

Responses of Prebid Queries for Selection of Agency for Knowledge Partner for Investment Promotion & Facilitation and Marketing

Prebid meeting regarding Selection of Agency for Knowledge Partner for Investment Promotion & Facilitation and Marketing for Madhya Pradesh was held on 18 May 2018. The following clarifications and amendments are being done in response to the queries raised during Pre Bid Meeting. **The same will be considered as a part of original RFP.**

S. #	RFP Ref/ Page No.	RFP Clause	Clarification Sought/Query	Amendment, Clarification and Remarks																					
1	2. Introduction and General Conditions 2.1 Introduction Page No. 4	2.1.4 The Client will timely provide, at no cost to the Agency, the inputs, relevant project data and reports required for the preparation of the Agency's Proposal as specified in the Data Sheet.	Please confirm if mode of communication is through the following email: facilitation@mptrifac.org?	Yes																					
2	2. Introduction and General Conditions 2.1 Introduction Page No. 4	2.2.3.2 Conflicting Assignments Conflict among consulting assignments: An Agency (including its Experts and Sub-Agency) or any of its Affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Agency for the same or for another Client.	Please clarify.	No change																					
3	3. Preparation of Proposals 3.4 Documents Comprising Proposals Page No. 6	3.4.1 The Proposal shall comprise the documents and forms listed in the Data Sheet.	We believe the proposal needs to be submitted online only. Please clarify if we need to submit hard copies of proposal also?	Proposal is to be submitted online through www.mpeproc.gov.in only except for the requirements which needs to be submitted in the physical form including DD for EMD and document fee and PoA																					
4	3. Preparation of Proposals 3.4 Documents Comprising Proposals Page No. 6	3.4.2 If specified in the Data Sheet, the Agency shall include a statement of an undertaking of the Agency to observe, in competing for and executing a contract, laws against fraud and corruption (including bribery).	Please clarify the statement and specify the 'undertaking' that is required.	Clarification: Please use any standard format covering the requirements																					
5	4. Submission, Opening and Evaluation 4.1 Submission of Proposals Page No. 8	4.1.1 The Agency shall submit a digitally signed, encrypted and complete Proposal comprising of the documents and forms in accordance with eProcurement Portal guidelines. The submission can be done electronically through the website and in accordance with the procedures specified in the Data Sheet. Proposals submitted by any other means will be rejected.	We assume that the proposal submission online only and no hard copies of proposal needs to be submitted.	Yes; As covered in query 3																					
6	5. Data Sheet Point 09 Page no. 11	Important Dates Point No. 2 Last date of submission of Proposal : 11th June 2018; 15:00 Hours	Request for an extension of 3 weeks.	<p>Amendment: Last date of the submission of the proposal will be 18 June 2018 15:00 Hrs Amended schedule is as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #D3D3D3;">S. No.</th> <th style="background-color: #D3D3D3;">Activity</th> <th style="background-color: #D3D3D3;">Date/Time</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Last date for Purchase of RFP</td> <td>18th June 2018; 14:30 Hours</td> </tr> <tr> <td>2</td> <td>Last date of submission of Proposal</td> <td>18th June 2018; 15:00 Hours</td> </tr> <tr> <td>3</td> <td>Date of opening of Pre-Qualification Bid</td> <td>18th June 2018; 15:00 Hours</td> </tr> <tr> <td>4</td> <td>Date of opening of Technical Bid</td> <td>22nd June 2018; 15:00 Hours</td> </tr> <tr> <td>5</td> <td>Date of opening of Financial Bid</td> <td>27th June 2018; 15:00 Hours</td> </tr> <tr> <td>6</td> <td>Expected date of Signing of Contract</td> <td>13th July 2018</td> </tr> </tbody> </table>	S. No.	Activity	Date/Time	1	Last date for Purchase of RFP	18th June 2018; 14:30 Hours	2	Last date of submission of Proposal	18th June 2018; 15:00 Hours	3	Date of opening of Pre-Qualification Bid	18th June 2018; 15:00 Hours	4	Date of opening of Technical Bid	22nd June 2018; 15:00 Hours	5	Date of opening of Financial Bid	27th June 2018; 15:00 Hours	6	Expected date of Signing of Contract	13th July 2018
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7	5. Data Sheet Point 18 Page no. 12	Agency shall submit an EMD of Rs. 10 Lakh online through the eProcurement portal (website www.mpeproc.gov.in).	Please permit submission of EMD in the form of Bank Guarantee as well.	Clarification: EMD of Rs. 10 Lacs in the form of bank DD drawn in favour of MP Trade and Investment Facilitation Corporation Ltd. may be deposited, in physical form, at the time of opening of Pre-qualification bid i.e. 18 June 2018 by 15:00 Hours. No need to submit the EMD in online form. Bank guarantee is not accepted.
