

I-19011/04/2024-DMEO  
Government of India  
NITI Aayog  
Development Monitoring and Evaluation Office

Dated: 29.01.2025

**Clarification**

**Subject: Request for Proposal (RFP) for the Evaluation Study of Pradhan Mantri Ujjwala Yojana (PMUY) scheme & Targeted Subsidy to PMUY Consumers sub-scheme - regarding.**

1. This Clarification forms an integral part of the above RFP.
2. Pursuant to the release of the RFP for engagement of a Consultancy Firm for the Evaluation Study of Pradhan Mantri Ujjwala Yojana (PMUY) scheme & Targeted Subsidy to PMUY Consumers sub-scheme issued by DMEO, NITI Aayog on 10.01.2025, the revision is given below.
3. The deletion in the earlier text of the RFP has been indicated as strikethrough.

S. No.	Clause No.	Provisions in RfP				
		S.No.	Key Personnel	Minimum Educational Qualifications	Cumulative Professional Experience	Minimum Length of Relevant Experience
1.	Clause 2.2.2.(E) of the RFP, S. No. 1 (Page 21)	1.	Team Leader	Master's Degree (or equivalent) in <del>engineering</del>	15 years	At least 8 years of experience in the oil and gas industry (upstream and/or downstream).

4. All the other terms and conditions of the RFP shall remain unaffected.
5. The responses to the queries have been enclosed.

### Response to Queries

S. No.	RfP Clause Reference	Query	Response
1.	RfP Clause 2.2	"Team Lead should possess an engineering degree with at least 8 years of experience in the oil and gas industry". Could you please confirm whether this is a mandatory requirement or a desirable qualification?	It is a mandatory requirement. Further, please refer to the clarification.
2.	RfP Clause 2.2	We would like to know if this individual must be a permanent employee of the organization or if engaging a consultant for this role would be acceptable.	Yes, it will be acceptable, subject to meeting the minimum criteria of professional and relevant experience as specified in RfP Clause 2.2, and subject to availability of the personnel for the entire duration of the project as per the RfP.
3.	RfP Clause 2.2	Additionally, we would like to clarify if the Energy Policy Analyst/Sector Specialist role can also be a consultant or full time employee	Please refer to the response to query at S. No. 2.
4.	RfP Clause 3.1.5	Section 3.1.5 Page 40 Under the eligible assignment section, the required assignments should have been completed in the last 8 years, whereas in the GEM bid detail document (pg 1) years of past experience of assignment is 7 years It is kindly requested to please confirm if the required number of past experience years are 7 or 8?	Please refer to RfP Clause 2.2.2 (B).
5.	RfP Clause 2.2	Section 2.2, Page 21 Minimum qualification Since the RfP demands the team leader to have intense understanding of the evaluation assignment as well as understanding of the social scheme and its impact, It is kindly requested to please allow team leader with other educational background such as social sciences with evaluation experience.	Please refer to the Clarification.
6.	RfP Clause 2.2.2(c)	Could you please confirm whether the ₹5 crore turnover requirement applies to:	Refer to RfP clause 2.2.2(c) and footnote no. 7 (Page 38).

		<p>The Lead Applicant only, as they hold primary responsibility, OR</p> <p>Each consortium member individually, including co-applicants ?</p> <p>However, we would appreciate it if the turnover requirement is limited to the Lead Applicant, while the technical qualifications and expertise will be collectively met by all consortium members.</p>	
7.	RfP Clause 2.2.2. (E)	<p>Requesting a modification in the minimum educational qualification to-</p> <p>“Master’s Degree (or higher) in engineering, energy access or rural development”.</p>	Please refer to the Clarification.
8.	RfP Clause 2.2.2. (E)	<p>Requesting a modification in the minimum length of relevant experience to-</p> <p>“At least 8 years of experience in the oil and gas industry (upstream and/or downstream), electricity, energy, rural development sectors”.</p>	Please refer to RfP clause 2.2.2(E). No changes contemplated.
9.	RfP Clause 2.2.2. (E) Key Personnel No. 2	<p>Requesting a modification in the minimum educational qualification to-</p> <p>“Master’s Degree in Economics, Social Work, Rural Development or related field(s) with certificate/ coursework in Public Finance”.</p>	Please refer to RfP clause 2.2.2(E). No changes contemplated.
10.	RfP Clause 2.2.2. (E) Key Personnel No. 2	<p>Requesting for a reduction in the Cumulative Professional Experience to 7 years</p>	Please refer to RfP clause 2.2.2(E). No changes contemplated.
11.	RfP Clause 2.2.2. (E) Key Personnel No. 3	<p>Request you to add Masters in Management as one of the educational degrees allowed for this position.</p>	Please refer to RfP clause 2.2.2(E). No changes contemplated.
12.	RfP Clause 2.2.2. (E) Key Personnel No. 4	<p>Requesting a modification in the minimum educational qualification to-</p> <p>“Master’s Degree (or equivalent) in Development, Economics, Social Work, Rural Development, Sociology or Gender/ Women Studies and related discipline(s)”.</p>	Please refer to RfP clause 2.2.2(E). No changes contemplated.

