

**MyGov Madhya Pradesh | Queries pertaining to MyGov-Madhya Pradesh RFQ - RFQ NO:
21/SAPS/2017**

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
1	16	Preparation of Proposal	4.6	The Proposal shall be in indelible ink and shall be signed by the authorized signatory of the Bidder. The Authorized person(s) means one who binds the Bidder to the Work Order. The letter of authorization shall be indicated by written power of attorney/resolution of board and shall accompany the proposal.	The document mentions a Power of Attorney that is required to be submitted. Is the submission of a Power of Attorney necessary where the Director of the Company himself is signing all the documents pertaining to the RFQ and a resolution confirming the appointment of the Director is attached with the submission?	Would be acceptable The signing authority should give supporting document of being a signing authority (resolution passed by board).	Clarification
2	26	Other General Terms and Conditions	2	Selected agencies are required to provide/deploy the resources within a period of 30 days from the date of award of work order. If resources are not deployed within the time frame i.e. in 30 days' post signing of contract, then per day of delay in deployment will result in penalty of Rs. 5,000 per resource per day.	What will be the lead time given to the agency in order to deploy the manpower from the time of confirmation of the resource for MyGov?	The selected agency should deploy all resources within 30 calendar days post signing of contract. It is the maximum time within which the Agency shall deploy the resources. Post delay of 30 days, penalties for late deployment will be levied as per RFP terms and conditions.	Clarification

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
3	17	Submission of Proposal	4.8	<p>The deadline for online and physical submission is 5th June'17 on or before 3:00 pm. The following documents needs to be submitted through hard copy as well before the last date and time of proposal submission as given above:</p> <p>a) Original EMD b) Bid fee if paid through DD. However, it will be preferred that the payment gateway of MP e-Procurement be utilized c) Power of Attorney or supporting document for the signing authority</p> <p>Address for submission is: Madhya Pradesh State Agency for Public Service IInd Floor, Atal Bihari Bajpayee Institute of Good Governance and Policy Analysis, Bhadbhada Road,TT Nagar – Bhopal, M.P.</p>	In the case of the physical submission of the POA, what is the deadline for the submission of the same, the address where it needs to be submitted and to whom does the same need to be addressed? Also, does the same need to be sent via courier or is it essential to hand deliver the same?	<p>The deadline for online and physical submission is 5th June'17 on or before 3:00 pm. The following documents needs to be submitted through hard copy as well before the last date and time of proposal submission as given above:</p> <p>a) Original EMD b) Bid fee if paid through DD. However, it will be preferred that the payment gateway of MP e-Procurement be utilized c) Power of Attorney or supporting document for the signing authority</p> <p>Address for submission is: Madhya Pradesh State Agency for Public Service II Floor, Atal Bihari Bajpayee Institute of Good Governance and Policy Analysis, Bhadbhada Road,TT Nagar – Bhopal, M.P.</p>	Clarification
4	19	Submission of proposal	4.8	No extra out-of pocket expenses will be reimbursed by the client i.e. the cost quoted in the financial proposal will be final without any variation	Who is being indicated as 'Client' here in this statement?	Client refers to Madhya Pradesh State Agency for Public Service on behalf of Government of Madhya Pradesh	Clarification

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
5	22	Payment Terms	4.11	Deployment Penalties and Post Deployment penalties	There are so much penalty in all scenarios. We would really request you to kindly reconsider the penalty terms to bring it a bit low.	No change	Clarification
6	-	-	Others	-	Who will bear the cost of resources if they work on any Holidays?	As per RFP	Clarification
7	14	Invitation to bidders	3	This invitation is valid only for the agencies Empaneled by National e- Governance Division (NeGD), DeitY, Govt. Of India vide notification No: N-21/14/2016-NeGD, September, 2016 under Digital Media Services Category.	We are not able to participate in the tender just because of the above one clause (Agency must Empanelled by National e- Governance Division (NeGD), DeitY, Govt. Of India vide notification No: N-21/14/2016-NeGD, September, 2016 under Digital Media Services Category). Kindly allow us to participate, we are empanelled with NeGD's under DigiLocker Program, if you permit us we can also get empanelled under Digital Media Services Category.	No Change	Clarification
8	14	Invitation to Bidders	3	This invitation is valid only for the agencies Empaneled by National e- Governance Division (NeGD), DeitY, Govt. Of India vide notification No: N-21/14/2016-NeGD, September, 2016 under Digital Media Services Category.	We are reputed MPPWD registered firm, we work under civil infrastructure, consultancy with government and private bodies. Can the firm still apply for this tender?	No Change	Clarification
9	29	Award of work	7	Work shall be awarded to the agencies on L-1 (least cost) basis.	We need clarification on selection process of successful bidder, like financial and other experiences	No Change	Clarification

