

Government of Odisha
Higher Education Department
PMU - OHEPEE

No. 255/HE
119/HE/WB/OHEPEE-2018-19

Dated: 20/12/2018

CORRIGENDUM

Sub: Request for Proposal for "Independent Verification of Achievements on Selected Disbursed-Linked Indicators (DLIs) under OHEPEE, Higher Education Department, Government of Odisha"

Ref: Tender Document No. 05/2018/OHEPEE, date of issue: 05/12/2018

In response to the subject cited above, amendments made to some of the clauses of the Tender Document No. 05/2018/OHEPEE date of issue: 05/12/2018, are enclosed at Annexure 'A' and are hereby communicated for preparation and submission of bids.

All other Terms & Conditions of the tender Document will remain unchanged.

Encl: As Above

TBR
20/12/18

SPD OHEPEE-cum-Joint Secretary to Government.

Memo No. 256/HE Dated: 20/12/2018
119/HE/WB/OHEPEE-2018-19

Copy with copy of enclosure forwarded to the Officer In Charge, PTC, Higher Education Department, with a request to publish the corrigendum in the website of the Higher Education Department for wider information to the prospective bidders.

TBR
20/12/18

SPD OHEPEE-cum-Joint Secretary to Government.

ANNEXURE 'A'

Sl. No.	Page No.	Original Para/Description in RFP	Revised Para/Description in RFP
1	2 & 5	Last Date and Time for Submission of Technical and Financial Proposal: 27/12/2018 up to 03.00 PM	15/01/2019 up to 03.00 PM
2	2 & 5	Date of Opening of Technical Proposal: 27/12/2018 at 4.00 PM	15/01/2019 at 04.00 PM
3	2 & 5	Date of Opening of Financial Proposal: 31/12/2018 at 11:00 AM	22/01/2019 at 11.00 AM
4	12, 15 & 51	Technical Proposal (Part – A) (Original) and (Part –B) (Original + 1 Copy + Soft Copy in Word format in CD) & Technical Presentation (1 Copy + Soft Copy in ppt in CD)	Technical Proposal (Part – A) (Original) and (Part –B) (Original + Soft Copy in Word format in CD/ pendrive) & Technical Presentation (1 Copy + Soft Copy in ppt & pdf in CD/ pendrive)
5	12 & 51	Financial Proposal (Original + 1 Copy + Soft Copy in pdf form in CD)	Financial Proposal (Original)
6	25,26,27 & 45	Data Entry Operator	"Data Entry Operator" may be treated as " Project Assistant ".
7	19	<p>28. Replacement of Personnel: The professionals to be deployed under this contract must be dedicated in nature. However, the Client reserves the right to request the IVA to replace the assigned personnel if they are not performing to a level of satisfaction. If, for any reason beyond the reasonable control of the IVA, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the personnel, the IVA shall forthwith provide as a replacement a person of equivalent or better qualifications. After written notification, the IVA will provide CV of appropriate candidates within Seven (7) days for review and approval. The IVA must replace the personnel within seven (7) working days from the date of approval of replacement. If one or more key personnel become unavailable / leave the project for any reason midway under the contract, the IVA must notify the Client at least fourteen (14) days in advance, and obtain the approval prior to making any substitution. In notifying the Client, the</p>	<p>28. Replacement of Personnel: The professionals to be deployed under this contract must be dedicated in nature. However, the Client reserves the right to request the IVA to replace the assigned personnel if they are not performing to a level of satisfaction. If, for any reason beyond the reasonable control of the IVA, such as ("retirement" deleted) death, medical incapacity, among others, it becomes necessary to replace any of the personnel, the IVA shall forthwith provide as a replacement a person of equivalent or better qualifications. After written notification, the IVA will provide CV of appropriate candidates within Seven (7) days for review and approval. The IVA must replace the personnel within seven (7) working days from the date of approval of replacement. If one or more key personnel become unavailable / leave the project for any reason midway under the contract, the IVA must notify the Client at least fourteen (14) days in advance, and obtain the approval prior to making any substitution. In notifying</p>

