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## F.A.Q. on Tender for Smart Home Program Technology Assessment Study and Pilot Design Project

S. No.	Clause Reference	Query/Question	Reply from GIZ
1	2.2 - General Terms of Reference for the contractor Pg. No. 06	The RFP states "The contractor shall provide documented proofs of internationally acquired experience". Can this point be elaborated as to what exactly is required to fulfil this criterion?	Document proof can be: - a) Contract Document of the project done with International organisation. b) Project Detailed document. c) Justification of current association.
2	Section: 2.4. - Deliverables Pg. No. 09 & Section 2.7 - Project Milestones Pg. No. 16	The number of workshops to be carried at the end of each work stage is mentioned as "One" under Section 2.4 of the RFP but it is mentioned as "Two" under Section 2.7 of Project Milestones. Please confirm what is to be followed.	The workshop mentioned in the deliverables section on page no 9 and 10 respectively are correct. There will be only one stakeholder workshop for work package 1 and one stakeholder workshop for work package 2.
3	Section: 2.4.1 - b) Baseline Assessment Pg. No. 08	It is mentioned that the consultant will develop a forecast for market growth of Home Automation Systems in India. Please confirm if this will involve development of a tool to fulfil this criterion or a desk research will suffice.	As per mentioned in the section 2.4.1, Forecast for the market growth of home automation will be on the basis of market survey (Bidder can develop tool for the survey) and desk research.

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4	Section: 2.4.1 - b) Baseline Assessment Pg. No. 08	Please elaborate on the number of Case Studies that will be required as mentioned in the Deliverables and what is the minimum criteria to fulfil that requirement	The case study will be based on the data collected, if it requires more case studies to analyse the data, then as many case studies can be presented.
5	Section: 2.4.3 - Design Smart Homes Community Scheme Pg. No. 10	It is mentioned that the consultant will need to design a smart home pilot program. Please elaborate on What will be the scope and technical specs for designing the same and what are the outcomes expected, if any.	Refer Self Explanatory section 2.4.3
6	Section: 2.4.3 - Design Smart Homes Community Scheme Pg. No. 10	The RFP talks about designing a pilot project. Please elaborate on what are the parameters that will define identification of this pilot project and what will be the minimum requirements for it.	Refer Self Explanatory section 2.4.3
7	5 climate zone	The RFP states "Consultants' team will travel to state cells and project sites as and when required." Can the locations of these project sites be elaborated to be able to cost the travel of the engagement team accurately?"	The location will be as per the Indian climate zone (5 climate zone)

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8	Section: 2.5.3 - Timeframe of the contract. Pg. No. 13	There is a discrepancy in the project duration. The section 2.5.3 states the duration of contract as 8 months but indicates the project duration from 1st Dec 2019 to 31 May 2020. This will further impact individual Project Milestones.	The duration of the contact will be for 8 months. The start months shall be finalised at the time of contract
9	General	Payment terms are not defined in the RFP. Does the consulting firm need to formulate the payment stages in the proposal?	The payment terms shall be finalised at the time of contract.
10	General	Is there a list of preferred softwares for carrying out the tasks as indicated in the work packages? If not, do the consultants have to indicate the cost of the required licences or will it be borne by the client?	There is no any preferred software for carrying out the tasks as indicated in workpckages and the cost of the licence will be borne by the bidder only.
11	General	The number of participants is not mentioned in the RFP for the workshops to be conducted. Is there no mandatory minimum head count and the cost in the financial proposal under reimbursables can be based on an approximate number?	The cost will be on actual participation with minimum guarantee of 70 participants per workshops.
12	General	Will Parking also be considered under community level, as we understand it has scope of occupancy sensors for lighting control and so forth.	Parking can be considered.

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13		The team requires two International Experts. Please clarify if an expert based in India with significant international experience will be considered suitable for this expert position.	No
14		<p>Further, it is mentioned that the International Experts should be associated with an International research institute. This is very restrictive. We request to relax this criterion as per the suggestion below:</p> <ul style="list-style-type: none"> <li>• Consider if an expert has been associated with an International research institute in the past, and/or,</li> <li>• Consider if an expert is associated with an Indian institute of international stature, and/or,</li> <li>• Consider if an expert is associated with an International organization but not limited to research institute</li> </ul>	As per the requirement for international expert in ToR, the expert should be currently associated with an International research Institute.
15		Considering the requirements of the proposal and the availability of just one week between clarifications received (12th) and submission deadline (19th), we request to please extend the bid submission date by at least one week.	No extension of dates is possible until now. However, GIZ reserve the right to extend the dates,

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16	Section 2.3 - Short description of the work packages” Page 7	Mentions the titles of the three work packages as: a. WP1: Review Global Policies and Market Trends b. WP2: Technology Prioritization c. WP3: Design Smart Homes Community Scheme  However, under “2.4 Detailed Specifications (Work Packages)”, the work packages are entitled as: 2.4.1 Technology Mapping and Baseline Assessment 2.4.2 Review Global Policies and Develop National Policy Roadmap 2.4.3 Design Smart Homes Community Scheme Our understanding is that: WP1 is “Technology Mapping and Baseline Assessment” WP2 is “Review Global Policies and Develop National Policy Roadmap” WP3 is “Design Smart Homes Community Scheme” Is our understanding correct? Please clarify.	The detailed description of work packages in section 2.4 is correctly mentioned for the short description that is mentioned in section 2.3.
17	Section 2.4.1 - Deliverables Page 9 and  Section 2.4.2 – Deliverables Page 10	The ToR on page 9, under “2.4.1 Deliverables”, and on page 10, under “2.4.2 Deliverables”,  “One stakeholder workshop to present outcomes of Technology Mapping and Baseline Assessment”  “One stakeholder workshop to present National Policy Roadmap for home automation technologies”  However, on page 16, under “2.7 Project Milestones”, the ToR specifies:	The workshop mentioned in the deliverables section on page no 9 and 10 respectively are correct. There will be only one stakeholder workshop for workpackage 1 and one stakeholder workshop for workpackage 2.

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		<p>“Two stakeholder workshops to present outcomes of Technology Mapping and Baseline Assessment”</p> <p>“Two stakeholder workshops to present National Policy Roadmap for home automation technologies”</p> <p>Kindly resolve the discrepancy as it has implications for financial proposal. Please let us know how many numbers of stakeholder workshops are to be conducted for disseminating the outcomes of WP1 and WP2, separately.</p>	
18	Section 2.5.3 – Timeframe of the contract	<p>The ToR on page 13, under “2.5.3 Timeframe of the contract” mentions:</p> <p>“Timeframe: The duration of contract shall be for 8 months. The assignment is expected to commence on 1st December 2019 and all the tasks expected to be completed by 31st May 2020.”</p> <p>The duration from 1st December 2019 to 31st May 2020 amounts to 6 months only. It appears that the project duration is intended to be 8 months, and the time duration should be from 1st December 2019 to 31st July 2020. Please clarify.</p>	The duration of the contract will be for 8 months. The start months shall be finalised at the time of contract

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		Also, it is suggested that the additional 2 months duration be incorporated in delivering WP1, and the timeline on page 16, under “2.7 Project Milestones” reflect this change by pushing each of the dates by 2 months. For instance, “Jan-20” would read “March-20” instead, and so on.	
19		Given the complexity of the proposal, and the requirements of different pool of national and international consultants in the project, the time required for preparation for such type of proposal is usually 4-5 weeks. Therefore, it is requested to extend the bid submission date at least by one week.	No extension of dates is possible until now. However, GIZ reserve the right to extend the dates.