

F.A.Q.

ANSWERS TO QUERIES RECEIVED AGAINST ENQUIRY SENT FOR - TENDER TO ASCERTAIN LEARNINGS FROM STATE SOLAR WATER PUMP SCHEMES, FOCUSING INSTALLED ASSET CONDITION AND IMPLEMENTATION DESIGNS

Query #1:

1. ToR Section 2 states *survey and audit of a sample of 935 SWPs installed during 2015-2016 through central and state sponsored schemes in four states – 486 in Rajasthan, 185 in Uttar Pradesh, 154 in Tamil Nadu and 110 in Odisha (or Jharkhand)*
 - a) We understand out of these 935 sites, 486 sites are from Bikaner districts of Rajasthan. If such clarity can be provided at bidding stage for other states, it will improve the cost estimation of the bidders.
 - b) Although the total coverage across 4 identified states has been clearly laid out in the ToR, please give an idea about the number of villages that may be required to be visited in each of the study States in order to cover the desired number of SWPs.
 - c) Sample mix will include how many and which districts in four states? Kindly share names of districts / blocks as it will be helpful to estimate travel cost for survey within the state.

Response from GIZ:

More clarity on the districts, blocks or villages cannot be provided at this stage. Bidders can assume that these will be spread across one district in Rajasthan and two to three districts in each of the three remaining states, as mentioned in the ToR.

Query #2:

ToR Section 3, Work Package 1, Activity 1 states *It must be designed to be executed on an online platform in a multiple-choice format, taking appropriate measures to ensure high quality survey.*

- a) We understand it will be the choice of the contractor in selecting the online platform for the survey. Will GIZ need an access to the platform during survey stage or only the compiled data in excel.
- b) Any software/server preference for online execution of survey? The bidder noted that sharing of data collected during the survey in a excel format (both raw and cleaned).

Response from GIZ:

The contractor is free to select any online platform for the survey that can meet the survey requirements. However, as stated in the ToR, all elements of the survey strategy (including selection of the platform) should be in consultation with GIZ. Further, GIZ would want access to the online platform to run sanity checks on the collected data from time to time. At the end of the survey process, consolidated data both clean and raw must be shared in excel format.

Query #3:

ToR Section 3, Work Package 1, Activity 1 states *design a questionnaire that covers all identified parameters and concerns, provides multiple-choice answers to each question and is simple enough for enumerators and farmers to understand*. Please clarify if the questionnaire will be in English and Hindi or in other regional languages such as Tamil, Odia, Maithili based on the state to be surveyed.

Response from GIZ:

The questionnaire should be designed in English and translated into the local language of each of the four states. The enumerators should be able to understand the objective of the question and should be able to ask it clearly to the beneficiaries. The software used for the survey should support this.

Query #4:

ToR Section 3, Work Package 1, Activity 2 states *The bidder will be required to plan and execute field surveys covering SWP installed in 2015-16 in the four selected states. This would cover 935 farmers, including 486 in the Bikaner district of Rajasthan, 185 in two to three districts of Uttar Pradesh, 154 in two to three districts Tamil Nadu and 110 in two to three districts of Odisha (or Jharkhand, in case data on Odisha is not available)*. Kindly clarify the number of farmers expected to be surveyed for each solar pump. In case of travel restrictions due to ongoing COVID crisis, will an online/ phone survey be allowed as an alternative?

Response from GIZ:

Each solar water pump is associated with a single beneficiary (one who drew subsidy for the pump) who is expected to be surveyed. Online/ phone surveys are not possible for this assignment as the enumerator is expected to geotag the installed asset along with a photograph. Given the COVID situation, it is particularly important to engage local enumerators and resources (as is already indicated in the ToR).

Query #5:

ToR Section 3, Work Package 1, Activity 2 states *the survey would cover 935 farmers... The list of farmers to be surveyed will be identified and provided to the bidder by GIZ. For this purpose, GIZ will identify a primary and a secondary sample list*. During our experience of doing primary survey in India, we have experienced that the response rate are in the range of 50% or even low. Thus, request GIZ to provide a secondary survey list which is large enough considering the response rate. We would request for a secondary survey list of at least 3 times the primary survey list.

