

F.A.Q.

ANSWERS TO QUERIES RECEIVED AGAINST ENQUIRY SENT FOR - TENDER TO CONDUCT A PILOT STUDY ON THE USER BEHAVIOUR AND ACCEPTANCE TOWARDS E-COOKING IN INDIA: TESTING INDUCTION COOKTOPS AND RICE COOKERS

1. Please clarify the number of physical copies of technical and financial proposal that are required to be submitted. Our understanding is one original technical proposal, one soft copy of technical proposal on pen-drive, and one original financial proposal is required to be submitted. Please confirm.

Answer – The bidding firm needs to submit the financial and technical proposals in hard copy. Only the technical proposal needs to be submitted in the pen drive in soft copy as well. The details and procedure of the bid submission can also be found in the bidding conditions.

2. The first point in the list of eligibility criteria (average turnover over the last three financial years of at least 120,000 Euro (or equivalent in other currencies) per year and must have employed, as on the 31.12. 2019, at least 15 persons full time) is to be individually fulfilled by the lead consortium member.

Our understanding is that the remaining points in the eligibility list can be fulfilled collectively by the consortium members. Please confirm.

Answer – All the criterium needs to be fulfilled by the lead agency. Evidence needs to be provided for each eligibility criterium. The bidding conditions provide further details on consortium/joint venture.

3. Please clarify if university degree in engineering qualifies as eligible for Team Leader and Key Experts. Currently, the listed ones are:

Team Leader - RE, economics, social sciences, etc.

Expert 1 - economics, social sciences or related field

Expert 2 - statistic, economic or social sciences

Answer – As mentioned in the Tor, the specified qualifications for team represent the requirement to reach the maximum number of points. A university degree in a different field is acceptable but it might lead to the deduction of points in the evaluation for this specific aspect.

4. Please clarify is Bachelor's degree qualifies as eligible for Team Leader and Key Experts in case respective positions are filled by higher experience professionals than required by the terms of reference.

Answer – A bidder is still eligible if individual persons have higher or lower qualifications. It might have an impact on the scores in the evaluation (see question 3).

5. It is not a query, however, the terms of reference regarding the specific questions to be answered by the consumer behaviour study are quite open-ended. We understand that the bidder is required to include this as part of the technical concept, however, it will be useful to have more clarity on what specific questions are required to be answered by the study.

Answer – The ToR outline the larger questions that should be answered by conducting this assignment. In order to have a certain flexibility and be open to suggestions, the questions are not too specific. Bidders can include their thoughts and strategy in their proposals. The focus of this pilot is the demand side. Hence, the users are at the heart of this assignment. The aim is to understand their views, thoughts, behaviour and analyse the data afterwards to see the gaps and challenges from the user side with regard to e-cooking and the specific devices.

6. The terms of reference provide the following distribution of man-days for each expert position:

Team Leader - 8 days

Expert 1 - 40 days

Expert 2 - 35 days

Short term experts - 180 days (total for 4 experts, one in each state)

Please clarify if the above distribution can be altered by the bidder as per the technical concept, and if a higher number of days for team leader and key experts and/or more expert positions will be acceptable to GIZ.

Answer – The bidders should follow the suggested distribution of expert days as well as the total number of the team members. An altered distribution in the technical and financial proposals is not prohibited, but the bidder runs the risk of not being eligible or get low scores.

7. Please clarify if the bidder is required to include the cost of workshop as part of the financial proposal. Please also clarify regarding the travel and accommodation expenditure in case participants from outside Delhi are required to participate in the workshop.

Answer – Yes, the workshop costs need to be included in the financial proposal (reimbursement). In case the bidders foresee any travel and accommodation costs with regard to the workshop, it should be included.

8. We understand that the technical bid is limited to 15 pages. Please clarify if there is an individual page limit for each expert's CV. In case a specific format is to be used for CVs, please provide that too.

Answer – There is no specific format required for the CVs. Each individual CV should not exceed the limit of two pages. The bidders should make sure that the CVs cover the required qualifications as outlined in the ToR.

9. We request to extend the bid submission timeline by two weeks, i.e. January 27, 2021, in view of the following:

1. Requirement of physical bid documents during COVID situation

2. The bid timelines included the winter breaks during which most of the offices (including potential consortium partners) were working with limited capacity.

Answer – While we understand that the timeline is challenging, an extension of the deadline for the bid submission is not possible. The final date for submission is January 13, 2021.