Response to the pre-bid technical queries raised in the Pre-Bid Meeting held on 31.10.2019 regarding RFQ/RFP for Appointment of Support Agency for Recruitment for NITI Aayog.

Technical Pre bid Queries Sheet - APPOINTMENT OF SUPPORT AGENCY FOR RECRUITMENT FOR NITI AAYOG

S.No	Bidding Document Section	Content of the RFP requiring clarification	Remarks / Suggestions made by the participants of Pre-Bid Meeting	Comments of NITI Aayog
1	Pre-Qualification Criteria	The bids of respondents to this RFP debarred by the Government of India shall NOT be considered. The Bids of the Bidders/their Partners/Directors/ Agents against whom any criminal case is pending before any Court shall also NOT be considered.	We request modification of this clause to "The bids of respondents to this RFP debarred by the Government of India shall NOT be considered".	Not agreed.
2	Form 3B: Self-certification of Minimum Eligibility	The bids of respondents to this RFP debarred by the Government of India shall NOT be considered. The Bids of the Bidders/their Partners/Directors/ Agents against whom any criminal case is pending before any Court shall also NOT be considered.	We request modification of this clause to "The bids of respondents to this RFP debarred by the Government of India shall NOT be considered".	Not agreed.
3	Form 3C	Form 3C: Format for Power of Attorney for Authorized Representative	Being a large public limited organization it is not be possible to process a POA in tender specific format by the POA holder due to logistic issues. Hence, we request to allow Letter of Authorization signed by the POA holder of the Organization along with original Self Attested/Notarized copy of POA.	Agreed.
4	Form 3C	The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under seal affixed in accordance with the required procedure. Photocopy of the Power of Attorney would not be considered.		
5	1. Data integration and setting up.	It should have the provision for data migration from the existing system for ongoing process if any	Request to more details on the existing systems, data volume and types. Also we suggest the data should be provided in the Bidder's prescribed format.	Agreed. NIC agreed to provide data in HTML and Excel Format.
6	2. Application Portal	Regular MIS reports shall be submitted to the NITI Aayog, as per requirement of NITI Aayog.	Request to share details of regular MIS reports required	Agreed.

7	Sourcing	Integrate an Artificial Intelligence based process for showing job ads to people with the right profile and interest level as per the requirement of the post/job using social media sites.	Request removal of this requirement since this is out of scope for conduct of assessment	Agreed.
8	Applicant Engagement	Maintain manual helpdesk at least for 9 hours all 7 days in the week including holidays and/or use AI-powered assistants (Chat bots)for applicant engagement, answering their queries and help them to complete the application process.	It is recommended to have manual helpdesk 9 hours (5 days a week) as the call flow over the weekend is generally expected to be less. However, the same can be discussed and mutually agreed by Bidder & Customer. Request removal of AI powered assistants to resolve queries.	Not agreed.
9	Applicant Tracking System	Use applicant tracking systems (ATS) software for data crunching, metric analysis and communication to create, update and engage the prospective talent pool.	Request removal of this requirement since this is out of scope for conduct of assessment	Agreed.
10	Point no 6. Screening,	Purification of the database as per decisions of the NITI Aayog.	Need clarity on "Purification of Database". Please specify what different tasks are included as part of this activity.	Clarified that the terms " Purification of database" means avoid duplication/ multiple registration by the applicants.
11	Point no 6. Screening,	Identification of eligible candidates based on qualification, age and experience, as prescribed in the advertisement, by matching the application data.	We request that Niti Aayog handle the Application scrutiny since the task is manual and subjective nature of the work. We can support in building in validations in the application form fields as instructed by customer.	Not agreed.
12	Point no 6. Screening,	Screen the applications by using intelligent Screening software by assessing applications/ resumes based on the pre-defined parameters as recommended by the Screening Committee duly constituted by the NITI Aayogand rank the eligible candidates and produce a shortlist of the strongest potential candidates	We request that Niti Aayog handle the Application scrutiny since the task is AI based / manual and subjective nature of the work. We can support in building in validations in the application form fields as instructed by customer.	Not agreed.
13	7. Online test	Arrange online aptitude test or psychometric test to shortlist the candidates if required by the NITI Aayog	Psychometric test is not a feature of our solution. Kindly confirm whether bid response withpartial scope is acceptable.	Agreed.