Response from GIZ:

GIZ is happy to share the list of beneficiaries for the programme which it receives from MNRE and the SNA. The secondary list cannot be expanded to 3 times the size primary list. However, GIZ and MNRE will help mitigate the concern/risk of low response rate from farmers by facilitating support from the local state nodal agency. In case, the bidder feels that it is a significant risk, we would like the firm to highlight the potential mitigation measures to address this issue.

Query #6:

ToR Section 3, Work Package 1, Activity 2 states *the list of farmers to be surveyed will be identified and provided to the bidder by GIZ. In case of unavailability of the identified farmer for survey, the bidder in consultation with GIZ can include a suitable alternative (pump of same size and age in the same district) after describing the reason for his exclusion.*

- A) Kindly confirm if the bidder is expected to survey only those farmers whose list will be provided by GIZ. We understand that the exact location, coordinates and contact details of such farmers will be provided by GIZ to facilitate the survey. Kindly confirm if our understanding is correct.
- B) The bidder assumes that GIZ will respond with details of replaced survey candidate within 2-3 days of intimation in case of identified farmer is unavailable for survey.
- C) Further, replacement candidate from secondary list will be from same district/block.

Response from GIZ:

The very reason for providing the list is to ensure that the survey must necessarily include farmers/beneficiaries included in the primary and the secondary list. Necessary contact details of each beneficiary will be provided, as received from the state nodal agency. GIZ will also provide the co-ordinates of the concerned official from the state nodal agency to whom the consultant can also reach out. However, the project manager from GIZ should be in the loop throughout the process.

Bidders can expect GIZ to respond within 3-4 working days of intimation of non-availability. Efforts will be made for the replacement of beneficiaries from the two-three focus districts under the survey for each state. The objective will be for the replacement of the beneficiaries as close as possible.

Query #7:

ToR Section 3, Work Package 1, Activity 2 states *Any deviation from the primary list must be accepted and agreed by GIZ in writing.* Are the survey participants already contacted and agreed for the survey for GIZ/MNRE? If not as stated earlier the response rate for primary survey are in the range of 50%, Hence, taking GIZ's approval for every deviation would make the process less efficient and time consuming. We request for a final approval consolidating all the deviations from primary list with reasons for deviations.

Response from GIZ:

The 935 survey participants have NOT been contacted by GIZ. The bidder is expected to contact the participants and get the necessary feedback for GIZ and MNRE. Bidders are expected to flag any deviations via email and can expect a response from GIZ within 3-4 working days. A comprehensive report on the deviations can be shared at the end of each week for approval. Please note that the entire survey is targeted to the beneficiaries of the government scheme and hence if one beneficiary is unavailable, we will have to reach out to another beneficiary of the same scheme. Reaching out to any farmer will not help to reach our objective.

Query #8:

ToR Section 3, Work Package 1, Activity 2 states *design and execute a training programme (minimum two-day) for enumerators prior to starting the field survey, along with closely monitored test runs with enumerators covering at least 1 per cent of the households to be surveyed.*

- a) We believe in place of households, you mean Farmers.
- b) The number of households to be surveyed is not mentioned in the ToR document; only the number of farmers to be surveyed (935) has been specified. In such a situation, is the bidder expected to conduct test runs for 10 farmers (1% of 935)? Kindly clarify.

Response from GIZ:

Households have been erroneously mentioned. Please consider the text to say “covering at least 1% of the farmers to be surveyed. And yes, 1% of 935 farmers i.e. 10 are expected to be included in the test run.

Query #9:

In ToR Section 3, Work Package 1, Activity 3, kindly clarify if any preferred statistical tool to be used considering the sample size mentioned in ToR.

Response from GIZ:

The contractor is free to select any statistical tool the meets the analysis requirements given the sample size. However, as stated in the ToR, all elements of the survey strategy (including selection of the statistical tool) should be in consultation with GIZ.