8	5. Data Sheet Point 21 Page no. 14	The bidder whosoever is submitting the tender by his Digital Signature Certificate shall invariably upload the scanned copy of the authority letter as well as submit the copy of same in physical form with the offer of particular tender.	Please clarify if this is PoA?	Clarification: Yes; The document to be submitted at the time of opening of Pre-qualification bid i.e. 18th June 2018 by 15:00 Hours.
9	5. Data Sheet Point 22 Page no. 14	Agencies are requested to upload the relevant documents in the space provided at MP eProcurement Portal. 1. Pre-qualification Proposal. 2. Technical Proposal. 3. Financial Proposal.	Please specify the format (.PDF, .DOCX, .JPEG, etc.)?	Clarification: PDF/JPEG
10	5. Data Sheet Point 22 Page no. 14 - 15	Pre-Qualification Criteria For the purpose of this RFP document, a Business Entity shall mean a company registered in India under the Companies Act, 2013 or a partnership firm registered under the Limited Liability Partnership Act of 2008, and operating for the last 10 years as of March 31, 2018. Please Note: No consortium is allowed.	A company registered under Companies Act, 2013 cannot operate since last 10 years. Please revise it to include registration under Companies Act 1956.	Clarification: Companies can be registered either under Companies Act, 2013 or Companies act 1956
11	5. Data Sheet Point 22 Page no. 15	Pre-Qualification Criteria 1. The agency should have positive net worth of more than INR 20 crores for the last three Financial Years (FY 15-16, FY16-17, and FY17-18) 2. The agency should have Avg. Annual turnover from Consulting Business in India of more than INR 500 crores for the last three Financial Years (FY 15-16, FY16-17, and FY17-18). 3. The agency should have positive PAT (Profit after Tax) during the last 3 financial year (15-16, 16-17 and 17-18).	The Financial statements can't be made available for FY 2017-18 at this moment as the financial year has just closed. Request you to modify the requirement to include FY14-15, FY15-16 and FY16-17) for entire clause.	Clarification: Financial statements of FY14-15, FY15-16, FY16-17 will be accepted for companies whose financial statements for FY17-18 are not yet finalised
12	5. Data Sheet Point 22 Page no. 15	Pre-Qualification Criteria 2. The agency should have Avg. Annual turnover from Consulting Business in India of more than INR 500 crores for the last three Financial Years (FY 15-16, FY16-17, and FY17-18).	In 2015 Knowledge Partner RFP, this requirement was capped it INR 150 cr and normally this is 5 times the envisaged contract value which brings it to INR 100 cr. In order to make the bidding fair and competitive, we request the competent authority to reduce this to INR 100 cr.	Amendment: The agency should have average Annual turnover from Consulting Business in India of more than INR 150 crores for the last three Financial Years for which the financial statements has been submitted as per query 11.
