

Request for Empanelment (RFE) of Survey Firms for Evaluation of Central Government Schemes

S. No.	RFE Clause	Queries	Response
1	Clause 1.1(b) of RFE	Will future assignments also have other methodologies like CATI, CAWI, hybrid, or other technology-assisted methodologies where justified, or will CAPI remain mandatory in all cases?	As per Clause 1.1(b), CAPI shall be the primary mode of data collection; alternative methods such as telephonic or online should not be used unless the study design necessitates it and prior approval is obtained from the Authority.
2		Kindly permit participation through a Joint Venture/Consortium, allowing firms to combine their relevant experience and capabilities for the assignment.	No changes contemplated
3		Clause states 'Sub-Contracting by the applicant is strictly not permitted.' Please clarify whether engagement of local field investigators/enumerators/supervisors on a contractual or per-diem basis (standard survey industry practice) is considered 'sub-contracting' under this clause.	
4	Clause 1.2.4 of RFE & Annexure A of RFE	Are there any specific aspects of the project that must not be subcontracted? We understand that while the applicant retains overall responsibility for maintaining the highest quality of data collection, depending on project requirements, the applicant may need to subcontract some work in certain cases. We request clarity on this.	As per Clause 1.2.4, the Selection Process is to be undertaken by the Applicant individually as a Survey Firm, sub-contracting is not permitted.
5		Kindly clarify the distinction between prohibited subcontracting and engagement of local survey firms/support resources envisaged under Annexure A. Further, kindly confirm whether engagement of local field agencies, enumerators/investigators, translators/language experts and other assignment-specific field resources would be permissible without being treated as subcontracting.	Engagement of Field Managers and Investigators can be done by the survey firms on the basis of requirement of each project separately. However, the Key Personnels are to be from the applicants as provided in their CVs.

6	Clause 1.4.2 of RFE	How sacrosanct is this criterion? Is this also applicable to experts whose involvement depends on sector expertise? More specifically, can this criterion be relaxed for sector experts? We request clarity on this.	Clause 1.4.2 Eligibility is self explanatory. No changes contemplated.
7	Clause 1.4.2(A) of RFE	Could you please clarify whether an organization registered under the Societies Registration Act is eligible to apply for this RFE?	
8		Can a trust submit bid	
9	Clause 1.4.2(B) of RFE	Minimum Eligible Assignments: Kindly consider reducing the requirement from 4 eligible assignments to 2 assignments completed during the last 6 financial years.	No changes contemplated.
10		Alternative Experience Period: Alternatively, kindly consider allowing minimum 10 eligible assignments completed during the last 12 financial years, by keeping all other things unchanged, enabling firms with substantial relevant experience to qualify based on their overall track record.	

11	Clause 1.4.2(B) (Technical Capacity), read with Clause 4.2(c), requires an Applicant to have undertaken a minimum of four Eligible Assignments over the past six financial years preceding the Proposal Due Date (PDD), thereby recognizing an Applicant's institutional experience and track record over a 6-year window. Clause 1.4.2(C) (Financial Capacity), however, presently requires an Applicant to demonstrate a minimum annual total turnover of Rs. 1 Crore only over the preceding three financial years. In view of the above, and considering that the Authority has itself adopted a six year window for assessing an Applicant's technical experience and eligible assignments, we respectfully request you to kindly consider aligning the assessment period for Financial Capacity (turnover) also to the preceding six financial years, rather than restricting it to three financial years. A uniform 6-year assessment period for both technical and financial eligibility would, in our respectful submission, allow for a more consistent and comprehensive evaluation of an Applicant's overall institutional capacity and long-term financial standing, and would give a fair chance to organisations like ours to compete, by enabling well-established firms with a strong long-term track record to be evaluated fairly on the complete body of their work. Clause 1.4.2(B) & (C) of RFE	Clause 1.4.2(C) of the RFE is self-explanatory. No changes contemplated.	
12	Clause 1.4.2(C) of RFE & Clause 1.15.1 of RFE	Kindly consider reducing the minimum annual turnover requirement to ₹50 Lakhs and provide the necessary relaxation in the eligibility criteria for registered MSME units. This would enable eligible MSME organizations to participate in the procurement process and promote wider participation.	MSME by definition are already eligible to apply. Additionally, MSMEs registered on the Udyam Portal are exempted from Bid Security under Clause 1.15.1. Hence, no changes contemplated.

