

**Request for Proposal
For**

**Preparation of Business Responsibility and
Sustainability Report (BRSR) for FY 2024-2025 and FY
2025-2026 for GMDC Ltd.**

Response to Pre-Bid Queries and Corrigendum - 1

Gujarat Mineral Development Corporation

November 2024

Sl. No.	Clause No.	Pre-Bid queries/ Clarification required	Response
1.		Care Analytics and Advisory Private Limited is a wholly owned subsidiary of Care Ratings Limited: Can we use the credentials of Care Ratings Limited for the qualifications of Technical Criteria (Turnover)?	Bidders are permitted to take credit from its Parent / Subsidiary / Sister Concern for meeting the Pre-Qualification and Technical Score criteria as per added clause 5.5 specified in Addendum placed at Annexure -1 .
2.		Is Earnest Deposit Money Applicable for MSME Bidder?	The Bidder having valid MSME registration as on Bid submission date is exempted from submission of Bid Security.
3.	Section II: Terms of Ref/Scope of Work-Part I Baseline Assessment and Gap Analysis Clause A. Understand GMDC existing approach and status towards BRSR reporting and how it compares with other similar organization C. Identify material issues and challenges faced by GMDC in the sustainability area and prioritize them based on their impact on stakeholders and business	<ul style="list-style-type: none"> How many peers have to be identified & who will finalize the peers? <p>Will the prioritization of issues be done by the stakeholders via stakeholder engagement activities (surveys etc); or is it to be done basis the peers?</p>	At least 3 similar organisations (1 private listed entity and 2 public sector listed entities) in the mining sector. Finalization of peers can be done in consultation with GMDC.
4.	Part-II: Data Collection Clause	What will be the number of expected site visits?	The details of GMDC's Mining sites and upcoming projects are mentioned below which shall need to be visited as may be required:

	<p>A. This may require field visits which GMDC will organize and facilitate</p>		<ul style="list-style-type: none"> • GMDC's head office is situated at Ahmedabad. GMDC also has regional office at Bhubaneswar, Site offices at Angul and Sundergarh. • GMDC has existing five operational lignite mining projects: (i) Rajpardi & Tadakeshwar in South Gujarat, (ii) Umarsar & Mata no Madh in Kutch and (iii) Bhavnagar. • GMDC is in advanced stage to operationalize six new lignite mining projects situated at (i) EFG-Valia, Damlai, & Ghala in South Gujarat and (ii) Lakhpat, Panandhro extension & Bharkhandam in Kutch, Gujarat. • GMDC has also been allotted Coal blocks at Baitrani West, Buraphar and Kudanali Lubri in Odisha state. • GMDC has a Metal mine lease at Ambaji, Gujarat. However, it is yet to become operational. • GMDC has Fluorspar mining project and beneficiation plant at Kadipani. GMDC also has bauxite mines at Gadhsisa and Bhatia in Gujarat. • GMDC is operating 250 MW Akrimota Thermal Power Plant in Kutch.
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5.	<p>Part-III: Value Chain Disclosure</p> <p>Clause</p> <p>iv. The partners in the value chain who are most relevant shall be identified</p> <p>b.(ii) Organize workshops for various value chain partners to improve their understanding of ESG aspects.</p>	<ol style="list-style-type: none"> 1. Whether this will be as per the extant SEBI guideline for considering the number of value chain partners? 2. Pls. indicate the location & number of workshop to be held, along with modality (physical / virtual) & language? 	<ol style="list-style-type: none"> 1. It will be as per SEBI Guidelines. 2. Around four workshops envisaged based on the clustering of different projects namely: <ul style="list-style-type: none"> i.) Headquarters, Ahmedabad ii.) South Gujarat iii.) Kutch iv.) Odisha
6.	<p>Part-IV: Report Preparation</p> <p>Clauses</p> <p>A. BRSR as also any value additions beyond SEBI requirements are also incorporated along with the BRSR requirements the report shall also include ESG initiatives by GMDC their governance strategy along with any other information deemed necessary by GMDC.</p> <p>B. The Service Provider shall also prepare a backup reference document which explain how different BRSR indicators</p>	<ol style="list-style-type: none"> 1. The BRSR will have to be reported as per the SEBI format. Please clarify, where the "value additions beyond SEBI requirements" are to be reported. 2. This would be a part of BRSR report. Over & above this, please clarify, where these initiatives are to be reported (as the report has to be restricted to SEBI format). Kindly confirm the scope of the additional requirements. 3. The back-up document would mainly be in the form of an excel, with 	<ol style="list-style-type: none"> 1. Value additions based on Service Provider's expertise and best industry practices to be identified and brought out in the main report. 2. The back up shall be prepared for the internal consumption of GMDC management only.

