

## Minutes of pre bid conference held on 25.05.2010 at 15:00 Hrs in the Chambers of Project Director, APMDP, Hyderabad.

The following officers attended the pre bid Meeting:

Sl.No.	Name of the officer	Designation
1	Sri. Solomon Arokiaraj, I.A.S.	Project Director, MSU-APMDP
2	Sri. Subhash Singh	Superintending Engineer, MSU- APMDP
3	Mohd Ali Azmath	Dy. Executive Engineer

The following Consultants / their representatives attended the Meeting:

Sl.No.	Name of Consultant	Name of Representative	Designation
1	TCE Consulting Engineers Ltd. Mumbai ( Now present name of the firm is “ TATA Consulting Engineers Limited” as informed by the consultant vide their Lr. dated 25.05.2010	M.R.N Raviteja	Engineer
2	Aarvee Associates Architects Engineers & Consultants, Hyd.	P. Kusuma Kumari	Engineer
3	Srei Infrastructure Finance ltd. New Delhi.	Sri. K. Krishna	Senior Consultant
4	Poyry Environment GmbH, Kolkata.	Sri. Amitava Mukherjee	Project Coordinator

In the above meeting, discussions were held on RfPs of the following assignments and clarifications sought by the consultants were explained .

- I. “ Comprehensive Planning of water supply service improvements in the following ULBs i.e.,
  1. Palasa Kasibugga Municipality,
  2. Guntur Municipal Corporation, and
  3. Markapur Municipality.

- II. “ Comprehensive Planning of water supply service improvements in the following ULBs i.e.,
1. Armoor Municipality,
  2. Malkajgiri Municipality (Part of GHMC), and
  3. Kurnool Municipal Corporation.

**Queries Received Prior to Commencement of pre bid conference were answered as follows:**

<b>Sl. No.</b>	<b>Reference in the RfP document</b>	<b>Description in RfP Document</b>	<b>Suggestion for modification / Clarification / Query by consultants</b>	<b>Reply by APMDP</b>	<b>Remarks of World Bank</b>
1	Pg 23, Cl 1.4	The client will provide the following inputs and facilities.....	Kindly confirm that previous topographic & geotechnical survey results are available for the 3 ULBs and will be made available to the successful consultant. If yes, kindly let us know when these topographic survey & geotechnical investigation were carried out.	This is the responsibility of the consultant to do all necessary surveys & investigations.	
2	Pg 49, Cl 1, (i), (ii) & (iii)		We request you to provide us the road lengths of the 3 ULBs.	The consultant has to do all the surveys as mentioned in the ToR and Annexure-2.	
3	Pg 50, Cl 3, Bullet no. 10	.....the scope in implementation support includes: overseeing implementation on behalf of the ULBs to see that implementation happens as planned, meets all technical, environmental and social requirements,	We interpret that the consultant is not expected to carry out fulltime supervision / overseeing of the implementation works. Kindly confirm.	The consultant has to support to the ULB for procurement process and in implementation process for under taking Water Audit exercise as per the scope provided in the Terms of reference.	

		progress is on time and help ULB process and make payments on time. Necessary progress review reports shall be submitted monthly.			
4	Pg 51, CI 3.A.1, Point 1), item a)	ULBs service area.....hydro-geological parameters .....	We interpret that the consultant's scope is only to review the available hydro-geological survey data for the ULBs. Kindly confirm.	The consultant is responsible to collect all necessary information /data, plan and carryout necessary assessments as per clause /3.A.1.	
5	Pg 52, CI 3.A.2, item a)	Field surveys and preparation / updation of Base Maps	We presume underground survey, identification & location of existing infrastructure is not included in the scope of work of consultant appointed under this contract. Kindly confirm.	Approach & Methodology for collection of data and undertaking assessments shall be defined by the consultant as per clause 3.A.2.	
6	Pg 54, CI 3.A.2, Point d), Step 2,	..... The consultant's scope for this exercise would be to plan the exercise, identify the DMAs identify the investments, procure and get the work done on behalf of the ULB, monitor the implementation the and reassess the water audit and demands. ..... ( Note: A separate exercise of detailed NRW assessment and Energy	We presume the consultant's scope under assignment includes procuring and getting the work done on behalf of ULB, monitor the implementation and reassess the water audit and demands in the two representatives DMAs only. For the separate exercise of detailed NRW assessment and Energy audits which will be undertaken by the ULBs in parallel to implementation, the consultant will not be required to assist the ULBs in procuring, implementation and supervision.	The consultant's scope in this regard is limited to the extent of two representative DMAs only.	