13	Clause 1.4.3 of RFE	Audited Financial Statements / Audit Documents: Kindly clarify the financial year(s) for which audited financial statements/audit documents are required to be submitted. Specifically, if the audited financial statements for FY 2025–26 are available at the time of proposal submission, may they be submitted? Alternatively, may the Applicant submit audited financial statements for the preceding financial years where the audit for FY 2025–26 has not yet been completed?	The last 3 financial years are FY 2025-26, FY 2024-25, FY 2023-24. As per Clause 1.4.3, certificate(s) from the Statutory Auditors stating its Annual Turnover should be enclosed. In the event that the Applicant does not have a statutory auditor, it should provide the requisite certificate(s) from the firm of Chartered Accountants that ordinarily audits the annual accounts of the Applicant.
14	Clause 1.4.3(B) of RFE	We understand that assignments completed during the last 6 (six) financial years preceding the PDD may be considered for fulfilling the eligibility requirement, irrespective of the year in which such assignments were awarded/commenced, subject to fulfillment of the other requirements specified under Clause 4.2. Further, we kindly request the Authority to consider ongoing assignments, particularly those having a project duration of more than 12 months, where the relevant field survey scope has been substantially undertaken/completed during the stipulated period. We kindly request the Authority to consider and confirm the above understanding.	No changes contemplated.
15	Clause 1.4.3 of RFE & Clause 4.2 of RFE	We understand that assignments completed during the last 6 (six) financial years preceding the PDD may be considered for fulfilling the eligibility requirement, irrespective of the year in which such assignments were awarded/commenced, subject to fulfillment of the other requirements specified under Clause 4.2. Further, we kindly request the Authority to consider ongoing assignments, particularly those having a project duration of more than 12 months, where the relevant field survey scope has been substantially undertaken/completed during the stipulated period. We kindly request the Authority to consider and confirm the above understanding.	No changes contemplated.
16	Clause 1.13.2(g) of RFE	Considering the limited number of Key Personnel positions, kindly clarify how the 50% and 75% thresholds will be calculated, including treatment of fractional values and cases falling between these percentages.	Clause 1.13.2(g) is self explanatory

17		"The CVs contain an undertaking from the respective Key Personnel about his/her availability during such project period as and when assigned by Authority, initially for a period of one year which will be renewed every year" Request clarification on whether Key Personnel must remain exclusively committed for the entire 3-year empanelment tenure, or only when a specific project/assignment is awarded to the Applicant.		
18	Clause 1.13.2(h) of RFE	Availability of Key Personnel During the Empanelment Period: The RFE requires an undertaking from Key Personnel regarding their availability for the project period, initially for one year and renewable annually, while the empanelment period is three years. Could DMEO please clarify whether the proposed Key Personnel are expected to remain available throughout the entire empanelment period, or whether their availability will be required only for individual Evaluation Study/Project assignments when awarded? We understand that the Key Personnel proposed at the stage of empanelment are primarily required for evaluation of the Applicant's manpower strength and technical capability under the RFE evaluation criteria. In view of the above, we kindly request the Authority to clarify and confirm the following:	As per Clause 1.13.2(h), the CV undertaking of availability of Key Personnel is initially for one year and renewed annually as and when assigned by the Authority. Within this first year and any subsequent years, the proposed Key Personnel must be available whenever Authority awards the study. It may be noted that these KPs are only to be used as Team Lead, Sr. Data Analyst and Field Managers for the projects assigned subsequent to empanelment. Separate hiring of Key Personnels (i.e Team Lead, Sr. Data Analyst and Field Mangers) for each project is not allowed. Though, additional support personnels can be hired for each separate projects.	
19		Whether the same Key Personnel are mandatorily required to continue / remain available for every subsequent project awarded under the empanelment, or whether the Survey Firm shall be free to deploy suitable Key Personnel / experts based on the specific requirements, scope, sector, and geography of each individual project/RFP issued under the empanelment.		
20	Clause 1.13.2(f) of RFE	Annexure: We understand one CV must be submitted for each Key Personnel mentioned in the Annexure A table. However, during the actual survey depending on the state being surveyed, we need to deploy state specific field managers, supervisors and field investigators. Therefore, the key personnel for these positions may vary from those provided in this RFE proposal and those included in the RFP to be floated subsequently. Please clarify if this would be allowed.	Clause 1.13.2(f) reads as "Firms can provide multiple CVs for each key personnels (based on which scoring is done), however, CV of one KP cannot be repeated for multiple positions"	

