

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

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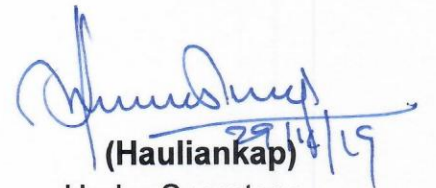
**East Block-10, R K Puram**  
**New Delhi**  
**Dated 29.11.2019**

**CORRIGENDUM 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- I). 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.

Bid submission date has been extended to 16th December, 2019, 11:00 AM and accordingly bid will be open on 17th December, 2019, 11:00 AM.

Other terms and conditions of the above tender remain same.

  
(Hauliankap)

Under Secretary  
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Email.: [h.suantah@nic.in](mailto:h.suantah@nic.in)

Enclosed: Annexure-I

#	RFP/Corrigendum Section and Page Number	Existing Clause	Updated Clause	New Addition
1	Corrigendum 2, page number 5	Annexure 1 Resource Deployment (addition/replacement)	Revised Annexure 1 is available at page 5-6 below.	
2	Corrigendum 2, page number 6	Annexure 2 Form 10C: Breakdown of Person month rate	Revised Annexure 2 is available at page 7 below. (final list of resources required as per Annexure 2)	
3	Corrigendum 2, page number 6	Annexure 3 14.5 CV Evaluation	Revised Annexure 3 is available at page 8 below.	
4	Page 4, Bid Submission Date	Last date and time for bid Submission: <b>05/12/2019; 1500 Hrs</b>  Date and time of opening of bids: <b>06/12/2019; 1500 Hrs</b>	Last date and time for bid Submission: <b>16/12/2019; 1100 Hrs</b>  Date and time of opening of bids: <b>17/12/2019; 1100 Hrs</b>	
5	Validity of bid	180 Days from the last date of closing	90 Days from the last date of closing	
6	Section 4: Background			The MOSPI is embarking on a 'National Programme for Improving the Quality of Statistics in India (NPIQSI)' financed by the World Bank. The aim of the project is to modernize statistics by improving the efficiency and user relevance of statistical production at MOSPI, by strengthening the focus on data quality and the integration of administrative data in data production processes and by enhancing MOSPI's role in statistical coordination across States, Union Territories, and sectors. This will be achieved through an investment project with Disbursement Linked Indicators [DLIs] which will have the provision of technical assistance [TA] and support to the implementation of new technologies.
7	Section 5: Terms of Reference/Scope of Work			The PMU will also support MOSPI in implementation of the Proposed National Programme for Improving the Quality of Statistics in India (NPIQSI) and provide support in meeting its Project Development Objectives [PDO]. The PMU will also

				coordinate and communicate with various stakeholders such as Central Ministries/State Departments on project related matters.
8	Section 6.1 : Resource Deployment Role of Project Manager			Should be responsible for the project NPIQSI also
9	Section 6.1 : Resource Deployment Job Description of Procurement Expert			<p>Providing support in drafting, updating and monitoring of Procurement Plan using World Bank's on-line web-based procurement monitoring tool.</p> <p>Facilitating and assisting MOSPI in the procurement of goods, works and services in accordance with approved procurement plan, following the World Bank Procurement Regulations and using Bank's Standard Bidding Documents.</p> <p>Assisting MOSPI in meeting procurement review requirements [prior and post review] of the World Bank.</p> <p>Supporting MOSPI in ensuring that all disclosure requirements relating to procurement are met.</p> <p>Supporting MOSPI in fair and expeditious handling of procurement-related complaints in accordance with agreed arrangements.</p> <p>Assisting MOSPI in any and all procurement related activities under the Project.</p> <p><b>Experience in procurement methods of World Bank/Asian Development Bank/Multilateral funded projects is desirable.</b></p>
10	Section 6.1 : Resource Deployment & Corrigendum-2: <b>Finance Expert</b> Job Description of Financial Expert			<ul style="list-style-type: none"> <li>• Lead and implement the overall financial management aspects of the Project NPIQSI, including preparation of annual budget proposals, monitoring fund flows and internal controls.</li> <li>• Undertake all financial activities related to budget, providing technical support to expedite the Project as per the established processes for disbursement of funds for different activities related to the Project using World Bank disbursement and procurement rules with appropriate</li> </ul>