	<p>in the main BRSR reports are arrived at.</p> <p>E. Alongside the comprehensive BRSR report the service provider shall also to prepare a summarized BRSR report for publication as a part of GMDC's Annual Report.</p>	<p>detailed calculations of Principle 6 & other relevant quantitative data, where needed. Please clarify, if anything beyond this would be expected?</p> <p>4. What is a summarized BRSR? Please provide a format for the same.</p>	<p>3. Back up documents can be given in Word as well as excel formats as per the requirement.</p> <p>4. The reference to the summarised BRS Report is for preparation of an executive summary in descriptive format for publication in the annual report of GMDC as per current practice. It may include approach & methodology.</p>
7.	<p>Part V: Preparation for FY 2025-25</p> <p>Clause Post the Publishing of BRSR report for FY 2024-25 the service provider shall carry out the scope specified in Part II-V of the TOR for the subsequent preparation of BRSR Report for FY 2025-26.</p>	Is assurance readiness part of the scope?	No, Assurance Readiness does not form a part of the Scope.
8.	<p>Part VI: Continuous Improvement</p> <p>Clause</p>	We envisage that there will be periods of high activity during the working & submission of BRSR report, during which	August 2025 till January, 2026 can be considered as lean period. During this period, the team members can work

	During the period of continuous improvement, the service provider shall depute a two-person team full time at GMDC.	the 2 team members will be stationed at GMDC. However, there would be periods of low activity (especially post the submission of BRSR etc), when the team members wouldn't have much work. During this period, the team can travel back to base location in Mumbai and be accessible over mails & teams call.	remotely for the continuous improvements and any other aspects as per the scope of work. However the Service Provider's team shall need to attend any stakeholder meetings / management meetings physically as per the GMDC's requirements.
9.	Part VII: Software Support Clause 3.The Service Provider shall conduct comprehensive training sessions for the designated personnel ensuring they are proficient in using the selected and customized BRSR software. This includes hands on training, user manuals and tutorials access to necessary online or offline training materials.	The training on software usage would have to be done in collaboration with software service provider & we will have a limited role to play.	Agreed. However, the Service Provider shall need to coordinate with the GMDC appointed Software provider for customisation, preparing training schedules and ensuring that the Software Service provider provides proper trainings to relevant GMDC staff.
10.	Clause 5.2 Technical Score Criteria Clause A. Post Graduate in Management from reputed B School: Project Manager B. Post Graduate in Management from reputed B School: Sr. Team Member (BRSR Domain)	Can this criterion be relaxed to Masters/ Post Graduation in Environment Sciences/ Management?	Yes, please refer the amended educational qualification as below: A. Project Manager: Post Graduate in Management from a reputed B School /Chartered Accountant (CA) / Company Secretary (CS) / Post Graduation in Environmental Sciences or Management with experience in BRS domain.