21	Clause 1.13.2(j) of RFE & Clause 3.2.3 of RFE	Clause 1.13.2(j) - "All Key Personnel will be available for the period indicated in the TOR." — Schedule-1 (TOR for Empanelment) contains no specified personnel availability period; Clause 3.2.3: "Work contracts, if any, will be assigned by the Authority as outlined in the Evaluation Study/Project RFP." Request DMEQ to clarify what "period indicated in the TOR" refers to at the empanelment stage, since project specific duration is only communicated later under the Limited Tendering process for each Evaluation Study/Project.	Clause 1.13.2(j) to be read along with Clause 1.13.2(h) which implies availability for a period of one year.
22	Clause 1.15 of RFE	It is requested that the Bid Submission Date may kindly be extended by at least 15 working days from the date of issuance of the Pre-Bid Reply/Clarifications. The requested extension will provide prospective bidders adequate time to review the clarifications/amendments issued pursuant to the pre-bid process, incorporate the necessary changes in their technical and financial proposals, obtain required approvals/documents, and submit a comprehensive and responsive bid. We therefore request the Authority to kindly extend the bid submission deadline accordingly.	No changes contemplated.
23		The requirement of submission of EMD may be exempted	
24	Clause 1.15.1 of RFE	Clause 1.15.1 and Clause 1.12.3(b) Page 15 and 13 respectively Kindly confirm the following for MSEs claiming Bid Security exemption: 1. Does the MSE need to submit a hard copy of any document (such as a declaration for exemption along with a self-attested Udyam Registration Certificate) to the DMEQ office within 5 working days of PDD? OR 2. Is uploading the scanned copy of the Udyam Registration Certificate on the CPP Portal sufficient, and no hard copy submission is required?	Clause 1.15.1 of the RFE is self-explanatory. Only exemption from Bid Security is for Micro and Small Enterprises (MSEs) registered on the Udyam Portal, subject to submission of Udyam Certification. As per Clause 1.15.1, the scanned Udyam Certificate should be uploaded on the CPP Portal.

25	Clause 3.2.3 of RFE	Will project-specific RFPs be restricted only to empanelled firms, or can non-empanelled firms also participate? Will there be any grading of empanelled firms basis internal evaluation and will that be made public. What will be the specific criteria of evaluation?	Clause 3.2.3 is self-explanatory
26	Clause 3.4 of RFE	The consultant would like to kindly seek confirmation on whether our understanding is correct that the empanelment would be valid for a period of three years, subject to an annual review.	Yes, as per Clause 3.4.1, the period of validity of empanelment is 3 (three) years from the Effective Date of Empanelment, based on Annual Review, and may be extended by a further 2 (two) years (one year at a time) based on performance.
27	Clause 3.4.1 & 3.4.2	What are the annual review criteria and performance parameters for continuation of empanelment?	This will be communicated later to the empanelled firms only.
28	Clause 3.5.2 of RFE	Kindly clarify the meaning of “full project cost” under this provision. In particular, kindly confirm whether any refund obligation, where applicable, would be limited to payments received against incomplete/unaccepted deliverables rather than requiring refund of the entire contract value irrespective of work already satisfactorily completed and accepted.	Clause 3.5.2 of RFE is self-explanatory
29	Clause 3.6.1(i)	Does non-participation in a single RFP due to conflict of interest, resource constraints, or domain mismatch trigger de-empanelment?	Clause 3.6.1 is self explanatory.
30		Kindly provide details of the presentation process, including the stage of evaluation, mode, indicative duration, number of representatives permitted and expected structure/content of the presentation. Kindly also confirm whether all technically responsive Applicants will be invited or only Applicants shortlisted after preliminary evaluation.	

