

SELECTION OF CONSULTANT FOR PREPARATION OF MASTER PLAN TO DEVELOP A STATE-OF-THE-ART FILM CITY IN CHENNAI

Clarification to Pre-Proposal Queries

S. No.	Reference in RFP	Description in RFP	Requested Revision/ Clarifications	Reply														
1	<p>Clause 1.4 Schedule of Selection Process Para 1 Pg No. 9</p> <p>Clause 1.11 Clarifications Para 1.11.1 Pg No. 17</p>	<p>1.4 The Authority would endeavour to adhere to the following schedule:</p> <table border="1"> <thead> <tr> <th>Event Description</th> <th>Date and Time</th> </tr> </thead> <tbody> <tr> <td>Bid Published Date</td> <td>25-Jan-2024</td> </tr> <tr> <td>Bid Submission Start Date</td> <td>15-Feb-2024</td> </tr> <tr> <td>Pre-proposal Meeting</td> <td>05-Feb-2024 - 11:00 Hrs</td> </tr> <tr> <td>Bid Submission End Date</td> <td>26-Feb-2024 - 15:00 Hrs</td> </tr> <tr> <td>Opening of Technical Proposal</td> <td>26-Feb-2024 - 15:30 Hrs</td> </tr> <tr> <td>Opening of Financial Proposal</td> <td>To be intimated to Technically Qualified Bidders</td> </tr> </tbody> </table> <p>1.11.1 Bidders requiring any clarification on the RFP and its terms and conditions may send their queries to the email id mentioned in the data sheet to reach before the date</p>	Event Description	Date and Time	Bid Published Date	25-Jan-2024	Bid Submission Start Date	15-Feb-2024	Pre-proposal Meeting	05-Feb-2024 - 11:00 Hrs	Bid Submission End Date	26-Feb-2024 - 15:00 Hrs	Opening of Technical Proposal	26-Feb-2024 - 15:30 Hrs	Opening of Financial Proposal	To be intimated to Technically Qualified Bidders	<p>— In the schedule, last date of receipt of queries is not mentioned. Kindly clarify if additional queries may be sent to the Authority post the pre-proposal meeting.</p>	<p>The Authority shall respond to any queries or request for clarifications received from bidders not later than 7 (Seven) Days prior to the Bid Submission End Date.</p>
Event Description	Date and Time																	
Bid Published Date	25-Jan-2024																	
Bid Submission Start Date	15-Feb-2024																	
Pre-proposal Meeting	05-Feb-2024 - 11:00 Hrs																	
Bid Submission End Date	26-Feb-2024 - 15:00 Hrs																	
Opening of Technical Proposal	26-Feb-2024 - 15:30 Hrs																	
Opening of Financial Proposal	To be intimated to Technically Qualified Bidders																	

		mentioned in the Schedule of Selection Process at Clause 1.4.		
2	SECTION 2. DATA SHEET Item no. 5	Bid Security: Amount – Rs.50,000/- to be paid through e-procurement portal through online money transfer or e-Bank Guarantee	Kindly provide the bank details of the account where the transfer needs to be made.	Bidders can access all required details from the e-procurement portal post logging in.
3	SECTION 2. DATA SHEET Item no. 15 Pg no. 26	Minimum Eligibility Criteria: Financial Capacity: The Bidder should have a minimum annual average turnover of Rs.2 Crores (Rupees Two crores) as professional fees in the last three financial years preceding the Bid Submission End Date.	We propose increasing the minimum annual average turnover to at least Rs.250 Crore	RFP Conditions shall prevail
4	SECTION 2. DATA SHEET Item no. 15 Pg no. 26-27	Minimum Eligibility Criteria: Minimum Assignment Experience: Bidders who have completed at least 1 (One) Similar Assignment in India or elsewhere during last 10 years preceding the Bid Submission End Date shall be considered for evaluation and scoring of Technical Proposal. In this regard, Bidder shall enclose a certificate from the client/minutes of meeting issued by client as proof for completion of the work assigned to the Bidder or certificate from its Auditor certifying the 100% fee received for such assignment.	We request you to kindly also consider ongoing or projects which are 50% completed as Minimum Assignment Experience.	RFP Conditions shall prevail