	C. Post Graduate in Management from reputed B School: Team Member		B. Sr. Team Member (BRSR Domain): Post Graduate in Management from reputed B School / CS / CA / Post Graduation in Environmental Sciences or Management C. Team Member: Post Graduate in Management from reputed B School / CS / CA / Post Graduation in Environmental Sciences or Management
11.	Pg 8/Sec 2/1	<p>(i) Understand GMDC's ambition of responding to Value Chain Disclosure before the statutory requirement?</p> <p>(ii) How many value-chain partners does GMDC have? Will 2 months be enough to cover all?</p>	<p>(i) The Value chain disclosure shall be undertaken to the extent required under SEBI guidelines for BRSR.</p> <p>(ii) The Service Provider shall need to identify value chain partners under this scope as per SEBI Guidelines. Yes, the Service Provider is expected to cover it within the indicated timeline.</p>
12.	Pg 8/Sec II/1	What does Integrated Report mean here? Do you mean Integrated Report as per the IIRC framework?	<p>No, integrated report here does not refer to IIRC framework.</p> <p>Integrated report here shall mean a detailed report containing all annexures showing workings.</p>
13.	Pg 8/Sec II/1 Pg 9/Sec II/2	Is service provider responsible for developing the data collection template(s) to be populated by GMDC or even the collection is expected from the service provider?	The preparation of the data collection template along with the data collection shall be in the scope of the service provider.

14.	Pg 9/Sec II/2	What does GMDC mean by “within GMDC” and “outside GMDC” for data collection using pre-approved templates?	Within: Internal Stakeholders Outside: External Stakeholders
15.	Pg 10/Sec II/ 2 (Part III: Value Chain Disclosure) (b.ii.)	How many numbers of workshops can be expected for the employees and for the value-chain partners.	For the number of workshops for value-chain partners, please refer to answer to pre-bid query no. 5. A total of four workshops for the employees can be envisaged based on the clustering of different projects namely: <ol style="list-style-type: none"> 1. Headquarters, Ahmedabad 2. South Gujarat 3. Kutch 4. Odisha
16.	Pg 11/Sec II/2 (Part VI: Continuous Improvement) (a.)	i.) Does GMDC require support on strategy formulation or implementation of existing strategy(ies)? ii.) Does GMDC require service provider to improve the BRSR data collection and reporting or expects support on performance improvement of KPIs?	i.) Strategy formulation only related to BRSR Parameters. ii.) Yes, both are required.
17.	Pg 11/Sec II/2 (Part VI: Continuous Improvement) (b.)	How many BRSR capacity building sessions are expected during the continuous improvement process around KPIs as per BRSR?	A total of four workshops can be envisaged based on the clubbing of different operational geographies namely: <ol style="list-style-type: none"> 1. Headquarters, Ahmedabad 2. South Gujarat 3. Kutch 4. Odisha

18.	Pg 11/Sec II/2 Pg 12/Sec II/3 Pg 44/Sec V/1.9	GMDC has given a requirement of full-time deployment of two-person team of the service provider. EY believes in bringing in subject matter experts throughout the engagement to bring justice to the quality deliverables instead of deploying two-person team of the service provider.	Please refer to answer to pre-bid query no. 8. The Service Provider is expected to deploy Team Leader/ Project Manager having domain expertise to execute the scope and guide the onsite team members.
19.	Page no 8 Part-IV – Report Preparation for FY 2024-2025: Draft, finalize, and submit a Business Responsibility and Sustainability Report, including an Integrated Report, based on GMDC's data and provide a separate report for inclusion in the Annual Report.	We request clarification if an integrated report is also to be prepared in line with the <IR> framework. Integrated report and Business Responsibility and Sustainability Report are two different reports and could not be the same report.	No, Integrated Report does not refer to IR Framework. Integrated report here shall mean a detailed report containing all annexures showing workings.
20.	Part III: Value Chain Disclosure Identify and understand the target group of value chain partners.	Please clarify if the upstream and downstream value chain partners are both to be covered. We request to provide approx. numbers and type of value chain partners.	Please refer the answer to pre-bid query no. 11. Yes, both upstream and downstream value chain partners are to be covered.
21.	Part III: Value Chain Disclosure Organize workshops for various value chain partners to improve their understanding of Environmental, Social, and Governance aspects.	Please clarify the number of workshops and number of participants expected on the workshops. Also, clarify the language expected for the workshop.	Please refer the answer to pre-bid query no. 5. The language expected for the workshop shall be English/Hindi.
22.	Part IV: Report Preparation	Please clarify if assurance readiness is also part of the current scope of work.	Please refer answer to pre-bid query no. 7.

