

Minutes of the Virtual Pre-Bid Meeting held on 14/04/2026 for Clarifying doubts on the Technical and Financial proposals uploaded in the manipuretender portals under having Tender ID, 2026_RDnPR_3360_1 and 2026RDnPR-3360_2 under the Manipur State Rural Livelihoods Mission for the following assignments:

1. **Hiring Agencies for the Impact Evaluation of the FNHW interventions in immersion sites under MSRLM.**
2. **Hiring Agencies to conduct baseline and endline assessment to evaluate the effectiveness of the Universalisation of PRI–CBO Convergence project interventions.**

A. Clarifications on the Impact Evaluation of the FNHW Interventions in Immersion Sites under MSRLM

Sl. No.	Query	Clarification
1	Reference No. mentions “FNHW BASELINE STUDY/2024”, while the RFP title and TOR mention “Impact Evaluation of the FNHW interventions”. Kindly clarify whether this assignment is a Baseline Study, Impact Evaluation Study, or both.	The assignment is titled as an Impact Evaluation Study ; however, under the present RFP, the selected agency is required to conduct only the Baseline Survey . The Endline study will be conducted separately through a fresh tendering process .
2	The TOR refers to assessing baseline, measuring change at endline, and impact evaluation. Kindly clarify the exact scope of work.	The scope of work is limited to the Baseline Assessment of FNHW interventions. The agency shall: (i) assess baseline indicators (dietary diversity, food security, complementary feeding); (ii) identify barriers and enabling factors; and (iii) undertake full execution including tool development, data collection, analysis, and reporting.
3	The financial bid format mentions cost for both baseline and endline survey. Kindly confirm whether the financial proposal is for baseline only or both phases.	The financial proposal is to be submitted for baseline only . The mention of endline is for conceptual continuity; however, the present assignment covers baseline only .
4	The RFP mentions submission in files/envelopes and sealed outer envelopes. Kindly clarify whether submission is physical or digital.	Submission shall be done digitally through the e-tender portal . References to physical envelopes are standard template language and not applicable .
5	The RFP states bidders should not send bids by hand/courier but also mentions sending by email. Kindly confirm the exact mode of submission.	The bid shall be submitted through the prescribed digital mode (e-tender portal) . Physical submission is not required .
6	There is inconsistency in timeline (3 months, 4 months, 16 weeks). Kindly confirm the final timeline.	The timeline pertains to the baseline study only and is 3 months from the date of contract . Data collection (1 month), draft

Sl. No.	Query	Clarification
		report (within 1 month after data collection), and final report (within 1 month after draft submission). References to 4 months/16 weeks are typographical inconsistencies .
7	The text states 64 respondents per category per block, while the table shows a different number. Kindly confirm the final sample size.	The approved sample size is 64 respondents per category per block , derived using statistical parameters (10% expected change, 90% CL, 70% power, 1.5 design effect).
8	The sampling methodology refers to detecting change over 24 months. Kindly clarify whether this is for baseline only or endline as well.	The current assignment is for the Baseline Assessment only . However, the sampling design establishes a scientific baseline (yardstick) to measure 10% change at endline , which will be conducted separately.
9	Kindly confirm whether Adolescent Girls category is to be covered in Manipur.	Yes, the Adolescent Girls category is to be covered under this assignment.
10	Is the assignment intended to cover both baseline and endline studies, or only the baseline at this stage?	The present assignment covers baseline only . Endline will be conducted separately through a fresh tendering process.
11	Should the figures in columns “Sample under each category block” and “Sample per block” be interchanged?	The correct sample size is 64 respondents per category per block . The table values appear to be typographical inconsistencies .
12	Does this sample size account for non-response/refusal? Can agencies inflate the sample size?	Agencies may manage non-response through field strategies , but the final achieved sample must align with the prescribed sample size .
13	Will the sample be increased by 10% for endline evaluation?	No. The 10% refers to expected change in indicators , not sample size. Current assignment is baseline only .
14	Please specify block-wise and category-wise sample size for FNHW proposal.	For FNHW baseline: 64 respondents per category per block .
15	Please specify the primary and secondary target groups.	Primary groups include: Adolescent Girls, Pregnant Women, Mothers of children under 2 years, and Children under 2 years . Yes, blocks are pre-identified by MSRLM .
16	Will MSRLM propose districts and blocks? How many will be covered?	For FNHW baseline, the study will be conducted in two blocks across two districts . Detailed allocation may be shared separately.
17	What is the expected time gap between baseline and endline surveys?	The overall duration between baseline and endline is approximately 24 months .
18	What is the tentative timeline for conducting each phase?	The baseline phase duration is 3 months (data collection: 1 month; draft report: within 1 month; final report: within 1 month after draft).

