

DISTRICT MINERAL FOUNDATION : KEONJHAR

(2nd Floor, DRDA Building, Keonjhar - 758001)

(Email: dmfkeonjhar@gmail.com)

No. 459 /DMF

Date: 20/03/2019

Response to Queries- 'Establishment and Management of 50 Seated Old Age Home at Joda Municipality under DMF, Keonjhar

Section/ Page No.	Content of RFP requiring clarification	Change/ Clarification requested	Response from DMF
Annexure 2, Page 56	Budget and fund flow	Capex cost is provided in the first year only, Cost for repair of the items/ Maintenance cost for the subsequent 2 nd and 3 rd year is not provided.	The Annual Maintenance Cost has already been included in the Detailed Running Cost explained in Annexure-II, Budget and Fund Flow, Point 4, Serial (v)
Page 36 Section 6, Point 1.21	Experiences between 1 st April, 2010 – 31 st March, 2018 only will be entertained	The experience of operationalizing the Old Age Home must include the timespan till Feb 2019	Experiences from 1 st April 2010 to 31 st March 2018 only will be considered as per the RFP.
Page 12, Section 5, Point 7.Q.	The food timings and the menu shall be prominently displayed in the dining hall/ The inmates shall be served with hot cooked meals three times a day (Breakfast, Lunch and Dinner). Tea and snacks will also be provided every morning and evening.	Is there any fixed food menu for the inmates at the old Age Home or It depends on the agency?	The DPEP, which shall be jointly developed by the selected agency in consultation with DSSO, shall include details about food timings and menu as mentioned in Section 5, Point 8, B (iii).
Page 9, Section 5, Point 4.B.	Two buildings of about 3600 square feet of floor area has already been constructed, with all modern facilities of drinking water, toilets, kitchen, dining hall, pleasant landscaping, etc. in a campus of about 2 acres, which is within the urban areas of Joda Municipality.	No budget for the landscaping/gardener is mentioned. Request to make provision for the same in each year.	Multi-Purpose Worker (2) have been included in the Annexure –II, Point 3, Sl.No. (vii), for such activities.
Page 12, Section 5, Point 7.L.	CCTV Cameras in the male dormitory area, female dormitory area, office room, outside the building, and in common areas, stored locally for a minimum of 90 days and available for viewing to authorized representative of the selected Agency/Client only.	CCTV cameras mentioned in the Budget are 2 in number or 2 sets? Please clarify the no. of CCTVs that need to be installed as the locations specified.	The cost to be incurred for CCTV Camera arrangement has already been mentioned in Annexure-II, Point 2 Sl.No. 11. The location of the cameras to be installed are already mentioned in Page 12, Section 5, Point 7.L. The number of cameras to be installed has to be finalized by the selected agency in consultation with DSSO.
Page 13, Section 5, Point 8.D.	Maintain and enforce a geo-tagged attendance system for all the personnel hired under this project.	Geotagging/ Biometrics cost not mentioned in the budget. Provision for the same needs to be provided in year 1.	All items not covered in the budget are to be included from the Miscellaneous section as mentioned in Annexure-II, Section 2, Sl.No. 30.
Page 22, Section 5, Point 13, D. (iv).	Store the medicines and medical equipment in the designated places and maintain their records in the concerned registers.	List of medical equipment and medicines that need to be installed at the centre and ambulance services should be shared in the tender.	It has already been mentioned in Annexure-II, Section 2, Point 25 that the list of essential medicines and equipment to be decided by CDM and PHO, after the project is awarded.

