

## Empanelment of Consultancy firms for various ESG Functional Areas

RFQ Date: 29.09.2020

Date of response: 12.10.2020

### Response to Queries

S.No	Reference Page No. and Clause No. in the RFQ	Reference Clause in the RFP	Consultant's Queries	TNIFMC Response	Addendum Required
1.	Page No.3 RFP Clause No. Section A 7.4 and 7.5	<p>7.4 The document must be delivered in the office of Tamil Nadu Infrastructure Fund Management Corporation Limited, (TNIFMC), No. 19, T.P. Scheme Road, Raja Annamalai Puram, Chennai – 600028 on or before 15.00 hours on 16-10-2020.</p> <p>7.5. In addition, the agencies/applicants are required to send the scanned copies of the complete setup of their documents by email to <a href="mailto:tnifmc@tnifmc.com">tnifmc@tnifmc.com</a> on or before 15.00 hours on 16-10-2020.</p>	<p>As the RfQ has to be physically submitted at your office, may we request to extend the dates by a week to 23 October 2020. Our main office is in Mumbai where the affidavits will be prepared. We will need to courier these to Chennai to our team member. Due to the pandemic, we have observed that courier sometimes takes 3-4 days to reach. This allows us very less preparatory time.</p>	<p>Soft copy of the documents shall be sent on or before 16 October 15:00 to <a href="mailto:tnifmc@tnifmc.com">tnifmc@tnifmc.com</a>.</p> <p>In addition, please share the courier dispatch proof.</p>	YES, please refer Addendum
2.	Page No.3 RFP Clause No. Section A 7.4 and 7.5	<p>7.4 The document must be delivered in the office of Tamil Nadu Infrastructure Fund Management Corporation Limited, (TNIFMC), No. 19, T.P. Scheme Road, Raja Annamalai Puram, Chennai – 600028 on or before 15.00 hours on 16-10-2020.</p> <p>7.5. In addition, the agencies/applicants are required to send the scanned copies of the complete setup of their documents by email to <a href="mailto:tnifmc@tnifmc.com">tnifmc@tnifmc.com</a> on or before 15.00 hours on 16-10-2020.</p>	<p>Given the current COVID situation, it is challenging for us to solicit and compile all the comprehensive list of documents and information towards the submission of our bid.</p>	<p>Soft copy of the documents shall be sent on or before 16 October 15:00 to <a href="mailto:tnifmc@tnifmc.com">tnifmc@tnifmc.com</a>.</p> <p>In addition, please share the courier dispatch proof.</p>	NO.

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			Hence request your kind consideration towards an extension of the existing deadline for the bid submission.											
3.	Page No.4 RFP Clause No. Section B 2.3 and Page No. 12 RFP Clause No. Section C 2.2	<p>2.3. Financial Criteria: 2.3.1. For Empanelment under ESG Due Diligence: The Applicant should have an average turnover (defined as consulting/advisory services fees) of at least Rs.1 Crore in each of the last three years.</p> <p>2.3.2. For Empanelment under ESG Impact Assessment Sectors: The Applicant should have an average turnover (defined as consulting/advisory services fees) of at least Rs.1 Crore in the last three years.</p> <p><b>Section -C Clause 2.2</b></p> <table border="1"> <thead> <tr> <th>Particulars</th> <th>Maximum marks</th> <th>Gradation</th> </tr> </thead> <tbody> <tr> <td><b>Financial Strength of the Applicant</b></td> <td><b>10</b></td> <td></td> </tr> <tr> <td>Average Annual Turnover from ESG Due Diligence Services</td> <td>10</td> <td>Less than INR 50 Lakhs – 0 marks Above INR 50 Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks</td> </tr> </tbody> </table>	Particulars	Maximum marks	Gradation	<b>Financial Strength of the Applicant</b>	<b>10</b>		Average Annual Turnover from ESG Due Diligence Services	10	Less than INR 50 Lakhs – 0 marks Above INR 50 Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks	<p>The Financial Criteria under Section B Clause 2.3 allows firms with turnover of 1 Cr from advisory services. This enables small consulting organizations to also apply. However, Section C, Clause 2.2 on evaluation criteria for Category A under Financial Strength it mentions a minimum of Rs 50 lakhs from ESDD services each year. The pricing of a single ESDD assignment can range from Rs 1 lakh to Rs 2.5 lakhs per site. To reach the turnover of Rs 50 Lakhs atleast 35-50 assignments will need to be carried out by the firm in a year. This cannot be achieved even by mid-sized firms. Hence requesting you to lower this</p>	<p>‘Average Annual Turnover from ESG Due Diligence Services’ is reworded as ESG - impact studies/ assessment/ audit/ due diligence and related services.</p> <p>In addition, the gradation criteria and maximum marks has been revised.</p>	YES, please refer Addendum.
Particulars	Maximum marks	Gradation												
<b>Financial Strength of the Applicant</b>	<b>10</b>													
Average Annual Turnover from ESG Due Diligence Services	10	Less than INR 50 Lakhs – 0 marks Above INR 50 Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks												

