

No.1/26/2012-IR  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

North Block, New Delhi-110001

Dated: 14.5.2013

Subject: Replies to queries raised in the pre-bid conference regarding 360 degree study on implementation of RTI Act.

With reference to the RFP issued on 26<sup>th</sup> April, 2013 to invite bids from 16 shortlisted firms for conducting the 360 degree study on implementation of RTI Act, a pre-bid conference was held on 10<sup>th</sup> May, 2013 in DOPT. As per the discussion held during the pre-bid conference, the clarification/amendments to RFP for 360 degree study on implementation of RTI Act are attached as Annexure to this O.M.

The last date for submitting the bids is 27<sup>th</sup> May, 2013.

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**CLARIFICATION/AMENDMENTS TO RFP FOR 360 DEGREE STUDY ON IMPLEMENTATION OF RTI ACT, 2005 ISSUED ON 26<sup>TH</sup> APRIL, 2013, AS PER DISCUSSION DURING PRE – BID CONFERENCE HELD ON 10<sup>TH</sup> MAY, 2013.**

**In Section 2**

1. Clause 2.6.6 is deleted.

**In Section 6**

2. In para 6.2, format for the financial proposal – there is no separate format. Further, the word “attached” in the 3<sup>rd</sup> line is deleted.
3. In case there is any change in the rate of service tax during the period of contract, the additional amount to be paid by the Implementing agency as service tax could be claimed from the Department, on submission of details of service tax paid.

**In Section 7**

4. In clause 7.3.1, District headquarter is one of the urban settlements to be studied in a district.
5. In clause 7.3.1, NCT of Delhi may be treated as one settlement for the purpose of study.
6. For the sake of Task 1 and Task 5, the minimum sample size of 5000 should cover all the selected settlements in a state.
7. For the sake of Task 1 and Task 5, people/public do not mean RTI applicants only.

8. For the sake of Task 2, 3 & 4, study would be conducted, as per the following details:

**A. Central Government Ministries/Departments**

Level of office	No. of applications	Railways	Post	CPWD	Health & FW	CBDT	PSU	Bank	University
Central/Head Quarter	500	Rly Board	Deptt of Posts	Dir General office and 2 Chief Engg office at Delhi	Ministry	Board	Head Quarter	SBI Head Quarter	Delhi University
State/Zonal	200	GM office	CPMG office	Senior most officer at state level	DGHS office, Delhi	Chief Commissioner	--	Local Head Office/CGM Office	3 Govt colleges under DU
District	100	DRM office	Sr. Supdt. of posts office	--	AIIMS, Safdarjung & RML hospital	Commissioner/Addl Commissioner	--	Regional Branch Office/Asstt GM office	

**B. State Government Ministries/Departments**

Level of office	No. of applications	Food & Civil supplies	Health & FW	PWD	Education	Land Revenue	State University	PSU
Secretariat	100	Secretariat	Secretariat	Secretariat	Secretariat	Secretariat	State University	--
State Head Quarter	100	Commissioner/Director of Civil Supplies	DHS office; Main Govt. hospital and medical supply Corp (if any)	C E / Engg in Chief(Roads)	Directorate of Education; Directorate of College Education; Main Govt. College and Main Govt. school (Boys/Girls)	Commissioner	Main Govt. College	PSU Head Quarter
District	50	District/Taluk Supply Officer	DMO, Distt. Main hospital	Supdt/Exe Engg (Roads)	Distt. Edu Officer and one Govt. school	Collector*	Main Govt. college	--
				AE/Addl AE				

\* 200 applications.

**C. Tehsil Level**

- I Food and PDS – Tehsil/taluk/Sub Div Supply Officer
- II Revenue office – Tehsildar

All the RTI applications filed during the last 6 months with these public authorities are to be studied.

**D. Village level**

- I. Panchayat Office
- II. Revenue Office – Patwari
- III. Primary Health centre
- IV. Govt. School – Boys/Girls

All the RTI applications filed during the last 6 months with these public authorities are to be studied.

- 9. For the sake of Task 2, 3 & 4, the Public authorities mentioned above are to be studied in all the selected states/districts/urban settlements/villages, as applicable.**
- 10. For the sake of Task 4, the representative sample could be 10 % of that mentioned in Task 2.**
- 11. SubTask 3 (B) is added as “To conduct a national (stakeholder) workshop at New Delhi to discuss the plan for survey, survey methodology, survey instruments etc., and to select the states that are to be studied.**
- 12. All the workshops (14 in no.) are to be arranged, at its expense, by the Implementing agency.**
- 13. In Para 7.5, in the second line, for “7 months”, read “9 months”.**