Query #10:

ToR Section 3, Work Package 1, Activity 4 states *The bidder will organise national-level dissemination meeting, in collaboration with MNRE and GIZ, to share the results and recommendations from the study. The half-day meeting will be held in New Delhi for about 50 delegates including relevant state-level policy makers and implementing authorities (from renewable energy, agriculture, irrigation departments), SWP vendors, think tanks etc.*

- a) Kindly confirm if MNRE and GIZ will be responsible for inviting the delegates or is it covered under the scope of the bidder. Kindly confirm if the travel, stay and other related costs of delegates attending the meeting would be borne by GIZ.
- b) We understand the venue for the meeting will be provided by MNRE/GIZ. Please confirm if our understanding is correct?
- c) Any specific criteria for venue of national-level meeting for dissemination of results and recommendations at New Delhi like auditorium of MNRE and/or GIZ office too be selected so we can consider specific cost of the same. Normally, the bidder arranges the same at ivy league hotel property and/or auditorium of reputed event place. Kindly confirm so we can build cost accordingly for any specific requirement than standard expectations

Response from GIZ:

The responsibility of inviting delegates for the national dissemination roundtable will be on the bidder. MNRE and GIZ can support to the extent of support reflected in the invitation letter and direct communication (if needed). A requirement of stay for delegates is not envisaged for this half day meeting. Therefore, the bidder is not expected to factor in the costs relating to travel, stay and other related cost of the delegates attending the meeting. Bidders are required to budget an appropriate amount in their respective proposals (taking into the consideration the minimum participation requirements and the half day duration). The venue expected for the event is of a moderate range, such as India Habitat Centre and other locations in the same league.

Query #10:

ToR Section 3, Work Package 2, Activity 1 states *shortlist scheme parameters and implementation processes (at least eight) having an impact on efficiency of SWP schemes, through detailed analysis and expert.* We request you to allow bidders to shortlist parameters and implementation processes as per merits, instead of having a minimum criterion.

Response from GIZ:

Selection of scheme parameter and implementation processes for a detailed assessment should be through detailed analysis and expert inputs, based on the criteria of impacting SWP scheme efficiency, and in consultation with MNRE and GIZ. It is unclear what is merit basis or minimum criteria mean in this context.

Query #11:

ToR Section 3, Work Package 2, Activity 2 states *Prepare detailed questionnaire for each stakeholder group to assess effectiveness of listed parameters/processes against the desired goal and their on-ground impact.*

- a) Please elaborate on the number of people expected to be surveyed for different stakeholder groups in each state.

Response from GIZ:

The minimum requirement of at least 10 stakeholders is mentioned only in context of the round-table meetings, while no threshold is mentioned for individual consultations. The bidders are expected to assess the requirement and the stakeholder base in each state to arrive at an appropriate number as a part of their proposal. Individual consultations can be aligned with the round-table meetings to economise of budgetary requirements.

Query #12:

ToR Section 3, Work Package 2, Activity 2 states *Organise state-level consultation meetings and direct meetings to collect insights on the various parameters.*

- a) Kindly clarify if the costs for conducting such meetings will be borne by GIZ, or the bidder needs to account for the same in its financial proposal.

b) Kindly confirm facilitating support from GIZ for arranging the round-table meetings.

Response from GIZ:

Bidders must consider all perceivable costs for the 10 meetings listed in the ToR in the financial proposal. GIZ/MNRE can support to the extent of support reflected in the invitation letter and direct communication (if needed).

Query #13:

ToR Section 3, Work Package 2, Activity 2 states *At least one round-table meeting with at least 10 relevant stakeholders in each of the six states.* We request MNRE/GIZ to provide the necessary support for meeting state Govt. Officials and organize round table meetings.

Response from GIZ:

It is unclear what is expected as support by the perspective bidder. GIZ/MNRE can facilitate collaborations with the SNA and indicate support in invitation letters and undertake direct correspondence (if needed). Bidders should not expect MNRE or state government departments to provide their facilities for use for organizing such meetings.

Query #14:

ToR Section 3, Work Package 2, Activity 2 states *At least one focused group discussion (FGD) with SWP users/beneficiary farmers in each of the two states where detailed surveys are not being conducted (i.e. Chhattisgarh and Jharkhand/Odisha). These FGDs should be organized in villages with high density of SWP beneficiaries and include at least 15 farmers, lasting for at least 90 minutes.* We understand that detailed surveys are required to be conducted in 4 states whereas FGDs are required to be conducted in 2 states. Kindly confirm if our understanding is correct.

