

## **Corrigendum to Request for Proposal for Central Agency for Monitoring– August 25, 2011**

### **Section – Evaluation Criteria – Technical**

#### **Clause 2.1 Experience in Programme Management of large Projects – 10 marks**

**Clarification** - Please provide citations on maximum of 10 relevant projects ongoing/completed in the last 5 years. If more than 10 project citations are provided, the first 10 citations will be considered for the purpose of evaluation.

#### **Clause 2.2 Experience of preparing RFP, bid process management for a Central/State Government department or a large private organization – 5 marks**

**Clarification** - Please provide citations on maximum of 5 relevant projects ongoing/completed in the last 5 years. If more than 5 project citations are provided, the first 5 citations will be considered for the purpose of evaluation.

#### **Clause 2.3 Experience of consulting assignments in Education and Capacity Building in India/Outside India – 5 marks**

**Clarification** - Please provide citations on maximum of 5 relevant projects ongoing/completed in the last 5 years. If more than 5 project citations are provided, the first 5 citations will be considered for the purpose of evaluation.

#### **Clause 2.4 Experience of providing services in Capacity Building/Skills building/Training in India/Outside India – 5marks**

**Clarification** - Please provide citations on maximum of 5 relevant projects ongoing/completed in the last 5 years. If more than 5 project citations are provided, the first 5 citations will be considered for the purpose of evaluation.

### **Section 4. Profiles proposed for key roles – Key requirements for the key Roles**

The key personnel should meet the following minimum profile requirements.

#### **1. Project Management Expert (1)**

##### *Qualifications*

- B.E./B.Tech. with Masters or equivalent degree from a premier institute
- More than 10 years of experience in consulting for large scale Government projects; at least 3 in the role of a Project Manager

##### *Experience Requirements*

- Should have experience in monitoring large national level Government projects
- Should have relevant technical and managerial experience in design and monitoring of large-scale Government schemes

- Should have experience in program management involving extensive communication with stakeholders in a coordinated fashion for the implementation of a project/program.
- Should have previous experience in working on or managing DPR preparation, RFP preparation and Bid Process Management / Vendor selection.
- Should have ability to lead, motivate and direct the team to achieve the business objectives.
- Should have excellent oral & written communication skills

## **2. Finance Expert(1)**

### *Qualifications*

- Masters or equivalent in Finance
- 8+ years of work experience, and involved in funds management and tracking for large e-Governance projects

### *Experience Requirements*

- Must have experience of designing funds management framework
- Experience in tracking expenditure,
- Must have experience in Monitoring the disbursement of funds / Tracking utilization of funds under the project / Maintaining and updating the fund tracker on a regular basis

## **3. Monitoring and Evaluation (M&E) Expert(1)**

### *Qualifications*

- Masters or equivalent
- 10+ years of work experience, and helped design M&E Framework of large Governance projects

### *Experience Requirements*

- Must have experience of designing M&E Framework for large Governance programmes
- Must have experience in defining the Monitoring indicators and Tracking Mechanism
- Must have been involved in developing and implementing evaluation mechanisms

## **4. Institutional Strengthening and Capacity Building Expert(1)**

### *Qualifications*

- Masters or equivalent
- 8+ years of work experience, in Institutional Strengthening, HR, Change Management, Organization re-structuring

### *Experience Requirements*

- Must have experience of at least 8 years on Human Resources, Change Management, Organization re-structuring
- Must have managed the implementation of at least one project in Government or a PSU

## **5. Procurement Specialist (1)**

### Qualifications

- Undergraduate/Masters degree in Finance
- 10+ years of work experience, at least 4 years in Finance function

### Experience Requirements

- Understanding of the current initiatives and assess the related Procurement Model
- Recommend the suitability of the procurement model proposed
- Ability to assess the Financial model of the Concessionaire and provide the recommendations as per Industry good practices
- Experience in conducting Audits and Reviews
- Should have Experience in Bid Process Management
- Identify and anticipate possible financial bottlenecks and suggest recommendations

## **6. Consultants/Analysts (3)**

### Qualifications

- Undergraduate/Masters degree in engineering
- More than 3 years of experience in consulting for large scale Government projects

### Experience Requirements

- Should have experience in monitoring large Government projects
- Should have experience in programs involving extensive communication and coordination with stakeholders in a coordinated fashion for the implementation of a large-scale project/program.
- Should have previous experience in working on DPR preparation, RFP preparation and Bid Process Management / Vendor selection.
- Should have experience in preparing of SLA's at various levels for various agencies and should be able to track SLA adherence
- Should have experience in Project Planning and Implementation, evaluation and assessment of Project plans including ability to anticipate and address the project risks

- Should have excellent oral & written communication skills
- Should have excellent documentation skills
- Willing to travel to project sites.

**GeneralQueries–**

**1) Clause Pre-qualification Criteria -Whether a bid submitted by a Consortium would be accepted**

Consortium could be considered but responsibilities of each Partners should be clearly defined. Consortium with lesser number of Partners would have more weightage.

**2) Would bidder required to take outside trip**

Bidder may be required to take outside trip on need basis.