

MINUTES OF THE PRE-BID MEETING WITH THE ORGANISATIONS
SHORTLISTED FOR STUDY ON PROACTIVE DISCLOSURE HELD UNDER THE
CHAIRMANSHIP OF JS(AT&A) ON 3RD AUGUST, 2009

JS(AT&A) chaired a meeting with the representatives of the following organizations shortlisted for the study on proactive disclosure under section 4 of the RTI Act, 2005:

- i. Centre for Good Governance, Hyderabad
- ii. Pricewaterhouse Coopers Pvt. Ltd.
- iii. JPS Associates Pvt. Ltd.

RFP was also issued to National Productivity Council for the assignment. However, no representative of the organization was present in the meeting. Following questions were raised which were clarified by the Department:

Q.1: Name of the 5 Ministries/Departments for which study is to be conducted be given by the Department?

Ans.: The Technical and Financial proposals may be submitted after taking one Ministry/department from each group of Ministries/Departments. An illustrative list of Ministries in the groups is attached at Annexure 'A'. The consultant should suggest methodology for conducting study which may include sample of public authorities under the above Ministries.

Q.2: Whether the study include for central public authorities in States and Districts?

Ans.: Yes, wherever applicable. It does not include public authority of the State Govt.

Q.3: What does gaps in implementation stands for?

Ans.: The consultant is required to analyse the quantitative as well qualitative disclosures under section 4 of a public authority and accordingly suggest methods, tools and policy interventions required for better implementation of statutory requirement. They may also suggest further categories of information which can be proactively disclosed.

Q.4: The time frame for completion of the study?

Ans.: The time frame has been given in para '7.4' under section 7 of the RFP. However, it is upto the methodology of the consultant for the assignment to device time frame. It is expected that the consultant should organize at least one workshop for the assignment.

Q.5: What should be the qualification for organizational expert?

Ans.: Organisational expert should have experience in the field of administration and establishment. Documented proof of qualifications have to be attached in all cases. CVs have to be signed by the experts.

Q.6: Where it is mandatory to have an expert with qualification in library sciences and related field for a knowledge management expert?

Ans. The expert should be qualified as either in library sciences or related fields.

Q.7: What is an implementation Matrix?

Ans. An implementation Matrix is a tool which a public authority can use to judge its level of compliance. An illustrative model is available in the study report on RTI available on the websites www.persmin.nic.in and www.rti.gov.in.

Economic Ministries: Ministry of Finance, Ministry of Commerce and Industry, Ministry of Corporate Affairs, Ministry of Heavy Industry and Public Enterprises, Ministry of Labour and Employment, Ministry of Micro, Small and Medium enterprises.

Social Ministries: Ministry of Human Resource Development, Ministry of Health and Family Welfare, Ministry of Rural Development, Ministry of Social Justice and Empowerment, Ministry of Panchayati Raj, Ministry of Water Resources, Ministry of Tribal Affairs, Ministry of Women and Child Development.

Infrastructure Ministries: Ministry of Civil Aviation, Ministry of Road transport and Highways, Ministry of Shipping, Ministry of Steel, Ministry of Textiles, Ministry of Petroleum and Natural Gas, Ministry of Urban Development, Ministry of Power.

Scientific Ministries: Ministry of Environment and Forest, Ministry of Earth Sciences, Ministry of Science and Technology.

Regulatory Ministries: Ministry of Home Affairs, Ministry of Personnel, Public Grievances and Pensions, Ministry of Law and Justice, Ministry of Defence.