Response from GIZ:

Yes. The detailed surveys being undertaken in the 4 states should be comprehensive enough to gather inputs on the two core inquiries – operational condition of installed pumps and the efficiency of implementation design/schemes. In the two states where the surveys are not being undertaken, FGDs are required to gather beneficiary inputs into various aspects of the second inquiry.

Query #15:

ToR Section 3 states *the deliverables will be considered only after approval from GIZ and payments will be made accordingly.* The deliverable wise payment structure is not provided in the ToR, even if it is mentioned in the headings. We request GIZ to provide 10% of project cost in advance during project inception. Since the project involves field survey, initial cash outlay is needed.

Response from GIZ:

ToR does not refer to the payment schedule at this stage. Once the selection process is completed the exact details of the payment schedule will be mentioned. However, there would be an advance payment at the beginning of the contract.

Query #16:

ToR Section 3 states *GIZ will be responsible for finalizing the composition of the advisory group, based on the names suggested names by the bidder.*

- a) Kindly confirm if the bidder is expected to suggest names of Core Advisory Group members as part of the technical proposal.
- b) Kindly clarify expected profile of technical experts and expectations under facilitating scope.

Response from GIZ:

The names of Core Advisory Group members are not necessary at this stage. However, the expertise or skills or profile expected within the advisory group should be mentioned in the proposal, along with the bidder's interpretation of the expectations under facilitating scope.

Query #17:

ToR Section 4 on eligibility criteria for bidding firm states that *Prior experience of working with state governments and agencies in areas of energy sector research, consulting or advisory.* Kindly confirm whether Public Sector Unit Banks / Financial Institutions will be considered under state governments and agencies.

Response from GIZ:

As mentioned in the ToR, all state government agencies in areas of energy sector research, consulting or advisory. The experience with state owned PSU bank and FI should be in relevant field. We are unable to comment on specifics at this stage.

Query #18:

ToR Section 4 on eligibility criteria for bidding firm states that *minimum ten years of experience in renewable energy policy research, consulting or advisory services in India.* We request you to reduce the minimum requirement to 5 years of experience in renewable energy policy research, consulting or advisory services in India.

Response from GIZ:

Answer: The request for change in the minimum requirement criteria cannot be considered as it is sufficiently broad and not specific to a renewable energy technology or application.

Query #19:

ToR Section 4 on eligibility criteria for bidding firm states that *Demonstrated knowledge of energy-water nexus in rural India, specifically of the role of solar water pumps, promotion techniques, rationale and impact.*

We have experience in solar PV, concentrated solar power/ solar thermal, solar hybrids, grid-connected and off-grid; Solar power projects, from the order of 600 MW to nano-grids (<5 kw) including battery-storage, MPPT; Solar policy review / research; Solar technologies, and the manufacturing process from polysilicon to modules; Irrigation systems; Agri and farmer centric-research studies and policy advisory; Government scheme evaluations including in sector of irrigation, electricity distribution for farmers etc.; Large scale surveys including rural India; However, we do not possess specific experience in solar water pumps and seek waiver for the same in specific.

Response from GIZ:

As mentioned in the ToR, demonstrated knowledge for energy-water nexus in rural India is necessary for this tender. We are unable to comment on specifics at this stage.

Query #20:

ToR Section 4 states that *if the bidder is a consortium, they must provide signed agreement/letter from all consortium partners highlighting the willingness to collaborate and respective roles.* Kindly clarify if the bidder is free to choose the format of such agreement/ letter.

Response from GIZ:

A letter on the organization letter head highlighting the willingness to collaborate with the lead organization and their specific role in the partnership would suffice.

Query #21:

ToR Section 4 states *the bidder is expected to engage appropriate number of enumerators (at least 10) from each state to execute the survey efficiently within the given timelines.* Kindly confirm if 10 nos. of enumerators need to be engaged for each state i.e. a total of 40; or a total of 10 across 4 states.

Response from GIZ:

The bidders are free to design respective strategies/plan and engage as many enumerators as required for executing the survey within the specified timeline. For instance, more enumerators may be required to be engaged in Rajasthan compared to Odisha/Jharkhand. The minimum requirement of 10 is on the aggregate number of enumerators expected to be engaged.