13.	RfP Clause 2.2.2. (E) Key Personnel No. 5	Requesting a modification in the minimum educational qualification to-  “Master's Degree (or equivalent) in any field with Degree/ Diploma/ Certificate course in Data Science/ Software Technologies/ Data Management/ Data Analytics or related field(s)”.	Please refer to RfP clause 2.2.2(E). No changes contemplated.
14.	RfP Clause 3.1.4 (sub point 3.2)	Requesting for a change in the scoring for the Monitoring & Evaluation Specialist (Project Manager) position to the following- 3 years to 5 years: 4 marks Above 5 years to 7 years: 5 marks Above 7 years: 6 marks	Please refer to RfP clause 3.1.4. No changes contemplated.
15.	RfP Clause 3.1.5	Requesting you to modify this clause to the following- Assessment/research/evaluation study related to standard of living parameters (including but not restricted to household assets, cooking fuel, electricity, housing, drinking water and sanitation, income generation, livelihoods and rural development) conducted for Union/State Government, regulatory commission, tribunal, bilateral agencies, multilateral agencies, philanthropies, aid agencies, statutory authorities, public sector entities in India covering a minimum sample size of 1000 respondents.	Please refer to RfP clause 3.1.5. No changes contemplated.
16.	RfP Schedule 1, Clause 3.1	Will the Consultant have access to data on subsidy disbursements and beneficiary records through government portals or databases?	DMEO will endeavour to facilitate data collection by writing to relevant authorities once the contract has been awarded. However, the responsibility of collecting information/data lies with the Consultant only.
17.	RfP Schedule 1, Clause 4.2	Could you please specify the stratification criteria (e.g., urban vs. rural, PMUY penetration rate, socio-economic indicators) for district selection?	Please refer to RfP's Annexure 1 and Schedule 1 Clause 4.2 which is self-explanatory. Consultant is expected to submit detailed methodology and work plan in Form 7 and as prescribed in RfP. Further, please note that the final approach shall
18.	RfP Schedule 1, Clause 4.2	Could you please clarify whether the states mentioned in the RfP are sacrosanct or they can be	

