

## Pre bid queries for Developing Climate Budgeting Tool and Conducting training on the tool management

PN: 20.9015.7-003.00

RFQ no.: 83462194

Date: 23.04.2024

### Pre bid clarification in form of FAQ

Sl. No.	Reference Document & Parameter	Page No.	Contents of the Document	Query	Response
1.	<b>Terms Reference</b> - Task to be performed by contractor	5	<b>Baseline study and Review of existing regulations and tool kits– National and State level</b> <ul style="list-style-type: none"><li>The consultant must review the existing and ongoing tools implemented by MoHUA, any state and cities policies &amp; regulations related to municipal finance/budget and climate budget and identify gaps/ challenges and opportunities</li></ul>	Please confirm the project team will have access to the existing and ongoing tools implemented by MoHUA, and the project team will be able to consult about the details of the tools with the concerned user of the tools to identify the gaps and challenges.	The agency is expected to identify similar tools developed by various organization working in urban domain, including policy and regulations, that are currently available. If necessary, GIZ will help arrange a meeting with the concerned MoHUA Division/ Subordinate Offices or Statuary/ Autonomous Bodies .
2.	<b>Terms Reference</b> - Task to be performed by contractor	5	<b>Test-run of the tool:</b> The consultant will test the tool kit in 3 project cities - Panaji, Coimbatore and Shimla; and further improve the tool based on the test run, as required	Please confirm the number of municipalities to be selected for the test run. For example, Panaji has multiple municipal councils. Is the test run to be conducted on all municipal corporations for the 3 cities?	Yes, Coimbatore, Panaji and Shimla city Municipal corporation.

3.	<b>Terms of Reference</b> - Task to be performed by contractor	5	<b>Training module to be prepared and training &amp; capacity development:</b> <ul style="list-style-type: none"> <li>The consultant will develop a training module based on the tool, provide training to the cities on how to use the tool and conduct training on the tool for all 100 + cities. GIZ will organize the training (one day), and up to 3 trainings are envisaged (locations to be finalized later). One report on the training conducted along with final training material to be submitted.</li> </ul>	<ol style="list-style-type: none"> <li>Kindly confirm the number of trainings to be conducted.</li> <li>Kindly confirm the mode of delivery for trainings to be conducted (in-person, online, hybrid)?</li> <li>We understand that the costs for organizing trainings/ workshops including logistics costs shall be borne by GIZ – kindly confirm.</li> <li>What would be location of training? Please share the above details to arrive at cost structure.</li> <li>Kindly confirm whether the 100+ cities are the Smart Cities selected by MoHUA under mission mode.</li> </ol>	<p>Total 3 number of training.</p> <p>One training is in person, and two training is online)</p> <p>Yes, the cost for organizing training in any premises/hotels including logistics arrangements shall be borne by GIZ. Hence bidder don't have to quote any cost for the same.</p> <p>One training is in Partner Cities( Coimbatore/Panaji/Shimla). The city will be selected later. The other two training are Online.</p> <p>For Online training, we will call all 100 smart cities.</p>
4.	<b>Terms of Reference</b> – Personnel concept	9	<b>Team Leader</b> <u>Qualifications of the team leader</u> Education/training (2.1.1): University qualification (German 'Diplom'/Master) in Post Graduation degree in Economics/ Urban Finance / Urban policy / Urban planning with public finance or other related subjects	<p>We request the requirement may be modified as:</p> <p>Education/training (2.1.1): University qualification (German 'Diplom'/Master) in Post Graduation degree in Economics/ <b>Finance / MBA/ Chartered Accountant/</b> Urban Finance / Urban policy / Urban planning with public finance or other related subjects.</p>	<p>Yes, this can be considered.</p>

5.	<b>Terms of Reference</b> – Requirements on the format of the bid	13	The CVs of the personnel proposed in accordance with Chapter 5A of the ToRs. The CVs shall not exceed 3 pages. The CVs must clearly show the position and job the proposed person held in the reference project and for how long. The CVs should be submitted in English only.	Kindly confirm whether the CVs need to be submitted in Europass format or any other specified format.	No specified format is required.
6.	<b>Bidding Conditions</b> - Bid Submission deadline	4	Bid Submission deadline is 2 <sup>nd</sup> May 2024	Request you to kindly extend the last date of submission of proposal by at least 3 weeks from date of issuance of clarifications.	The bid submission deadline can be extended till 08.05.2024
7.	<b>Declaration on legal inference</b>			Is there any specific format	There is no specific format bidder must declaration on tere letterhead regrading non-involvement in any of the offece as listed in document.