

**NITI Aayog
(Industries Division)**

03.11.2015

Response to the Queries: Pre-bid meeting held on 23.10.2015 at 3.00 PM in NITI Aayog- Request for Proposal (RFP) for Consultancy for conducting “Enterprise Survey on Business Regulatory Environment in India”

The clarifications on the queries raised by the different agencies in the Pre-bid meeting on scope of the Enterprise Survey, prequalification criteria etc. with regard to Request for Proposal (RFP) for Consultancy for conducting “Enterprise Survey on Business Regulatory Environment in India” e-published on 10.10.2015 at Central Procurement Portal (CPP) of the of Government of India at <http://eprocure.gov.in/cppp/> and NITI Aayog website <http://niti.gov.in> are attached.

Joint Adviser
Room No. 309
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New Delhi-110001

Minutes of Pre-bid meeting held on 23.10.2015 at 3.00 PM in NITI Aayog: Request for Proposal (RFP) for Consultancy for conducting “Enterprise Survey on Business Regulatory Environment in India”

Sl.No.	Para	Clause	Query in pre-bid meeting	Reply
1.	6(3)	Bidders should have an average annual turnover of an equivalent of INR 10 Crore during last 3 (three) financial years.	Whether any Joint Venture/Consortium is allowed or not?	Consortium of Firms/ Joint Venture may be considered for the tender provided the lead consultant/firm meets the qualifying criteria. NITI shall only interact with the lead consultant of any such consortium. However, the bidder will have to furnish the details of consortium member(s) along with respective roles and responsibilities, with overall responsibility resting with the lead consultant.
2.	6(3)	Bidders should have an average annual turnover of an equivalent of INR 10 Crore during last 3 (three) financial years.	Can the average turnover may be lowered to Rs. 6-7 crore.	The average annual turnover is reduced to Rs. 6 crore.
3.	6(4)(i)	Bidders should have experience of at least one project (completed) of contract value of more than Rs. 50 lakhs for a Central Government Department / Organisation in India in the last two years.	Can it be relaxed if the organisation has worked with several state Governments.	6(4)(i) is revised as follows: Bidders should have experience of at least one project (completed) of contract value of more than Rs. 50 lakhs for a Central / State Government or their organisation in India in the last two years.
4.	6(4) (ii).	Track record of having completed 5 multi-State (involving three or more States) Survey Projects in India. Out of these 5 projects, at least 3 (three) Surveys should be in last two years and of minimum contract value of Rs. 50 lakhs each.	Can it be changed to: Track record of having completed at least 3 multi-State (involving three or more States) Survey Projects in India with govt/PSU/private clients. Out of these 3 projects, at least 2 (two)	No change

			Surveys should be completed with Central/State Govt clients in the last two years with at least 1 (one) survey project of contract value of at least 50 lakhs for a Government Department / Organisation	
5.	2.8	The units covered in the sampling would be dispersed in around 104 districts/ cities in different States/ UTs. A tentative list of the 104 districts/cities is at Annexure-I of the RFP. Minimum one cluster will be surveyed in each State/ UTs. In addition to the Survey of the Units, the views of the Industry Associations (around 150 nos.) representing different sectors in different States would also be elicited.	Do we necessarily need to go to all the 104 districts indicated? Can the total coverage of 3000 enterprises be met from a shorter number of districts/ cities indicated in Annexure – I.	The list of districts is tentative; the selection of districts could be modified/ expended by a small number to ensure that the sample is representative. However, the Survey has to capture the responses from all the States and UTs.
6.	2.11	The firm will submit the Survey output in the database file (in soft copy) in specified format for further use by NITI Aayog. The firm will be handing over the filled in Survey Questionnaire and database file (in soft copy) in specified format in phased manner as per approved work plan. A brief write-up/ report on Business Regulatory Environment in the States/ UTs as per the Survey will be provided.	What details need to be included in brief write-up/ report on Business Regulatory Environment in the States/ UTs	Content of the report/ write-up: 1. Manufacturing Sector in the State- an overview 2. Innovative / Good Practices (regulatory measures) introduced in last one to two years 3. Comments of Associations on promotional measures covered in State Industrial Policies 4. Policy environment for start-ups 5. Stakeholder’s comments on Infrastructure facilities/ linkages.
7.	2.1	The Scope of work of the hired Market research/consultancy firm will be mainly to plan, coordinate and conduct the Survey at the ground	What are the broad information areas and level of details asked	Information on 9 key areas: (i) Setting up a business,