		changed based on mutual agreement and consultation?	be developed by the Consultant in consultation with and approval of DMEO.																					
19.	RfP Schedule 1, Clause 3.2	Will you provide operational and financial data from Oil Marketing Companies (OMCs), or is the Consultant required to directly liaise with OMCs?	DMEO will endeavour to facilitate data collection by writing to relevant authorities once the contract has been awarded. However, the responsibility of collecting information/data lies with the Consultant only.																					
20.	RfP Schedule 1, Clause 3.2	Will you provide MIS Data on PMUY scheme to aid our analysis?	DMEO will endeavour to facilitate data collection by writing to relevant authorities once the contract has been awarded. However, the responsibility of collecting information/data lies with the Consultant only.																					
21.	RfP Schedule 1, Clause 7	Is there a specific template for the evaluation matrix, or is the Consultant expected to design one independently?	Please refer to RfP Clause 2.1.5 and RfP Schedule 1 Clause 7 which is self-explanatory. Consultant is expected to develop and submit the Evaluation matrix best suited for the study in consultation with and approval of DMEO.																					
22.	RfP Schedule 1, Clause 8	<p>We are requesting for a change in the payment schedule to the following-</p> <table border="1"> <thead> <tr> <th>Key Date No.</th> <th>Description of Deliverables</th> <th>Payment</th> </tr> </thead> <tbody> <tr> <td>KD1</td> <td>Signing of the contract</td> <td>10%</td> </tr> <tr> <td>KD2</td> <td>Inception report approved by the authority</td> <td>20%</td> </tr> <tr> <td>KD3</td> <td>Mid-term progress report approved by the authority</td> <td>25%</td> </tr> <tr> <td>KD4</td> <td>Draft evaluation report approved by the authority</td> <td>20%</td> </tr> <tr> <td>KD5</td> <td>Final evaluation reports approved by the authority</td> <td>25%</td> </tr> <tr> <td colspan="2">Total</td> <td>100%</td> </tr> </tbody> </table>	Key Date No.	Description of Deliverables	Payment	KD1	Signing of the contract	10%	KD2	Inception report approved by the authority	20%	KD3	Mid-term progress report approved by the authority	25%	KD4	Draft evaluation report approved by the authority	20%	KD5	Final evaluation reports approved by the authority	25%	Total		100%	Please refer to RfP Schedule 1 Clause 8. No change is contemplated.
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23.	RfP Clause 2.2.2. (E) Key Personnel No. 1	We request the TIA to kindly amend the clause and also include B.Tech or MBA with cumulative professional experience of 20 years or more.	Please refer to the Clarification.
24.	RfP Clause 2.2.2. (E) Key Personnel No. 1	We kindly request the TIA to additionally consider CA certified document containing receiving of complete fees as a supporting document for proof of work OR Invoices as payment proof for completion of work.	Please refer to Clause 3.1.5 of the RfP which is self-explanatory. No changes contemplated.
25.	RfP Clause 2.2.2. (E) Key Personnel No. 1	Educational Qualification of Team Leader-As per the given clause, it is mentioned that the minimum educational qualification for a Team Leader is Master's Degree (or equivalent) in Engineering. Request you to kindly suggest if Masters in Business Administration, Finance or Economics with required years of relevant experience can also be included in the eligibility.	Please refer to the Clarification.
26.	RfP Clause 3.1.4	Sample size Calculation for a Longitudinal M& E study - As per the specified clause, the score under this criterion will depend on the quantum of the sample size. Request you to suggest if surveyed households can be counted multiple times if the survey is conducted multiple times with the same set of respondents? For instance, if 100 households are surveyed thrice during the baseline, midline, and endline surveys, can this be counted as 300 surveys?	Please refer to RfP Clause 3.1.4. It is to be noted that sample size refers to uniquely captured sample size.
27.	RfP Clause 2.1.4	Mode of Engagement with the Field Investigator / Survey firm 1) As per the specified clause, sub-contracting is not permitted. Request you to kindly suggest whether the Field Investigator/survey firm will be engaged as a consortium member for the engagement or will be considered a subcontractor/vendor?	Sub-contracting is not permissible. Please refer to RfP Clause 2.1.4, footnote No. 2 and Schedule 1 Clause 5.2.3 which is self-explanatory.

		2) Additionally, please advise if we need to provide any information or details regarding the potential survey agencies we will be evaluating for the engagement in the Technical Proposal?	
28.	RfP Schedule 1 Clause 5.2.3(a)	Additional Requirements for Survey agency Please suggest if any specific requirements beyond the stipulated three years of experience in conducting similar surveys and interviews?	Please refer to RfP Schedule 1 Clause 5.2.3(a) which is self-explanatory.
29.	RfP Clause 1.8 and 2.1.10	Extension of date of submission We kindly request that there be at least a two-week interval between the resolution of queries and the PDD, in the event that the queries are not addressed by February 5, 2025.	Please refer to Clause 1.8 of the RfP. No changes contemplated.
30.	RfP Clause 2.20	If the bid security form needs to be accompanied by the actual payment(Cheques)? Kindly reconsider at the submission of the proposal, only declaration is needed.	Please refer to RfP Clause 2.20.2 which is self-explanatory.
31.	RfP Clause 2.20	Regarding the qualification of Team leader- Can a faculty with adequate research/teaching experience of (10 years or so) with specialisation on the appropriate theme be eligible?	Please refer to the clarification, to be read with response to query at S.No. 2.
32.	RfP Clause 2.2.2	we request you to relax the education qualification and experience of team leader to a profile who can be Masters in public policy or similar fields but have strong experience in managing evaluation projects of similar scale and nature.	Please refer to the clarification, to be read with response to query at S.No. 2.
33.	RfP Schedule 1 Clause 4.2	Could you please clarify the process for acquiring the Beneficiary list for the survey? Will this list be provided to the agency by Niti Aayog, or is the agency responsible for getting the list of beneficiaries?	DMEO will endeavour to facilitate data collection by writing to relevant authorities once the contract has been awarded. However, the responsibility of collecting information/data lies with the Consultant only.
34.	RfP Clause 2.2.2	We would like to propose a candidate with excellent experience in leading similar engagements, even if they do not meet the full 8 years of experience in the oil and gas industry. Requesting for your kind consideration	Please refer to RfP Clause 2.2.2(E) which is self-explanatory.