		audits will be undertaken by the ULBs in parallel to implementation)	Kindly confirm.		
7	Pg 59, Cl 3.B. 3, Point t), Bullet no.5	Possible automation in O&M	Kindly let us know whether SCADA is intended.	SCADA is not intended.	
8	Pg 61, Cl 4	The total contract period is of 13 months period, with stage I for 7 months and stage II for additional 6 months.....	With more than 4 decades of our experience in this field , we feel that 7 months for the stage-I is too tight, considering the scope of work. We request the atleast 10 months may please be considered for the stage I.	The period of 7 months for stage-I and 6 months for stage-II is confirmed.	
9	Pg 64, Point No.10, Sr No.3	Project Engineer (Civil)., Water supply- A graduate in Civil Engg. With about 15 years experience.	We request a graduate with about 10 years of experience may also be considered for the position.	This is agreed.	
10	Pg 65, Point No. 10, Sr No. 5	Project Engineer (Elect/ Mech) - A graduate in Electrical /Mechanical Engg. With about 15 years of experience.	We request a graduate in Electrical /Mechanical Engg. With about 10 years of experience may also be considered for the position.	This is agreed.	
11	Pg 65, Point No. 10, Sr No. 6	Municipal Finance / Institutional Expert – Masters in Management /Business Administration or a chartered Accountant .....	We presume Post Graduate Diploma in Business Management (PGDBM) will meet the requirement. Kindly confirm.	Two years full time post graduate diploma in Business Management equivalent to MBA will be considered. The consultant has to present necessary proof regarding this qualification.	

12	Pg 65, Point No. 10, Sr No. 9	Environmental Specialist – A post graduate degree in Civil or Env. Engg. /Env. Plang. with civil engg background with atleast 10 years experience.	In addition to the qualification and experience given for the position, we request you to consider an expert with Masters in Science /PhD in Environmental Science and more than 15 years of experience in conducting environmental assessments and preparation of environmental management plan on various infrastructure projects for the position.	This is not acceptable.	
13	Pg 68, Annex-2, Point f	All necessary instrumentation such as flow meters, energy meters etc. to carryout the study shall be arranged and operated by the consultants at their own cost.	We understand that detailed NRW assessment and Energy audits will be undertaken by the ULBs in parallel to implementation and the consultant would be carrying out the NRW assessment in 2 representative DMAs only, hence we presume that the consultant will have to arrange for these instrumentation for these 2 DMAs only. Kindly confirm.	The consultant's scope in this regard is limited to the extent of two representative DMAs only.	
14	Pg 72	Annexure-IV	We request you to please provide us the following information for each ULB: - When was the water supply pipelines network plans updated last? Kindly also confirm that these are available in soft copy in	Soft copy of the DPRs are not available. The successful consultant may obtain the required information available with the respective ULB.	

			<p>Auto Cad format.</p> <ul style="list-style-type: none"> <li>- When were the town plans / Maps updated last?</li> <li>- Which firm has prepared these DPRs and when? Kindly also confirm that the DPRs, drawings, designs are available in soft copy.</li> </ul>		
15	Pg 91, Special conditions of Contract, Cl 6.4		We request atleast 10% of the contract value may be paid as advance against a Bank Guarantee of equivalent amount.	This request for advance payment of 10% against Bank Guarantee is not accepted.	
16	Pg 91, Special conditions of Contract, Cl 6.4	(g) Twenty (20) percent of the lump sum amount shall be paid upon after completion of stage II.	We request this 20% may please be paid in 5 equal consecutive monthly installments and the first such installment could be paid after 30 days from the date of start of services for the stage- II.	The modifications suggested for payment terms is not accepted.	
17	Pg 25, Cl 5, Sub Cl 5.2 (a)		<b>Experience in Region &amp; language:</b> 20% of weightage is provided for experience in region and language. The client is requested to reduce the percentage from 20 to 10 so that more capable key personnel could be assembled for best delivery.	This is not agreed.	
18	Pg 52, Cl 3, Subcl 3.A.2		<b>Field Surveys:</b> please clarify whether to include the cost of the Field Surveys in the Financial	The Financial proposal cost should include all costs towards surveys & investigations	