				<p>arrangement of budget and flow of funds, accounting, internal controls, interim and annual reporting, submission of quarterly Interim Unaudited Financial Reports (IUFRs) and external audits to be placed in the public domain.</p> <ul style="list-style-type: none"> <li>• Continuous follow-up so that disbursement modalities for each DLI are met by the Ministry in accordance with the verification by a third party.</li> <li>• Liaison and support government institutions and organizations concerned with the Project implementation for financial management, data collection, and reporting.</li> <li>• Prepare all financial reports related to the project including but not limited to ensuring the preparation of Project's financial statements of various entities. Develop a financial management tool with an easy to use dashboard to track the project progress.</li> <li>• Managing and coordinating external and internal audit activities so that the required audit reports are available by their respective due dates. Follow up on compliance with the internal/external audit observations.</li> </ul> <p>Profile: Experience of working in/with multi-lateral organizations like the World Bank is desirable</p>
11	Section Deliverables 7:			<p>In addition to the Quarterly work plan and monthly status reports, the following deliverables are expected for the 'National Programme for Improving the Quality of Statistics in India' Project.</p> <p>The Team will be required to prepare and submit quarterly and annual progress reports to MOSPI. The reports shall be able to cover,</p>

				<p>among other items, the following issues to the extent possible:</p> <ul style="list-style-type: none"> <li>a. Summary of main issues and obstacles, including recommended corrective action;</li> <li>b. Summary of project progress, key accomplishments, including financial snapshots and progress against results framework;</li> <li>c. Progress and activities of the vendors including details of work;</li> <li>d. Progress of systems development and other deliverables;</li> <li>e. Planned activities for the next reporting period;</li> <li>f. Changes in the scope of the Project and scope of services, including the list of issued change orders, if any.</li> </ul>
12	Corrigendum-2 Sr.No.4	A hike of 10%per annum will be allowed if the same resource will be retained. If any resource(s) will be changed the original man month rate for that resource(s)will prevalent.	A hike of 10% per annum, on the rate discovered in the bid document after completion of first year, will be allowed.	

## Annexure 1 (Resource Addition)

#	Role	Profile	No. of Man Month
1	<b>Finance Expert</b>	a. MBA (finance) /CA or Equivalent with 7 Years of experience b. With at least 2 years of financial modelling experience in implementation. <b>*for detailed Job description please refer clause no.10 of the above table</b>	36
2	<b>Legal Expert</b>	a. LLB b. At least 6 years of relevant experience 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 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 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

**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	1		36	
5		Procurement Expert	1		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	
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>B</b>	<b>Programme Management Team (B = B1+B2+B3+B4+B5+B6+B7+B8+B9+B10+B11+B12)</b>	<b>25 Marks</b>
<b>B1</b>	Project Manager	<b>4</b>
<b>B2</b>	Deputy Project Manager	<b>3</b>
<b>B3</b>	Technical Analyst	<b>3</b>
<b>B4</b>	Reporting & Data Analytics	<b>3</b>
<b>B5</b>	Procurement Expert	<b>2</b>
<b>B6</b>	Business Analyst	<b>2</b>
<b>B7</b>	Consultant – Capacity Building	<b>1</b>
<b>B8</b>	Behavioral Management Specialist (Change Management Specialist)	<b>1</b>
<b>B9</b>	Finance Expert	<b>2</b>
<b>B10</b>	Legal Expert	<b>1</b>
<b>B11</b>	Cyber Security /Network Security/Cloud Expert	<b>2</b>
<b>B12.</b>	Economist	<b>1</b>

**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.