

**File No.: I-19011/07/2023-DMEO**

**Government of India**

**NITI Aayog**

**Development Monitoring and Evaluation Office**

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Dated: 20th November 2025

Subject: Response to queries received on the Request for Proposals (RFPs) for the organizational evaluation study of Tribal Co-operative Marketing Federation of India (TRIFED) Scheme of DMEO, NITI Aayog – reg.

Following the publication of the RFP on 31st October 2025 and the pre-proposal conference on 14th November 2025, queries received on the RFPs were examined, and responses to such queries are given below. The general clarification is in the following paragraphs, and the specific query-wise response is in Table 1.

2. Some general clarifications are given below:

a. Clause 4.1.3, (RFP pg. 24) **Experience of Proposed Key Personnel of the Applicant**

S. No.	Key Personnel	Scoring Criteria
2	Senior Researcher & Data Analyst (Maximum Marks 5)	5 years to 7 years: 3 marks >7 years to 9 years: 4 marks More than 9 years: 5 marks

b. For this study, the presence of Team Leader and Senior Researcher & Data Analyst is mandatory during the proposal presentation.

3. All the terms and conditions of the RFP shall remain unaffected.

4. For queries/technical issues related to GeM portal, please contact the GeM help desk at helpdesk-gem@gov.in and 1800-419-3436 / 1800-102-3436.

**Table-1**

Response to Queries of Bidders			
S. No.	Reference	Queries	DMEO Response
1	1.16.2 - Bid Security	Our consortium partner is an autonomous society under the Government of Kerala, providing academic research, training, and consulting services. The organisation is also partially recognised as a Research Institute. Kindly clarify whether the organisation is eligible to submit the Bid Security Declaration (Appendix-I Form-11) instead of the Bid Security.	As per clause 1.2.1 and 1.16.2.
2	Clause 1.4 point 1.2.5 (C) - Financial Capacity on Page No. 12	<p>We understand that Applicant should have a minimum annual total revenue/turnover of ₹3 crore for each of the preceding three financial years. While we understand the intent of this provision, we believe that such a threshold may limit the participation to relatively smaller firms. To ensure that only highly qualified, professional, and financially strong firms with adequate capacity and experience undertake this important assignment.</p> <p>We kindly request the Authority to revise the minimum turnover requirement to ₹75 crores in each of the last three financial years. This enhancement will help attract firms with substantial financial strength and proven track record, thereby contributing to the overall quality and successful delivery of the project.</p>	No Changes Contemplated
3	Point 3.2.1 under clause 3.2 - Substitution of Key Personnel (During the Subsistence of	The assignment is primarily delivery-oriented, so the firm's main focus will be on providing high-quality and timely outputs to the Authority. The Consultant is fully committed to ensuring that	No Changes Contemplated

	the Agreement) on Page no. 22	all deliverables meet the required standards and will make every effort to maintain quality regardless of any personnel changes. In view of this, we request the Authority to kindly reconsider and remove the clause that imposes financial penalties for the substitution of Key Personnel.	
4	Point 3.2.2 under Clause 3.2 - Substitution of Key Personnel (During the Subsistence of the Agreement) on Page no. 22	We note that the RFP currently stipulates that substitution of the Team Leader will not normally be considered and may lead to disqualification or termination of the Agreement. Considering that this is a delivery-based assignment where the primary emphasis is on the quality and timely submission of deliverables, we respectfully request the Authority to remove this clause.	No Changes Contemplated
5	3.2.3 under Clause 3.2 - Substitution of Key Personnel (During the Subsistence of the Agreement) on Page no. 21	We understand that if any substitution is made on the request of the authority, no penalty shall be levied on the consultants. Please confirm our understanding.	Penalties will be levied as per clause 3.2.1, clause 3.2.2 and clause 3.2.3
6	Point 1(b) under 4.1.3 under Clause 4 - Criteria for Evaluation on Page no. 23	We have examined the evaluation criteria related to the average annual total revenue/turnover of the Applicant, where the current slabs are set between ₹3 crore and ₹7 crore, which we believe may limit the participation to relatively smaller firms. In order to attract highly qualified, professional, and skilled firms with adequate capacity and experience to successfully undertake the assignment, we kindly request the Authority to consider revising the turnover criteria as follows: INR 75 crores to ₹100 crores: 8 marks >₹100 crores to ₹200 crores: 9 marks	No Changes Contemplated