			proposal or it will be paid as per actual.	complete based on the quantities mentioned in revised annexure-V	
19	Pg 55, Cl 3 Sub Cl 3.B.1		<p><b>(1) Infrastructure Planning:</b> As indicated in the RfP, “the consultant will provide adequate flow and pressure control / regulation utilities and flow measurement devices”.</p> <p><b>(2)</b> To carry out comprehensive Water &amp; Energy Audit adequate equipment like Electrical current analyzers, portable wrap on ultrasonic flow meters pressure gauges, sample domestic water meters etc. are normally provided by the consultant so as to periods. Please conform that our inference on this ToR clause correct.</p>	<p>(1) As part of ULB’s infrastructure planning covered under clause 3.B.1; the consultant should assess the requirement and include them in the investment.</p> <p>(2) To carryout water Audit exercise as per clause 3.A.2 (d), the consultant should provide all flow meters, isolating valves and sample domestic meters and ensure to complete the task with in the scheduled time. An indicative list of equipment is provided in Additional Form FIN – 5, in which the consultant shall quote. Please refer to addendum to Cl.3.9 of SCC regarding use and return requirement of these equipment.</p>	
20	Pg 55, Cl 3 Sub Cl 3.B.1(k)		<b>Environmental Assessment:</b> A detailed EIA is required for a period of 12 months to cover all the seasons whereas your stage	For stage-I the period of 7 months is confirmed.	

			-I period is only 7 (seven) months within which period the EIA report has to be submitted as a part of the DPR please clarify.		
21	Pg 92, Cl 6 Sub Cl 6.4		<b>Adv. Payment:</b> in the SC there is no provision of advance payment. The first payment is against submission and acceptance of inception report i.e. against work done. The client may consider payment of mobilization advance and the consultant will provide a guarantee for this advance payment.	This request for advance payment against Bank Guarantee is not accepted.	
22	Pg 61, Cl 4		<b>Schedule of Task:</b> we find sufficient time has not been give for satisfactory completion of tasks. Considering 2 weeks time for approval by client, no time has been given to consultant for finalization of draft of SI 2. From pragmatic point of view the stage-I works cannot be completed before 10 months and Stage-II works will require another 8 months. Thus total time for completion of the assignment will be 18 months.	The period of 7 months for stage-I and 6 months for stage-II is confirmed.	
23	Pg 52, Cl 3.A.2 (a)		Kindly indicate if base maps are already available in soft copy/ GIS platform & if yes, on which GIS platform?	The information available is furnished in Annexure-IV.	

24	Pg 52, Cl 3.A.2 (b) 2 <sup>nd</sup> para		Kindly give some quantities of the locations on which such flow & pressure measurements are to be done.	The requirement is explained in the ToR. The consultant has to determine the requirement and under take assessments.	
25	Pg 53, Cl 3.A.2 (c)		Kindly indicate the sample size of conducting water demand/ consumption survey. Are all the properties metered? If no, will the ULB fix meters for this study or will the consultants have to arrange for meter?	The requirement is explained in the ToR. The consultant has to determine the requirement and under take assessments by providing necessary equipment.	
26	Pg 53, Cl 5.A.2 (d) step 2		What will be the role of consultant if the procurement of agency to undertake the meter fixing & stop taps goes beyond the time frame of consultants?	The consultant shall procure such equipment and provide cost of all such items in the FIN-5 of RFP. The consultant, in this case, may procure these equipment following commercial practices. For details please see addendum – 2.	
27	Pg 66 Annex-1		Second, fifth & sixth Bullet: we assume all the analysis has to be done from secondary data & no field investigations, trialpits are proposed. Kindly confirm.	All necessary surveys & investigations shall be done by the consultants as referred in clause 3.B 2 of the ToR.	
28	Pg 67, ( c)		The clause says consultants shall be responsible for surveys for determining the water losses in the system. In the earlier clause, it states that a separate agency will be appointed for the same. Kindly clarify.	(i) Assessment of NRW shall be done as per clause 3.A.2 (d) of the ToR.	
29	Pg 67/68/, Cl (d) [ first		As the quantities for soil investigations are mentioned on	The Financial proposal cost should include all costs towards	

	para & (i)]		page 73 ULB wise, we assume payments will be made as per actual quantity surveyed for a unit rate quoted by the consultant. Kindly confirm.	surveys & investigations complete based on the quantities mentioned in revised annexure-V. However the payment shall be made as per actual quantities.	
30	Pg 68, Cl (d), (ii)		Kindly indicate the number of water quality sample to be taken.	As indicated in additional form Fin-5.	
31	Pg 68, (7)		In earlier paras, it is indicated separate agency will be appointed for water audit studies. Therefore, there really will not be any need for consultants to arrange for flow meters etc. Kindly clarify what is expected of the consultants in this section?	(i) Assessment of Water Audit shall be done as per clause 3.A..2 (d) of the ToR.	
32	Pg 68 /other surveys		Kindly give a sample size / indicative quantities of these surveys to bring all the consultants on par.	The indicative quantities are indicated in additional form Fin-5.	
33	Pg 73, Annex-V		Can the total length in kilometers for each ULB be given instead of the area as the survey will have to be done on a per km. basis rather than area basis?	The indicative requirement for survey for each town is indicated on area basis in the additional form Fin-5	
34	Pg 92, Cl 6.4		Can an advance of 10% be paid against BG? Kindly consider.	Request for advance payment of 10% against Bank Guarantee is not accepted.	
35			Kindly provide for at least 3 weeks for submission of proposal from the date of issue of Minutes of pre bid Meeting.	This is not acceptable.	

