

**No. I-20020/2/2019-CC**  
**Government of India**  
**Ministry of Statistics and Programme Implementation**  
**Data Informatics & innovation Division**

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**East Block-10, R K Puram**  
**New Delhi dated 03-12-2019**

**CORRIGENDUM-4 TO E-TENDER NOTICE**

With reference to E-tender No. I-20020/2/2019-CC published on 25-10-2019 for "Setting up a Project Management Unit" for Ministry of Statistics & Programme Implementation (MoSPI) at DIID. The following Corrigendum/Addendum/Clarification in response to pre-bid queries/conference is hereby issued (ANNEXURE- A). It shall be an integral part of bid document and it may amount to an amendment of relevant Para/Clause of the bid document. Wherever there is a conflict, the provisions herein shall prevail over the relevant section of the RFP/bid document.

Other terms and conditions of the above tender remain same.

  
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Enclosed: Annexure-A

| # | RFP/Corrigendum Section and Page Number | Existing Clause                                       | Updated Clause  | New Addition |
|---|---|---|---|--------------|
| 1 | Corrigendum 3, page number 5-6          | Annexure 1 Resource Deployment (addition/replacement) | Revised Annexure 1 is available at page 2-3-4 below.  |              |
| 2 | Corrigendum 3, page number 7            | Annexure 2 Form 10C: Breakdown of Person month rate   | Revised Annexure 2 is available at page 4 below. (final list of resources required as per Annexure 2) |              |
| 3 | Corrigendum 3, page number 8            | Annexure-3 ; 14.5 CV Evaluation                       | Revised Annexure 3 is available at page 5 below.  |              |



## Annexure 1 Resource Deployment (Resource Addition)

| # | Role   | Profile  | No. of Man Month |
|---|--|--|------------------|
| 1 | <b>Finance Expert</b>                                  | a. MBA (finance) /CA or Equivalent with 7 Years of experience<br>b. With at least 2 years of financial modelling experience in implementation.<br>*for detailed Job description please refer clause no.10 of the above table | 36               |
| 2 | <b>Legal Expert</b>                                    | a. LLB<br>b. At least 6 years of relevant experience<br>c. Experience in rendering legal advice, handling, drafting, vetting contract, legal documents (pertaining with legal aspect of IT initiative of Govt.)              | 06               |
| 3 | <b>Cyber Security / Network Security/ cloud expert</b> | a. B.Tech/ M.Tech/ M. S in IT/ Computers<br>b. At least 4 years of relevant experience in Cyber Security/ Network security/ Cloud computing  | 12               |
| 4 | <b>Economist</b>                                       | a. MBA/ PGDM/ MSc or Post graduation in Economics from a recognized institute<br>b. At least 6 years of working experience in economics/ statistical field with at least 1 year of Experience in Analytics/Data Science      | 12               |

## (New Addition)

| # | Role                          | Job Description  | Profile   | No. of Man Month |
|---|-------------------------------|--|---|------------------|
| 1 | <b>Deputy Project Manager</b> | <ul style="list-style-type: none"> <li>Assist Project Manager, with particular focus on progress monitoring of NPIQSI</li> <li>Perform overall monitoring of the Project and act as the repository of all information, communication, data, etc. related to the project.</li> <li>Help manage the Project 'innovation fund' and specific deliverable linked assignments ("mini projects") as per mutual agreement.</li> <li>Provide support to grievance redress across various project related activities.</li> <li>Recommend improvement of the program design by supporting frequent reviews and analyses at all levels, using change management approaches for problem solving</li> <li>Document project successes and failures</li> </ul> | <ul style="list-style-type: none"> <li>Masters degree in Management/Economics/ Statistics/ Data Analytics from reputed University or Institute;</li> <li>5-7 years of experience in monitoring/project implementation/strategy at national level.</li> <li>Good written and spoken English.</li> <li>Experience of working in/with development organizations</li> </ul> | 36               |