14	(b) Based on the timelines agreed, following shall be made available by the selected bidder	Creation of question papers, moderation, translation and encryption	Kindly confirm whether the examination is only covers Aptitude Test. For any other types of tests, we request NitiAyog to provide the content.	Agreed.
15	(b) Based on the timelines agreed, following shall be made available by the selected bidder:	Apart from a Desktop based dashboard, the NITI Aayog will be provided with an LCD-wide-screen (40") dashboard	We request NitiAyog to provide the LCD wide screen.	Agreed.
16	Pre-Examination Phase:	The selected bidder shall ensure that UPS, Generator and Air conditioners facilities are available and functional at each exam centre in each lab for un-interrupted power supply with adequate back-up. Besides the selected bidder shall also ensure that mobile generators are also available as a back-up to meet out any eventuality.	Ambient temperature will be maintained at all test centres by means of using fans / coolers and adequate ventilation. Kindly confirm whether this is acceptable.	Agreed.
17	Pre-Examination Phase:	The selected bidder shall securely install and implement Question Papers (in English and Hindi or any other regional language as applicable) for "Computer Based Test (CBT)-Examination".	Please confirm in how many languages would be required in general. Also, please specify how many languages concurrently for each test is required for creation of Question Paper.	Languages required for creation of question paper for each test is Hindi and English.
18	Pre-Examination Phase:	Any centre previously blacklisted by any of Department/Ministry of Central/State Government/PSU should not be offered to NITI Aayog without an explicit approval	We request NitiAyog to provide the list of blacklisted test centers to ensure that these are not part of the finalized test centres.	Not agreed. Responsibility lies with the Support Agency to be selected.

19	Pre-Examination Phase:	The selected bidder shall also ensure that at no point of time they conduct any test in those centres which are blacklisted in other examinations or by any Govt.Bodies/Agency	We request NitiAyog to provide the list of blacklisted test centers to ensure that these are not part of the finalized test centres.	Not agreed.
20	Test Centers	The selected bidder shall also ensure that they have all statutory clearances at the examination centres for deployment of jammers.	We are not authorized to install Jammers. We request Niti Aayog to arrange for deployment of jammers.	Agreed.
21	Test Centers	The selected bidder shall not deny/restrict Niti Aayog or it's subordinate office with Identification document from doing audit/ inspection of examination centres with prior notice.	If NitiAyog want to conduct direct or third party audit of the assessment centers, it should be at it own expenses and with prior approval of the bidder.	Clarified that the expenditure on direct or thirty party inspection/ audit will be borne by NITI Aayog.
22	Minimum Exam Centre Server Pre-requisites:	Must support atleast 400 machines clients without any perceivable degradation in performance. All mouse/key clicks are to be recorded for each client with time stamp for audit purposes. Response time for question/ page loading must be less than one second. All responses to be acted upon in real time.	We request the following changes to the clause Must support atleast 250 machines clients without any perceivable degradation in performance. All mouse/key clicks are to be recorded for each client with time stamp for audit purposes. Response time for question/ page loading must be less than five seconds. All responses to be acted upon in real time.	Agreed.
23		At the end of the exam, transfer/export of candidate response and audit trails shall be done by the selected bidder on secured channel from local server to Central server of the selected bidder within 4 hours from each exam centre. Other data such as attendance sheet, fingerprint, photograph, seating plan, CCTV recording, application PDF etc. (if any) should be sent to NITI Aayog within 7-10 days of conclusion of the examination.	Raw responses for shift ending 6 PM, can be provided / transferred to central server the same day and any shift ending post 6 PM responses can be shared the next day by 11 AM. Kindly confirm if this is acceptable.	Agreed.
24		The final merit list shall be submitted by the service provider in digitally signed & non-editable format to NITI Aayog.	The merit list will be shared with NitiAyog in PDF format with digital signature. Kindly confirm if this is acceptable.	Agreed that merit list will be shared with NITI Aayog with non-editable PDF format and with digital signature.

