

**The Minutes of Meeting on Pre - Bid held in the T.R.T.I., Pune Office on 31.01.2023**

Tribal Research & Training Institute (TRTI), Pune is a registered autonomous Organization working under the Tribal Development Department, Government of Maharashtra. Development of Scheduled Areas is an important & Priority of Government of Maharashtra. Collection of statistical information regularly through Benchmark Survey is essential for designing development action plans for tribals. Accordingly, Benchmark Survey will be conducted in Nandurbar District.

TRTI would like to select established, reputed, reliable & Capable Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District

In connection with above mentioned note the Applications are invited and advertisement has been floated on the website <https://mahatenders.gov.in>


The pre-bids were held at Tribal research and training institute, Pune on dated 31/01/2023 04:00 PM.

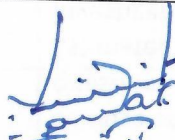
Sr. No.	Page No.	Point/ Clause No.	Content of RFP requiring clarification /changes	Clarification / Changes Sought	Clarification/ Remark
1	2	5	The Tender Fee of Rs. 20,000/-is required to be deposited Online through Net Banking / NEFT.	We are a registered MSME and as such request you to grant us exemption on tender fee.	As per Tender document only.
2	2	6	The EMD of Rs.2,00,000/-is required to be deposited Online through Net Banking / NEFT.	We are a registered MSME and as such request you to grant us exemption on EMD .	As per Tender document only.
3	2	-	Estimated Cost - Rs.2,48,00000/-	The budget provided of Rs. 2,48,00,000/- appear to be inadequate considering the scope of work. Is there any possibility of increase in the same and if yes to what extent?	There is no any possibility of increase in budget. As per Tender document only.
4	8	h	Using advanced technique such as electronically recording the data using a dedicated software on tablets with active GPS/GPRS features, record the interviews on devices, etc. with approval from TRTI for door-to-door and face to face interviews.	What is the exact purpose of GPS feature in app?	It is for monitoring purpose only. For tracking investigator location at the time of field visit.
5	8	b	As per Census 2011 the Scheduled Tribes (ST) population in the Nandurbar District is 11,41,933 and number of ST households stands at 2,23,138. Considering the decadal growth rate of ST population from 2001 to 2011, the projected ST population in 2022 will be around 15,60,751 and number of households will be 2,96,198 (Approx 3,00,000).	Is the household count of 3 lakh correct if the sample method is not for a survey? As households receive 82.66 rupees per household.  In the case of sampling, what are the sampling criteria?  As mentioned, there are 3 lakh households and 15 lakh people in the district, so does it need to cover all households and all people in the district?	Number of household (Approx 3,00,000). is estimated value.  Sample method is not applicable for benchmark Survey.  Yes , Approx 3,00,000 households and 15 lakh people in the district need to cover in Benchmark Survey.

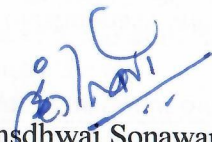
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	13	viii	Post- Survey Activities - Printed and original signed documents duly received and accepted/approved by the TRTI, as follows: Narrative report to the TRTI on the outcome of the survey including issues encountered throughout the project. Hard copy and electronic form (in .pdf, .doc or .xlsx as applicable) of documents and other materials used in the survey. Written response to the inquiries as needed.	Should we have to submit hard copies of filled questionnaire?	Benchmark Survey will be done online through mobile app instead of using printed questionnaire. So submission of hard copies of filled questionnaire is not applicable.  Hard copy of documents/ Written response to the inquiries as needed means other survey related documents, points in focus group discussion, maps etc.
	14	5	As per above table Village Questionnaire & Pada Questionnaire should be analyzed.	Does we have to prepare Village questionnaire & Pada questionnaire separately?	Total four Survey schedule/ Questionnaire have been prepared and finalized through Tribal Research and Training Institute, Pune with the help of experts in various fields. The selected agency is expected to use these already prepared Survey schedule/Questionnaire for Benchmark Survey. As per Tender document only.
	23	2	The Bidder shall have an average annual turnover of overall business of minimum Rs. 2.5 Cr. for last three financial years (2019-20,2020-21,2021-22)	We are a registered MSME and as such request you to grant us exemption on turnover criteria.	As per Tender document only.
	23	4.2 -1	The bidder shall be: company/proprietor/partnership firm registered for this purpose under any Law/Act of Govt. of India since last 3 years, OR An LLP firm registered under The LLP Act 2008 since last 3 years	Can NGO submit tender?	No. As per Tender document only.

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10	26	4.3	Write up with page limit of 20 pages & Presentation to the Committee	Shall we upload write up at the time of bid submission? What about time & date for the presentation to the committee?	Yes it should be uploaded at the time of bid submission. The time & Date for presentation will be informed through mail after tender end date.
11	28	b	The bid price will include all taxes and levies and shall be in Indian Rupees and mentioned separately.	Is the Bid price Rs. 2,48,00000/- include GST?	Yes, It's including GST and all taxes  As per Tender document only.
12	-	-	-	Kindly provide us the sample questionnaires developed by you to assess the average time it may take, open or close ended questions, type of questions to be asked etc.	Questionnaire will be provided through mail.
13	-	-	-	Estimated productivity per day per investigator for each of the types of questionnaires.	Questionnaire will be provided through mail. Bidder can estimate productivity per day per investigator for each of the types of questionnaires.
14	-	-	-	Whether Govt. guest house with food facility will be available to our field team during the survey on complimentary basis.	No.
15	-	-	-	Whether media awareness will be done by TRTI in the Nandurbar District requesting for cooperation for the survey.	No media awareness will be done by TRTI in the Nandurbar District But TRTI will inform related Govt. offices (Collectorate, ITDP, BDO, Tehsildar etc) for cooperation during survey
16	-	-	-	Does this estimate include training materials, print-ready formats, and any other media creation involved?	Benchmark survey should be done in given estimate. TRTI will not provide any training materials, print-ready formats etc.

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-	-	-	What is the detailed process of the benchmark survey?	<ol style="list-style-type: none"> <li>1. development of Survey App</li> <li>2. Selection of Investigators &amp; Supervisors</li> <li>3. Training of Investigators &amp; Supervisors</li> <li>4. Pilot survey</li> <li>5. Data collection, scrutiny, Inspection</li> <li>6. Data analysis &amp; validation</li> <li>7. Report writing &amp; submission of draft report</li> <li>8. Submission of final report</li> </ol>

  
 (Rekha kudamulawar)  
 Statistical officer

  
 (Vinit Pawar)  
 Account Officer

  
 (Hansdhwaj Sonawane)  
 Joint Director