13	5. Data Sheet Point 22 Page no. 15	There should not be any non-tax pending litigation against the firm, including any of its member firms or associate firms (using the same brand name to carry out business in India) in any courts across India	When it comes to brand name, it's always global and can't be contextualized only for one country, like here it's India. Therefore, it would be impossible to provide such global level of undertaking at such short notice of one month. It is requested to provide confirmation on bidding entity which is more relevant for the project.	Clarification: There shouldn't be any non-tax pending litigation against the firm in India
14	5. Data Sheet Point 25 Page no. 15	Agencies are expected to utilize the existing solution developed by MPTRIFAC as part of their proposed solution to the extent possible.	This clause may clearly favour the existing knowledge partner of MP TRIFAC and provide them with unfair competitive advantage.	No change

15	5. Data Sheet Point 26 Page no. 17	<p>Evaluation Criteria A. Organization's Experience 1. Experience of conducting flagship investment promotion summits (Global Investment/ Investors Summit) in India in the last 10 years as Lead Consultant/ Knowledge Partner involving Investment Promotion Program State/ Centre. Note: Summits wherein the client was state / central government or department will only be considered. Any Summit done through any association, chamber of commerce, multilateral agency, etc. will not be considered for evaluation 1. 0 to 2 Summits: 0 Marks 2. 3to 6 Summits: 2 Marks 3. 7 to 9 Summits: 5 Marks 4. 10 to 12 Summits: 7Marks 5. 1 mark per Summit in addition to 12 Summits, subjected to ceiling of 10 marks</p>	<p>In 2015 Knowledge Partner RFP, all these criteria's were capped till last 5 or 7 years (please refer page 43 of old RFP) and some of the recent State RFPs such as Rajasthan, Assam and Tamil Nadu, this was further reduced to projects being executed to past 3 years. We are not sure how such old project would be relevant for a progressive State like MP. We hereby propose the competent authority to consider the clause used in TRIFAC's 2015 Knowledge Partner RFP "Experience of conducting Global Investment Summits in India in the last 7 years as Lead Consultant/ Knowledge Partner involving Investment Promotion Program." OR 1. Experience of conducting flagship Investment Promotion Summits (Global Investment/ Investors Summit) in India in the last 5 years as Lead Consultant/ Knowledge Partner involving Investment Promotion Program State/ Centre. 1. 0 to 7 Summits: 5 Marks 2. 8 to 14 Summits: 10 Marks</p>	No change
16	5. Data Sheet Point 26 Page no. 17	<p>Evaluation Criteria A. Organization's Experience 2. Experience of handling projects with duration of minimum 2 years and value of minimum INR 3 crore (exclusive of taxes), in India, in last 10 years, as Lead Consultant/ Knowledge Partner for Central/State Governments or their agencies, or donor agencies involving Investment Life Cycle Management/ Investment Promotion Program Management. 1. 0 to 2 States: 0 Marks 2. 3 to 4 States: 2 Marks 3. 5 States: 4 Marks 4. More than 5 states: 2 Marks per State, subjected to ceiling of 8 marks</p>	<p>There is no mention of word "Investment Lifecycle Management" in the entire RFP under its scope of work, whereas the experience is desired in this domain. Please clarify. Experience of donor agencies are acceptable in this case, whereas not acceptable in above case, which seems to be an inconsistency in the demand and give unfair advantage to one particular firm. Please consider last 5 years engagements only for they are more market oriented in terms of recent developments and current expertise. Please explain the rationale of having 7 States and not 10 States.</p>	<p>Amendment: Evaluation Criteria A. Organization's Experience 2. Experience of handling projects with duration of minimum 2 years and value of minimum INR 3 crore (exclusive of taxes), in India, in last 10 years, as Lead Consultant/ Knowledge Partner for Central/State Governments Investment Promotion Program Management. 1. 0 to 2 States: 0 Marks 2. 3to 4 States: 2 Marks 3. 5States: 4 Marks 4. More than 5 states: 2 Marks per State, subjected to ceiling of 8 marks</p>