	The Service Provider shall ensure that BRS Report is in compliance of SEBI Circular Ref SEBI/HO/CFD/CFD-SEC-2/P/CIR/2023/122 dtd. July 12, 2023 and any amendments thereafter regarding BRSR Core Framework for assurance and ESG disclosures for value chain.		
23.	Part IV: Report Preparation Alongside the comprehensive BRS Report, the service provider shall also have to prepare a summarized BRSR report for publication as a part of GMDC's Annual Report.	What is the expected content for the summarized BRSR report? BRSR report is being prepared in line with SEBI requirements only.	Yes, BRSR is to be prepared with SEBI requirements only. Please refer answer to pre-bid query no. 6.
24.	Part VI: Continuous Improvement The service provider shall offer comprehensive training programs to GMDC employees across various departments.	Please clarify the number of trainings and number of participants expected on the trainings.	Please refer answer to pre-bid query no. 17.
25.	Curriculum Vitae (CV) for Proposed Team and Support Staff	We request to confirm if the degree certificates are required to be submitted along with the bid documents.	No, however, a detailed CV is expected.
26.	clause 9 'Conflict of Interest' on Page 36 and clause 3.2 on page 50 of the RFP	In lieu of clause 9 ' Conflict of Interest ' on Page 36 and clause 3.2 on page 50 of the RFP, we request to curtail the requirements under the conflict-of-interest clause to the engagement team only and ' member and associate ' to ' member and associate in India ' only	RFP provisions remain unchanged.

27.		Notwithstanding anything to the contrary, kindly note that we do not provide any legal services directly or indirectly since we are not permitted to provide the same. Our scope is limited to technical/commercial aspect and our services will not include provision of any legal services or legal advice. No work performed by our employees shall be construed as legal service/legal advice.	Agreed.
28.	Part III: Value chain Disclosure Support	<p>(i) What is the current methodology and process utilised by GMDC to engage and collect data from downstream partners?</p> <p>(ii) Also are GMDC expecting the scope 3 GHG emission to be calculated. Also does the service provided need to conduct GHG emission, water inventorization and waste inventorization calculation?</p>	<p>(i) Currently GMDC does not collect data from downstream partners for BRSR. This shall form a part of the current assignment.</p> <p>(ii) The scope shall be limited to SEBI guidelines pertaining to BRSR.</p>
29.	Part VII: Software support	Since Grant Thornton Bharat has a collaboration with an ESG Software tool by "GovEVA", so hence will that be permissible for Grant Thornton to use the same for the project? As we will be also providing workshops to the relevant stakeholder for software support till the	<p>The proposal at the current stage shall not include the charges for the software.</p> <p>The Service Provider may use its own tool until the Software for GMDC is ready. Software purchase by GMDC shall be based on merit-based comparison.</p>

		end of the project. If necessary for separate software extension we have a provision for the same. Can we include this in our proposal as well?	
30.	Part V: Preparation for FY 2025-25	For assurance readiness, has GMDC envisaged any plans to carry out the same?	Please refer answer to pre-bid query no. 7.
31.	Part VI: Continuous Improvement	Within the RFP it has been mentioned that 'the Service Provider shall depute a two-person team full time at GMDC' during the period of continuous improvement which begins from August 2025 till July, 2026. Inferring from this, would the members be required to be engaged with GDMC for this entire time at GMDC headquarters?	Please refer to answer to pre-bid query no. 8.
32.	Clause 1.6 of Section III		The bid Submission date is extended. Please refer to Annexure - 2 of this document.

