

## CORRIGENDUM – I

**Tender Reference No.: IIMU/SIEP/2026/01**

**Selection of Assessment Partner for Summer Internship Student Evaluation**

### 1. PREAMBLE

This corrigendum is issued to provide clarifications in response to queries received from prospective bidders during the pre-bid stage. All bidders are advised to take note of the following clarifications. These shall form an integral part of the tender document.

### 2. CLARIFICATIONS / RESPONSES TO PRE-BID QUERIES

| S. No. | Clause Ref.         | Page No. | Query                                           | IIM Udaipur Response                                                                                                                                                                                                                                 |
|--------|---------------------|----------|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1      | Clause 4.1          | 2        | Does signed tender need to be submitted on CPP? | Yes. The signed and stamped tender document is to be uploaded as part of the Technical Bid on CPPP.                                                                                                                                                  |
| 2      | Clause 8            | 3        | “Primarily virtual” – any physical component?   | All evaluation sessions shall be conducted in virtual mode only.                                                                                                                                                                                     |
| 3      | Pre-bid interaction | 3        | Can queries be raised in additional sessions?   | Queries shall be accepted only within the prescribed pre-bid timeline via email. No additional queries shall be entertained. However, in case of any changes to the tender document, the same shall be communicated through an official corrigendum. |
| 4      | Clause 10.4.4       | 5        | Are invoices acceptable as proof?               | Priority shall be given to Work Orders/Agreements along with Completion Certificates or Client Confirmations. However, bidders may also submit                                                                                                       |

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|    |               |       |                                                    | invoices duly self-attested and certified by a Chartered Accountant (CA) as supporting documents.                                                                                                                           |
| 5  | Clause 10.4.5 | 5     | Format for year-wise experience?                   | Bidders must use the format provided in the tender document under “Experience Details – FY”.                                                                                                                                |
| 6  | Clause 10.6   | 6     | Clarification on employee requirement vs assessors | The minimum employee requirement is to ensure availability of a dedicated Project Manager and adequate internal team support for the duration of the assignment. External assessors are not counted under this requirement. |
| 7  | Clause 10.7.3 | 7     | Financial documents – which FY?                    | FY 2022-23, FY 2023-24, and FY 2024-25.                                                                                                                                                                                     |
| 8  | Clause 11.4.2 | 10    | Panel size confirmation                            | Each panel shall comprise 3 assessors.                                                                                                                                                                                      |
| 9  | Clause 11.4.3 | 10-11 | Should engagement aspects be included?             | Evaluation parameters will be finalized in consultation with the selected vendor and approved by the Institute.                                                                                                             |
| 10 | Clause 11.4.3 | 11    | Virtual vs physical pricing difference             | All evaluation sessions shall be conducted in virtual mode only, and bidders must quote accordingly.                                                                                                                        |
| 11 | Clause 11.4.4 | 11    | Number of guidance sessions                        | This is optional and demand-based. Bidders may propose reasonable assumptions. However, since evaluations are conducted post                                                                                                |

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|    |               |    |                                     | internship completion, at least one report guidance session shall be mandatory, and additional one-on-one guidance may be required for exceptional cases.                 |
| 12 | Clause 11.4.7 | 11 | Can evaluation framework be shared? | Indicative expectations are provided. Final framework will be jointly developed with the selected vendor.                                                                 |
| 13 | Clause 11.8   | 12 | Number of training sessions         | Training sessions shall primarily focus on guiding students on report creation and presentation requirements. Bidders may propose the number and format of such sessions. |
| 14 | QCBS Criteria | 13 | Scoring for 10 years experience     | As per evaluation matrix, experience between 8 years and up to 9 years 11 months shall be awarded 8 marks.                                                                |
| 15 | QCBS Criteria | 13 | Definition of assessment projects   | Includes employability tests, evaluation projects, talent assessments, etc.                                                                                               |
| 16 | QCBS Criteria | 13 | High weightage on scale             | The scale reflects operational capability for large cohorts and is retained.                                                                                              |
| 17 | QCBS Criteria | 13 | Relevance of multi-section tests    | Demonstrates assessment design capability; hence retained.                                                                                                                |
| 18 | QCBS Criteria | 13 | Platform requirement clarity        | Platform must support large-scale, secure, and analytics-enabled evaluations.                                                                                             |
| 19 | QCBS Criteria | 14 | SOP applicability                   | SOPs related to assessment/evaluation                                                                                                                                     |

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|    |                      |    |                                         | processes will be accepted.                                                                                                                                                                                                                                                 |
| 20 | QCBS Criteria        | 14 | Data confidentiality clarity            | Bidders must demonstrate documented data protection policies.                                                                                                                                                                                                               |
| 21 | Section V            | 14 | Missing parameters concern              | Evaluation criteria are comprehensive and aligned with QCBS norms; no change.                                                                                                                                                                                               |
| 22 | Eligibility Criteria | 5  | Experience duration discrepancy         | Clarification: Minimum 5 years of experience required.                                                                                                                                                                                                                      |
| 23 | Financial Criteria   | 7  | Project value criteria                  | Either of the two conditions (5 projects $\geq$ ₹5 Lakhs OR 3 projects $\geq$ ₹10 Lakhs) is acceptable.                                                                                                                                                                     |
| 24 | Documentation        | 15 | CA certification requirement            | Only financial documents must be CA-certified. Self-declarations need not be CA-certified unless specifically mentioned.                                                                                                                                                    |
| 25 | Clause 21.2.3        | 17 | Financial details in technical bid      | Financial Bid information shall not be disclosed in the Technical Bid.                                                                                                                                                                                                      |
| 26 | Pricing clause       | 17 | Minimum service charge                  | The clause stating “Any bid quoting service charges below the prescribed minimum shall be treated as non-responsive and rejected without further evaluation” <b>shall not be applicable for this tender.</b> However, abnormally low bids may be treated as non-responsive. |
| 27 | SLA                  | 21 | Panel submission timeline inconsistency | Final panel list must be submitted at least 5 days prior to commencement of evaluations.                                                                                                                                                                                    |
| 28 | SLA                  | 21 | Attendance                              | System logs,                                                                                                                                                                                                                                                                |

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|    |                 |         | proof for virtual sessions      | screenshots, or platform-generated reports will be accepted as proof.                                                                                          |
| 29 | SLA             | 21      | Faculty coordinator report      | Will be facilitated by the Institute, wherever applicable.                                                                                                     |
| 30 | SLA             | 21      | Student absence handling        | The vendor shall support rescheduling in exceptional cases, without additional cost, provided the reasons are genuine and in accordance with Institute policy. |
| 31 | BOQ             | 28      | GST mention                     | GST must be quoted separately in the Financial Bid. An additional row has already been provided in the BOQ for the same.                                       |
| 32 | BOQ             | 28      | Assessment cost vs assessor fee | If not applicable, assessor fee may be ignored and the entire cost may be included in the per-student assessment cost.                                         |
| 33 | BOQ             | 28      | Location mention                | The location refers to the Institute campus. However, evaluations shall be conducted in virtual mode only.                                                     |
| 34 | GST/HSN         | 18 & 28 | HSN code in BOQ                 | Bidders may mention HSN/SAC code separately, if not specifically provided in the BOQ format.                                                                   |
| 35 | GST discrepancy | 18 & 28 | GST mention inconsistency       | GST must be clearly indicated separately in the Financial Bid.                                                                                                 |

### 3. OTHER TERMS

- All other terms and conditions of the tender document shall remain unchanged.
- This corrigendum shall form an integral part of the tender document.
- All references to the mode of evaluation in the tender document shall be read as ‘virtual mode only’.