17	5. Data Sheet Point 26 Page no. 17	<p>Evaluation Criteria A. Organization's Experience 3. Ease of Doing Business Experience with the States that are ranked among Top 10 as per DIPP/World Bank Rankings 2016, as below: One mark for each state up to 4 Marks</p>	<p>We are not clear on the rationale for choosing INR 3 crore, as this contract wouldn't be less than 8 to 10 crore. Furthermore, this is a highly selective and restrictive criteria. This criteria may limit the competition to either a sole bidder or only handful of them. Giving over 25% weightage to this criteria in organization's experience is highly uncompetitive.</p>	No change

18	5. Data Sheet Point 26 Page no. 17 - 18	<p>C Experience of On Site Team Evaluation of CV's 1. Project Director Min. Requirements: MBA/ equivalent management qualification with minimum 14 years of experience in strategy/consulting /advisory 2. Minimum 5 years of experience in Investment Promotion/ EoDB/ Business Reforms with State/Central Governments 3. Must have experience of conducting 3 Investment Summits 4. Should be on company's roll for a minimum of 5 years at the time of bid submission Experience a. 8 relevant projects (IP/EoDB/ Business reforms) – 8 Marks b. 3 Investor Summits – 3 Marks c. Experience of working on 3 large scale (Contract Value of minimum 3 crores) Government Projects – 3 Marks</p>	<p>We would like to submit strong objection to the specific criteria designed for the On-site team thereby giving preferential treatment to one consulting firm. Competent Authority should take view on similar RFPs being issued by other states recently such as Rajasthan, Assam, Tamil Nadu, etc. in order to give fair chance to other firms, instead of going for single bid. We are not clear on the rationale for asking 5 years and not 14 years ("Should be on company's roll for a minimum of 5 years at the time of bid submission"). This clause is immaterial as long as the employee is on the rolls of the firm. We are not clear why experience of only 3 Investor Summits have been asked and not 10 Summits (3. Must have experience of conducting 3 Investment Summits) We request the authority to remove below points: 4. Should be on company's roll for a minimum of 5 years at the time of bid submission. Increase experience of executing investor summits from 3 to 10, as this is critical for the successful delivery of this assignment.</p>	<p>Amendment: C Experience of On Site Team Evaluation of CV's 1. Project Director Min. Requirements: MBA/ equivalent management qualification with minimum 14 years of experience in strategy/consulting /advisory 2. Minimum 5 years of experience in Investment Promotion/ EoDB/ Business Reforms with State/Central Governments 3. Must have experience of conducting 3 Investment Summits 4. Should be on company's payroll for a minimum period of 12 months as calculated from the date of issuance of NIT 5. Need not to be stationed in Bhopal full time however must be deployed as and when required a. 8 relevant projects (IP/EoDB/ Business reforms) – 8 Marks b. 3 Investor Summits – 3 Marks c. Experience of working on 3 large scale (Contract Value of minimum 3 crores) Government Projects – 3 Marks</p>
19	5. Data Sheet Point 26 Page no. 18	<p>C Experience of On Site Team Evaluation of CV's 2. Team Lead (Full time) Min. Requirements: 1. MBA/ equivalent management qualification with minimum 8 years of experience in strategy/consulting /advisory 2. Minimum 4 years of experience in Investment Promotion/ EoDB/ Business Reforms with State/ Central Governments 3. Should have experience of conducting 2 Investor Summits 4. Should be on company's roll for the last 3 years 5. Proficiency in Hindi and English Experience a. 4 relevant projects (IP/EoDB/ Business reforms) – 4 Marks b. Experience of conducting 2 Investor Summits – 4 Marks c. Prior experience of working with Madhya Pradesh Government for a minimum of 1 year – 2 Marks</p>	<p>As mentioned above, we are not clear on the rationale for asking 3 years and not 8 years ("Should be on company's roll for the last 3 years"). This clause is immaterial as long as the employee is on the rolls of the firm. The mentioned point should be removed - 4. Should be on company's roll for the last 3 years. Below clause giving clear advantage to one firm c. Prior experience of working with Madhya Pradesh Government for a minimum of 1 year – 2 Marks Also requesting to modify the clause of 'Working with Madhya Pradesh Government' to 'Working with any Indian State Government'. This would help GoMP in leveraging diverse experience and getting 'best in class' delivery.