31	Clause 4.1.3, Parameter 1(A) of RFE	The consultant would request that the eligibility period be revised to ensure that a wider range of qualified firms are able to participate and have a fair opportunity to score the maximum marks: (A) Years since commencement of field surveys (Max. 10 points) ● 1 - 2 years: 3 points ● 2 - 3 years: 5 points ● 3 - 5 years: 8 points ● 5 - 7 years: 10 points The ranges overlap at 5 years and 7 years. Kindly clarify the score applicable to Applicants having exactly 5 years or exactly 7 years of experience and suitably revise the ranges to avoid ambiguity.	Clause 4.1.3 is self-explanatory.
32			
33	Clause 4.1.3, Parameter 1(C) of RFE	The consultant would like to seek clarification on whether, if a firm has undertaken more than one study/project in the same State or Union Territory (UT), the firm would be awarded marks based on the number of studies/projects undertaken in that particular State/UT. Kindly confirm.	Yes. As per Clause 4.1.3, Parameter 4, marks are awarded based on the number of studies/projects undertaken in a particular State/UT, irrespective of repetition of the same State/UT and irrespective of whether the Applicant's principal, registered, or branch office is located in a different State/UT.
34		Kindly clarify whether experience in a particular State/UT will be considered valid for scoring if the Eligible Assignment covered / was executed in that State/UT, even if the Applicant's principal/registered/branch office was located in a different State/UT.	However, under Clause 4.1.3, Parameter 1(C), higher marks are awarded to firms that have undertaken studies/projects covering a greater number of distinct States/UTs.
35	Clause 4.1.3, Parameter 1 (C)&(D) of RFE	Geographical & Sectoral Experience: Kindly consider increasing the weightage for both State/UT-wise experience and Sectoral Experience in Field Surveys from 1 mark per State/UT and 1 mark per Sector to 3 marks per State/UT and 3 marks per Sector, respectively, to adequately recognize applicants with wider geographical and sectoral experience.	No changes contemplated.
36	Clause 4.1.3, Parameter 1(C)&(D) and Clause 4.2(C) of RFE	Request confirmation on whether State/UT and Sectoral experience points can be claimed for assignments outside the 6-year Eligible Assignment window, or strictly only for assignments meeting the Eligible Assignment definition.	As per Clause 4.2(c) of the RFE. No changes contemplated.

37		Kindly clarify whether the Applicant is required to demonstrate prior experience separately across all sectors/categories referred to in the RFE. For example, if an Applicant has relevant experience in only 5 sectors out of the total sectors/categories identified by the Authority, will the Applicant be eligible for empanelment and consideration for assignments in those sectors only, or will the Applicant be eligible for assignments across all sectors after empanelment?	Sectoral experience under Clause 4.1.3, Parameter 1(D) is a scoring criterion. RFE does not require experience across all sectors, it only implies more sector expertise means more marks.
38	Clause 4.1.3, Parameter 1(D) of RFE	4. Criteria for Evaluation/ 4.1. Evaluation of Technical Proposals/ Point No. 4.1.3/ Point No. 1(D) Organizational Capacity/ Page No. 19 Kindly clarify whether an assignment covering multiple sectors can be considered for multiple sectoral experience points. Kindly clarify whether the sector list provided in the Annexure is exhaustive or whether related/sub-sectors may also be considered.	As per Clause 4.1.3, Parameter 1(D), an assignment covering multiple sectors can earn points for each sector covered. However, the sector specified should have been covered extensively in the assignment and not just touched upon tangentially. Mostly, assignments are sector specific and within the list provided in the Annexure. However, 'Others' category is also provided to include other areas. Decision to include such studies would be solely determined by the Authority and will be final.
39	Clause 4.1.3 Parameter 1(D) of RFE & Annexure A (Sl. No. 4-5) of RFE	Parameter 1 (d) CVs of all Key Personnel are duly signed Annexure A (Sl. No. 4-5): "Supervisor & Field Investigator" with defined qualifications/experience Request clarification on whether CVs are required to be submitted for all proposed team members, including Key Personnel and Support Personnel, or only for the Key Personnel specified in Annexure A.	As per Clause 4.1.3 Parameter 1(E), the scoring criteria involves Team Leader, Senior Data Analyst, Field Manager. The details of support personnel can be submitted for individual projects separately, which would include the details of such support personnels and CVs, if required. However, for the purpose of empanelment, no CV of the Support Personnel are required.
40		Parameter 1 (E) Number of Key Personnel on a Payrolls Team Leader, Senior Data Analyst, Field Manager". Annexure A (Sl. No. 4-5): "Supervisor & Field Investigator" with defined qualifications/experience Request clarification on whether there is a minimum required number of Support Personnel (Supervisor/Field Investigator) for eligibility or scoring, or whether they are excluded from scoring and is required to be indicated at the proposal stage.	