Sl. No.	Query	Clarification
19	Is the budget ceiling applicable for both baseline and endline or a single phase?	The budget ceiling applies to the current assignment (baseline study only) .
20	When will the FNHW interventions start and end in relation to baseline?	The intervention cycle from baseline to endline spans 24 months .
21	Are anthropometric measurements (height, weight, MUAC) required?	No
22	If yes, will equipment be provided or arranged by the agency?	

Table 1: Category-wise Sample Distribution for **FNHW Interventions**

Category of Respondents	Indicator on which Measurement is Decided	Expected Change from Baseline to Endline	Sample per Block	Sample per CLF (assuming 2 CLFs per block)	Sample per VLF (assuming 4 VLFs per block)
Adolescent Girls	Adolescent girls (10–19 years) with Minimum Dietary Diversity Score (%)	Increase by 10%	64	32	8
Pregnant Women	Pregnant women with Minimum Dietary Diversity Score (%)	Increase by 10%	64	32	8
Mothers of Children under 2 years	Mothers of children under two with Minimum Dietary Diversity Score (%)	Increase by 10%	64	32	8
Children under 2	Initiation of Complementary Feeding (%)	Increase by 10%	64	32	8
			256	128	32

Table 2: State-wise Sample Distribution (Manipur) for **FNHW Interventions**

State	Total Blocks Proposed (AAP 2026–27)	Sample Blocks (10% of blocks; min 2, max 4)	Sample under Each Category	Sample per Block	Sample per CLF (2 CLFs per block)	Sample per VLF (4 VLFs per block)
Manipur	5	2	128	64	32	8

B. Clarifications for conducting baseline and endline assessment of the Universalisation of PRI-CBO Convergence project interventions

Sl. No.	Query	Clarification
1	Whether the 200 respondents (Imphal West and Thoubal) are per district or total sample size?	The 200 respondents (100 from Imphal West and 100 from Thoubal) constitute the total quantitative sample size for the baseline assessment. This is the overall sample, not an additional or per-district expansion beyond 200.
2	Which blocks are to be covered under the baseline study?	The baseline study will be conducted in the following pre-identified blocks: (i) Haorangsabal Block (Imphal West) and (ii) Lilong Block (Thoubal).
3	What is the approach for VLF coverage and household sampling?	In each selected block, all Village Level Federations (VLFs) will be covered. Within each VLF, 4–5 households will be selected using a random sampling approach to ensure fair representation.
4	How does the VLF-level sampling relate to the total sample size of 200 respondents?	The households selected across all VLFs in both blocks will collectively constitute the total sample of 200 respondents. Therefore, the selection of 4–5 households per VLF is not additional, but forms an integral part of the overall sampling design.
5	What is the number of VLFs per block?	The exact number of VLFs in each block can be shared separately or provided as an annexure, if required. The sampling framework is designed such that the total number of households selected across all VLFs in both blocks equals 200 respondents, maintaining the prescribed sample size.
6	The RFP mentions a project duration of 18 months, while also stating that the baseline study will be completed within 3 months and the endline survey will be conducted towards the end of the project period. Kindly clarify the overall timeline structure, including the sequencing and timing of baseline and endline surveys.	The overall project duration is 18 months . The baseline study will be completed within 3 months from the date of contract signing. The endline survey will be undertaken towards the end of the project period , tentatively to be initiated 3–4 months prior to the completion of the project . Detailed timelines for the endline will be communicated separately.

C. Pre-Bid Queries and Clarifications pertaining to both the assignments

Sl. No.	Query	Clarification
1	Can an agency apply for one or both proposals (FNHW and PRI-CBO)?	Yes, an agency may apply for one or both proposals (FNHW and PRI-CBO), subject to meeting the respective eligibility criteria for each assignment. Separate proposals must be submitted for each.
2	Submission of Financial Details: Kindly clarify the procedure for submitting financial details, as the e-procurement portal appears to allow the upload of only the BoQ file.	The financial details are to be submitted through the BoQ file available on the e-procurement portal. The detailed financial format can be downloaded from the provided ZIP file on the portal.
3	Financial Information of Bidder's Organisation (Page 31): Please specify which certificates are required to be submitted under "Payment Certificates pertaining to eligible years for bid capacity" (noting that TDS certificates are not acceptable).	Pls refer to the RFP for required documents. Payment Certificates not required
4	Undertaking Affidavit (Bidder File 1): Kindly provide "Bidder File 1" referenced in the tender document, as it is not available in the RFP.	This is a typographical error from our side. No separate "Bidder File 1" is required to be submitted.