</p>	<p>Amendment: C Experience of On Site Team Evaluation of CV's 2. Team Lead (Full time) Min. Requirements: 1. MBA/ equivalent management qualification with minimum 8 years of experience in strategy/consulting /advisory 2. Minimum 4 years of experience in Investment Promotion/ EoDB/ Business Reforms with State/ Central Governments 3. Should have experience of conducting 2 Investor Summits 4. Should be on company's payroll as on the date of submission of proposal 5. Proficiency in Hindi and English 6. Need to be stationed in Bhopal full time Experience a. 4 relevant projects (IP/EoDB/ Business reforms) – 4 Marks b. Experience of conducting 2 Investor Summits – 4 Marks c. Prior experience of working with Madhya Pradesh Government for a minimum of 1 year – 2 Marks</p>
20	7	3.9.3 Taxes	<p>Request change in the clause: "Taxes: The agency is responsible for meeting all tax liabilities arising out of the Contract unless stated otherwise in the Data Sheet." Revised Clause: "Taxes: The agency is responsible for meeting all tax liabilities arising out of the Contract unless stated otherwise." As there is no reference of the above point in the Data Sheet.</p>	<p>Amendment: Taxes: The agency is responsible for meeting all tax liabilities arising out of the contract except for GST. Any change in the rate of GST will be pass through and will be paid at actuals.</p>
21	12	Point 14 of Data Sheet	<p>"Project Duration: 24 months from the date of signing of contract with a provision for further extension of 24 months with 10% Contract Value escalation." Please clarify will the 2 year extension be given in as a single period or it will be in the form of 1+1 Year.</p>	<p>Extension shall be given once for a period of 2 years based on mutual agreement between both the parties with 10% Contract Value escalation.</p>
22	13	Point no. 19 of Datasheet	<p>Performance Bank Guarantee - 10% It is requested to reduce the percentage of Performance Security to 5% as the cost of the same will only increase the bid price</p>	<p>Amendment: The Agency shall at its own expense, deposit with MPTRIFAC, within Thirty (30) working days of the; date of notice of award (LOI) or prior to signing of the contract, whichever is earlier, an unconditional and irrevocable performance Bank Guarantee (PBG) from a Scheduled/ nationalized Bank of a value equivalent to 5% of the Contract Value, acceptable to MPTRIFAC, for the due performance and fulfilment of the contract by the successful Agency.</p>

23	15	Point 22 of Data Sheet	<p>"The agency should have positive net worth of more than INR 20 crores for the last three Financial Years (FY 15-16, FY16-17, and FY17-18)</p> <p>2. The agency should have Avg. Annual turnover from Consulting Business in India of more than INR 500 crores for the last three Financial Years (FY 15-16, FY16-17, and FY17-18).</p> <p>3. The agency should have positive PAT (Profit after Tax) during the last 3 financial year (15-16, 16-17 and 17-18)."</p> <p>Please clarify positive net worth, annual turnover and PAT requirement is for each year individually or it should be the average of last 3 years.</p> <p>Please clarify: For certain firms, the Financial Year end is July to June and hence it will not be possible to submit the details as requested for FY 17-18. . Request you to please consider Financial statements for the last 3 completed Financial Years before the bid submission date.</p>	As per Query 11
24	17	Evaluation Criteria-B	<p>"Approach Methodology & Technical Presentation : 20 (10 for A&M 10 for technical presentation)"</p> <p>Kindly provide breakup of evaluation of Approach and Methodology marking.</p>	No Change

25	18	Clause 5.6	Project Director: Full Time - 10% Request client to change it to (Part Time - 10%)	Amendment: Accepted; Please refer Query 18 for further clarity
26	19	26.A.C: Experience of On-site team Support Functions	Request client to waive off government experience requirement in Lead Generation and Conversion, After Care Cell, Marketing and Branding and 'Friends of MP' resources. Relevant experience as per the requirement of the module should be considered.	No change
27	34-37	"Format for Financial Proposal Cover Letter" 6.3.1	Request removal of the below sentence : "We also confirm that all prices provided above are <u>inclusive</u> of all taxes and levies." Request you to clarify whether the financial evaluation will be carried out on the price submitted by the agency, inclusive or exclusive of taxes.	Clarification: Evaluation will be done on total amount inclusive of all taxes and levies.