5	SECTION 2. DATA SHEET Item no. 15 Pg no. 27	Similar Assignment Experience – Experience in the preparation of Concept Plan/ Master Plans/ DPR/ DFR/ Project Management for setting up of Film City projects, entertainment arenas/ film studios / large performing art studios/ large integrated cultural complexes or such similar facilities etc.	Kindly clarify the nature of Concept Plan, Master Plan, DPR, DFR etc. that would be considered as Similar Assignment Experience - if infrastructure related, construction related, event/festival related, promotion related or otherwise shall hold valid.	As provided in the RFP, experience with regards to setting up/establishing the specified facilities shall only be considered as Similar Assignment Experience.
6	SECTION 2. DATA SHEET Item no. 16 Pg no. 27	Bidder Qualification – Similar Assignment Experience Experience in Similar Assignments (defined as above) during the last 10 years – 10 marks per assignment up to a maximum of 20 marks	Given the slowed economy during the period of covid -19 (2020 to 2021), we request you to kindly consider the following revision in the Clause: Experience in Similar Assignments (defined as above) during the last 12 years – 10 marks per assignment up to a maximum of 20 marks	Please refer to addendum.
7	Clause 3.5 Detailed Scope of Work Sub Clause B: Benchmarking with Similar Film City projects Item number ii Pg no. 34	Incorporate the best practices of benchmarked Film City projects in conceptualisation, Master planning and design of the proposed Film City.	We understand that the scope of work is limited to Master Planning. Hence, the best practices of benchmarked Film City projects shall take into account the Master planning and concept layout components. Architectural	RFP Conditions shall prevail.

			design components shall not form the part of project scope.	
8	Clause 3.5 Detailed Scope of Work Sub Clause C: Stakeholders Consultation Pg no. 34	The Consultant shall carry out consultation with all key stakeholders during the conceptualization stage. The consultant shall conduct consultations with the spectrum of stakeholders across film making including producers, directors, cameramen, art directors, choreographers, music directors, editors, animation/VFX creators, TV producers/directors, OTT content creators, etc. The number of stakeholders should be at least 25 covering the above categories. The Consultant shall involve representatives of the Authority/TDI Department in its major stakeholder consultation meetings. A list of stakeholders may be provided to the Authority/ TDI Department for their suggestions.	We understand that the Authority shall provide the necessary support to conduct stakeholder consultations such as issuance of invitation letters, arrangement of event management agency, venue, catering, etc. Please confirm.	Logistics for stakeholder consultations shall be decided in consultation with the Authority/ Tamil Development and Information Department (TDI Department).
9	Clause 3.5 Detailed Scope of Work Sub Clause D: Concept Plan Pg no. 35	In this task, the Consultant shall conceptualize the projects and prepare the Concept Plans. The Concept Plan shall consider the intensity of the proposed Film City and provide guidance to the future expansion of the Film City. The Concept Plan shall highlight the	Kindly specify the format and level of detail expected in the concept plan options – if it is required to form a list of components and present a broad zoning diagram; or if it is required to lay out the road networks with building	RFP Conditions shall prevail.

		<p>various elements for the Film City. The Concept Plan shall provide distinctive features to the Film City which will be unique from any other similar facility and hence capable of attracting movie making from all over the country. The proposed Film City is likely to play a multitude of roles, beyond the core objectives in pre-production, production and post-production activities. Hence, the consideration and integration of the various spaces and experiences should be paramount in the concept planning process. The Plan should also explore promoting the Film City as a tourist destination, and hence must keep in mind the contemporary tourism expectations in terms of facilities and experiences. The Concept Plan should contain all the above clearly bringing out the design thought process and comparison of options.</p> <p>The Consultant should prepare at least 3 Concept Plans for the project for review and approval by the Department. The consultant shall prepare a detailed Master Plan for the selected concept plan.</p>	<p>footprints and open spaces; and so on and so forth.</p>	
--	--	---	--	--

10	Clause 3.5 Detailed Scope of Work Sub Clause E: Detailed Master Plan Pg no. 36	A 3-D Walkthrough shall be submitted by the consultant for the finalised master plan.	Kindly specify the format and level of detail expected to be presented in the 3-D walkthrough of the detailed master plan – if it is required to show architectural details, (exterior and interior), landscape features, and so on and so forth	RFP Conditions shall prevail.
11	Clause 3.5 Detailed Scope of Work Sub Clause F: Preliminary designs and Block cost estimates Pg no. 36	The Consultant shall prepare preliminary designs and drawings, and block cost estimates for all the components including infrastructure.	We understand the preliminary designs and drawings shall not be a part of the Master Plan. We request you to kindly include this as a separate deliverable and increase the project duration to 6 months, since the level of details required in preliminary designs and drawings for all components of the Master Plan shall require additional time.	RFP Conditions shall prevail.
12	Clause 3.6 Timeline and Payment Schedule Sub-Clause 3.6.2 Pg no. 37	The services shall be delivered in Chennai, Tamil Nadu. The Consultant will be required to make their own arrangements for an office in Chennai.	Considering all the services are deliverable-based, we request you to kindly allow remote-working of the team members. The team shall ensure attendance during meetings, submissions,	RFP Conditions shall prevail.