41	Clause 4.1.3, Parameter 1(E) of RFE	Request DME0 to specify the acceptable documentary proof for demonstrating "on payroll" status of Key Personnel for scoring purposes.	As per Clause 1.13.2(g) the latest signed and dated CVs of the Key Personnel are required to be submitted as a proof for scoring purposes. Only a copy of the CV signed by respective Key Personnel, duly digitally countersigned by the authorized signatory, shall be accepted.
42	Clause 4.1.3, Parameter 2 of RFE	Will presentations be conducted for all technically responsive applicants or only shortlisted applicants? Please share the detailed evaluation methodology, mode (in-person/virtual), and whether this is a separate stage after scrutiny of Forms 1-8 or conducted concurrently.	Clause 4.1.3 is self explanatory.
43	Clause 4.1.3, Parameter 3 of RFE	Kindly clarify whether experience should specifically be in field surveys or whether closely related M&E/research/data collection experience will also qualify. Kindly clarify the methodology for calculating the "average experience" where multiple Team Leaders are proposed.	Clause 4.1.3, Parameter 3 is self explanatory.
44	Clause 4.1.3 Parameter 3 (Average Experience of the Key Personnel in Field Surveys) and Annexure A of RFE	Kindly clarify and align the experience requirements under the minimum eligibility and technical scoring criteria. In particular, a Team Leader meeting the stated minimum requirement of 10 years would automatically fall in the highest scoring band of "more than 9 years", making the lower scoring bands inapplicable to an eligible Team Leader.	Clause 4.1.3 Parameter 3 and Annexure A are self explanatory
45	Clause 4.1.3 Parameter 4 (Experience of the Applicant) of RFE	The RFE states that every Eligible Assignment shall be considered and awarded points only against one of the three Client Categories, and that for assignments spanning multiple categories the Applicant may select one based on the principal client. At the same time, the maximum marks are bifurcated across the three categories (35 + 35 + 30 = 100). Kindly confirm: Whether there is any mandatory requirement to submit at least one assignment under each of the three categories, or whether an Applicant can score only under one or two categories (subject to the respective category ceilings).	Clause 4.1.3, Parameter 4 is self explanatory.

46		Kindly clarify the maximum number of Eligible Assignments that may be considered under each client category within the overall limit of 15 assignments. This will help bidders arrange and submit their eligible assignments in the appropriate order.	Clause 4.2(a) should be read along with Clause 4.1.3 Parameter 4, which is self explanatory .
47	Clause 4.1.3, Parameter 4 of RFE and Clause 4.2(a) of RFE	4.2 (a) In case the applicant submits more than 15 (fifteen) assignments, only first assignments from each category summing upto 15 (fifteen) assignment will be considered for evaluation. 4.1.3 (Parameter 4) - The applicant shall be evaluated on number of Eligible Assignments depending on Client Category A) Eligible Assignment with Central Government Departments/ Undertakings B) Eligible Assignment with State or UT Government Departments/Undertakings, regulatory commission, tribunal, statutory authorities, public sector entities, development partners, international NGOs or private sector entities C) Eligible Assignment with UN organizations/ Bilateral/Multilateral agencies Request clarification on whether "each category" refers to the 3 Client Categories used in Parameter 4 scoring, and how assignments should be prioritized if the Applicant has more than 15 eligible assignments.	As per Clause 4.2(a) and Clause 4.1.3, Parameter 4, 'category' refers to the three Client Categories used in scoring: (A) Central Government, (B) State/UT Government and other listed entities, and (C) UN/Bilateral/Multilateral agencies. Where an Applicant has more than 15 Eligible Assignments, only the first 5 assignments from each category, summing up to a maximum of 15, will be considered for evaluation. The assignment should be prioritized based on Client Categories and diverse sector coverage.
48	Clause 4.1.3, Parameter 4(C) of RFE	Eligible Assignments – International Experience: For the purpose of determining Eligible Assignments with UN organization/Bilateral/Multilateral agencies, kindly clarify whether assignments undertaken for internationally may also be considered. Specifically, can the Applicant submit relevant assignments executed for these bodies internationally, or will only assignments undertaken for national/domestic clients be considered?	As per Clause 4.2(b) of the RFE, an Eligible Assignment must be a field survey conducted 'in India'.

