

Request for Proposal

For

**Selection of Recruitment Agency for Hiring of Top Management Level Manpower
for Gujarat Mineral Development Corporation Ltd**

RFP No.: GMDC/HR/12-A/2023

Answer to Pre- Bid Queries and Corrigendum document-1

Gujarat Mineral Development Corporation

Jan 2024

Sl. No.	Name of the Bidder	Clause Description	Pre-Bid queries/ Clarification	Response / Addendum / Corrigendum if any															
1	myrcloud	CL 5.1 b) The bidder should have Minimum Average Annual Turn Over: Rs. 20 Crore (Twenty Crore) in financial years FY20-21 to FY22-23.	<p>kindly request a relaxation in the turnover clause.</p> <p>our track record includes collaborations with major players in the industrial and mining sectors, such as Vedanta Group, Arcelor Mittal, Tata Steel, Aditya Birla Renewables, and more.</p> <p>We've successfully filled critical roles like:</p> <ul style="list-style-type: none"> • Chief Security Officer - For an Indian integrated mining and resources producer of zinc. • CFO and Chief Commercial Officer - For one of India's leading manufacturers & suppliers of iron ore for their Gujarat Operations. • COO OALP - For the largest private oil and gas exploration and production company in India. • Brand & Communications - Joint GM - For one of the leading petroleum companies in India <p>Enclosed are charts illustrating our rapid year-on-year growth in closed positions and revenue.</p> <table border="1"> <thead> <tr> <th>FY</th> <th>Turn Over (in INR Crs)</th> <th>No of Positions Closed</th> </tr> </thead> <tbody> <tr> <td>2021-22</td> <td>3.84</td> <td>187</td> </tr> <tr> <td>2022-23</td> <td>4.86</td> <td>455</td> </tr> <tr> <td>2023-24 (As on Date)</td> <td>4.95</td> <td>689</td> </tr> <tr> <td>2023-24 (Projected)</td> <td>7.2</td> <td>850</td> </tr> </tbody> </table>	FY	Turn Over (in INR Crs)	No of Positions Closed	2021-22	3.84	187	2022-23	4.86	455	2023-24 (As on Date)	4.95	689	2023-24 (Projected)	7.2	850	Please refer to Answer to Pre-Bid Query No 2
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2	Accord India	CL 5.1 b) The bidder should have Minimum Average Annual Turn Over: Rs. 20 Crore (Twenty Crore) in financial years FY20-21 to FY22-23.	<p>Turnover: While we have been above INR 20 crore for a long time, our business was unfortunately adversely impacted due to Covid in FY20 and FY21, which is bringing our recent turnover average a little lower. Our turnover over the past 6 years has been:</p> <table border="1"> <thead> <tr> <th>FY</th> <th>Turn Over (in INR Crs)</th> </tr> </thead> <tbody> <tr> <td>FY 18</td> <td>20.65</td> </tr> <tr> <td>FY 19</td> <td>25.29</td> </tr> <tr> <td>FY 20</td> <td>16.89</td> </tr> <tr> <td>FY 21</td> <td>12.19</td> </tr> <tr> <td>FY 22</td> <td>20.72</td> </tr> <tr> <td>FY 23</td> <td>20.45</td> </tr> </tbody> </table>	FY	Turn Over (in INR Crs)	FY 18	20.65	FY 19	25.29	FY 20	16.89	FY 21	12.19	FY 22	20.72	FY 23	20.45	<p>The clause 5.1 b) stands amended as below.</p> <p>“The bidder should have Minimum Average Annual Turn Over: Rs. 20 Crore (Twenty Crore) in three out of last Five Financial Years”</p>
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3	Accord India	Clause 1.5 and 2.5	<p>Non-refundable fee and EMD deposit: As you note from our scale of operations, we are a “Small” enterprise registered under the Ministry of MSME, and request you to please consider waiving off the requirement for RFE fee and EMD</p>	<p>Following sub clause stands inserted in clauses 1.5 and 2.5 .</p> <p>“Bidders holding and sharing valid Certificate issued under the MSME Act, 2006 on the date of submission of Tender are exempted from submission of EMD/ Bid Security and RFP Fees.”</p>														
4	Accord India	<p>Clause 1 e) of Section IV : Service Provision Fees and Payment Terms</p> <table border="1"> <thead> <tr> <th>Milestone</th> <th>Release of Payment</th> </tr> </thead> <tbody> <tr> <td>Successful completion of One Month post on boarding of candidate, subject to completion of background verification / cross verifying the references</td> <td>100%</td> </tr> </tbody> </table>	Milestone	Release of Payment	Successful completion of One Month post on boarding of candidate, subject to completion of background verification / cross verifying the references	100%	<p>Payment terms: Our standard payment terms are stage-wise split into 4 parts, first advance and then aligned with the milestones of search stages od shortlist, offer letter and joining. However, the tender suggests 100% back-ended payment that would effectively come after 90 days of the candidate joining (60 days onboarding time + 30 days payment period). Being an MSME, this would put severe strain on our cashflows and would make it impossible for us to serve. We request you</p>	<p>Clause 1 e) of Section IV stands amended as below.</p> <table border="1"> <thead> <tr> <th>Milestone</th> <th>(%) of Service Fees*</th> </tr> </thead> <tbody> <tr> <td>1. Preparation of Job description and advising GMDC on compensation structure as per market standards and preparation of selection Criteria</td> <td>20%</td> </tr> </tbody> </table>	Milestone	(%) of Service Fees*	1. Preparation of Job description and advising GMDC on compensation structure as per market standards and preparation of selection Criteria	20%						
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			to please consider some advance payment along with stagewise progress-based payments.	<table border="1"> <tr> <td>2.List of suitable candidates against a specified position</td> <td>20%</td> </tr> <tr> <td>3.Selection of a candidate for a specified position – Issuance of offer letter from GMDC</td> <td>40%</td> </tr> <tr> <td>4.Successful completion of One Month post on boarding of candidate Cross verification of references from previous organizations of the candidate/s selected</td> <td>20%</td> </tr> <tr> <td>Total</td> <td>100%</td> </tr> </table> <p><i>*Service Fees is defined as “% Service Charge of CTC (Per Top level manpower)”.</i></p> <p>For the purpose of invoices, upto the milestone no 3, tentative compensation structure/ CTC as prepared as per the Milestone no 1 shall be considered as base to determine the Service Fees. The Service Fees amount shall be adjusted based on actual CTC offered in invoice amount of milestone no 4 specified in table hereinabove.”</p>	2.List of suitable candidates against a specified position	20%	3.Selection of a candidate for a specified position – Issuance of offer letter from GMDC	40%	4.Successful completion of One Month post on boarding of candidate Cross verification of references from previous organizations of the candidate/s selected	20%	Total	100%
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5	Accord India		Performance Security & Liquidated Damages: We request you to please waive off both these requirements.	RFP conditions remains unchanged								
6	Accord India		Psychometric testing software / fee: We would request GMDC to make their preferred psychometric tool available to us for this tender at	Psychometric testing software / fee is excluded from the cost to the consultant. If required GMDC may purchase its own tool.								

