Government of Karnataka
Skill Development, Entrepreneurship and Livelihoods Department (SDEL)
Karnataka Skill Development Corporation (KSDC)

KSDC E Tender No: ITE/KSDC/SANKALP/ELPLT/CR124/2020-21   Dated: 08th March 2021

Minutes of the Pre-bid Meeting

Brief Description of the RfP:	Request for Proposal Selection of knowledge partner for setting up of five English language laboratories and providing language training
Date & Time of Pre-Bid Meeting:	03rd March 2021 at 3 pm
Venue of the Meeting:	3rd Floor, Conference Room, Kaushalya Bhawan, Bannerghatta Road, Bangalore & Microsoft Team Meeting

The following officers of KSDC attended the pre-bid meeting:

1. Shri Raja Naika, ED-2/DD
2. Shri EM Vahab Khan, AD
3. Shri Sudarshan, AD
4. Smt. Ravi Kumari, SDA
5. Shri Sai Nath, SDA
6. Shri Shashidhara HN, Team Lead, Project Management Team, KSDC
7. Shri Manveer Singh, Manager-E&L, Project Management Team, KSDC

The following officers of bidding agencies attended the pre-bid meeting: -

1. Shri Bhavin Dudhatra, Station-e Info Services Pvt. Ltd.
2. Ms. Mehak, Param Educare

Proceedings of the Pre-Bid Meeting:

1. At the Onset, Shri Shashidhara HN, Team Lead, Project Management Team, KSDC, welcome all the participants, made a briefing about the scope of services and purpose of the pre-bid meeting.
2. Thereafter, he requested the participants to raise the queries one by one starting from those who didn't sent their queries to rest of the participant who had already conveyed their queries through mail.
3. The queries from prospective bidders were appropriately responded.
4. The response to queries sought from prospective bidders in writing and those asked during the meeting have been compiled as per **Annexure-I**.

Annexure-I

Replies to Pre-Bid Queries

S. No.	Name of Organization	Pg. No./Clause No./Section/Clause	Queries	Reply
1.	Station-e	General enquiry	Why computer based language lab? There are other successful models too. Computer based language lab leads to less utilization and may be limitations for students in learning process.	As a pilot project, KSDC is implementing the program as per standard industry norms in the government and private sector.
		Section 3: Technical Specification & Criteria for Evaluation of Content (Pg. 5)	Buyer requirement is 1+30/50 seats?	This point is stands modified as "The software must work on Wireless LAN for 1+30".
		Section 4: Scope of Work (Page 9)	What is Exterior designing of the lab?	KSDC is expecting the shortlisted agency to design and install the exterior signage and other branding & IEC material for proposed five language labs.
		Section 4: Scope of Work (Page 9)	Which are the Places/cities of installation?	KSDC shall share the identified locations of the language labs with the shortlisted agency.
		Section 4: Scope of Work (Page 9)	What is the duration of project completion? One month or more?	Total Duration of the Project is One (1) year. However, it is expected that the shortlisted agency shall make efforts in setting up and operationalization of labs within 6-9 months from the date of issuance of work order.
		Section 4: Scope of Work (Page 9)	How many Instructor(s) we have to provide per institute?	Minimum number of instructors shall be required based upon the schedule of classes and proposed action plan by the shortlisted agency in joint discussion with KSDC post issuance of work order.
		Section 4: Scope of Work (Page 9)	The Agency / Firm will be responsible for running Language Laboratory independently. What will be the timing of training? Seller has to provide training within working hours or extra hours?	Schedule of classes and proposed action plan by the shortlisted agency in joint discussion with KSDC post issuance of work order.
		Section 4: Scope of Work (Page 10)	Train minimum 1000 students in a year covering all the five language laboratories. Seller has to train 200 students per school or 1000 per school?	Please refer Section 4: Scope of Work (Page 10) and Section 16: Payment Terms. The shortlisted agency is expected to train 200 students per language laboratory.

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		Section 5: Eligibility Criteria (Page 10)	The bidder should have at least 2 completed / ongoing of setting up of Language Laboratories with central/state government or its department/mission/ undertaking/ private entities, with contract value of more than INR 1 crore in the last 3 years. In this bid, buyer have asked turnover of 50 Lacs while experience of 1 CR project? For fair competition, total experience is more important than 1 cr criteria.	Please refer Point No. Section 5: Eligibility Criteria stands modified as "The bidder should have at least 2 completed / ongoing projects of setting up of Language Laboratories with central/state government or its department/mission/undertaking/private entities, with total contract value of more than INR 1 crore in the last 3 years put together.
		Point 10.1.d - Section 10: Bid Opening Process (Page 13)	KSDC reserves the right to reject the bid at technical stage, in case the original documents are not produced for physical verification. So when a seller has to provide original documents for verification? At the time of technical bid opening or a date will be informed?	It is at the discretion of project approval committee. If need arises, the bidders shall be informed in advance of minimum two days.
		(Page 13)	The bidder will have to make a presentation. When a seller has to give presentation?	The date & time for technical presentation shall be communicated later at the discretion of KSDC.
		(Page 20)	Terms of Payment 30% on training of teachers (Minimum 2 per lab) and 200 students per lab. It is requested to release it after training of teachers only.	No change.
		(Page 20)	Payments will be made after submission of bills and necessary certifications by the competent authority. Payments will be released within how many days by buyer from submission on documents?	KSDC shall release the payment based upon the satisfaction of work done by the shortlisted agency within appropriate time.
		(Page 22)	Should be able to commence the functioning within one week from the date of acceptance of the work order with all required staff on boarded within 3 weeks of acceptance of work order. What is the duration of project completion from date of work order?	Total Duration of the Project is One (1) year. However, it is expected that the shortlisted agency shall make efforts in setting up and operationalization of labs within 6-9 months from the date of issuance of work order.
			The project cost must be finalized from buyer. So with in that stipulated budget, a seller can provide	It is expected that the prospective bidders shall submit the budget and requirement as per the standard norms.

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			their offers and facilities. Detail list of equiments and specifications required for quoting rates.	
			What will be the Room size for installation?	The details of the identified instrastructure shall be communicated post issuance of work order to the shortlisted agency.
			Does EMD exemption under MSME for buyer?	No clause is prescribed in the RFP as per KTPP act.
			What will be minimum salary of faculty as per Karnataka state laws?	No extra cost shall be provided to the shortlisted based over and above the cost approved in work order and contract.
			It is mentioned that acoustics, chairs, tables, software required for a language lab, there are many other equipments which needs to be incorporated within this lab (Such as TV/LED Display, false ceiling, ACs/Fans, lighting, flooring, colour work, networking, antivirus, specifications of PCs, etc).	Please refer Section 4. Scope of work which states the turnkey solution is expected from the shortlisted agency.
2.	Station-e & Param Educare	Bid Data Sheet (Page 1)	Please extend the last date of receipt of proposals due to extensive scope of work mentioned in the RFP	The last date & time for receipt of proposals is hereby extended till 15th March 2021, 12:00 hours and last date & time for opening of technical bid is hereby extended till 17th March 2021, 12:00 hours.