



RFE No. INV/IND/AGNii/2018-19/1001

**Response to Bidders' Queries**

S.N.	Reference Clause	Description	Clarification Sought	Invest India Reply
1.	Section 4, Point 3 in Pre-Qualification criteria, Page 11	The bidder should have successfully completed at least 15 assignments of similar nature as listed in the scope of work (in Section II) in the last one year.	One year is too short a time span to reflect depth of organization's expertise and breadth of relevant past experience. We request Invest India and AGNii to consider <b><u>relaxing the 1 year time line</u></b> indicated to at least 5 years so that bidders can provide greater insight into relevant past experience; and strength of bidders can be evaluated with more objective backing.	Please view the Corrigendum for the amended clause.
2.	Section 4, Point 4 of Parameter in Technical Evaluation for Category 1, Page 13	Strategy: Approach and Methodology including but not limited to the following: <ul style="list-style-type: none"> <li>Proposed format and solutions for preparing a Market Survey Report in a timely manner</li> <li>Proposed process and steps for preparing a Market Survey Report</li> <li>Understanding on Scope of Work</li> </ul>	Annexure I of the RFP provides a fairly detailed format for the Market Survey Report to be prepared. This includes the entire Approach and Methodology for developing the Project Report. The technical evaluation criteria for Category 1 includes 25 marks for approach and methodology. Since an extensive format for the report is	Aspects that should be covered in the report are given. Invest India would want to know the firm's understanding of the scope of work and the approach the firm will take to get information on each of those aspects. The kind of research

		<ul style="list-style-type: none"> <li>Regional Presence including infrastructure manpower and other resources at each location of the presence. This may be substantiated by bidder through documentary evidence.</li> </ul>	<p>already provided in the Annexure, could you please elaborate on what is expected in the approach and methodology and what the bidder will be scored on?</p>	<p>which will be done and how, outreach strategy to industry/potential buyers of a technology etc. The firm should highlight the steps/routine which will be followed for 3 weeks while preparing the report.</p>
3.	Section 4, Point 4 of Parameter in Technical Evaluation for Category 2, Page 13	<p>Strategy: Approach and Methodology including but not limited to the following:</p> <ul style="list-style-type: none"> <li>Proposed format and solutions for conducting and organizing open innovation challenges</li> <li>Proposed implementation strategy for points mentioned under Annexure 2.</li> <li>Comments on Scope of Work</li> </ul>	<p>While the Annexure 2 of the RFP indicates scope of overall project management, approach and methodology will depend on type of open innovation challenges envisioned, stakeholders to be engaged, type and size of trainings to be organized and other program details. To respond to Approach and Methodology which carries 35 Marks in technical evaluation criteria, could you please provide more programmatic details on the innovation challenges to be organized.</p>	<p>Invest India has not proposed a fixed format for open innovation challenges. Invest India would like to hear from the firms on different ways/formats of running an open innovation challenge and how the firm/agency would implement those challenges with details on the various tasks which will be carried out and how.</p>
4.	Section IV- page no-12	<p>Certificate from the HR/ head of the Firm</p>	<p>Can you clarify what document is required?</p>	<p>Certificate from the head of HR or head of the organization on a letter head stating the number of employees who have expertise in activities defined in the scope of work.</p>

5.	Section V- page no-15	The 'Man month rate' for consultant for project Management of Open Innovation Challenge quoted for year 1 will be subject to an escalation of 5% (Five percent) subsequently for each consecutive year on compounding basis.	Need more information on 5% of escalation.	The rate which is fixed during the empanelment process, every year thereafter the rate would increase by 5%.
6.	Com Form 2- page no- 26	Note: Additional Cost per day should be indicated in addition to the above.	Can you elaborate?	Invest India may need additional ad-hoc work like research related to a Market Survey Report prepared or an Open Innovation Challenge conducted. Hence, additional cost per day shall be indicated for such ad-hoc consultancy services.
7.	Section II- page 6	Time frame	How many open innovation challenges are anticipated to happen in one year.	Approximately 15 to 20 open innovation challenges may run in a year.  However, the number of challenges and their duration is completely at the discretion of Invest India.
8.	Overall Liability		Would request that the Bidder's overall liability under the engagement not exceed the fees paid hereunder. Also, would want it clarified that	The same will be discussed while drafting the contract.