49	Clause 4.2 (Eligible Assignments) of RFE	We understand that large-scale multidisciplinary projects/assignments wherein field survey is a mandatory or significant component of the overall project scope may also be considered as Eligible Assignments, subject to fulfillment of the other requirements specified under Clause 4.2. We kindly request the Authority to consider the field survey component of such projects for determining eligibility, provided the Applicant is able to substantiate the survey scope, sample size, duration and assignment value through relevant supporting documents. Further, we request the Authority to clarify whether, in case of such large-scale projects, the overall contract value may be considered for the assignment value criterion where the field survey forms a defined and mandatory/significant component of the overall scope, or whether only the separately identifiable value of the field survey component would be considered. We kindly request the Authority to consider and confirm the above understanding.	As per Clause 4.2(b), an Eligible Assignment must itself be a field survey involving quantitative and/or qualitative data collection meeting the stated conditions (minimum sample size of 500 respondents). Field surveys can form part of an Eligible Assignment if the assignment meets all the requirements of Clause 4.2. As per Clause 4.2(d) and (e), the value of each Eligible Assignment must be at least Rs. 5 Lakhs and must be clearly mentioned in the supporting documents provided.	
50		We understand that assignments/projects undertaken by the Agency through legally valid contractual arrangements, including sub-contracts, joint ventures, and consortium arrangements, with the respective government agencies would be considered for meeting the above experience requirement. We kindly request you to confirm whether our understanding is correct.	As specified in various sections of the RFE, the field survey must be carried out by the applicant itself (Survey Firm) only. No sub-contracting is permitted. Only hiring of Support Personnel such as Additional Field Managers and Field Investigators may be hired locally as per the requirement of the individual projects.	
51		Kindly permit Applicants to submit more than 15 assignments and allow the Authority to consider the highest-scoring 15 eligible assignments rather than only the first 15.	No changes contemplated.	
52	Clause 4.2(A) of RFE	"Please define 'category' for the purpose of capping submissions at 15 assignments (Client Category per Clause 4.1.3(4), Sector, or otherwise), and clarify the basis for selecting the 'first' assignments (e.g., by date of completion) where an Applicant has more than 15 Eligible Assignments. Do all experience be considered in last 6 Financial Years in terms of studies as well as Sectors? There can be sectors in which we have not necessarily worked in last 6 years - but before that. Can we showcase those sector experience as well?"	Clause 4.2(a) and Definition of Eligible assignments are self-explanatory.	

53	Interpretation of “Eligible Assignment” and Relevant Sector: The RFE defines an Eligible Assignment as a field survey involving quantitative and/or qualitative data collection “on any sector relevant to government schemes.” Could DMEQ please clarify how the term “sector relevant to government schemes” will be interpreted while assessing Eligible Assignments? In particular, would assignments undertaken for private-sector or other non-government clients qualify where the subject matter/sector is relevant to a government scheme or falls within the sectors listed in the RFE?	Clause 4.2(b) is self explanatory.
54	For mixed-method assignments, how will the requirement of 'at least 50% quantitative component' be assessed?	Detail of Sample Size both qualitative and quantitative of each project may be specified. The applicant has to certify that the quantitative survey is at least 50 per cent of the primary data collected.
55	Minimum Sample Size: Kindly consider reducing the prescribed minimum sample size of 500 respondents per eligible assignment. Alternatively, kindly allow the cumulative sample size across multiple eligible assignments to be considered, with an overall cumulative sample size of, say, 3,000 respondents, to demonstrate adequate field-survey experience and capability.	No changes contemplated.
56	Kindly clarify how the requirement of “at least 50% quantitative data” will be determined—whether on the basis of respondents, sample size, survey effort, deliverables or any other measurable parameter. Further, kindly confirm that in case of multi-State/multi-location assignments, the minimum sample size of 500 respondents will be considered for the assignment as a whole rather than separately for each State/location.	As per Clause 4.2(b), “at least 50% quantitative data” will be determined using the sample size. An assignment comprising of multiple sample states will be considered as a single assignment.