		>₹200 crores for 10 marks	
7	Point 1(a) and 1(c) under 4.1.3 under clause 4 – Criteria for Evaluation on Page No. 23	We understand that the Applicant is permitted to submit a maximum of 10 eligible assignments as per the RFP. However, we seek clarification regarding the evaluation criteria under points (a) – Sample size of eligible assignments, and (c) – Value of eligible assignments. Specifically, we would like to confirm whether the Applicant is required to submit separate assignments (up to a total of 10) for each of these criteria independently, or if a single assignment that meets both the sample size and value thresholds can be counted and scored under both categories. Clarification on this matter will help us ensure compliance with the submission requirements and accurately present our credentials.	As per clause 4.1.3 (S. No. 1) and Clause 4.2
8	Point 2 under 4.1.3 under clause 4 – Criteria for Evaluation on Page No. 24	We note that the evaluation for the Proposed Methodology and Work Plan carries a total of 40 marks, which will be based on factors including Understanding of the Terms of Reference (ToR), Methodology and Work Plan, Quality of the Presentation (PPT), and Response to Queries. We kindly request the Authority to provide a detailed bifurcation of these 40 marks across each of the mentioned evaluation parameters to enable better preparation and alignment of our submission with the evaluation criteria.	No Changes Contemplated
9	Page 24	1. Request to consider studies involving assessment/ research/ evaluation of programmes conducted for Union/State Government/ regulatory commission/ tribunal/ bilateral agencies/ multilateral agencies/	No Changes Contemplated

		<p>statutory authorities/ public sector as eligible projects</p> <p>2. Request to consider evaluation studies conducted outside of India for Union/State Government/ regulatory commission/ tribunal/ bilateral agencies/ multilateral agencies/ statutory authorities/ public sector as eligible projects</p> <p>3. Request to also allow studies conducted for national and international NGOs</p>	
10	Page 24	<p>Annexure A lists five Key Personnel: Team Leader, Senior Researcher &amp; Data Analyst, Financial Management and Audit Expert, Value Chain/Livelihood Specialist, Organizational Development Specialist.</p> <p>However, Section 4.1.3 footnote 8 says “In case of absence of Team leader and M&amp;E Specialist during presentation, the proposal may be rejected.” There is no “M&amp;E Specialist” in Annexure A. Please clarify.</p>	For this study, the presence of Team Leader and Senior Researcher & Data Analyst is mandatory during the proposal presentation.
11	Column 3 of the table (Details of minimum Education qualification & Experience required from the Consultancy Team)- Minimum Educational Qualification under Sl. No. 1 (Team Leader) of Annexure A on Page no. 27	<p>We note that the minimum educational qualification specified for the Team Lead in the RFP is MBA or PG Diploma in Operations Management or Marketing.</p> <p>Considering the nature of the assignment, which involves significant engagement with rural communities and social development aspects, we kindly request the Authority to also include qualifications in Rural Development and Social Work as acceptable educational backgrounds for the Team Lead. This inclusion will enable participation of professionals with relevant expertise which is essential for the successful delivery of the project.</p>	No Changes Contemplated

12	Column 3 of the table (Details of minimum Education qualification & Experience required from the Consultancy Team)- Minimum Educational Qualification under Sl. No. 2 (Senior Researcher & Data Analyst) of Annexure A on Page no. 27	<p>We note that the minimum educational qualification specified for the Senior Researcher and Data Analyst positions in the RFP is a Master's degree (or equivalent) in Economics, Statistics, or Econometrics.</p> <p>In order to broaden the pool of qualified candidates with relevant technical expertise, especially in data analysis and information technology, we kindly request the Authority to also include qualifications such as MBA in IT, B.Tech/BE in Computer Science or Information Technology, or MCA as acceptable for the positions.</p>	No Changes Contemplated
13	Column 3 of the table (Details of minimum Education qualification & Experience required from the Consultancy Team)- Key Minimum Educational Qualification Sl. No. 3 (Value Chain/Livelihood Specialist) of Annexure A on Page no. 27	<p>We understand that the minimum educational qualification specified for the Value Chain/Livelihood Specialist is a Master's degree (or equivalent) or higher in social sector, livelihood, or related disciplines.</p> <p>Considering the practical and field-oriented nature of this role, we kindly request the Authority to also consider candidates possessing a <b>Diploma in similar disciplines</b> as eligible qualifications.</p>	No Changes Contemplated
14	Annexure A – Minimum Length of Relevant Experience (Team Lead) Page No. 27	For Team Leader's qualification criteria, please clarify - Can “tribal sector” include work on rural livelihoods/value chains with tribal beneficiaries but funded by non-government entities?	Yes, “tribal sector” include work on rural livelihoods/value chains with tribal beneficiaries but funded by non-government entities.
15	Pont 3.2 (Secondary Research) of Clause 3 – Scope of Services Page No. 35	Will necessary data/documents to carry out desk research for 1987-88 to 2024-25 be provided? Example - Annual reports of TRIFED and specific	DMEO will facilitate access to data/documents available with the ministry, but we also encourage that the firm awarded with the contract

		programme related data and reports	make efforts to get access to these data/documents.
16	Point 4.4. (Sampling) of clause 4 – Methodology & Framework Page No. 37	Will sampling frame for primary consultation be provided - producer companies, empaneled artisans, TRIBES outlets, state-level implementing contacts etc.?	DMEO will facilitate access to data available with the ministry, but we also encourage that the firm awarded with the contract make efforts to get access to these data/documents.
17	Point 5.1 (Monitoring Systems) Under Annexure – I (TRIFED's Organizational Evaluation Framework) Page No. 47	Will access to data be provided - OMF, DGQI, MIS, live dashboard, audit reports and internal financial reports to support organizational assessment?	DMEO will facilitate access to the available data.