			Bidder will not be liable for indirect/consequential losses of any nature whatsoever.	
9.	Confidentiality		<p>Amendment Required:</p> <p>Confidential information does not include any information which</p> <ul style="list-style-type: none"> <li>(i) is rightfully known to the recipient prior to its disclosure;</li> <li>(ii) is independently developed by the recipient without use of or reliance on confidential information; or (iii) is or later becomes publicly available without violation of this agreement or may be lawfully obtained from a third party.”</li> </ul>	The same will be discussed while drafting the contract.
10.	Termination		<p>Amendment Required:</p> <p>Termination rights should be reciprocal. An objective and consultative process should precede before the Client chooses to exercise its termination rights under this clause.</p> <p>To ensure that the clause is not interpreted in a subjective manner, a mechanism should be put in place to objectively capture service related</p>	The same will be discussed while drafting the contract.

			defaults and allocate the accountability to an appropriate party in a transparent manner. Upon termination, the agency should be paid for the services performed by the agency till the date of termination.	
11.	Schedule I	Last date for submission of bid	It is requested that the time for submission of the bids, is extended by <b>atleast 1 week to 10th January 2018</b> , as business services wouldn't be available in the period preceding the date of submission (year-end holidays for many firms)	Please view the Corrigendum for the amended clause.
12.	EMD	EMD Amount	Will the EMD amount mentioned would remain the same in case an agency is applying for both the categories and a single category.	EMD amount is 50,000 if applying for category 1 (preparing market survey reports) and 50,000 if applying for category 2 (Open Innovation Challenges). Only one EMD would be required if the same firm is applying for both categories.
13.	Experience required for category 1	Pre-qualification Criteria	Amendment required  Firm Experience: The bidder should have conducted feasibility study, market study, market survey reports, go to market studies, industry identification studies, manufacturing value-chain analysis studies for various projects/ products in the last 5 years.	Please view the Corrigendum for the amended clause.

			<p>Pre-qualification:          Atleast 5 projects in last 5 years for type A and atleast 3 projects in last 5 years for type B.</p> <p>Marking Criteria:</p> <ul style="list-style-type: none"> <li>- 5 projects in last 5 years for 20 marks</li> <li>- Minimum 10 projects in last 5 years for 30 marks</li> <li>- Minimum 15 projects in last 5 years for 40 marks</li> </ul>	
14.	Section II / A. Background, Match-making/ Pg. 5	<p>AGNli cultivates and fosters India's inclusive socio-economic growth by supporting the country's best local and scientific innovation talent. It creates a platform for enabling discovery of transfer-ready technologies by the consumers of these technologies through both digital (agnii.gov.in) and physical (demo days, exhibitions and road shows) mechanisms. The initiative focuses on identifying and enabling coaction among the innovators and the different stakeholders to ultimately yield the desired</p>	<p>Should the bidder propose a market ready &amp; proven software platform to manage Open Innovation Challenges end to end using best practices? If yes, then where should the bidder incorporate the commercials for the proposed software platform &amp; activities around it? Or can it be factored into the resources per month rate card?</p>	<p>Commercials should be given in terms of cost of human resources per month as mentioned in COM Form 2.</p>

		outcome of creating economic value for research and innovation.		
15.	Section III / Data Sheet / Pg. 7	<p><b>Earnest Money Deposit (EMD):</b>          Bidders are required to pay Rs.50,000 (INR) towards Earnest Money Deposit in the form of a Demand Draft/Bankers' cheque drawn in favour of <b>"Invest India", New Delhi</b>" payable at New Delhi. In case EMD is not enclosed in the bid, the bid will be straightway rejected and will not be considered for further evaluation.</p>	<p>If a bidder bids for both Category 1-Type B &amp; Category 2 bids, then would the EMD be Rs. 50,000/- (INR) be required to be paid for each bid or overall EMD of Rs. 50,000/- (INR) ok for both the bids?</p>	<p>EMD amount is 50,000 if applying for category 1 (preparing market survey reports) and 50,000 if applying for category 2 (Open Innovation Challenges). Only one EMD would be required if the same firm is applying for both categories.</p>
16.	Section IV / Post empanelment process / Pg 15 &16	<p>Based on the technical proposals and presentations, technical scores shall be given by the TEC and the Bidder with the highest technical marks will be invited to execute the assignment at the determined each report to be prepared for Market Survey /Man-month Effort for Project Management for Open Innovation Challenge and empaneled rates.</p>	<p>How many Open Innovation Challenges would typically be running in parallel every month for an empanelled vendor (EV) (assuming technically it is awarded to that vendor)? How many projects would typically be awarded in a year to an EV? This will help in planning resources required at any given time.</p>	<p>Approximately 15 to 20 open innovation challenges may run in a year.</p> <p>However, the number of challenges and their duration is completely at the discretion of Invest India.</p>