			consultations and whenever desired by the Authority.	
13	Clause 3.6 Timeline and Payment Schedule Sub-Clause 3.6.5 Pg no. 37	Payment relating to a particular stage shall be done after approval of the respective stage report.	We request you to kindly share a broad timeline of receipt of comments/ approval on the deliverables, by the Authority.	Approvals of deliverables shall not be unreasonably withheld and shall be provided at the earliest.
14	Clause 3.6 Timeline and Payment Schedule Sub-Clause 3.6.7 Pg no. 37	No additional payment to be done for repetition of any of the above deliverables.	We request you to kindly update the clause to: “No additional payment to be done for repetition of any of the above deliverables, considering the requirements shall be limited to the Scope of Work mentioned in this RFP/contract. Payment shall be made in case the deliverable needs to be resubmitted owing to a Change in Scope”	RFP conditions shall prevail.
15	Clause 3.7 Review Committee Pg no. 37	The Review Committee will review the reports submitted by the Consultant. The decisions/ suggestions carried out will be reviewed in the next meeting.	We request you to kindly include a timeline for the review committee to share their inputs/ suggestions on the deliverables to ensure timely completion of the project.	Review committee inputs/ suggestions shall not be unreasonably withheld.
16	Clause 3.8 Experience & Qualification	Qualification: Post Graduate Degree in Architecture/ Urban Planning. Registered with Council of Architecture.	Request you to amend Education Qualification as Post Graduate Degree in Architecture/ Urban	RFP conditions shall prevail.

	Requirements for Key Personnel a. Team Leader Architect/ Urban Planner – 1 no. Pg. No. 38		Planning/ Urban Design or equivalent. Registered with Council of Architecture.	
17	Clause 3.8 Experience & Qualification Requirements for Key Personnel a. Team Leader Architect/ Urban Planner – 1 no. Pg. No. 38	Length of Professional Experience: Minimum 15 years of Post Qualification experience	An architectural graduation degree requires 5 to 6 years for completion, and another 2 years of post-graduation course. Many architects opt for gaining a professional experience before enrolling in a post-graduation course. Considering the project requires proactive, energetic team leader and other members, it is requested to reduce the requirement of length of professional experience to minimum 10 years of total professional experience to ensure quality deliverables.	RFP conditions shall prevail.
18	Clause 3.8 Experience & Qualification Requirements for Key Personnel a. Team Leader	Experience on Assignments: Should have led at least one assignment in leadership capacity in area development projects, particularly in the planning and design of film cities, large entertainment arenas, cultural complexes.	We understand that the Team Leader should have led an assignment in area development projects (irrespective of the sector), while, it would be preferred if	The minimum requirements of experience and qualification have been stipulated.

	Architect/ Urban Planner – 1 no. Pg. No. 38		the experience is in a film city or a culture complex project. Please confirm if there would be any deduction in the scoring in case the team leader has experience in area development projects in any other sector such as infrastructure, commercial zone, heritage, SEZ etc., than film city.	
19	Clause 3.8 Experience & Qualification Requirements for Key Personnel b. Film/ Movie Industry Expert – 1 no. Pg. No. 38	Length of Professional Experience: Minimum 15 years of experience in the Film Industry	We request you to kindly reduce the requirement of length of professional experience to minimum 10 years of total professional experience to ensure quality deliverables.	RFP conditions shall prevail.
20	Clause 3.8 Experience & Qualification Requirements for Key Personnel c. Architect – 1 no. Pg. No. 38	Experience on Assignments: Should have worked on at least one assignment in area development projects, particularly in the planning and design of film cities, large entertainment arenas, cultural complexes.	Please confirm if there would be any deduction in the scoring in case the architect has experience in area development projects in any other sector such as infrastructure, commercial zone, heritage, SEZ etc., than film city.	The minimum requirements of experience have been stipulated.
21			Please take into account similar film city projects	RFP Conditions shall prevail.

			completed in the last 20 years. Given that film city developments are relatively rare in India, occurring perhaps once per 2 decade, your attention to this matter would be greatly appreciated.	
22			As we are collaborating with foreign consultants for joint bidding, we need more time for submitting the bid. Kindly consider ten more days from the current deadline.	RFP Conditions shall prevail.
23			We request you to kindly extend the submission deadline by 2 weeks to submit the comprehensive and competitive proposal.	RFP Conditions shall prevail.