Annexure 1: Addendum

Clause 5.5 stands added to SECTION III: INSTRUCTIONS TO BIDDERS of the RFP

5.5 Credit from Parent / Subsidiary / Sister Concern for meeting the Pre-Qualification and Technical Score criteria

- i. Taking credit from subsidiary/parent/sister concern firm for meeting the Pre – Qualification Criteria and Technical Qualification Criteria is permitted subject to provisions specified hereunder.
- ii. In case a bidder is relying on qualifications of subsidiary/parent/sister concern firm for being considered for determination of compliance/meeting requirement with regards to the Pre- Qualification and Technical Score Criteria, then under such circumstances, the bidder shall clearly indicate, with supporting documentation, the relationship between the bidder and the entity whose qualifications it is seeking to rely upon.
 - a) The bidder, if a subsidiary of another company, may claim such qualification only if the parent company has a more than 50% shareholding in it.
 - b) Similarly, a bidder may claim such qualification from its subsidiary only if it has a more than 50% shareholding in the subsidiary.
 - c) Finally, a bidder may claim credit from a sister concern only if the parent company holds a more than 50% shareholding in both the bidding company and sister concern.

If the firms are not in the nature of companies, then the determination of the relationship would be based on possessing a controlling stake. If bidding firm is a partnership firm, then determination of relationship is based on percentage of profit sharing. In such case more than 50% of profit-sharing shall be considered eligible for claiming credit from Parent (Parent firm or common partners holds more than 50% profit sharing in bidding firm) / Subsidiary (Bidding firm or common partners holds more than 50% profit sharing in subsidiary firm) / Sister Concern (Parent firm holds more than 50% profit sharing in both bidding firm and sister concern firm).

- iii. Any claims of credit from Parent/Subsidiary/Sister Concern firm must be accompanied by a certificate by a registered chartered accountant clearly explaining how the Parent/Subsidiary/Sister Concern firm meets the above definition of the Parent/Subsidiary/Sister Concern firm with relation to Bidding Firm.

Annexure 2:

Clause 1.6 of Section III, (i.e.: Schedule of Bidding) Bid submission events stand amended as below.

Clause as per RFP			Amended Clause		
Sr No.	Event Description	Date, Time and Address	Sr No.	Event Description	Date, Time and Address
4	Online Submission of Price Bid	<p>The Price Bid is to be submitted online only at designated place on https://gmdctender.nprocure.com 19/11/2024 up-to 15:00 hrs and (i) any submission of offline price bid (i.e., physical submission) or (ii) submission of price bid at any place other than at the designated place for online price bid submission on the website 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.</p> <p>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>	4	Online Submission of Price Bid	<p>The Price Bid is to be submitted online only at designated place on https://gmdctender.nprocure.com 26/11/2024 up-to 15:00 hrs and (i) any submission of offline price bid (i.e., physical submission) or (ii) submission of price bid at any place other than at the designated place for online price bid submission on the website 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.</p> <p>Technical Bid is not to be submitted online, but should be submitted in physical offline mode at the designated address by the deadline mentioned.</p>
			5	Last Date and Time of Submission of	The Technical Bid is to be submitted off line, on or before 26/11/2024 up to 17:00 Hrs. at GMDC office situated at Khanij Bhavan, 132-

5	Last Date and Time of Submission of Technical Bid, RFP Fees & EMD in Hard Copy	The Technical Bid is to be submitted off line, strictly after the due date for online submission of price bid but on or before 19/11/2024 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 cover duly super scribed as mentioned in the RFP.		Technical Bid, RFP Fees & EMD in Hard Copy	ft. Ring Road, Gujarat University Ground, Vastrapur, Ahmedabad- 380052, by Speed Post/RPAD/Hand delivery/Courier in sealed cover duly super scribed as mentioned in the RFP.
6	Opening of Technical Bid	On 19/11/2024 at 17:30 hrs. at GMDC office	6	Opening of Technical Bid	On 26/11/2024 at 17:30 hrs. at GMDC office