17.	Section IV / Terms & Conditions / Pg. 16	<p><b>i) Termination of empanelment:</b>          Invest India may at any time terminate the empanelment by giving a written notice to the firm/company without any compensation if the empaneled firm/company becomes bankrupt or otherwise insolvent or in case of dissolution of the firm or winding up of the company, provided that such termination will not prejudice or effect any right of action or remedy, which has accrued thereafter to Invest India. The empanelment shall also be terminated in case of breach of any of the terms and conditions of empanelment.</p>	<p>Would the Empanelment status or the current projects/contracts awarded to an empanelled vendor be continued if that EV company is acquired by other company or if it merges with any other company?</p>	<p>If it does not impact the competencies of the firm and the quality of the work does not get affected, then the empanelment shall stay as is. However, the final decision will be taken by the committee on the basis of documents received at the time.</p>
18.	Section VI / CATEGORY 2: Project Management for Open Innovation Challenge /Pg 26		<p>Would the project resources be mostly working from remote (not on-premise of Invest India or its Corporate customer for whom Open Innovation Challenge is being executed)? If yes, then case to case basis, would on-demand in person Onsite resources required for a project be decided during proposal stage of each challenge?</p>	<p>The resources would be working remotely, unless they are required to travel for any coordination/ meetings/event planning for which prior approvals shall be taken from Invest India. However, Invest India reserves the right to ask the vendor to place resources at Invest India's office, if required.</p>
19.	Annexure2 / Pg. 29	Marketing & outreach including startup sourcing, social media	Is this same as that of • Marketing & outreach including innovator sourcing,	Yes. However, sourcing of applications may be done through stakeholders like



		management, event production and PR support	social media management, event production and PR support?	startups, individual innovators, academic institutions, government research labs and any other relevant stakeholder for that challenge.
20.	Annexure2 / Pg. 29	<p>Marketing &amp; outreach including startup sourcing, social media management, event production and PR support</p> <ul style="list-style-type: none"> <li>• Training and support to all participants (innovators, employees, corporate leadership teams) including organization of bootcamps, design thinking workshops</li> <li>• Employee engagement to ensure effective mentorship</li> <li>• Marketing &amp; outreach including innovator sourcing, social media management, event production and PR support</li> </ul>	<p>How would be the cost for these services decided? Would an EV be required to give costs for each of these separately for each proposal / Challenge project.</p> <p>Do you need us to provide with Workshop facilitator &amp; a coach to provide training &amp; support to all participants?</p>	<p>We have only asked for the cost per human resource per month. The resources' would be required to perform some or all of the duties detailed in Annexure 2.</p> <p>Logistics/Production etc. costs shall be excluded from this.</p>

