



Infrastructure Corporation of Andhra Pradesh Limited (INCAP)

SELECTION OF REAL ESTATE CONSULTANT

FOR

**MARKETING/SALE/LEASE OF NRT ICON PROJECT IN NEW
CAPITAL AMARAVATI REGION OF ANDHRA PRADESH**

RFP Notice No. INCAP/P/NRT ICON Project/Real Estate Consultant/15/3/2017, Dt: 25-10-2017

Notice No. INCAP/P/NRT ICON Project/Real Estate Consultant/15/3/2017/1, Dt: 04-11-2017

RESPONSE TO QUERIES

**Vice Chairman and Managing Director,
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Selection of Real Estate Consultant for marketing/sale/lease of NRT Icon Project in New Capital Amaravati Region of Andhra Pradesh

Notice No. INCAP/P/NRT ICON Project/Real Estate Consultant/15/3/2017/1, Dt: 25-10-2017

Response to Queries on Request for Proposal

Response to queries raised by the Applicants, pursuant to clause 2.10 of Request for Proposal

S. No.	Clause Ref. as per RFP	Clarification required	Reply/ Response/Clarifications
1.	Clause 2.21 (Performance Security) Page No.: 31	Request you to kindly wave the penalty, this is not getting approved by our HO.	The query has been examined and the clause will remain same as per RFP document.
2.	Clause 2.26.2 (Substitution of Key Personnel) Page No.: 33	We need flexibility with respect to the retainer as this will be a new market and retaining the resource for a long time will be a major challenge, we should be able to change the resource if the existing resource leaves and there should not be any restriction.	The query has been examined and the clause will remain same as per RFP document.
3.	Clause 4 (Payment Schedule) of Schedule-1 (Terms of Reference) Page No.: 49	We need a higher retainer fee, as we have to move a good resource from Hyderabad to handle such a prestigious project, and have to take care of his requirements. Therefore we propose increase retainer fee up to ~ 5 Lakhs every quarter.	The query has been examined and the clause will remain same as per RFP document.
4.	Clause 1.8 (Schedule of Selection Process) Page No.: 16	We request to kindly extend the timeliness for submission, we need time till 20 th Nov 2017.	The query has been examined and the clause will remain same as per RFP document.

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5.	Clause 3 (Scope of Services) of Schedule-1 (Terms of Reference) Page No. 48	Will APNRT be providing the office space for our retainer for complete 3 years of contract?	The Real Estate Executive (Retainer) shall work out of APNRT office during all APNRT office working days during the Period of Consultancy (Refer Clause 3 of Schedule-1 of RfP document), as such, APNRT Society will provide the space for work station for Retainer.
6.	Clause 4 (Payment Schedule) of Schedule-1 (Terms of Reference) Page No.: 49	Will the retainer fee paid every quarter, will it be continued till the end of contract for 3 years?	The services of Real Estate Executive (Retainer) shall be reviewed by the Authority in every quarter from the start of 2nd (second) year from the date of signing of the Agreement. The Authority, in its sole discretion and for any reason whatsoever, can decide to terminate the services of Real Estate Executive (Retainer) prior to Expiration of Agreement as per Clause 2.4 of Schedule-2 of this RFP. Please refer Clause 6 of Schedule-1 of RFP document.
7.	Clause 3.2 (Short-listing of Applicants) and Clause 1.4.1 (Proposal Processing Fee) Page 37 and Page 15	What shall be result of being only single entity bidding? Will the bid be allotted to the single bid- entity or cancelled? In this case will the processing fee will be returned back to us?	The Applicant shall furnish, as a part of each Proposal, a non-refundable proposal processing fee (the “Proposal Processing Fee”) of Rs. 10,000/- (Rupees Ten Thousand only) in the form of a Demand Draft

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			issued by any of the Scheduled Banks in India in favour of the Vice Chairman and Managing Director, INCAP Ltd., payable at Vijayawada. The Proposal Processing Fee shall have its validity up to 80 (eighty) days from the Proposal Due Date (the “PDD”).
8.	Clause 2.26.2 (Substitution of Key Personnel) Page No.: 33	The retainer change during the contract has to be at least 5 times instead of 2 times as mentioned in the RFP. The reason being the remote location of project in the current Scenario and availability of local talent pool.	Refer to S. No. 1&2 of Amendment Notice vide <u>Notice No. INCAP/P/NRT ICON Project/Real Estate Consultant/15/3/2017/2, Date: 04.11.2017.</u>
9.	Clause 2.21 (Performance Security) Page No.: 31	As per our company policy, we will not be able to pay performance security deposit/guarantee. Please confirm if we can take part of the bid without paying the same?	The query has been examined and the clause will remain same as per RFP document.
10.	Clause 1.1.1 (Background) Page No.: 13	When shall we get the confirmed details relating the project location?	The tentative details relating to the project location is mentioned in Clause 1.1.1 of the RFP. The confirmed details relating to the project location will be made available to the selected Real Estate Consultant at the time of signing of the Agreement.

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11.	Clause 6 (Period of Consultancy) of Schedule-1 (Terms of Reference) Page No. 53	What is the procedure for exiting the contract before 3 years? We would like to propose at least 1 year as lock in period for the contract from both the parties and 3 months of notice to be served by either parties post lock in period for exiting the contract.	Please refer Clauses 2.3, 2.9.1 and 2.9.2 of Schedule-2 of RFP document.
12.	Clause 6 (Period of Consultancy) of Schedule-1 (Terms of Reference) Page No. 53	What are the Construction time lines and when shall be the project offered to market for Leasing and Selling?	Simultaneously to the Selection of the Real Estate Consultant, the Authority i.e. APNRT Society is also in the process of selection of Architectural, Engineering and Services Design Consultant. Based on the deliverables of the Architectural, Engineering and Services Design Consultant, the Authority will commence the selection of the Contractor. Once the contractor(s) for the Project is selected the following information will be intimated to the selected Real Estate Consultant by the Authority: <ul style="list-style-type: none">• Anticipated construction work commencement date

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			<ul style="list-style-type: none">• Construction time lines and the scheduled timelines for the project being offered to market for leasing and selling• Handover and operational time lines of the Project <p>As per tentative schedule, the Authority is anticipating construction work commencement by June 2018.</p>
13.	Clause-3 (Scope of Services) of Schedule-I (Terms of Reference) Page No. 46	Is Govt., funding initial money? If not what where is the initial funding coming from as the same is mandatory to list under RERA.	The funding of the initial money will be arranged by the Authority through various means of financing including loans.
14.	Clause-3 (Scope of Services) of Schedule-I (Terms of Reference) Page no.: 46	What is the approval procedure and hierarchy in the Project for marketing, events and advertisements?	The approval procedure and the hierarchy in the Project for marketing, events and advertisements will be as per Activity III of Schedule I: Terms of Reference of the RFP

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15.	Clause-3 (Scope of Services) of Schedule-I (Terms of Reference) Page no.: 46	The marketing fee relating advertisements, hoardings, digital etc. shall be borne by APNRT. What are the detailed work expectations from us in marketing and ads? An outdoor marketing agency to be hired for this purpose. Please confirm	The details include marketing activities as per the marketing program to promote the Project in possible markets with NRTs - sourcing, screening and securing suitable investors that might consider buying/leasing space in the Project as per Activity-III of Scope of Services (as per Schedule-1 of RFP document)

Sd/-
Vice Chairman and Managing Director, INCAP