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Page 12, Section 5, Point 7.K.	Dressing room for female inmates	Cost of the dressing room is not mentioned in the budget. Provision for same should be made in the budget.	Any minor changes may be included as mentioned in Annexure-II, Section 2, Sl.No. 24 in 'Minor Changes in Building Layouts'.
Page 13, Section 5, Point 8.F.	Ensure proper documentation and record keeping of the inmates in the OAH, including the Inmate Personal File.	Stationary, record keeping and filings, doctor fees costs are not mentioned in the budget.	Such expenses may be booked under Contingency as mentioned in Annexure-II, Section 4, Sl.No.(iv).
Page 15, Section 5, Point 11, C (iii).	Ensure that a weekly check-up of all the inmates is provided through Mobile Health Unit/ Mobile Health Team, Budget and fund flow.	Medical check-up costs are not mentioned in the budget. Provision for same should be made in the budget.	Such expenses may be booked under Contingency as mentioned in Annexure-II, Section 4, Sl.No. (iv).
Page 8, Section 5, Point 2. Page 9, Sec 5, Point 4.B.	It will presently house 25 male inmate, and 25 female inmate. This infrastructure is proposed to be sufficient for about 50 inmates (25 males and 25 female).	If the males are more than 25 or vice versa is this flexible to accommodate the same in the Old Age Home. Can 30 females and 20 males be housed in OAH?	The same may be done as per the directions of DSSO.
Annexure 2, Page 57	Budget and fund flow	Is flexibility allowed for items mentioned in Detailed Personnel Cost Budget?	No
Annexure 2, Page 58	Budget and fund flow	Budget for local conveyance, required by team for attending review meetings etc., is not assigned.	Such expenses may be booked under Contingency as mentioned in Annexure-II, Section 4, Sl.No. (iv).
Annexure 2, Page 58	Budget and fund flow	Local communication cost like land line/mobile is not mentioned in the budget. Provision for same should be made in the budget.	Such expenses may be booked under Contingency as mentioned in Annexure-II, Section 4, Sl.No. (iv).
Page 9, Section 5, Point 3.D.	To engage them in recreational and other suitable activities.	No separate provision for same has been made in the budget.	Such expenses may be booked under Contingency as mentioned in Annexure-II, Section 4, Sl.No. (iv).
Annexure 2, Page 58	Budget and fund flow	Switch board, electrical wiring and plumbing charges are not mentioned in the budget.	Any minor changes may be included as mentioned in Annexure-II, Section 2, Sl.No. 24 in 'Minor Changes in Building Layouts'.
Page 23 Section 5, Point 13. E (vii).	Wash the utensils/cutlery and ensure they are clean for reuse	Budget for the kitchen utensils, stove, kitchen ware etc. and the utilities is not mentioned.	A one -time additional budget of Rs. 40,000 will be included in the Capital Cost.
Page 12, Section 5, Point 6.G.	The inmates may be taken on an excursion once every two months to nearby picnic spots.	Budget for the Excursion activity is not mentioned. Provision for same should be made in the budget.	Such expenses may be booked under Contingency as mentioned in Annexure-II, Section 4, Sl.No. (iv).
Page 12, Section 5, Point 7.E.	Each bed shall be provided with a mosquito net. The doors and windows shall also be fixed with mosquito nets.	Provision for the Mosquito net for the bed is provided in the budget but budget provision for the mosquito net for the doors and windows is not included.	All items not covered in the budget are to be included from the Miscellaneous section as mentioned In Annexure-II, Section 2, Sl.No. 30.

Section/ Page No	Content of RFP requiring clarification	Change/ Clarification requested	Response from DMF
Letter page of RFP	In 2 nd paragraph last line, it has been mentioned "Receipt of Proposal by hand will summarily be rejected."	In other pages it is mentioned that submission by hand of RFP is permissible. Kindly clarify.	Proposals must be submitted before the date, time and venue mentioned in the Factsheet (Section 3) through Speed/Registered Post or By Hand.
Section 3, Page 5. Factsheet. Point 2.	Proposals must be submitted before the date, time and venue mentioned in the fact sheet through speed /registered post or by hand.	Whether to submit the RFP by hand or by speed/registered post	Proposals submitted through speed post, registered post or by hand are acceptable before the time and venue as mentioned in Factsheet.
Section-6 Page 25, Point 1.4	The proposal (comprising of Pre-Qualification documents, Technical Proposal and financial proposal) must be submitted by hand or by Registered /speed post which should be received by the client, no letter then the following date and time	Contradiction in the RFP on submission criteria i:e whether to submit the RFP by hand or by speed/registered post	Proposals submitted through speed post, registered post or by hand are acceptable before the time and venue as mentioned in Factsheet.
Page 31, section 6, Point 1.15	The applicant agencies are required to fill the Tech Forms. The filled up Tech Forms (in Section 7) should be enclosed in a separate envelope...."	It should be section -8 instead of Section-7. Similarly, the same has happen in section -9 in the financial proposal section where it has been written the same wrongly.	On page 31, Section 6, 1.15, the line 1 which mentions 'The filled up application forms (Section 7) should be enclosed....' is corrected to "The filled up application forms (Section 8) should be enclosed..." Similarly, the same section which mentions 'The formats of Technical Proposal (in Section 7) to be submitted....' is corrected to 'The formats of Technical Proposal (in Section 8) to be submitted...' On page 32, Section 6, 1.16, the line which mentions '...using the attached Fin Form (in Section 8)....' is corrected to '... using the attached Fin Form (Section 9)....'
Page 30, 35, 36, 29, 45	Average annual turnover of last 3 years should be minimum 1 Crores	Request to deduct the FY turnover amount to Rs. 60,00,000/-	The average annual turnover criteria shall remain unchanged.

4-20-3-17
Chief Executive Officer,
D.M.F., Keonjhar.

Memo No. 460 /DMF. Date: 20/03/2019

Copy to District Informatics Officer, NIC, District Unit, Keonjhar for information and necessary action. He is requested to upload the document in the district website, immediately for information of the public.

4-20-3-17
Chief Executive Officer,
D.M.F., Keonjhar.

Memo No. 461 /DMF. Date: 20/03/2019

Copy to D.S.S.O., Keonjhar for information and necessary action.

4-20-3-17
Chief Executive Officer,
D.M.F., Keonjhar.