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		<p>IVA shall provide an explanation of circumstances necessitating the proposed replacement and submit justification and qualification of replacement personnel in sufficient detail to permit evaluation of the impact on the engagement. Acceptance of a replacement person by the Client shall not relieve the IVA from responsibility for failure to meet the requirements of the contract. Change in the professionals beyond the allowable limit of the contract leads to implication of liquidated damage of 10% of the contract value.</p>	<p>the Client, the IVA shall provide an explanation of circumstances necessitating the proposed replacement and submit justification and qualification of replacement personnel in sufficient detail to permit evaluation of the impact on the engagement. Acceptance of a replacement person by the Client shall not relieve the IVA from responsibility for failure to meet the requirements of the contract. In no circumstances replacement of any personnel is permitted after their training on the assignment each year except for any reason beyond the reasonable control of the IVA, such as death, medical incapacity. From 2nd years onwards, the IVA may seek replacement of any personnel through written request one month in advance before the commencement of the assignment and getting the CV of a person of equivalent or better qualifications against the personnel for replacement reviewed and approved by HED. Change in the professionals beyond the allowable limit of the contract leads to implication of liquidated damage of @5% of the contract value for the particular year for Monitoring and Evaluation Specialist-cum-Team Leader and @ 2% of the contract value for the particular year per person for any of Report Writer, Field Investigators or Project Assistant.</p>
8	23	<p>4. Key Steps and Methodology: IVA will be commissioned by HED for four years of the Program i.e., year 2 (FY 2018-19), 3 (FY 2019-20), 4 (FY 2020-21) and 5 (FY 2021-22). The IVA will verify achievement of DLI-2 for FY 2020-21 and FY 2021-22, and DLI-3 for FY 2018-19, FY 2019-20, FY 2020-21 and FY 2021-22.</p> <p>For verification of DLI-2, the IVA will visit 10 universities and the autonomous colleges among the 21 sample colleges and verify, a sample of 2% students from the records about on-time graduation (OTG).</p> <p>Similarly, for verification of DLI-3, the IVA will visit 15 sample colleges and 6 universities in FY 2018-19 and 21 sample colleges and 10 universities for FY 2019-20, FY 2021-21 and FY 2021-22 (see Annexure-</p>	<p>4. Key Steps and Methodology: IVA will be commissioned by HED for four years of the Program i.e., year 2 (FY 2018-19), 3 (FY 2019-20), 4 (FY 2020-21) and 5 (FY 2021-22). The IVA will verify achievement of DLI-2 for FY 2020-21 and FY 2021-22, and DLI-3 for FY 2018-19, FY 2019-20, FY 2020-21 and FY 2021-22.</p> <p>For verification of DLI-2, the IVA will visit 10 universities and the autonomous colleges among the 21 sample colleges and verify, a sample of 2% students from the records of universities and autonomous colleges about on-time graduation (OTG). The IVA has to draw 21 sample colleges in</p>