57	Clause 4.2(B)&(E) of RFE	50% Quantitative and Qualitative Data Requirement: The eligibility criteria require assignments to meet the prescribed proportion of quantitative data collection. In many assignments, the Work Order/Agreement may specify the overall scope and methodology but may not explicitly mention the percentage-wise distribution between quantitative and qualitative data collection. Kindly clarify the acceptable basis and supporting documents through which an Applicant may demonstrate compliance with the prescribed quantitative/qualitative data requirement in such cases. Documentary Evidence for Sample Size and Data Composition: Kindly clarify the acceptable documentary evidence for establishing the sample size and the proportion of quantitative/qualitative data collection where such details are not explicitly mentioned in the Work Order, Agreement or Contract. For instance, whether documents such as approved methodology, inception report, survey tools, sampling plan, final report, completion certificate, client certification or other project documents would be accepted as supporting evidence.	In case, the sample size and the bifurcation of quantitative and qualitative data are not mentioned in the Work Order/ Agreement/ Contract, the firm may self-certify through an undertaking by its authorised signatory, alongwith any supporting documents like Sampling Plan, completion certificate (if the required details are mentioned in these documents), etc.
58	Clause 4.2(D) & 4.2(E) of RFE	In several evaluation/consultancy assignments, field survey forms part of a larger assignment and its value may not be separately indicated in the work order. We request the Authority to kindly permit a client certificate/CA certificate or other supporting documentation confirming the survey scope, sample size and attributable survey value in such cases.	Yes, the survey firm may submit client certificate/CA certificate or other supporting documents confirming the survey scope, sample size and attributable survey value in such cases.
59	Form-6	Form-6 (Eligible Assignments) Column 3.2 - "Is the Assignment a study related to standard of living parameters (including but not restricted to _____)?" Request DMEO to provide the intended list of "standard of living parameters" for Column 3.2, or confirm that Applicants may respond in free text based on their own interpretation.	Form-6 (Eligible Assignments) Column 3.2 may be read as "<i>Kindly specify the sector of the assignment</i>".

60	(Eligible Assignments)	Form-6 - Eligible Assignments of the Applicant (Page 15 of Technical Proposal Forms) Can we transpose Form-6 to a portrait orientation to accommodate all columns legibly, while maintaining the same sequence of fields? We seek confirmation that the form can be reformatted to portrait for better readability and ease of submission without being considered non-responsive.	No changes contemplated.
61	Form 7 (Particulars of Key Personnel on Payroll)	Definition of “Personnel on Payroll” for Scoring: The organisational capacity score includes the number of Team Leaders, Senior Data Analysts and Field Managers on the Applicant’s payroll. Could DMEO please clarify whether personnel engaged under long term contractual employment arrangements would be considered as personnel “on payroll” for the purpose of this criterion, or whether only permanent employees would qualify?	"Particulars of Key Personnel on Payroll" under Form-7 is self explanatory in nature.
62	Clause 6.1 of Schedule 1	Kindly clarify whether the Survey Firm is required to develop the CAPI application or only configure/adapt an existing platform.	The Survey Firm may develop its own CAPI application or can also configure or adapt an existing platform such as ODK, SurveyCTO, Kobo Toolbox, etc.
63	Clause 6.2 of Schedule 1	Kindly clarify who will procure/provide the devices and whether the Survey Firm will be reimbursed for device-related deployment, insurance, connectivity, maintenance and replacement costs.	As per Clause 6.2 of Schedule-1, the Survey Firm shall make available the requisite number of hand-held devices and other tools. No, the survey firm will not be reimbursed for device related deployment, insurance, connectivity, maintenance and replacement cost.
64	Clause 8.1 of Schedule 1	Kindly clarify the extent and frequency of audio recording expected during surveys and whether this will be specified under each project-specific RFP. Further, kindly specify the applicable respondent-consent, privacy, storage, retention and data-security requirements for audio/video recordings and GPS data.	As per Clause 8.1 of Schedule-1, the Survey Firm's CAPI tools should be able to capture GPS data compulsorily, for quality checks; any audio-video recording may be considered as per project-specific need. Further, as per Clause 4.1 of Schedule-1, respondent consent should be taken before conducting the survey. For further details, kindly refer to Clause 3.6 of Schedule 1

