



Infrastructure Corporation of Andhra Pradesh Limited (INCAP)

Selection of Legal Consultant for Providing Comprehensive Legal Services to APSFC.

(RFQ Notice No. INCAP/P/Legal Consultant/APSFC/02/2020, Dt: 24-01-2020)

RESPONSES TO QUERIES

(Notice No. INCAP/P/ Legal Consultant/APSFC/ 02 /2020/1, Dt: 03-02-2020)

**Managing Director,
Infrastructure Corporation of Andhra Pradesh Limited (INCAP)
D.No. 7-104, A Block, I floor, Sri Anjaneya Towers,
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Response to queries

SI. No.	Item description	Clarification sought	Reply/Clarifications by INCAP
1.	Page No:39, APPENDIX-II Financial Proposal: Form-2	<ul style="list-style-type: none"> • The Scope of services into four (a) Title Scrutiny (b) Court Cases (c) Recovery Matters and (d) Advisory Role. Therefore, whether the financial bid has to be submitted separately for each classification or one financial bid for all the four aforesaid classifications. • Further, can the proposed financial bid be exclusive of out of pocket expenses incurred at actuals. Will the out of pocket expenses be paid in addition to the Financial bid? 	<ul style="list-style-type: none"> • The Financial bid submitted shall cover entire Scope of work. • The Financial bid submitted shall include out of pocket expenses and no additional fee will be paid.
		Is it mandatory for the legal expert to work in APSFC Office, during all APSFC office working days in a month?	<p>The resource persons shall work in the offices of APSFC, during all APSFC office working days.</p> <p>RFQ clause prevails</p>
2.	Page No: 10, Clause No.4 Scope of Services	<p>(a) Management and supervision of legal department of Corporation and team</p> <p>(b) Legal Audit of the Branch Offices located in all the Districts of Andhra Pradesh.</p> <p>(c) Advice management on issues referred for opinion and where necessary, obtain expert opinions from external sources.</p> <p>(d) Providing critical legal oversight on various contentious and non-contentious matters.</p> <p>(e) Keeping himself/herself fully abreast with the day to day legal developments and bringing suitable changes in the working of the corporation accordingly.</p> <p>(f) Coordinate with APSFC Officials for formulating general business strategy from the Law perspective.</p>	<p>The clarification sought has been examined.</p> <p>RFQ clause prevails</p>

		(g) Fortnightly review of Sanctions pending for completion of legal formalities and submit review minutes to Management.	
3.	Page No:5, Clause No. 7 Reporting	“The Consultant shall work in the offices of the Authority.” We request you to let us know if the consultant will be required to work full time or part time at the office of the authority. If it is part time, please let us know the duration for which the consultant would be required to work in the office of the Authority.	The consultant shall work full time at the offices of the authority.
4.	Page No:13, Clause No. 9 Key Personnel	The Legal Expert to be proficient in Telugu. If this is a strict requirement, or if knowledge of the language by the staff of the Legal Expert would suffice	The Legal Expert may have knowledge of the Telugu Language and that the Junior resources having knowledge in telugu may suffice.

**Sd/-
Managing Director,
INCAP.**