		level. The firm would ensure the quality aspect of the Survey through employing the competent project officers, field coordinators and field staff.	therein (Enterprise Survey part)	<ul style="list-style-type: none"> (ii) Allotment of Land and Obtaining Construction Permits, (iii) Complying with environment procedures, (iv) Complying with labour regulations, (v) Infrastructure related utilities like electricity, water, sewerage, (vi) Taxation, (vii) Legal issues, (viii) Access to finance, (ix) Exit 																				
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9.	2.8	As above	<p>Are large firms also covered?</p> <p>Targeted 3000 enterprises to be split as 500 Start-ups from manufacturing vertical and remaining 2500 enterprises</p>	<p>We cannot strictly say that all enterprises will be MSME. Large firms are also included since they exist in the ASI frame. Service sector units (IT, Biotech etc.) would also be covered in the stat-ups. The total units will vary from 3000 to 3500.</p>																																				
10.	2.6	Structured questionnaires would be utilized for the survey of Manufacturing/ Service Enterprises and Startup companies.	Who would be targeted respondent at the enterprise level	The agency will be required to show the questionnaire to the person whom they have contacted and request to be directed to appropriate respondents (who may be proprietors or employees) who will be able to answer all questions.																																				

11.	2.6	Structured questionnaires would be utilized for the survey of Manufacturing/ Service Enterprises and Startup companies.	Is it mandatory to have all the information to consider an interview as a "Complete" or NITI Aayog would consider certain sections of the questionnaire as must have and we can still do away with some sections with some percentage of respondents not answering them?	For every question, an option will be provided which the respondent may use (such as don't know/not applicable) if he does not wish answer. So all questions have to be answered. If the respondent does not want to answer, the appropriate response code needs to be filled in. No question/section of the questionnaire should be returned unanswered or containing blanks. Where respondents do not wish to answer, that is to be mentioned using the relevant response code.
12.	2.6	Structured questionnaires would be utilized for the survey of Manufacturing/ Service Enterprises and Startup companies.	In what format do we need to submit the data?	Excel
13.	2.6	Structured questionnaires would be utilized for the survey of Manufacturing/ Service Enterprises and Startup companies.	In what format do we need to submit the filled in Survey Questionnaire	Excel
14.	2.8	In addition to the Survey of the Units, the views of the Industry Associations (around 150 nos.) representing different sectors in different States would also be elicited.	What methodology needs to be adopted to cover the association?	Face to face interviews with a digital version of the questionnaire
15.	2.8	As above	What would be the interview length?	Around 40-45 minutes
16.	2.8	As above	Who would be the target respondent for Industry Association?	Any Board member such as President/Secretary.

17.	2.8	As above	What would be the deliverable format for these interviews?	Excel
18.	2.8	As above	How many associations do we need to cover by states/ clusters indicated?	NITI Aayog would provide questionnaire to be administered to Industry Associations The Industry Associations to be surveyed may be between 100-150.
19.	2.4	The sampling strategy for the survey for the Enterprises/Units and for the start-ups would be given by NITI.	Database of Targeted Enterprises and Industry Associations	NITI Aayog would provide a list of 4000-5000 enterprises as also certain additional number of associations to be covered as part of the exercise.
20.	2.4	The sampling strategy for the survey for the Enterprises/Units and for the start-ups would be given by NITI.	What parameters need to be taken into consideration to select these in case we fall short of targeted number and have to look beyond the database provided? Or Will the database be continuously updated by NITI Aayog during the course of the study depending on the status of complete/ refusal/ non-availability of respondent to participate?	The agency will be expected to contact enterprises in the database before setting up interviews and if there is a shortfall, the database will be updated with more enterprises whom they can contact.