An indicative list of stakeholders should be discussed with and approved by NIUA.</p>		<p>stakeholders should be discussed with and approved by NIUA.</p> <p>FGD (Focus Group Discussions) or Personal Interviews have to be conducted based on the willingness and availability of the stakeholders/ sector experts (from the approved list). The number of meetings and their frequency has to be decided by the Consultant. To the extent possible, all shortlisted stakeholders/ sector experts have to be contacted and interviewed.</p>
12	<p>Page No. 55</p> <p>II. Deliverables, timelines and payment milestones</p> <p>* below the table</p>	<p><i>*The Consultant will be required to provide inputs for Output 1 (separately for each zone) when the design proposal for each zone is being finalised by the design consultants hired by the SMC. The Consultant will be intimated by NIUA at any time within the 3-year</i></p>	<p>Page 55 mentions that "<i>The Consultant will be required to provide inputs for Output 1 (separately for each zone) when the design proposal for each zone is being finalised by the design consultants hired by the SMC. The Consultant will be intimated by NIUA at any time within the 3-year tenure of the</i></p>	<p>Clarification: In case of inordinate delay (beyond 58 weeks) in finalising the design proposals for different zones by the SMC, a separate set of experts (different from the core team members as submitted in the bid) can be engaged for reviewing the design proposal.</p>

		<p><i>tenure of the project (up to September 30, 2026) to provide inputs for the specified zone.</i></p> <p><i>Works pertaining to Outputs 2 & 3 will be exclusive of the inputs required for Output 1.</i></p> <p><i>The time allotted for undertaking activities under Outputs 2 & 3 is 58 weeks from the Effective Date.</i></p>	<p><i>project (up to September 30, 2026) to provide inputs for the specified zone.”</i> So, output 1 is actually to be provided last; while Output 2 and 3 would have to be completed earlier- within 58 weeks. Three years is a long time- even for full-time employees. It may be better to consider Output 1 as a separate phase 2 activity that the consultants can provide at a separate price. What is the rationale behind hiring one set of consultants to prepare designs for 4 zones; and then hiring another set of consultants to review their designs and make them more climate-friendly? We would suggest you kindly consider increasing the budget and combine the activity as Phase II of the assignment wherein the Consultants are required to design sample projects based on the guidelines we create.</p>	<p>The contract value and deliverables / Scope of work remains the same as mentioned in the Terms of Reference (ToR).</p> <p>Refer Corrigendum No.2.</p>
13	<p>Page no. 75</p> <p>III – SPECIAL CONDITIONS OF CONTRACT</p> <p>S.No. 46.2 Damages</p>	<p>The liquidated damages for the whole of the Works are 0.1 % (zero-point one percent) of the final Contract Price per day for delay in meeting the deliverables as per ToR. The maximum amount of liquidated damages for the whole of the Works is 10% of the final Contract Price.</p>	<p>SCC clause 46.2 - remove the provision for damages. This is a complex assignment and the functioning of consultants is dependent upon not only data to be provided by the client and agencies; but also a detailed understanding of the pros and cons of various provisions that are added in the Guidelines in consultation with the client and all the stakeholders. This kind of</p>	<p>This clause remains the same as presented in the published RFP.</p>

			important document cannot be created in haste.	
14	General Query		Kindly elaborate on the kind of surveys envisaged to be undertaken by the consultants as part of this assignment. We understand that baseline is only to be conducted for Surat and Puducherry for 2 seasons- post-monsoon and winter season. Kindly confirm.	<p>Clarification: Refer to surveys, tests/ investigations, observations mentioned under Output 2, S.No. 3 and 4 (e and f), Page No. 50.</p> <p>Refer Corrigendum No.2.</p>