36			As training has been specified as a component of the assignment in the addendum, kindly give the scope of training as required to be provided by the consultants.	The consultant shall undertake the assessment through active participation of ULB staff as per bullet no.(1) clause no.3, page no. 49 and also as per bullet (a) under stage –II, page no.62. The consultant shall define training frame work in their Tech proposal (Tech –IV).	
37			Can a soft copy of the DPR prepared for Guntur & Markapur be made available to enable us to frame our proposal?	Soft copy of the DPR for Guntur & Markapur are not available.	
38			As per ToR, hard copy of the town map for Palasa-Kasibugga is available and soft version is not available. We would request you to inform the status of soft copy for the same. Please indicate if, information regarding ground levels is also indicated in the maps.	Soft copy of the town map for Palasa Kasibugga is not available..	
39			We would request to provide the information about the availability of contour Maps for above three towns, which would be required for design of water supply system and improvements.	The information available is furnished in Annexure-IV.	
40			The area of towns has been mentioned in the ToR. However, we would request to please	The indicative requirement for survey for each town is indicated on area basis in the additional	

			indicate the length of roads to be surveyed using total station.	form Fin-5. Consultant has assess the required length of roads to be surveyed.	
41			The extent of GIS studies to be conducted may please be elaborated and boundary limits for the same may be defined, since it will have the major cost implication at the time of bidding.	The boundary shall be the ULB area. The information generated through this consultancy shall be prepared on GIS base maps as per clause 3.A.2 (a)	
42	Pg 23, Cl 1.14	Validity of the proposal	As mentioned in the data sheet, "proposals shall remain valid for 90 days after the submission date, i.e., 13 <sup>th</sup> September 2010." Hence the validity will be up to 13 <sup>th</sup> September 2010, instead of 15 <sup>th</sup> September 2010 as indicated in the Data sheet. Kindly change the appropriate changes.	Proposals shall remain valid for 90 days from the date of submission of the proposals.	
43		Opening of the Technical & Financial proposal	The client is requested to provide the dates for Technical & Financial Opening of the proposals as they are not mentioned in the RfP.	The technical proposals will be opened on the same day of submission of proposals.	

44	Pg 24, Cl 5.2 (a)	Experience in Region & Language	<p>(1) 20% of weightage is provided for experience in region and language. The client is requested to reduce the percentage from 20 to 10 so that more capable key personnel could be assembled for best delivery.</p> <p>(2) Also kindly clarify does the regional experience refers to the experience in the Indian subcontinent and similar conditions.</p>	<p>1. This is not agreed.</p> <p>2. With reference to the clarification sought on regional experience it is clarified that the regional experience means experience in South Asia Region.</p>	
45	Pg 52, Cl 3.A.2(a)	Field surveys and preparation/ Updation of Base Maps	The exact quantities for field surveys and soil investigations may please be intimated at this stage to assess the price of the same accurately.	The Financial proposal cost should include all costs towards surveys & investigations complete based on the quantities mentioned in revised annexure-V. However the payment shall be made as per actual quantities.	
46	Pg 53, Cl 3.A.2 (d)	Water Audit and Estimation of non- Revenue Water	(i) Capital investments in procuring meters, boundary valves, etc. are normally carried out by a DMA contractor. As a consultant, he should be required to supply only a few samples of domestic meters, for carrying out the Water Audit while the bulk meters, domestic meters, individual pipe connections, public taps	<p>(i) As part of ULB's infrastructure planning covered under clause 3.B.1; the consultant should assess the requirement and include them in the investment.</p> <p>To carryout water Audit exercise as per clause 3.A.2 (d), the consultant should</p>	