Query #22:

ToR Section 5 states that *the bidder is required to organize at least ten events*. We understand the facilities for these meetings (except the training of enumerators and FGDs) will be provided by respective Govt. departments of Center and States. We request GIZ to confirm?

Response from GIZ:

Availability of government facilities for executing state or national roundtable meetings should not be expected. The bidders are required to budget an appropriate amount in their respective proposals (taking into the consideration the minimum participation requirements and the duration).

Query #23:

ToR Section 6 states that *the complete bid shall not exceed 15 pages (excluding CVs)*. We understand that 15 pages limit is excluding company profile and CVs. Kindly confirm if our understanding is correct. Kindly confirm if there is separate page limit for company profile section.

Response from GIZ:

The 15-page limit is on the technical proposal itself, excluding the company profile/experience and the CVs. All necessary additional and supplementary information can be appended.

Query #24:

ToR Section 6 states that *the CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format specified in the terms and conditions for application*. The format of the CV has not been specified in any of the tender documents. Kindly clarify.

Response from GIZ:

The format for CVs has not been prescribed. The bidders are free to use the any format to highlight the necessary skills required for the assignment referring to the skill/eligibility requirements highlighted in Chapter 4.

Query #25:

Field Survey during Covid: Social Distancing and Safety Concerns. Face to face fieldwork is a challenge given the current situation and the social distancing norms. Visiting villages will have several challenges including permission to enter the villages to do the survey. MNRE/GIZ's support in this front is required.

Response from GIZ:

The restrictions imposed on movement due to the ongoing COVID-19 pandemic is an unprecedented situation. At the same time work must go on. Given the context, we are happy to explore the best way forward. Engaging local enumerators is crucial. Also, the survey is likely to start in October or November, by when the situation is likely to improve.

Query #26:

Given GTCC Clause 16, we request the contractual liability to be capped equivalent to the fee value instead of minimum of EUR 300,000 as currently stated.

Response from GIZ:

The terms of GTCC cannot be changed at this stage.

Query #27:

The mode of submission of bid is not mentioned in the TOR. Is the proposal to be sent to an email id or to be uploaded to an online platform?

Kind request to consider online / email-based submission of proposal where Financial Proposal will be password protected and opened only in case of qualifying technical criteria. This special request is considering present COVID-19 situation.

Response from GIZ:

The procedure for bid submission is mentioned in the supporting tender document titled Bidding Conditions. Please refer to its Section 5 for details, as neither email nor only uploading is allowed at this stage.

Query #28:

We believe technical and financial proposal should be two separate documents. Will the financial proposal need to be password protected for security purpose?

Response from GIZ:

Please refer to the section 5 of the Bidding condition for the details.

Query #29:

The selection matrix is not provided in the TOR. Will it be a QCBS selection? If yes, what shall be the weightage of technical and financials? Further, break up of assessment marks is requested for technical proposal into firm's capability, firm's credentials, experience and Quality of CVs.

Response from GIZ:

The bid evaluation process will be based on quality and cost. The weightage for technical and financial proposal is 70 per cent and 30 per cent, respectively. Please refer to two supporting tender documents uploaded along with the ToR in excel format, namely Assessing Eligibility of consulting firms and the Technical Assessment Grid that provide detailed break up of assessment marks for the technical proposal.

Query #30:

Please specify the Criteria for Selection of Sample pumps.

Response from GIZ:

Age is the primary criteria for selection of solar water pumps for the planned survey as the focus is on understanding the operational condition of old pumps. The pumps to be surveyed will thus be the ones installed during 2015 or 2016. Within this, the objective will be to include a mix of pumps of various sizes and make, to the extent possible given the database of state nodal agencies. For ease of execution, the survey will be designed to be focused on least number of districts within each state (such as only one district in Rajasthan and 2-3 in other states).

Query #31:

Please specify the Criteria for deciding the location between Odisha & Jharkhand.

Response from GIZ:

The choice between Odisha and Jharkhand is primarily driven by availability of detailed information from respective SNAs on solar water pumps beneficiaries from 2015-2016. The broad objective is to cover a representative state from the eastern region.