

**Government of India
Ministry of Communication & IT
Department of Post
Mail Business Development & Operation Division
DakBhawan, SansadMarg, New Delhi-110001**

19-01/2011-D

Dated : 26.12.2011

Sub: Pre-Bid Meeting on RFP for Quality of Service Measurement of Mail of Department of Posts: Clarifications & Response

Sl. No.	Clarification Sought	Response
1	Whether an alternative methodology with respect to panellists in the RFP can be suggested by the bidders?	Bidders can suggest any alternative methodology and work plan in the Annexure 'D' of the RFP. However, the bids will be evaluated only on the basis of criteria of evaluation prescribed in the RFP.
2	The Project duration is 1 Year. Whether it can be extended	No
3	The payment is to be made on quarterly basis. Whether it can be changed?	No
4	A consortium of two companies, say 'X' and 'Y' has applied for the tender. At the same time, another company, 'A' approaches 'X' to become one of its sub-contractor for the tender. Whether it is permissible for 'X' to be present in both the bids one as consortium partner and in another as sub-contractor.	No
5	Whether the postage charges paid for posting of test letter are separate or it includes in the value of tender.	All charges including postage etc. are included in the value of the tender and has to be borne by the bidder to whom the contract is awarded.
6	Can bidder provide a Bank Guarantee of Rs. 24,00,000/- for Earnest Money Deposit instead of Demand Draft	No
7	As per the Schedule of Tender, last date of receipt of tender is 30.12.2011 up to 1500 hrs and tender opening date is	During the opening of the tender on 30.12.2011, bids will not be evaluated. The presentation by the bidders is to be made before the Tender Evaluation

	30.12.2011 at 1530 hrs. What would be the time bandwidth for bidder presentation? According to first level of understanding, Bidder presentation should be in between the receipt of tender and tender opening process. Please suggest.	Committee afterwards, the date for which will be communicated in due course.
8	It is requested that some more details be provided on how the reach of the panellist network shall be evaluated	The reach of the bidders will be assessed on the basis of their strength in terms of coverage of different delivery justifications of post offices in these cities and their catchment area, and even within these areas, the coverage of diverse addresses (apartments, dense areas etc.)
9	Is '269' the number of letters to be sent fortnightly between all combinations of metro cities? Requests to please provide clarification on this.	269 is the number of the letters to be sent between each pair of metro cities every fortnight. For example, Delhi sends 269 letters to Mumbai, sends another 269 to Chennai and so on every fortnight.
10	It is requested that on-going projects/projects completed before the last five years be also considered for evaluation.	Any deviations from the criteria set in the RFP will not be accepted.
11	It is requested that apart from communication from client , self-declaration from authorised signatory of the bidder also be accepted	The self declaration cannot be accepted.
12	It is requested that a sum of Rs 2000 be accepted at the Post Office in the form of demand draft. Request to kindly share the name in favour of whom the Demand Draft may be drawn	The sum of Rs. 2000/- has to be deposited in cash only.
13	It is requested that the format of the Performance Bank Guarantee be made available.	The format for Performance Bank Guarantee will be provided at a later stage to the successful bidder.