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		<p>VI).</p> <p>All costs necessary for completing the assignment will be borne by the IVA as per the budget approved by HED.</p> <p>The IVA will be engaged for 1 year initially and its contract can be renewed in subsequent years subject to satisfactory performance.</p> <p>The IVA will be engaged for 60 days each year from 16th March to 15th May. Table 1 summarises the task to be carried out by IVA to accomplish the assignment each year.</p>	<p>such a manner so as to cover colleges from all affiliating universities (to verify a sample of 2% students from the records of these universities) and at least five autonomous colleges among 21 sample colleges.</p> <p>Similarly, for verification of DLI-3, the IVA will visit 15 sample colleges and 6 universities in FY 2018-19 and 21 sample colleges and 11 universities for FY 2019-20, FY 2021-21 and FY 2021-22 (see Annexure-VI).</p> <p>Sample Colleges and Universities for both DLI-2 & DLI-3 will be the same in a year. Sample institutions will vary each year.</p> <p>All costs necessary for completing the assignment will be borne by the IVA as per the budget approved by HED.</p> <p>The IVA will be engaged for 1 year initially and its contract can be renewed in subsequent years subject to satisfactory performance.</p> <p>The IVA will be engaged for 60 days each year from 11th March to 10th May. Table 1 summarises the task to be carried out by IVA to accomplish the assignment each year.</p>
9	25	<p>5. Scope of Work: Inception Stage Work-Plan and Sampling Plan: The IVA shall submit a detailed work-plan from 1st April to 10th May for each year and confirm the deployment of management structures. In addition, the IVA shall prepare the sampling plan for approval by HED.</p>	<p>5. Scope of Work: Inception Stage Work-Plan and Sampling Plan: The IVA shall submit a detailed work-plan from 11th March to 10th May for each year and confirm the deployment of management structures. In addition, the IVA shall prepare the sampling plan for approval by HED.</p>
10	25	<p>5. Scope of Work: Deployment of Team: The IVA shall specify the following teams: Dedicated personnel to be available during the entire period of the verification process and analysis/reporting. This team should comprise one Monitoring and Evaluation Specialist-cum-Team Leader, one Report Writer, 6 Field Investigators and one Data Entry Operator. The IVA will deploy Field Investigators who will carry out field data collection including institutions' surveys, and observation-based data. The proposal shall indicate the system of deployment of</p>	<p>5. Scope of Work: Deployment of Team: The IVA shall specify the following teams: Dedicated personnel to be available during the entire period of the verification process and analysis/reporting. This team should comprise one Monitoring and Evaluation Specialist-cum-Team Leader, one Report Writer, 6 Field Investigators and one Project Assistant. Monitoring and Evaluation Specialist-cum-Team Leader should be stationed at Bhubaneswar from 11th March to 10th May and should be available for meeting with SPD, OHEPEE as and</p>

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		investigators for field data collection, back-checks, and quality assurance.	when required. The IVA will deploy Field Investigators who will carry out field data collection including institutions' surveys, and observation-based data. The proposal shall indicate the system of deployment of investigators for field data collection, back-checks, and quality assurance.
11	25	5. Scope of Work: Field visit Plan: The IVA shall produce a field visit schedule for the entire data collection period. This will include sampling procedures, and protocol of supervision and quality checks.	5. Scope of Work: Field visit Plan: The IVA shall produce a field visit schedule for the entire data collection period and get it approved by SPD, OHEPEE. This will include sampling procedures, and protocol of supervision and quality checks.
12	25	5. Scope of Work: Training: The IVA shall be responsible for conducting training on the verification protocol, data collection instruments, data capture, quality assurance, and protocols to ensure data processing and analysis. The IVA shall produce and administer training manuals, duly as required. The IVA shall implement a training delivery schedule for their survey teams on intimation to HED.	5. Scope of Work: Training: The IVA shall be responsible for conducting training in association with HED on the verification protocol, data collection instruments, data capture, quality assurance, and protocols to ensure data processing and analysis. The IVA shall produce and administer training manuals, duly as required. The IVA shall implement a training delivery schedule for their survey teams on intimation to HED.
13	27	6. IVA's Inputs and Resources Required: Field Investigators-Qualifications and Experience: Undergraduate in any field with 65 % or more marks	6. IVA's Inputs and Resources Required: Field Investigators-Qualifications and Experience: Undergraduate in any field with 60 % or more marks
14	27	Data Entry Operator -Qualifications and Experience: Undergraduate in any field with 65 % or more marks	Project Assistant-Qualifications and Experience: Undergraduate in any field with 60 % or more marks
15	44	TECH B -6: NB: CV write-up restricted to 3 pages only with quality information relevant to the professional requirements.	TECH B -6: NB: CV write-up restricted to 3 pages only with quality information relevant to the professional requirements. Attach self-attested certificate for qualification of all team members and mark sheet of undergraduate degree for Field Investigators and Project Assistant as evidence.
16	46	TECH B – 8: Proposed Work Plan for Each Year for 4 Years: April to May	TECH B – 8: Proposed Work Plan for Each Year for 4 Years: 11 th March to 10 th May

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