			<p>&amp; boundary valves are normally provided by the client. If our above assumptions are correct, please confirm or inform the exact scope of work as to the provision of equipment by the consultant.</p> <p>(ii) Considering that each DMA will be limited to 3,000 the 5,000 properties, there will be quite a substantial number of DMAs in each town, specially in Kakinada. As such kindly clarify our scope of work as per the your statement., “Procure and get the work done on behalf of the ULB, monitor the implementation and reassess the Water Audit &amp; demands”. Further more for a minimum of 60 DMAs in Kakinada town itself cannot be completed by ULB within the time allotted for the phase-II work. Hence please clarify the above issue in exhaustive details for the consultant to correctly asses the extent of the work.</p>	<p>provide all flow meters, isolating valves and sample domestic meters and ensure to complete the task with in the scheduled time. An indicative list of equipment is provided in Additional Form FIN – 5, in which the consultant shall quote. Please refer to addendum to Cl.3.9 of SCC regarding use and return requirement of these equipment.</p> <p>(ii) The consultant’s scope is limited to two representative DMAs as per clause 3.A.2 (d) step 2 of ToR.</p>	
47	Pg 55 Cl 3.B.1(i)	Infrastructure planning	As indicated in the RfP , “the consultant will provide adequate	(1) As part of ULB’s infrastructure planning	

			<p>flow and pressure control/regulation utilities and flow measurement devices.”</p> <p>To carry out comprehensive Water&amp; Energy Audit adequate equipment like Electrical current Analyzers, portable wrap -on type ultrasonic flow Meters, pressure gauges, sample domestic water meters, etc. are normally provided by the consultant so as to complete the Audit work within the scheduled periods. Please confirm that our inference on this ToR clause as correct.</p>	<p>covered under clause 3.B.1; the consultant should assess the requirement and include them in the investment.</p> <p>(2) To carryout water Audit exercise as per clause 3.A.2 (d), the consultant should provide all flow meters, isolating valves and sample domestic meters and ensure to complete the task with in the scheduled time. An indicative list of equipment is provided in Additional Form FIN – 5, in which the consultant shall quote. Please refer to addendum to Cl.3.9 of SCC regarding use and return requirement of these equipment.</p>	
48	Pg 61, Cl 4	Schedule of completion of Tasks	<p>For feasibility study including detailed design estimates DPR and CEAP, the time period of 5(five) month is too short and should be increased atleast to 8 (eight) months starting from the fifth month for Feasibility Analysis and concept plan.</p> <p>The Stage-II, Detailed Water Auditing exercise can</p>	<p>The period of 7 months for stage-I and 6 months for stage-II is confirmed.</p>	

			<p>simultaneously start in the eighth month alongwith DMA establishment and the 2(two) pilot DMAs in each town could be completed by the fifteenth month.</p> <p>In view of the above it is requested that the contract period may kindly be extended to 15 (fifteen) months with stage-I for 8 (eight) months and Stage-II for 7 (seven) months. We trust that from a practical angle our above suggestion may be considered.</p>		
49	Pg 12, CI 1.13		<p>a. We seek your advice, whether consultant can submit proposal for all the Municipalities or only one Municipality.</p> <p>b. In case, the consultant can submit the proposal for all the Municipalities, does the consultant has to submit;</p> <p>i. Three (3nos.) technical and three (3nos.) financial proposals OR,</p> <p>ii. One (1 no.) technical (common for all ) and three (3 nos.) financial proposals ( separate financial for each Municipality), OR,</p> <p>iii. One (1no.) technical and</p>	<p>a) The consultant has to submit proposal for all the three ULBs as a single assignment.</p> <p>b) The consultant has to submit one Technical and one financial proposal for all the ULBs. Number of copies required to be submitted are as mentioned vide para reference no.4.3 on page no. 24 of Data sheet.</p>	

			one (1no.) financial proposal for all the Municipalities.		
50	Pg 95, section –IV (appendices)		Are there any specific formats for these appendices?	No. The data for these appendices will be derived from the ToR, and Technical & Financial proposal of the consultant at the time of contract agreement.	

Project Director,  
MSU-APMDP.

To,

- III.1. Tata Consulting Engineers Limited, Mumbai.
2. Shah Technical Consulting Private Limited, Mumbai.
3. M/s Voyants Solutions private Limited, Gurgaon, Haryana.
4. Aarvee Associates Architects Engineers & Consultants, Hyderabad.
5. SCOTTWILSON India private Limited, NEW Delhi.
6. Srei Infrastructure Finance Ltd., New Delhi.

- IV.1. M/s Meinhardt Singapore PTE Ltd., Noida
2. Wilbur Smith Associates Pvt. Ltd., Bangalore.
3. POYRY Environment, Kolkata.
4. Tetra Tech India Ltd., Delhi.
5. PriMove Infrastructure Development Consultants Pvt. Ltd., Pune.
6. Sai Consulting Engineers Pvt. Ltd., Ahmedabad.