

## Clarification Sheet

Project: Energy Efficient Housing Programme of the State Bank of India (SBI)

BMZ No.: 2019 68 692

#	Question	Answer by Tender Agent
1	Page 19 - Section 4.2.2.: “(d) The Applicant may submit both completed and ongoing projects as reference projects. However, for the purpose of scoring, the completed projects will be considered.” Could you please clarify whether only completed projects will be evaluated or if ongoing projects will also receive points?	For scoring under criterion 1.1 , ongoing projects shall be considered only if they fulfill all types of services listed in Work Package 1 to 3 in SP 1.6.1 along with 1.1(b) and 1.1(c). Further please note, that specifically for criterion 1.2, ongoing (yet incomplete) projects will be considered for scoring as long as 50% of the original contract duration has already been served.
2	What is the location of the project reporting for the team?	The reporting shall be prepared by the team based in India; this team may be supported by Consultant's staff from abroad. The reporting team is required to visit SBI's Mumbai office from time to time.
3	Could you please clarify whether the applicant shall include backstoppers at this stage and if so, in what format their experiences shall be presented?	Detailed profiles of backstoppers will be required at tender stage (RfP stage). For submission of the Expression of Interest please refer to SP Clauses 2.1 and 2.2, according to which a number of alternative candidates needs to be mentioned as per Form 6. Please also refer to answer for Question 23 (b).
4	Clause 2.4: Signing of the application and the number of copies - Page 8; Clause 2.4.2; 2.4.3: a) The number and type of copies of the Application as specified in the GP 2.4.2 is NOT clarified in the SP. b) Also clause GP 2.4.3 is contradicting with clause SP 2.4.1 in page 16 which mentions that the operator of the KfW-approved e-procurement system, exficon GmbH, Frankfurt am Main, will revert to the persons authorized for electronic submission with an invitation email containing the access link to the system.	a) Submission will take place via an electronic platform. Therefore the number and type of copies is irrelevant (hence, not specified): Consultants are requested to upload their Expression of interest as per the instructions under Clause SP 3.2.1 b) There is no contradiction. As per clause SP 2.4.1 Consultants are requested to notify us about the dedicated authorized person for the upload. The upload instructions are defined in Clause SP 3.2.1
5	1.6.1 REQUESTED SERVICES, Page 15, Work Package 1: Our experience with conducting physical training workshops in the current scenario of COVID restrictions across country indicates several logistical challenges for our clients and participants. In this regard, we believe the RFP should clarify the appropriate mode of training (online / physical) and further indicate the approx. number of SBI staff to be trained across various locations.	Further specification on the training mode will be included into the full Terms of Reference which will be made available during the subsequent tender phase.
6	1.6.1 REQUESTED SERVICES, Page 16, Work Package 4 & SECTION VI – Terms of Reference for Consultancy Services; Page 37, 2) Scope of Services, Tasks (Work Packages): Page 16 - The Consultant is expected to mobilize the team by November 2021 and commence services shortly thereafter for a duration of up to 3 years. Page 37 - The Consultant is expected to mobilize the team by July 2021 and commence services shortly thereafter. The two statements confirming the tentative date for commencement of services are contradicting. Please clarify.	Page 16 is correct: commencement of services is expected for November 2021.