28	37	6.3.2 Format for Price Bid: Summary of Cost	Request client to clarify: As per the RFP document, the consultant is required to give a lump sum quote. Is the consultant also required to quote man month rate for each of the resources.	No Change
29	42	7.3.1.1	"Helpdesk/ Facilitation Inquiries – the Knowledge Partner shall assist MPTRIFAC in running investor helpdesk" Request more clarity on the support required.	No change
30	Multiple places	Service Tax	Request client to clarify: The term Service Tax has been mentioned at various places within the RFP document, request to clarify the same	Read GST in place of Service tax
31	34-35	6.3.1 Format for Financial Proposal Cover Letter Para-5	Existing Para 5: Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) {Insert amount(s) in words and figures}, "excluding" of all indirect local taxes. The estimated amount of local indirect taxes is {Insert amount in words and figures} which shall be confirmed or adjusted during payment of our invoices. {Please note that all amounts shall be the same as in the financial cost mentioned in the Excel Sheet "Total Cost of the Financial Proposal" during the upload of financial price excel sheet}. We hereby declare that in case the contract is awarded to us, we shall submit the contract Performance Security in the form prescribed in the RFP. We agree that you are not bound to accept any proposal you may receive. We also agree that you reserve the right in absolute sense to reject the solution completely with or without assigning any reason whatsoever.	Amendment: Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) {Insert amount(s) in words and figures}, "excluding" of all indirect local taxes. The estimated amount of local indirect taxes is {Insert amount in words and figures} which shall be confirmed or adjusted during payment of our invoices. {Please note that all amounts shall be the same as in the financial cost mentioned in "6.3.2 Format for Price Bid: Summary of Cost". We hereby declare that in case the contract is awarded to us, we shall submit the contract Performance Security in the form prescribed in the RFP. We agree that you are not bound to accept any proposal you may receive. We also agree that you reserve the right in absolute sense to reject the solution completely with or without assigning any reason whatsoever.
32	18	Data Sheet Point No. 26	Senior Strategic Advisor: MBA/ equivalent management qualification with minimum 8 years of experience in strategy/consulting /advisory 2. Should have experience of working with Government/ Funding Organizations/ CEO or Strategy office of Corporates 3. Proficiency in Hindi and English	Amendment: MBA/ equivalent management qualification with minimum 8 years of experience in strategy/consulting /advisory 2. Should have experience of working with Government/ Funding Organizations/ CEO or Strategy office of Corporates 3. Proficiency in Hindi and English 4. Need to be stationed in Bhopal full time 5. Should be on company's payroll as on the date of submission of proposal
33	18	Data Sheet Point No. 26	Strategic Advisor: MBA/ equivalent management qualification with minimum 6 years of experience in strategy/consulting /advisory 2. Should have experience of advising Government/ Corporates on strategic projects 3. Proficiency in Hindi and English	Amendment: MBA/ equivalent management qualification with minimum 6 years of experience in strategy/consulting /advisory 2. Should have experience of advising Government/ Corporates on strategic projects 3. Proficiency in Hindi and English 4. Need to be stationed in Bhopal full time 5. Should be on company's payroll as on the date of submission of proposal

34	18-19	Data Sheet Point No. 26	<p>Infrastructure Advisory:</p> <ol style="list-style-type: none"> 1. Postgraduate in Civil/ Urban Planning/ Infrastructure planning, with minimum 10 years of experience in infrastructure related advisory 2. Minimum 3 years of experience in Government sector 3. Proficiency in Hindi and English 	<p>Amendment:</p> <p>Infrastructure Advisory</p> <ol style="list-style-type: none"> 1. Postgraduate in Civil/ Urban Planning/ Infrastructure planning, with minimum 10 years of experience in infrastructure related advisory 2. Minimum 3 years of experience in Government sector 3. Proficiency in Hindi and English 4. Need to be stationed in Bhopal full time 5. Should be on company's payroll as on the date of submission of proposal
35	19	Data Sheet Point No. 26	<p>Policy Advisory</p> <ol style="list-style-type: none"> 1. MBA/ equivalent management qualification with minimum 5 years of experience in strategy/consulting /advisory 2. Should have experience of business climate reforms/ policy reforms projects/ governance reforms/ institutional capacity building with State Governments / Central Government 3. Proficiency in Hindi and English 	<p>Amendment:</p> <p>Policy Advisory</p> <ol style="list-style-type: none"> 1. MBA/ equivalent management qualification with minimum 5 years of experience in strategy/consulting /advisory 2. Should have experience of business climate reforms/ policy reforms projects/ governance reforms/ institutional capacity building with State Governments / Central Government 3. Proficiency in Hindi and English 4. Need to be stationed in Bhopal full time 5. Should be on company's payroll as on the date of submission of proposal