65	Clause 11.4 of Schedule-1	Schedule 1, Section 11.4 – Mechanisms to Ensure Data Quality, Page 31 Requirement for Pilot Surveys: The RFE recommends that pilot surveys be conducted on at least 2% of the sample size to fine- tune the inquiry tools. As the sample size and detailed methodology may vary across individual Evaluation Studies/Projects, could DMEQ please clarify whether the 2% pilot survey requirement will apply mandatorily to every project, or whether the pilot sample size and requirement will be determined based on the methodology and requirements of the respective Evaluation Study/Project?	Yes, as per Clause 11.4 of Schedule-1, it is recommended that pilot surveys be conducted on at least 2% of the sample size for every projects.
66		- Which will be the Project base location in case of multi-state survey? Whether offices need to be established in all states where the survey would be conducted? - Whether this requirement is for all the survey projects – for instance, for a short duration or small sample size projects, it may not be feasible to establish office. Please clarify.	

67	Clause 16.1 of Schedule-1	The consultant would kindly request that this condition be reconsidered and relaxed, primarily for the following reasons: Deployment of internal team members: The team members proposed for the study would largely be part of PCC's internal team and may also be supporting other ongoing assignments. Requiring them to be stationed at a specific project location for the entire duration of the assignment may affect the timely delivery of other projects, particularly as their inputs to this assignment are expected to be intermittent and based on specific requirements. Nature of the roles: Certain team members, such as the Senior Data Analyst, would primarily be responsible for data management, analysis, interpretation, and other back-end activities. These responsibilities do not necessarily require them to be physically based at the project office or in the project location. In view of the above, we would kindly request that the requirement for continuous physical presence at the project location be relaxed, with team members being available for in-person engagement whenever required, while allowing them to undertake back-end and intermittent responsibilities remotely.	The Head Office or Regional Office of the Survey Firm could be the project base location. However, the Field Managers has to be posted in each Sample State/UTs throughout the assignment duration to facilitate and monitor the data collection exercise and to ensure quality. Also, the Team Leader may visit all sampled state during the data collection process, with a minimum of two-third of the sampled states to be visited. For back checks, the data analyst could also visit some of the sampled states.
68		As there is a mention of timesheets, the consultant would like to seek clarification on whether the assignment will be structured as a time-based contract or as a deliverable-based lump-sum contract. Kindly confirm the applicable contract arrangement.	As per clause 3.2.3, Work contracts, if any, will be assigned by the Authority as outlined in the Evaluation Study/Project RFP. However, generally, the projects are deliverable based within a stipulated time period.
69	Annexure A (Sl. No. 2) of RFE	Minimum Educational Qualification of Senior Data Analyst We request the Authority to kindly broaden the educational qualification to include relevant disciplines such as Mathematics, Econometrics, Data Science, Operations Research, Engineering and allied quantitative fields. Further, suitably qualified professionals having the prescribed postgraduate qualification and relevant analytical experience may kindly be considered even where their undergraduate degree is not specifically in Engineering/IT/Computer Science.	The Minimum Educational Qualification of Senior Data Analyst (Annexure A) reads as "<i>Master's Degree (or equivalent) in Management, Economics, Statistics, Information Technology, Computer Science or related field(s)</i> OR Undergraduate Degree (or equivalent) in <i>Engineering, Information Technology, Computer Science</i>"

70		Minimum Education Qualification of Senior Data Analyst (Annexure A): Master's Degree (or equivalent) in Management, Economics, Statistics, Information Technology, Computer Science or related field(s) and Undergraduate Degree (or equivalent) in Engineering, Information Technology, Computer Science or related field(s)	<i>Engineering, Information Technology, Computer Science or related field(s)"</i>
71	Annexure A of RFE	General: Is the agency allowed to hire sector experts outside of their organisation? Please clarify	As per Annexure A, the Key Personnels should be on the payroll of the applicant and should be involved in the study that the firm applies for in response to specific RFPs of DMEQ from empanelled firm.