

Minutes of Pre-Bid meeting for Aadhar PEC held on 20.09.2016 under the Chairmanship of Secretary, Rural Development Department, Bihar, Patna

Presence:-

1. Secretary, Rural Development Department
2. Additional Secretary, Rural Development Department
3. State Nodal Officer, Aadhaar Project, Rural Development Department
4. Shri Rajesh Kumar Singh, ADG, UIDAI, Bihar, Patna
5. Representatives from EAs- According to list attached.

First of all, the Secretary, RDD welcomed all the participants and explained the objectives of establishment & functioning of Aadhaar Permanent Enrollment Centre (PECs) in brief. Queries made by participating EAs regarding RFP clauses have been clarified by the Secretary, RDD, which are as follows:

| # | Agency Name | Clause Reference | Query | Response |
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| 1 | Utility Forms Pvt. Ltd. | 2.12 | It is mentioned that Price Bid will be exclusive of Service Tax. If GST is implemented what will be the status? | This tender is exclusive of Service Taxes. Applicable Service tax and any taxes under GST, when it is implemented, will be paid by the department. |
| | | 2.21 | Performance Bank Guarantee for Rs.25 Lacs per Schedule is required. The amount of the Bank Guarantee is exorbitant from the view point of the nature of contract and should be reviewed. Also PBG should be acceptable from all Scheduled Banks in India and not necessarily be from Indian Nationalized Banks only. | No changes in Amount fixed for PBG. However, PBG issued by Nationalised Banks as well as Scheduled Commercial Banks will be accepted. |
| | | 3.32 | Please confirm if various charges for services collected by the Service Provider have to be retained by the Service Provider or they have to be collected on account of RDD and deposited with RDD subsequently. | The charges collected from residents against various Aadhaar related services as per the rate specified in the RFP, will be retained by agency itself. |
| | | 7.01 | It is mentioned that the contract period is 36 months. Please confirm if extension of contract beyond 36 months will be with mutual consent or only at the sole discretion of RDD. | As per the provisions of RFP |
| | | | Please include T&C of Exit Clause in this contract. | It has already been mentioned at clause no. 10(f). |

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| 2 | Frontech Systems | | Turnover of 10 Crore of the firm should be replace by F1 level of UIDAI so that all empanelled EAs also become eligible. | No change. |
| | | | Technical qualification of only 5 lacs enrolments should also be changed in terms of T1, T2, T3 qualification as per UIDAI norms. | No change. |
| | | | At least for T3 (Higher Technical qualification) , consortium should be allowed with the Parent/Sister company. Our Company Frontech Systems is owned 49% by YASH Technologies having more than 200 Crore Turnover. | No change. |
| 3 | Computer Lab | 2.21 | Can we submit from Axis Bank, because our Bank is Axis Bank and we have availed BG limit from Axis Bank | Yes, as clarified above. |
| | | 3.2 | All the KIT will be kept in whose custody? Who will be responsible in case of missing of our kit from Block/ Sub division and at the time of movement as well as not in use? | The custodian of the kit deployed in PEC/Camp will be local authority/ camp in-charge of that location. |
| | | 3.1 | Who will bear the transportation, fooding and staying cost of operators for 15 days when they are outside the PEC. Whether accommodation will be arranged by local authorities for our operators in respective venue. | For transportation, RDD will provide convenience/logistics support only and lodging & fooding expenses will be borne by the agencies. |
| | | 3.11 | Can one table and one chair be arranged by the concerned Govt. office/ location? | Not in the PECs. However, it will be provided in camps. |
| | | 3.28 | What is the process of online attendance for all the operators and for billing purpose? | Agency has to make an arrangement for online attendance of the operators & other manpower deployed in this project and a link with administrative privilege should also be provided to RDD for real time monitoring. |
| | | 4.1 | The last date of FY-2015-16 has been extended till 18th October 2016. hence can we submit the Balance sheet for the FY - 2012-15. | Yes. Agency has to submit balance sheet of three consecutive years for turnover purpose from FY-2012-13. |
| | | 6 | Since it is an Capital Intensive Project, whether the payment will be made as per contact? If delayed it will have serious impact on the project execution. | Specific provisions have been made to ensure timely payments. Provisional Payment of 80% of invoice amount will be released within seven (7) working days and remaining 20% after verification within 21 working days from the date of submission of monthly bills and reports. |