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7	Qualification Criteria - 1. Applicant's Experience, Page 19, Clause 1.1 (d): Please specify whether completion certificates self-attested by the applicant are adequate to evaluate Applicant's Experience as per the criteria?	We do not request submission of completion certificates. Kindly fill in the information about the reference projects compliant with Form 5.
8	Qualification Criteria - 2. Applicant's Capabilities, Page 19, Clause 2.1: Applicants are requested to present suitable candidates for the pool of trainers proving their access to a sufficiently large number of potential staff. The composition of the expert pool for the trainers is at the discretion of the Applicant. Please specify the minimum number and qualification of trainers to be proposed.	Please see p.31: It is at the discretion of the Consultant to determine the number and qualification of trainers required (e.g. technical skills, experience in conducting trainings of this kind, materials to be developed, necessary language skills, etc.).
9	Form 4 – Financial capacity statement, Page 27: What details are required to be filled in Form-4 for individual freelance experts (Natural Persons)? Will self-attestation suffice for the details submitted?	In accordance with the publication notice, the contract will be awarded to an independent Consultant firm. Freelancers can be part of Consultant's teams, but not as contracting party. Therefore, "Natural Persons" are not eligible to apply for the contract.
10	Form 6 – List of available Expertise and human resource capacity, Page 29: The project leader educational qualification should allow architects (B.Arch) with higher degree (preferably Masters or PhD) and also post-graduates in civil engineering. Additional degree in business administration or finance should be optional. Typically, one can gain these additional qualifications from work experience involving project leadership roles which is already mandated.	In accordance with the requirements, the Project Leader is expected to be a Graduate (Master or Diploma) in Electrical or Mechanical Engineering with an additional degree or higher studies in Business Administration or Finance, alternatively vice versa. Considering the role is of the Project Leader, a Graduate (Master or Diploma) in Civil Engineering, Architecture, Building Science and Building Technology can also be considered.
11	Form 6 – List of available Expertise and human resource capacity, Page 30: The educational qualification should allow post-graduates in civil engineering.	For the role "Technical Expert Energy Efficiency in Buildings" we would consider a post-graduate in civil engineering.
12	Section II - 1.6.1 Requested Services: Work Package 1: Can you quantify the total number of booklets/ training materials/ manuals, seminars, lectures, and publications expected?	Further specification on this topic will be included into the full Terms of Reference which will be made available during the subsequent tender phase.
13	Section II - 1.6.1 Requested Services: Work Package 2: Can you please clarify if the project executor is responsible for checking project level eligibility for all individual projects under this program for loan appraisal for 3 years?	Further specification on this topic will be included into the full Terms of Reference which will be made available during the subsequent tender phase.

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14	<p>Section II - 1.6.1 Requested Services: Work Package 4: 1. Does the rough screening of the pipeline of SBI housing projects include current and upcoming projects as well? 2. We would like to know how many additional staff are expected for handholding and day to day operations in addition to the below:</p> <ul style="list-style-type: none"> <li>• Project Leader/Manager</li> <li>• Technical Expert Energy Efficiency in Buildings</li> <li>• Expert for Banking Operations, Environmental &amp; Social Management Expert</li> <li>• Pool of Trainers</li> <li>• Alternative candidates</li> </ul>	<p>Further specification on this topic will be included into the full Terms of Reference which will be made available during the subsequent tender phase (RfP stage).</p>
15	<p>Section II - 4.2 Evaluation - Qualification Criteria - Clause 4.2.2: In order to meet the criteria of 50% of projects having a value of 300,000 EUR, how many projects can be submitted</p>	<p>As per SP 2.2.1 d) up to 15 reference projects can be included in the submission.</p>
16	<p>Section II - 4.2 Evaluation - Qualification Criteria - Clause 4.2.2: If few projects meet both the qualification criteria of section 1.1 &amp; 1.2 together, can their references be repeated in both the sections 1.1 &amp; 1.2?</p>	<p>Yes, this will be considered eligible.</p>
17	<p>Section II - 4.2 Evaluation - Qualification Criteria - Clause 4.2.2: Please confirm the desired qualification and number of trainers desired. Can trainers be hired on a contractual basis?</p>	<p>Please see p.31: It is at the discretion of the Consultant to determine the number and qualification of trainers required (e.g. technical skills, experience in conducting trainings of this kind, materials to be developed, necessary language skills, etc.). Trainers can be hired as freelancers, own staff is preferred.</p>
18	<p>Section II - 4.2 Evaluation - Qualification Criteria - Clause 4.2.2: For 'Alternate Candidates' are there any relaxations allowed, or do they need to have the same qualification as the 'First Candidates'</p>	<p>They should comply with the profile specified for the role.</p>
19	<p>Page 4, Clause 1.4.3: Please clarify that if forming a JV, do all members need to individually meet the pre-qualification criteria listed in the RfP. Further can a JV be between an Indian and non-India entity.</p>	<p>All members need to comply with the individual requirements as per the table in SP 4.2.1. A JV between Indian and non-Indian entities is fine.</p>
20	<p>Page 17, Clause 3.2.1: Could we please request for an extension of 2 weeks (23rd August) to the submission application deadline to present a robust EoI to the employer</p>	<p>No extension shall be granted to the timelines mentioned in the document.</p>
21	<p>Page 18 Clause 4.2.1: Could you please confirm that non-Indian entities can apply for the project</p>	<p>Yes, definitely. International firms are welcome to apply. Please also refer to answer for Question 2</p>