35.	RfP Clause 3.1.4.	Will ongoing assignments, relevant to the proposed scope of work, be considered as part of the 10 eligible assignments?	Please refer to RfP clause 3.1.5 which is self-explanatory. No changes contemplated.
36.	RfP Schedule 1 Clause 5.2.3.	We suggest to reduce the minimum sample size for the pilot as this will lead to cost implications and enhance the budget. While we recognize the value of a robust pilot for fine-tuning the tools, we seek flexibility in this area	Please refer to RfP clause 5.2.3 which is self-explanatory. No changes contemplated.
37.	RfP Schedule 1 Clause 5	Could the phrase "and also not an employee of the consultant" be removed? We will ensure that the independent assessor is not involved in the assignment and will provide an unbiased perspective. However, engaging an independent assessor and granting access to Consultant's products may pose legal and risk-related challenges.	No changes contemplated.
38.	RfP Clause 5	We understand that the Client (DMEO NITI Aayog) will provide all necessary government reports and documents for the secondary review, as well as assist in identifying the universe of beneficiaries for sample selection and securing the required permissions for field visits.	DMEO will endeavour to facilitate data collection by writing to relevant authorities once the contract has been awarded. However, the responsibility of collecting information/data lies with the Consultant only.
39.	RfP Clause 6	While we are familiar with the study scope and the stakeholders involved, we would appreciate it if the Client could share any specific stakeholders or predefined lists. This will enable us to finalize a more accurate sample size and work plan.	Consultant is expected to submit an Evaluation matrix best suited. However, final decision will be in consultation with DMEO.
40.	RfP Clause 2.2.4	POA is not a mandatory requirement to be submitted. In lieu of the same we can submit the Board Resolution for Authorized signatories. Kindly clarify	Please refer to RfP Clause 2.2.4 which is self-explanatory.
41.	RfP Schedule 1 Clause 4.2	What should be the distribution between rural : urban. Should it be 50:50 or proportionately distributed basis the beneficiary coverage database. We assume that DMEO will share the	Please refer to RfP Schedule 1 Clause 4.2. The Consultant is expected to prepare and finalise the best suited methodology in consultation with and approval of DMEO.



		database with us for the ease of sampling. Kindly clarify	
42.	RfP Schedule 1 Clause 4.2	Kindly confirm if the FGDs are to be conducted with the same set of beneficiaries who have been a part of the household survey or there will be different stakeholders for FGD?	Please refer to RfP Schedule 1 Clause 4.3. The Consultant is expected to prepare and finalise the instruments of observation in consultation with DMEO.
43.	RfP Schedule 1 Clause 4.2	We understand that while efforts will be made to ensure adequate representation of all the eligible categories, but there wont be any hard quota at the PSU level amongst 10 HHs from each village/urban blocks. Is the Ministry looking for representation at the district level or State level? Kindly confirm	Please refer to RfP Schedule 1 Clause 4.2 which is self-explanatory. Consultant is expected to prepare and finalise detailed methodology in consultation with and approval of DMEO.
44.	RfP Schedule 1 Clause 4.1.6	Is the agency expected to conduct houselisting of the 750 villages/urban blocks to establish the universe for selecting quantitative sample? Kindly confirm as this will also have huge cost implications	Please refer to RfP Schedule 1 Clause 4.1.6 which is self-explanatory