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| 4 | Emdee Digitronics | 2.6 & 3 | Is it required to provide DD of Rs. 10000/- as Tender fee will all Schedules separately or to be provided only one DD of Rs. 10000/-. In case of submission for more than one schedule. | It will be only one tender fee of Rs 10000/- for all Schedules. If a bidder is applying for more than one schedules, he should enclose original draft in the first schedule (he is applying for) and photo copy of the same in subsequent schedules. |
| | | 3.01 | Cost of movements with kits and accessories to be bourned by service provider or authority? | It is already explained in the query raised by Computer Lab. |
| | | 3.32 | Is there any link with Annexure -B | It is for the bidder to decide. |
| | | 3.32 | The payment collection may be done by RDD in favour of BRDS (UID-ENROLMENT) a/c. Permanent centre supervisor should receive the requisition for job to be done. Accordingly he will perform and mark on the requisition as job done. There should not have any attachment with money at PEC. | Not accepted. Provision will remain as per the RFP. |
| 5 | M2C Private Solution | 4.01 | According to UIDAI, Commercial Organizations (Single Agency/ Prime Agency in case of a consortium) which have a Net worth between INR 2 Crores and INR 5 Crores shall be eligible for 'Tier F2' empanelment. We are empanelled with UIDAI as 'Tier F2'. So, I request you to kindly reduce the average turnover Rs. 5 (Five) Crore for each schedule instead of Rs. 10 (Ten) Crore | No change. |
| | | 4.03 | We have generated 3,55,249 no. of Aadhaar Generation till date and interested for set up of PECs. So I request you to kindly change the minimum 3,00,000 (Three Lakhs) no. of successful Aadhaar generation instead of 5,00,000 (Five Lakhs). | No change. |
| 9 | Urmila Info Solutions | 2.3 | If we quoted for two schedules, then we will prepare two envelope of price and one envelope of technical bid. | As per RFP, Agency has to submit technical bid and price bid for each schedule separately. |
| | | 2.6 | If signing Authority is proprietor and he will sign the documents. Is he also to give the power of attorney (in a legally valid stamp paper of minimum denomination of Rs. 100 (one hundred)? | No |
| | | 4.03 | Request to reduce the number of Aadhaar generation minimum 3,00,00 (Three lakhs) | No change. |

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| | | 7.01 | If the project will be discontinued in the Agreement tenure by government, what happens in such case? | According to termination clause mentioned in the RFP, action will be taken. Contract would be valid for the project period 36 months. |
| | | Annexure-B | If agency quoted below minimum wages Act and statutory compliances or negative financial quote. This is considered or not considered? | As per RFP only Price Bid per month per centre has been asked for. However, according to terms and conditions mentioned in the RFP, the payment of Salary, PF & ESIC will be made through Bank transaction. Audit may be done by the department from time to time. |
| | | 3 | If any agency is eligible for one schedule then it could bid for rest of all schedules too. | Any eligible bidder can apply for all the schedules but will be awarded maximum two (2) schedules only on the basis of technical capacity. If any bidder is found L1 in two schedules, their price bids in subsequent schedules will not be opened. If the technical capacity of the bidder makes him eligible only for one schedule, then in such cases, once the bidder is found L1 in one schedule, his price bid for subsequent schedule will not be opened. |
| L | Softage | | What about the charges collected for other services, do the agency have to keep it or it has to be submitted to RDD | Already explained in the query made by Utility Forms Pvt. Ltd. |
| | | | 100 active Certified supervisor can it be reduced to 50. | No change. |
| | | | how the agency will bill to RDD, if it is on per unit basis then what about the minimum wages increase during the tenure. | This tender price bid is exclusive of service tax and it will be paid on the basis of uniform rate. The bidder has to take into account the wages escalation. |
| | | | IS there any advantage for agencies who are already doing Aadhaar enrolment in PEC mode | No weightage will be given. |
| 8 | MKS Enterprises | Section 3 | Kindly allow the 100 centers in each Schedule and also increased the schedule no. commission-wise. | No change. |
| | | 4.01 | Kindly allow the turnover last three financial years (2013-14, 2014-15 and 2015-16) of minimum Rs. 10 (Ten) Crore for all schedules. | No change. |
| 6 | Kary Data Management | 2.7 | Request to accept EMD in the form of Bank Guarantee also. | No change. |
| | | 2.21 | Request to accept Performance Bank Guarantee from any Schedule/Nationalized bank. Request to increase the time line for PBG submission as one week. | Already explained in the query raised by Utility Forms Pvt. Ltd. |

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| | | 3.32 | The fee collected from citizens will be retained by service provider or have to be submitted to Department. | Already explained in the query raised by Utility Forms Pvt. Ltd. |
| | | 7.01 | How many days in a month Centre has to be working. Working hours each day. | It will be same as of Government working days. However there may be changes as per requirements and directions by RDD. |
| 10 | SREI | | There must be an upper limit of penalty to 10% maximum of project value. | No change. It is expected that agency will adhere to the SLA. |
| | | | As per the UID policy, manpower could be sourced from local manpower agencies. | No change. |
| | | | A) The monthly count of Aadhaar enrolment must be lowered from 500 to 300 per month and in same ratio to below slab. B) Special incentive must be offered to EA for sweep mode enrolment, carried out by operators. | No change. |
| 11 | TRY | | In the tender, if two agency's Price Bid is same then what will happen? | All orders for the schedules will be at the respective L1 rates. If there is a tie for L1 rate in a Schedule, decision will be taken on the basis of lottery in front of the bidders. |

The meeting was concluded with vote of thanks to all the participants.


Secretary 29/9/2016

Rural Development Department