25	Post Examination Phase:	Psychometric Analysis of Question Papers.	We request for removal of this requirement. We do not provide Psychometric Analysis of QPs or AI based reports. Below are the standard reports as part of scope. Any specific requirement needs to be discussed and mutually agreed by Bidder &NitiAyog. (a) Item analysis of MCQ responses of the candidates (difficulty index and discrimination index etc.) as per requirements of NitiAyog. (b) Student performance Analysis (c) Audit logs and summary of audit logs like number of clicks, time log, MAC, IP address etc. (d) Analysis report regarding proxy candidates, unfair means report.	Agreed.
26	Post Examination Phase:	To provide forensic analysis report regarding proxy candidates, unfair means report etc.	We do not provide Forensic Analysis report. Below are the standard reports as part of scope. Any specific requirement needs to be discussed and mutually agreed by Bidder &Niti Ayog. (a) Item analysis of MCQ responses of the candidates (difficulty index and discrimination index etc.) as per requirements of NitiAyog. (b) Student performance Analysis (c) Audit logs and summary of audit logs like number of clicks, time log, MAC, IP address etc. (d) Analysis report regarding proxy candidates, unfair means report.	Agreed.
27		Any other reports by analyzing the data stored, whenever required by NITI Aayog.	Please specify "Any other reports". The same needs to be discussed and mutually agreed by Bidder &Niti Aayog before finalizing	Agreed.
28		MIS generation/ customized reports: The selected bidder shall provide adequate	Any specific MIS reporting needs to be clarified, discussed and mutually agreed by	Agreed.

		information as per the requirement of NITI Aayog within maximum period of 5 working days from the date of request.	Bidder and NitiAyog both in terms of feasibility and timelines	
29	8 Video Interviews	Video Interviews – to assist the NITI Aayog in scheduling video interviews for the candidates if required.	We do not have feature of Video Interviews currently. Please specify on the other assistance expected as part of scheduling activity. Kindly confirm whether bid response with partial scope is acceptable.	Clarified that NIC would assist in video conferencing/ interview by skype mode and the vendor to be selected will maintain time slot records of the candidates.
30	13. Project Execution timelines	Preparation and Submission of final merit lists.	Our standard SLAs for Merit List generation are as below 4 working days for small exam per post 7-8 working days for large exam per post The number of days will vary accordingly as per number of post. Kindly confirm whether this is acceptable.	Agreed.
31	Obligations of the Support Agency for recruitment	Documents Prepared by the Support Agency for recruitment to be the Property of the NITI Aayog: All designs, reports, other documents and software submitted by the Support Agency for recruitment pursuant to this work order shall become and remain the property of the NITI Aayog,	We own the IPR for all the designs, product documents and software of the proposed solution. Hence we request to change clause to All rights, title and interests in and to the Services Environment and any other material used by Support Agency in the provision of the Services shall exclusively belong to Support Agency or its licensors ("Support Agency Proprietary Material"). Any and all Intellectual Property Rights with respect to the Services and the Support Agency Proprietary Material and all modifications, improvements, enhancements, or derivative works made thereto, shall always belong to Support Agency or its licensors and the NITI Aayog shall not be entitled to claim any rights therein. All rights, title and interests in the NITI Aayog Data shall always remain with NITI Aayog.	Clarified that all designs, reports and other documents shall become and remain the property of NITI Aayog except the software used by the Support Agency/ Vendor to be selected

Accordingly, the above clauses in the RFQ/RFP Document stands amended w.e.f 04.11.2019.