

**Minutes of Meeting held on 7th August, 2013 (3.30 PM) under the Chairmanship of
D.C-cum-A.C.S & Additional Chief Secretary, H&UD Department on engagement of
Asset Management Company (AMC) i.e. Fund Manager for
Odisha Urban Infrastructure Development Fund (OUIDF)**

Venue: Conference Room, P&C Department

Members present: As per the **list annexed**

Welcoming the KfW and IMaCS Officials, D.C & A.C.S and Additional Chief Secretary to Government, Housing & Urban Development Department discussed regarding revised RFP to attract competitive bids, duly factoring the note submitted by IMaCS on "feedback from bidders on OUIDF bid". The agenda for discussion in the meeting was as under:

1. Feedback from bidders on OUIDF bid and final decision on revised RFP document for re-bidding.
2. Interim arrangement for supporting OUIDF until AMC is in place.
3. OUIDF secretariat.

1. Revised RFP document:

1.1 IMaCS and KfW provided feedback received from bidders on the earlier bid documents and discussed on how to improve the RFP to get enough competition in the re-bid process.

1.2 Key summary of the discussion on proposed revised RFP document are as follows:

- A contracting approach may be looked at in the revised RFP where the setting up of a company/ equity stake can be kept optional as long as the Bidder can contractually be held accountable for his performance.
- By way of a competitive bidding process a strong technical team should be selected. This team should assist OUIDF in project preparation, bid appraisal, loan administration, documentation, disbursement and recovery.
- The incentive structure for this team is to be designed in such a way that a part of the payment should be linked to performance.
- The term of the contract can be limited to initially five years with a provision for extension if the performance is satisfactory.
- IMaCS was requested to keep the fixed fee tenure for three years only.
- On the pre-qualification criteria of the RFP, the following was requested to IMaCS:
 - revisit the document and see if banking or lending experience can be brought in through specific experts in the team composition provided by the bidder rather than through bidding firm's experience in banking or lending.
 - explore using a marking for evaluation in the pre-qualification stage rather than earlier bid document a 'pass-fail' approach, i.e. bidders who will get more than 70 marks in pre-qualification stage will be qualified for technical evaluation.
- On evaluation of RFP document, it was agreed that a single stage RFP process would be followed by a QCBS evaluation method. The weightage has been tentatively agreed at 70: 30 for technical and financial aspects respectively.