

RESPONSE FOR QUERIES RAISED BY BIDDERS - RFP ISSUED ON 12TH Jan 2016 FOR SELECTION OF BUSINESS REVIEW CONSULTANT (BRC) TO NPS TRUST
PRE-BID MEETING HELD ON 28th Jan 2016 at PFRDA OFFICE, NEW DELHI

Sr. No.	Reference (Page No.; Section; Sub Section and sub point)	Content of RFP requiring clarification	Bidders Query	NPST Remarks
1	Page No. 11 &12, Section 3, Sub Section 3.1, Sub Point 4 and Sub Point 5	<p>(a) The Bidder, as on the date of RFP, has handled 50 assignments/produced reports or a combination of 50 assignments and reports in the area of finance/financial services. These can include reports etc. produced on suo – motto basis, reports etc. produced on behalf of clients. These can also include reports/assignments produced handled jointly with other entities.</p> <p>(b) The Bidder as on the date of RFP, should have a minimum of 10 existing clients in the field of Financial Services</p> <p>The Bidder, as on the date of RFP, should have completed evaluation and produced 5 reports in respect of any fund (Mutual funds, Pension funds, Venture funds etc.) with a Minimum corpus of Rs. 250 Crores each. Out of these 5 reports, at least 3 should have equity component of Rs. 150 Crores each and at least 3 should have debt instrument component of Rs. 100 Crores each. These reports can include those produced on suo –motto basis.</p>	<p>1. Please indicate the supporting documents that will be eligible for the suo-motto assignments? Will the copy of final report / published articles released on Suo motto basis be considered as an eligible supporting document?</p> <p>2. In case of rating mandates, agreement letters are confidential. The list of rating outstanding as on a date indicates the list of rating clients as on that date. Will the list of CRISIL rated entities meet your requirement? And will press release or rating rationale be considered as supporting document for the same?</p> <p>3. Please elaborate on the nature of documents that are expected as a Work Order / Letter of Intent. Would appreciation letters/ Acceptance Letter/ feedback forms/ subscription order forms / addendums / mandate letters / email acceptance of proposal be eligible for submission?</p>	<p>1. Copies of the reports produced on suo –motto basis can be the supporting document.</p> <p>2 & 3. The documentation should specifically evidence that reports have been produced or an assignment has been undertaken and are in force.</p>

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2	Page No 12, Section 3, Sub Section 3.1, Sub Point 6	The bidder should have made net profit in at least two financial years of last five financial years.	<p>We follow calendar year as a financial year; Therefore, the latest annual report available is for financial year ended December 2014.</p> <ol style="list-style-type: none"> 1. Will the annual report for last 5 financial year ended December 2014 meet the requirement? Or 2. Will audited financial results for period ended September 2015 along with annual report of last 5 financial year ended December 2014 meet the requirement? 	Annual Reports for calendar year can be submitted for consideration. However Financial Statements should be submitted for the Financial Year.
3	Page No 22, Section 6.3, Sub section 6.3.1, Sub point 1.2 (ii)	Please note that this sub-head will be evaluated only if the core team proposed for the assignment has at least one member with a minimum of 10 years of international experience in the area of performance evaluation of Pension/Superannuation Funds and there is at least one other analyst with a minimum of 5 years of international experience in performance evaluation of Pension / Superannuation funds. In case this stipulation is not met then no marks will be assigned under this sub-head.	Please indicate whether bidding organization will be evaluated on this parameter if the bidding organization has experience in developing benchmark indices for the international market but the core team proposed for the assignment does not have a member with a minimum of 10 years of international experience in the area of performance evaluation of Pension/Superannuation Funds and an analyst with a minimum of 5 years of international experience in performance evaluation of Pension/superannuation funds.	Please refer to the RFP

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4	Page No 23, Section 6.3, Sub section 6.3.1, Sub Point 2.4	An undertaking is also to be given that if during the tenure of assignment, any of the Core & other Team members are not available due to resignation etc., than another person of the similar qualification & experience would be made available with the concurrence of NPST.	Please indicate if there is a specific format to give this undertaking.	Appropriate clause will be provided in the agreement.
5	Page No. 39, Section :-Annexure V	Format for Eligibility Criteria Details Note : Please attach documents duly attested	Please indicate the person / entity eligible to attest the document.	Any Competent authority duly authorized by the company. For eligibility criteria point number 3 the certificate to be provided by Head HR/Company Secretary
6	Page No. 44, Section : -Annexure VI, Sub Section 4, Sub Point 4.1	Table of Assignments and Projects handled ; Details of assignment/Projects for FY 2014-15, FY 2013-14, FY 2012-13, FY2011-12 A. Assignments/Projects handled with financial sector regulator in India B. Assignments/Projects handled with financial sector regulator abroad	Please elaborate on the details that are expected in the table in addition to the name of the assignment?	Please refer to the RFP. The bidder will have to provide complete details of the assignment/project undertaken during the specified period in the prescribed format project wise.