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
10	14	Invitation to Bidders	3	This invitation is valid only for the agencies Empaneled by National e- Governance Division (NeGD), DeitY, Govt. Of India vide notification No: N-21/14/2016-NeGD, September, 2016 under Digital Media Services Category.	What is the possibility for companies like ours to be selected bidders, if yes with the current workforce and experience we be opt for this tender.	No Change	Clarification
11	6	Tender Fee	Data Sheet	15. Mode of Submission	Should the tender fees of Rs. 1000/- be paid online or by demand draft?	The bidder has both options to pay tender fee either through the facility available on MP e-proc site or send / deliver in person in form of Demand draft to the MPSAPS office address on or before the bid submission date and time	Clarification
12	6	Tender Document	Data Sheet	14. Complete tender document can be downloaded from http://mpedistrict.gov.in and www.mpeproc.gov.in	We have already registered on your portal however, we are unable to find the department to search the tender. Please help us with the link to the correct destination on your portal	The tender document can be seen at http://mpedistrict.gov.in/Public/abhikaran_nivida.aspx Bidders are requested to visit https://www.mpeproc.gov.in/ and get them registered for submission to bids online.	Clarification
13	19	Submission of proposal	4.8	15.b. Technical Proposal (Section 3 : Approach and Methodology)	Do you require us to present our ideas in a Presentation format in this round or will a Proposal in online format suffice?	Proposal in word format will suffice.	Clarification
14	19	Submission of proposal	4.8	15.b. Technical Proposal (Section 4 : Proposed solution)	We don't understand this point	Details about value addition, proposed software, value addition,	Clarification

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / Corrigendum)
						understanding of the assignment etc.	
15	43	Contract	12	Draft Contract/ Agreement	Require the agreement now or later?	Will be signed post award of contract	Clarification
16	25	Other General Terms & Conditions	2	Selected agencies are required to provide/deploy the resources within a period of 30 days from the date of award of work order. If resources are not deployed within the time frame i.e. in 30 days' post signing of contract, then per day of delay in deployment will result in penalty of Rs. 5,000 per resource per day.	-	Selected agencies are required to provide/deploy the resources within a period of 30 days from the date of signing of contract. If resources are not deployed within the time frame i.e. in 30 days' post signing of contract, then per day of delay in deployment will result in penalty of Rs. 5,000 per resource per day.	Corrigendum
17	23	Manpower Requirement	5 - Project Lead qualification	Masters in Mass Communication/Journalism from any recognized university.		MBA /Masters in Mass Communication / Journalism from any recognised university.	Corrigendum

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
18	23	Manpower Requirement	5 - Project Lead qualification	<p>Minimum Experience of 10 years in journalism, Development communication, research in public policy, social sciences etc.</p> <ul style="list-style-type: none"> · Editorial level experience in managing news websites or online newspapers & news blogs · Experience in Leading research teams in media houses or national & international research organizations of repute · Demonstrated social media expertise including running blog, FB and Twitter feed. 		<p>Minimum Experience of 10 years in journalism / marketing, Development communication, research in public policy, social sciences etc.</p> <ul style="list-style-type: none"> · Editorial level experience in managing news websites or online newspapers & news blogs · Experience in Leading research teams in media houses or national & international research organizations of repute · Demonstrated social media expertise including running blog, FB and Twitter feed. 	Corrigendum
19	20	Payment Terms	-	<p>The engagement of the resources is for a period of 24 months, which can be extended for another 12 months, subject to requirement/performance. Rates quoted by agency shall be valid for this entire period of each resource.</p>		<p>The engagement of the resources is for a period of 24 months, which can be extended for another 12 months, subject to requirement/performance of the selected Agency.</p> <p>For period beyond 24 months and in case of extension, the rates shall be revised to an extent of 10% in whole or part thereof for the desired number of resources for which extension is agreed.</p>	Corrigendum

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
20	10	Scope of Work for the Selected Agency	2.4	New clause		Expenditure pertaining to media buying will be borne by SAPS.	Clarification
21	10	Scope of Work for the Selected Agency	2.4	New clause		<p>As a part of Strategy formulation, the agency shall perform the following tasks as well in addition to the existing tasks :</p> <ul style="list-style-type: none"> • Design an operational framework, roles and responsibilities of the cell/division/etc. and make MyGov a self-sufficient cell/division etc. • Hand-holding and building relationships between various government departments and MyGov for crowd sourcing of ideas • To define standard operation procedures, policies, protocols, guidelines for operations of platform. • Preparation of quantitative reporting and documentation of ideas received on the platform. • For managing day to day operational activities of MyGov, setting up organizational structure, strategizing for MyGov future roadmaps and implementation of various new MyGov initiatives. 	Corrigendum

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
						<ul style="list-style-type: none"> • Coordinating , seeking inputs and updating the various stakeholders for the activities running on the platform 	

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
22	10	Scope of Work for the Selected Agency	2.4	New clause		<p>As a part of content formulation, the agency shall perform the following tasks as well in addition to the existing tasks :</p> <ul style="list-style-type: none"> • Creates both structured and unstructured content at the online platform that would make moderation and analysis a critical success indicator for MyGov and Government authorities to take informed decisions. • Depute the manpower, experienced in moderating contest, analyzing discussion threads on platform and creating summary for the government authorities. • Implement an open source content analysis tool for preliminary analysis and filtering the meaningful content from irrelevant content. • Coordinate with the concerned departments for creating discussions/polls/contents on MyGov and thus taking needful action against each activity in-sync with the department's team responsible for such activities. • Generate weekly and monthly reports from the discussions for the concerned 	Corrigendum

S.no.	Page no.	Reference	Clause no.	Existing Clause	Clarification Requested	Reply to the queries	Type (Clarification / corrigendum)
						<p>departments/bodies of Government of India.</p> <ul style="list-style-type: none"> • Develop content around promotional and marketing such as newsletters, blogs, and podcasts for the platform. This will also be a mode of information dissemination to the citizens for achievements of the government and the platform. • Footfall on MyGov portal is captured/measured with Web Analytics tool. It is also used for collection, analysis and reporting of web data for better understanding and optimization of MyGov usage. Web Analytics tools help gauge traffic and popularity trends that are used in market research. 	