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22	Page 19, Clause 2.1: Could you please confirm that the Qualitative Assessment of the Applicant's available Expertise will only be evaluated based on the profiles of experts (meaning bios) and no detailed CVs are required at this stage	At prequalification stage no details are required. Please submit a table demonstrating the information requested as per Form 6 - List of Available Expertise and Human Resource Capacity
23	Page 19, Clause 2.2: a) Could you please provide more details on how the points for alternative candidates will be allocated? b) Is there a minimum number of alternative candidates we should provide	a) In general, points will be allocated according to the qualification of the alternative candidates (as specified in Form 6) and the quantitative extent of available alternative candidates. More detailed information will not be revealed b) For the roles under 2.1 (page 19) at least one "first candidate" (deemed most suitable) and a reasonable number of alternative candidates (unless specified) shall be presented.
24	Section 4.2.2 Qualification criteria - 1.1 Application Experience - (a): Here does it necessitate that 100% of the references provided should have ALL of the Work Packages as required in this assignment ? Or that 100% of the references provided have one or more Work Packages as required in this assignment?	All references must individually demonstrate that the Applicant has experience with at least one of the required types of services listed in Work Package 1 to 3 in SP 1.6.1. However, please note that all the references must cumulatively satisfy all of the required types of services listed in Work Package 1 to 3 in SP 1.6.1. Experience in Work Package 4 (i.e. administration support) will be a plus.  For ongoing projects, please refer to the answer for Q1.
25	Form 6: Project Leader / Manager - Education/ Degree: Can a Graduate (Master or Diploma) in Building Sciences or Technology (Masters of Science degree) be considered in lieu of a Master / Diploma in Electrical or Mechanical Engineering?	Please refer to answer for Question 10
26	Clause 4.2 Evaluation - Sub clause 4.2.1 - Turnover annually (p18) and Form 4 (p 27): There is an ambiguity in the last three financial years mentioned in EOI document with respect to the Form (4), for consideration on the annual turnover. Kindly clarify the FYs to be considered for calculating average annual turnover calculation. Further, we request you to kindly consider FYs 2017-18, 2018-19 and 2019-20 for calculating the average annual turnover as the FY 2020-21 is recently ended in Mar-21 and the audited balance sheets are yet to released.	For international consultants we ask for the financial years 2018, 2019 and 2020. For Indian entities the average annual turnover in accordance with the respective Financial Years (2017/18, 2018/19 and 2019/20) are acceptable.

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27	<p>Clause 4.2 Evaluation - Sub clause 4.2.2 - Qualification Criteria 1.1 c):</p> <p>We understand that the project value mentioned in the clause is of end project value and not the consultancy service fee of the project. Further, In case if the evaluation is on the basis of consultancy service fee and not on the end project value, based on experience on similar engagements for green building certification/ energy audit and baseline assessment for commercial buildings, usually consultancy service fee for such assignments lie in the range of 100,000 EURO. Thus, we request you to kindly amend the clause as "50% of the reference projects must have a minimum consultancy service fee above 100,000 EURO".</p>	<p>50% of the reference projects must have a minimum project value above 300,000 EURO - this corresponds to the consultancy service fee.</p>
28	<p>Clause 4.2 Evaluation - Sub clause 4.2.2 - Qualification Criteria 1.2 c):</p> <p>We understand that the requirement of minimum project duration of 1 year for 50% of the reference projects, is not applicable for reference projects submitted by the bidder under Qualification criteria clause 1.2 i.e. experience in "... the energy efficient building sector in India. (For instance, experience with ECBC-C projects, green building certification, etc.) ...".</p> <p>Based on our experience on similar engagements i.e. green building certification, usually the project duration doesn't be more than 6 months. LEED / GRIHA green building certification timelines are &lt;1 year.</p>	<p>The suggested change is not acceptable.</p>
29	<p>Form 5: Project Experience (p 28):</p> <p>We understand that the legal entity referred in this clause is the consultancy firm or lead bidder to the project awarded and not the legal advisory firm. Kindly clarify.</p>	<p>On page no. 28 - Legal entity refers to the the Applicant (Consulting firm or Joint Venture, if applicable) applying for this assignment.</p>
30	<p>SP 4.2.2 (2.1):</p> <p>The PQ document asks to present several alternative candidates. Please specify the minimum and maximum number of candidates expected for each profile (except for 'Technical Expert Energy Efficiency in buildings' for which the requirement is stated)</p>	<p>Please refer to answer for Question 23 (b)</p>