

CORRIGENDUM TO TENDER

Ref No.: Gen. Admin/06/ERP(CA)/2020 dated: 20th April 2021

Ref No.: Gen. Admin/06/ERP(CA)/2020 (2)

07th May 2021

QUERIES FROM BIDDERS ON ERP EOI AND ITS CLARIFICATION

Further to Expression of Interest **Ref No.: Gen. Admin/06/ERP(CA)/2020, dated : 20th April 2021**, with **CPP Tender ID No: 2021_IIFT_601657_1** issued by Indian Institute of Foreign Trade, New Delhi. Since the Institute has been receiving several queries Corrigendum is hereby issued as follows:

S.No	Clause Description	Query / Clarification Sought	TC's Clarification
1	The Clause 1 (General) and Clause 2 (Organizational Parameters) are MANDATORY PREREQUISITE CONDITIONS	The Clause 2 specified in page 3 is Human Capital Strength. Please clarify.	Number of professionals in the organization with relevant competency in ERP the consultancy
2	a) Provide last three years Annual accounts indicating turnover from ERP consultancy (Indian Govt. / PSU / in India).	Competency in ERP Consultancy is already assessed by asking for at least 3 projects and preferably at least 1 in Education Sector under Section 5 (B) of the EOI document. Hence, it is suggested to rephrase this as "Provide last three years Annual accounts indicating turnover from IT Consultancy (Indian Govt. / PSU / in India) - annual average IT Consultancy turnover of at least Rs 10 Crores over last three years"	OK

3	Functional Core Competency of the Consulting Agency	<p>There must be clear marking for number of projects, turnover etc. for technically qualifying vendors. Suggested parameters are as follows: (A) Annual average IT Consultancy turnover in last 3 (three) financial years ending 31.03.2020 (2017-18, 2018-19 and 2019-2020). • > Rs 10 Crores to <= Rs 20 Crores : (10 marks) • > Rs 20 Crores to <= Rs 50 Crores : (14 marks) • > Rs 50 Crores to <= Rs 75 Crores : (16 marks) • > Rs 75 Crores to <= Rs 100 Crores : (18 marks) • Rs 100 Crores and above : (20 marks) (B) The registered firm/ company/ partnership/ proprietorship firm/institution operating for</p> <ul style="list-style-type: none"> • >= 12 Years : (10 marks) • >= 8 Years and <12 Years : (8 marks) • >= 5 Years and <8 Years (6 marks) • >= 2 Years and <5 Years (4 marks) <p>(C) The Bidder's experience in Consultancy in ERP projects during the last 5 years. • >= 5 projects (30 marks) • 4 projects (24 marks)</p>	No Need
		<ul style="list-style-type: none"> • 3 project (16 marks) (D) Presentation on Approach & Methodology (40 marks) 	
4	Timelines of the Project	<p>The timelines should be defined clearly - for all bidders to have same understanding. From the current scope, it is clear that project need to be overseen for 12 months after Go-Live whereas the development period by the vendor, guidance during that period is not defined at all along with stages defined in clause 21. It is suggested to keep the same as follows: a. Study and Submission of Specification ERP (3 Months) b. Assist in Bid preparation (1 Month) c. Assist in Bid Evaluation (2 Months) d. Assist during Implementation (6 Months) e. 12 months after Go-Live across all IIFT Campuses (12 Months)</p>	OK
5	General	<p>We note there is no express cap on vendors' liability under the EOI. It is suggested to add a clause as "The aggregate liability under this EOI and in connection with the services shall be limited to one time the fees payable to the vendor"</p>	It needs to be legally vetted by the Admin

6	General	It is suggested to add a clause as "Vendor would be allowed to retain sufficient documentation as part of their professional records to support and evidence the work performed by them	No Need
7	The payment stages and terms may be specified by the consulting agency as per the stages of the scope of works	Payment Terms should be clearly mentioned against the stages mentioned in section 6 clause 21. We suggest the following: a. Study and Submission of Specification ERP (25%) b. Assist in Bid preparation (15%) c. Assist in Bid Evaluation (10%) d. Assist during Implementation (20%) (10% for each quarter) e. 12 months after Go-Live across all IIFT Campuses (30%)(7.5% for each quarter)	OK
8	Selection Procedure	It is suggested to mention Selection Method as QCBS - Quality and Cost Based Selection method with 70%	No Need
		weightage to Technical Score and 30% weightage to Financial Score. The bidders scoring 70% or more in technical bid should be declared as qualified and eligible for opening financial bids.	
9	General	It is requested to extend the proposal submission timeline - provide at least 15 days' time after issuance of corrigendum.	

Queries from Earnest & Young & Clarifications from the Technical Committee

The Scope of Work and the TimeLine are available document. The Agency should assess the need to the resources accordingly

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