|   |   |   |  |    |
|---|---|---|--|----|
|   |   | <ul style="list-style-type: none"> <li>• Provide feedback to the Lead on project strategies and activities;</li> <li>• Suggest strategies to the Lead for improving the efficiency and effectiveness of the Project by identifying bottlenecks in completing activities and developing plans to minimize or eliminate such bottlenecks;</li> <li>• Report weekly, monthly, quarterly, half-yearly and annual progress on all activities</li> </ul> <p>Help prepare annual implementation plans/ strategies for achieving the DLIs and results identified under the project annually.</p>  | <p>like the World Bank is required.</p> <ul style="list-style-type: none"> <li>• Prior experience of working on government projects will be an added advantage.</li> </ul>   |    |
| 2 | <b>Behavioural Management Specialist (Change Management Specialist)</b> | <ul style="list-style-type: none"> <li>• Identifying the areas of organizational culture that require improvement</li> <li>• Developing an action plan for improvement and describe the new culture, ways of working and behaviours within the team</li> <li>• Design Human Resource strategies to imbibe and incorporate Business Process Re-engineering</li> <li>• Helping in improving employees output in the project</li> <li>• Manage change management deliverables with development and delivery teams</li> <li>• Develop a set of actionable and targeted change management plans, communication plans, coaching plans, training plans and resistance management plan</li> <li>• Facilitate impact assessments and develop action plans</li> <li>• Define and Measure Adoption across project lifecycle</li> <li>• Facilitate and support change management activities and track and engagement with function and business, including training, communication, awareness and readiness assessments</li> <li>• Manage and track overall change journey and management</li> <li>• Facilitate change impact assessment</li> </ul> | <ul style="list-style-type: none"> <li>• Master's degree in psychology with specialization in organisational psychology/MBA or PGDM with specialization in Organisational Behaviour from a recognized institute</li> <li>• At least 10 years of working experience in organization strategy/restructuring with atleast 1 project with large organization spread across multiple geographical locations</li> <li>• Good Interpersonal skills</li> <li>• Skills in communication and designing effective communication strategies</li> </ul> | 36 |
| 3 | <b>Strategy Specialist</b>  | <ul style="list-style-type: none"> <li>• Participate in strategy development and help in connecting insights to ideas</li> <li>• Present research/strategy findings and support preparation of analyzed output</li> <li>• Develop a long-term vision, craft roadmap, for the implementation of the project</li> <li>• Actively monitor and adjust strategy as needed.</li> <li>• Partnering closely with all stakeholders of MOSPI</li> <li>• Design Capacity Building Strategies</li> </ul>  | <ul style="list-style-type: none"> <li>• Masters degree in Management (Corporate strategy and policy, Strategic management, economics and strategy);</li> <li>• Ability to think critically and apply a strategic approach to the project</li> </ul>   | 12 |

|  |  |  |  |
|--|--|--|--|
|  |  |  | <ul style="list-style-type: none"> <li>• At least 10 years of working experience in business strategy with at least 2 years of experience in government business strategy</li> <li>• Strong organizational and communication skills</li> </ul> |
|--|--|--|--|

**Annexure 2**

**Form 10C: Breakdown of Person month rate**

This table includes personnel that would be deployed on the project

| #              | Names | Position  | Number of People (a) | Per month Rate in INR (b) | Person-Months (c) | Total Amount in INR (D=a*b*c) |
|----------------|-------|---|----------------------|---------------------------|-------------------|-------------------------------|
| 1              |       | Project Manager   | 1                    |                           | 36                |                               |
| 2              |       | Deputy Project Manager  | 1                    |                           | 36                |                               |
| 3              |       | Technical Analyst   | 1                    |                           | 36                |                               |
| 4              |       | Reporting & Data Analytics                                      | 2                    |                           | 36                |                               |
| 5              |       | Procurement Expert  | 2                    |                           | 36                |                               |
| 6              |       | Business Analyst  | 1                    |                           | 36                |                               |
| 7              |       | Consultant – Capacity Building                                  | 1                    |                           | 36                |                               |
| 8              |       | Behavioral Management Specialist (Change Management Specialist) | 1                    |                           | 36                |                               |
| 9              |       | Finance Expert  | 1                    |                           | 36                |                               |
| 10             |       | Legal Expert  | 1                    |                           | 06                |                               |
| 11             |       | Cyber Security /Network Security/Cloud Expert                   | 1                    |                           | 12                |                               |
| 12             |       | Economist   | 1                    |                           | 12                |                               |
| 13             |       | Strategy Specialist   | 1                    |                           | 12                |                               |
| Total (in INR) |       |   |                      |                           |                   |                               |

**Note 1:** Categories mentioned from Sr. No. 1 to 9, work order of minimum 6 resources will be awarded initially. PMU at any given point of time during the project will have minimum 6 resources. Additional expert resources would be taken as and when need arise.

**Note 2:** For any new additional deployment or replacement, 30 days prior intimation for joining will be given.

**Note 3:** For Integrated master’s degree M.Tech/MCA etc with IT/Computers as a major subject then separate B.Tech degree is not required.

## Annexure 3

## 14.5 CV Evaluation

The CVs of the following personnel (core and SME) will be evaluated –

| B   | Programme Management Team (B = B1+B2+B3+B4+B5+B6+B7+B8+B9+B10+B11+B12+B13) | 25 Marks     |
|-----|--|--------------|
| B1  | Project Manager  | 3            |
| B2  | Deputy Project Manager   | 3            |
| B3  | Technical Analyst  | 2            |
| B4  | Reporting & Data Analytics   | (1.5+1.5) =3 |
| B5  | Procurement Expert   | (1.5+1.5) =3 |
| B6  | Business Analyst   | 2            |
| B7  | Consultant – Capacity Building   | 1            |
| B8  | Behavioral Management Specialist (Change Management Specialist)            | 1            |
| B9  | Finance Expert   | 2            |
| B10 | Legal Expert   | 1            |
| B11 | Cyber Security /Network Security/Cloud Expert                              | 2            |
| B12 | Economist  | 1            |
| B13 | Strategy Specialist  | 1            |

## Note:

1. Project Manager must be available for discussion/ interview at the time of delivering presentation by the bidder
2. Ministry may request to deploy additional consultant(s) and SMEs on need basis, for which the bidder is required to discover the man-months rate as per Form 10C
3. Resource evaluation will be based on the compliance of the profile of the resources as mentioned in the RFP and overall work experience.
  - a. Compliance of the profile of the resources as mentioned in the RFP shall carry a weightage of 50% in the evaluation of the resource.
  - b. Remaining 50% weightage will be given on overall work experience, credential of the CV, relevance of the experience.