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				criteria to atleast Rs 25 lakhs.												
4.	Page No. 12 RFP Clause No. Section C 2.2	<b>Section -C Clause 2.2</b> <table border="1"> <thead> <tr> <th>Particulars</th> <th>Maximum marks</th> <th>Gradation</th> </tr> </thead> <tbody> <tr> <td><b>Financial Strength of the Applicant</b></td> <td><b>10</b></td> <td></td> </tr> <tr> <td>Average Annual Turnover from ESG Due Diligence Services</td> <td>10</td> <td>Less than INR 50 Lakhs – 0 marks Above INR 50 Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks</td> </tr> </tbody> </table>			Particulars	Maximum marks	Gradation	<b>Financial Strength of the Applicant</b>	<b>10</b>		Average Annual Turnover from ESG Due Diligence Services	10	Less than INR 50 Lakhs – 0 marks Above INR 50 Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks	With reference to point #2 above, will any additional document be required that states the turnover from ESG-DD services?	Yes. We require certification from CA/Auditor.	NO.
Particulars	Maximum marks	Gradation														
<b>Financial Strength of the Applicant</b>	<b>10</b>															
Average Annual Turnover from ESG Due Diligence Services	10	Less than INR 50 Lakhs – 0 marks Above INR 50 Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks														
5.	Page No. 12 RFP Clause No. Section C 2.2 Point number 2 And Page No 13 RFP Clause No. Section C 2.3 Point number 2	<table border="1"> <thead> <tr> <th>Particulars</th> <th>Maximum marks</th> <th>Gradation</th> </tr> </thead> <tbody> <tr> <td><b>Experience of preparing Detailed ESG Due Diligence Project Reports in the sector</b></td> <td><b>50</b></td> <td></td> </tr> <tr> <td>No. of assignments worked on as ESG Due Diligence consultant</td> <td>50</td> <td>Below 3 assignments– 0 marks 3 assignments– 30 marks 5 assignments and more – 50 marks</td> </tr> </tbody> </table>			Particulars	Maximum marks	Gradation	<b>Experience of preparing Detailed ESG Due Diligence Project Reports in the sector</b>	<b>50</b>		No. of assignments worked on as ESG Due Diligence consultant	50	Below 3 assignments– 0 marks 3 assignments– 30 marks 5 assignments and more – 50 marks	Under Section C, Clause 2.2 evaluation criteria 2, sector experience criteria has been maintained low. Considering that 50% of the evaluation score has been assigned to this item, the number of projects should be increased as it will be a major deciding factor.	For ESG Due Diligence and ESG Impact Assessment – maximum marks and gradation criteria has been modified.	YES, please refer Addendum.
Particulars	Maximum marks	Gradation														
<b>Experience of preparing Detailed ESG Due Diligence Project Reports in the sector</b>	<b>50</b>															
No. of assignments worked on as ESG Due Diligence consultant	50	Below 3 assignments– 0 marks 3 assignments– 30 marks 5 assignments and more – 50 marks														