21.	Annexure2 / Pg. 29	<p>Marketing &amp; outreach including startup sourcing, social media management, <b>event production</b> and PR support</p> <ul style="list-style-type: none"> <li>Marketing &amp; outreach including innovator sourcing, social media management, <b>event production</b> and PR support</li> </ul>	<p>Is event production related to Outreach (plan events like meetups / webinars) or is event production also related to “ Demo Day” event?</p>	<p>Events production could be meetups, workshops, webinars, seminars/conferences, demo days or any other similar events.</p> <p>The human resources provided by the EV would be required to help organize and facilitate such events.</p>
22.	Annexure2 / Pg. 29	Employee engagement to ensure effective mentorship	<p>Could you please explain this point – what would be of work in this? Is this related to effective participation from Subject Matter Experts from corporate for which the Open Innovation Challenge is being executed?</p>	<p>This includes sensitizing employees of the partner organization to help them effectively mentor the Challenge participants.</p>
23.	Section VI / TECH FORM-2 SUMMARY OF TEAM COMPOSITION / Pg. 22	Consultant Name	<p>We assume that these are current proposed indicative resources &amp; actual deployed resources / consultant names could be different for each project based on the availability of resources with required skills &amp; competencies in the area of work.</p>	<p>Invest India reserves the right to interview the resources proposed by the firm and will select them as per their requirement.</p>
24.	SECTION VI / CATEGORY 2/ Pg 26	<p>S. No, 1 &amp; 2          Project Manager (6-10 years of experience) - Minimum Qualification - Post Graduate Specialist (3-6 years' of experience)          - Minimum Qualification - Post Graduate</p>	<p>Can you please change Minimum Qualification to Graduate (B.E. / B.Tech.) or Masters in Science or Computer Applications?</p>	<p>Please view the Corrigendum for the amended clause.</p>

25.	SECTION V / Pg 15	c) The 'Man month rate' for consultant for project Management of Open Innovation Challenge quoted for year 1 will be subject to an escalation of 5% (Five percent) subsequently for each consecutive year on compounding basis. <i>(including similar references of this clause elsewhere)</i>	Can this be changed to: c) The 'Man month rate' for consultant for project Management of Open Innovation Challenge quoted for year 1 will be subject to an escalation of 10% (Ten percent) subsequently for each consecutive year on compounding basis.	The rate is fixed at 5%.
26.		Timeline for Market Survey reports	Is the 3-week timeline fixed to prepare market survey reports?	Yes, the three-week timeline is fixed for preparation of Market Survey Reports. This may be relaxed in certain cases with prior approval from Invest India.
27.		Technical Evaluation Criteria	Can the marking for the number of assignments completed under technical evaluation be relaxed?	Please view the Corrigendum for the amended clause.
28.		Timeline for Open Innovation Challenge	Is there a timeline for how long an open innovation challenge would run?	There is no fixed timeline. This would depend on a case to case basis.
29.		Market Survey Reports or any similar assignments undertaken	What is considered 'similar assignment'? As per our understanding, we consider all those assignments which require 'similar competencies and similar sector focus' as similar.	Yes.
30.		Potential markets to look at while preparing reports	Does the empaneled firm have to look for use cases and buyers only in the domestic markets?	

				No. Firms must look at both domestic and international markets.
31.		Last one year	Does the last one year mean the last financial year?	Year means Financial Year.
32.		Eligibility	If a Startup is capable to handle such projects, they should be allowed to participate through Consortia route. This Special Consortia, would be led by a Startup (and matured companies could be other Partners), Work Package and budget would be distributed amongst the partners in equivalence terms.	Consortium is not allowed.
33.		Pre-qualification criteria	Will the pre-qualification criteria be relaxed for DIPP recognized startups?	Please view the Corrigendum for the amended clause.
34.		Ad-hoc consultancy services	Ad-hoc consultancy services may be required for Category 1 as well?	Invest India may need additional ad-hoc work like research related to a Market Survey Report prepared or an Open Innovation Challenge conducted. Hence, additional cost per day shall be indicated for such ad-hoc services for both categories and types.
35.		Technical Presentation	Will the agency be required to come to office and give a technical presentation? If so, date and time for the same.	Firms will be informed over e-mail with details after opening of bids.

36.		Opening of Financial Bid	What is the date and time for opening of financial bid?	Details will be indicated.
37.		Tech Form 2 and 3	Are these details for the people who worked on past projects or who will work on the preparation of market survey reports and project management of open innovation challenges?	Details of team which will work on the preparation of market survey reports and project management of open innovation challenges for the AGNII Initiative.
38.		Pre-Qual Form 2	With reference to S.No. 3: "Work Orders for experience cited" - how do we include the page numbers for the supporting document? The work orders /contract document are usually multiple pages and we need to add multiple assignments the rest of the documents for S. No. 1, 2, and 4 are just single page documents hence the page numbers can be referenced.	Please refer the page numbers and the section.