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			their own cost or then allow us to charge the psychometric testing fee separately, as the cost of this tool could vary widely and it would be impossible to budget for it upfront without knowing the specific tool to be used.	
7	Accord India		Location of services: Since the location of services is to be at Corporate Office, does the team need to be based out of Ahmedabad?	No. But the HR Agency/ Service Provider shall be required to visit GMDC's Ahmedabad head office for attending management meetings as and when called by GMDC and attending interviews of suitable candidates .
8		Clause 1.6 Schedule of Bidding		Clause 1.6 of Schedule of Bidding stands amended and placed in Appendix 4 of this RFP

Appendix-1: Schedule of Bidding

The Schedule of Bidding point no 4,5 and 5 of clause 1.6 stands amended as below.

Sr. No.	Event Description	RFP Clause	Ammended Clause
4	Online Submission of Price Bid	<p>The Price Bid is to be submitted online only at designated place on https://gmdctender.nprocure.com up-to 15:00 hrs. on Jan 15, 2024 and (i) any submission of offline price bid (i.e., physical submission) or (ii) submission of price bid along with technical bid will lead to disqualification.</p> <p>A copy of instruments or information pertaining to it may be required to be submitted online at the time of submission of Price bid. Technical Bid is not to be submitted online, but should be submitted in physical offline mode after the submission of the Price Bid at the designated address by the deadline mentioned.</p>	<p>The Price Bid is to be submitted online only at designated place on https://gmdctender.nprocure.com up-to 15:00 hrs. on Jan 23, 2024 and (i) any submission of offline price bid (i.e., physical submission) or (ii) submission of price bid along with technical bid will lead to disqualification.</p> <p>A copy of instruments or information pertaining to it may be required to be submitted online at the time of submission of Price bid. Technical Bid is not to be submitted online, but should be submitted in physical offline mode after the submission of the Price Bid at the designated address by the deadline mentioned.</p>
5	Last Date and Time of Submission of Technical Bid, RFP Fees & EMD in Hard Copy	<p>The Technical Bid is to be submitted offline, strictly after the due date for online submission of price bid but on or before 16th Jan'24 up to 17:00 Hrs. at GMDC office situated at Khanij Bhavan, 132-ft. Ring Road, Gujarat University Ground, Vastrapur, Ahmedabad- 380052, by Speed Post/RPAD/Hand delivery/Courier in sealed</p>	<p>The Technical Bid is to be submitted offline, strictly after the due date for online submission of price bid but on or before 24th Jan'24 up to 17:00 Hrs. at GMDC office situated at Khanij Bhavan, 132-ft. Ring Road, Gujarat University Ground, Vastrapur, Ahmedabad-380052, by Speed Post/RPAD/Hand delivery/Courier in sealed</p>
6	Opening of Technical Bid	<p>On 16th Jan'24 at 17:30 hrs. at GMDC office</p>	<p>On 24th Jan'24 at 17:30 hrs. at GMDC office</p>