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		Particulars	Maximum marks	Gradation			
		<b>Experience of preparing Detailed ESG Impact Assessment Project Reports in the sector</b>	<b>50</b>				
		No. of assignments worked on as ESG Impact Assessment Consultants	50	Below 3 assignments – 0 marks 3 assignments – 30 marks 5 assignments and more – 50 marks			
6.	Page No. 12 RFP Clause No. Section C 2.2 Point number 3	Particulars	Maximum marks	Gradation	Under Section C, Clause 2.2 evaluation criteria 3, does the firm qualify for the marks if the registered office is in Mumbai and satellite office is in Chennai? What documentation would be required to be submitted for the satellite office in Chennai	Any of the below mentioned proof - Lease agreement or electricity bill or landline telephone bill or registration under Shops & Establishment Act is required.	NO.
		<b>Location of Office</b>	<b>10</b>				
		Applicants having an office in Chennai, Tamil Nadu	10	Yes – 10 marks No – 0 marks			
7.	Page No. 13 RFP Clause No. Section C 2.3 Point number 1	Particulars	Maximum marks	Gradation	Under Section C, Clause 2.3 evaluation criteria 1, turnover of ESG Due Diligence service has been included as the criteria. Does it mean ESG Due Diligence or it is to be read as	'Average Annual Turnover from ESG Due Diligence Services' will be replaced to 'ESG - impact studies/ assessment/ audit/ due diligence and related services'.	YES, please refer Addendum.
		<b>Financial Strength of the Applicant</b>	<b>10</b>				
		Average Annual Turnover from ESG Due	10	Less than INR 50 Lakhs – 0 marks Above INR 50			

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		Diligence Services		Lakhs up to INR 1 Crores – 9 Marks Above INR 1 Crores – 10 Marks		ESG Impact Assessment		
8.	Page No. 18 RFP Form-3	Statement of Legal Capacity				In Form 3, the letter is required to authorize the representative for the RfQ or the person physically submitting the RfQ in your office? In our case the two persons will be different. Can the Form be used for authorizing both of the above activities?	In form 3, the letter of authorisation is required only for the person, who is going to sign all the documents for submission.	NO.
9.	Page No. 19 RFP Form-4	Format for Power of Attorney for Signing of Application				8. Is Form 4: Power of Attorney for Signing of Application required for Limited Liability Partnership firms? Section B Clause 5.7 says it is required for application made by Limited Company.	Yes. It is required in all cases.	NO.
10.	Page No. 23 RFP Form-7	Application for Empanelment				Form 7 requires sectors to be mentioned. May I request to please share the list of sectors such that they can be included in the application.	The Functional Areas are ESG Due Diligence and ESG Impact Assessment.	NO.

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11.	Page No. 24 and 25 RFP Form-8	ESG Due Diligence Consultants – Summary of Relevant Experience  ESG Impact Assessment Consultants – Summary of Relevant Experience	Form 8 – can final work orders and payment received certificates from Chartered Accountant serve as a replacement for Completion Certificates? We don't receive Completion Certificates for each assignment as ESDD single assignments are small in size.	In such cases, please provide complete address and contact details of respective client for verification purposes.	NO.
12.	Page No. 24 and 25 RFP Form-8	ESG Due Diligence Consultants – Summary of Relevant Experience  ESG Impact Assessment Consultants – Summary of Relevant Experience	Form 8 requires project cost to be mentioned. In an ESG-DD, the amount to be invested by the Investor or the project cost is not known to the Consultant. Hence can this be left by marking 'Unknown'	Yes. It can be marked as 'Unknown'.	NO.
13.			We are DIPP registered.  Can we have an exemption as per govt prescribed rules related to credentials, turnover and value of each project?	Please submit the relevant Government Order with the relevant section highlighted for easy reference along with your bid. We will examine it and take it into consideration if applicable.	NO.