

ADDENDUM –No-1

to RfP for Establishment and Operationalization of State Mission Management Unit (SMMU) and City Mission Management Unit (CMMU) for NULM and Experts for State TASU, H&UDD.

We refer to the aforesaid Tender Document. The provisions of the Tender Document shall stand amended and revised as set out below:

- A. The due date for submission of bid is revised from 27th July at 01.00 PM to 06th August 13.00 PM. The Technical bid shall be opened on Date 06th August 15.30 PM. This provision wherever mentioned in RFP stands amended as above.
- B. The other conditions of RFP as under are revised.

S NO.	Clause No.	Present Provision	Revised Provision																												
1.	2. Eligible Bidder 2.2	The bidders must have at least 200 persons in their payroll as full time/contractual employees as on 31 st March, 2020.	The bidders must have at least 200 qualified persons in their payroll as on 31 st March, 2020, as full time/contractual employees, with minimum education of B.Tech, CA/ICWA, Post- graduate and MBA.																												
2.	2. Eligible Bidder 2.4	The agency should have at least 5 years of experience of providing similar services in the context of Urban Poverty Alleviation.	The agency should have at least 5 years of experience of providing similar services in the context of Poverty Alleviation/ livelihood support programme. Bidder must submit the supporting document, Work order issued/ Copy of Contract/ Completion Certificate.																												
3.	18 Evaluation of Offers:	<table border="1"> <thead> <tr> <th>SN</th> <th>Main Criteria and Weights * out of Total 100 marks</th> <th>Sub Criteria</th> <th>Sub Weights</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1.</td> <td rowspan="2">Financial Strength - 15 Marks</td> <td>Consultancy Turnover (average 3 years). Rs. 7 Cr—5 Marks For every additional Rs 2 Cr –1 mark each Max 10 Mark.</td> <td>10</td> </tr> <tr> <td><i>Net Worth</i> (average 3 years). For every Rs 25 lakh, 1 mark subject to maximum 5 Marks.</td> <td>05</td> </tr> <tr> <td>2.</td> <td>Institutional Strength – 20 Marks</td> <td>A. Quality and Number of OWN Faculty/ Expert/ Technical Support (in 5 specified domain areas mentioned in bid format) For each domain 3 marks each. Marking to be done as given in note bellow.</td> <td>15</td> </tr> </tbody> </table>	SN	Main Criteria and Weights * out of Total 100 marks	Sub Criteria	Sub Weights	1.	Financial Strength - 15 Marks	Consultancy Turnover (average 3 years). Rs. 7 Cr—5 Marks For every additional Rs 2 Cr –1 mark each Max 10 Mark.	10	<i>Net Worth</i> (average 3 years). For every Rs 25 lakh, 1 mark subject to maximum 5 Marks.	05	2.	Institutional Strength – 20 Marks	A. Quality and Number of OWN Faculty/ Expert/ Technical Support (in 5 specified domain areas mentioned in bid format) For each domain 3 marks each. Marking to be done as given in note bellow.	15	<table border="1"> <thead> <tr> <th>SN</th> <th>Main Criteria and Weights * out of Total 100 marks</th> <th>Sub Criteria</th> <th>Sub Weights</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1.</td> <td rowspan="2">Financial Strength - 15 Marks</td> <td>Consultancy Turnover (average 3 years). Rs. 7 Cr—5 Marks For every additional Rs 1 Cr –1 mark each Max 10 Mark.</td> <td>10</td> </tr> <tr> <td><i>Net Worth.</i> For every Rs 25 lakh, 1 mark subject to maximum 5 Marks.</td> <td>05</td> </tr> <tr> <td>2.</td> <td>Institutional Strength – 20 Marks</td> <td>A. Quality of Faculty/ Expert/ Technical Support Executives in the Roll of Bidding Firm (in the 5 specified domain areas mentioned in bid format, maximum 5 CV in each domain) For each domain 3 marks each. Marking to be done as given in note bellow.</td> <td>15</td> </tr> </tbody> </table>	SN	Main Criteria and Weights * out of Total 100 marks	Sub Criteria	Sub Weights	1.	Financial Strength - 15 Marks	Consultancy Turnover (average 3 years). Rs. 7 Cr—5 Marks For every additional Rs 1 Cr –1 mark each Max 10 Mark.	10	<i>Net Worth.</i> For every Rs 25 lakh, 1 mark subject to maximum 5 Marks.	05	2.	Institutional Strength – 20 Marks	A. Quality of Faculty/ Expert/ Technical Support Executives in the Roll of Bidding Firm (in the 5 specified domain areas mentioned in bid format, maximum 5 CV in each domain) For each domain 3 marks each. Marking to be done as given in note bellow.	15
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S NO.	Clause No.	Present Provision		Revised Provision					
			<i>B. Total No. of Personnel in the Payroll of the Institution. For 200 person 3 marks. For every additional 50 numbers 1 mark each maximum 5 marks</i>	05					
	3.	Similar Experience (Establishment and operationalization of PMU/ PIU/ PMC/ SLTC/ CLTC - in last 5 years up to 31st March, 2020) - 20 Marks	Total Number of Projects	05	<i>B. Total No. Of qualified Personnel, with minimum education of B.Tech, CA/ICWA, Post- graduate and MBA. in the Payroll of the Institution/ Bidding firm.</i> For 200 person 3 marks. For every additional 50 numbers 1 mark each maximum 5 marks.	05			
			Total Duration Projects (in years)	05					
			Total Value of Projects(in INR)	10					
	4.	Experience in other Consultancy (of 5 Best Projects in last 5 years up to 31 st March,2020) – 10 Marks	Total Duration Projects (in years)	05	Similar Experience (Establishment and operationalization of PMU/ PIU/ PMC/ SLTC/ CLTC - in last 5 years up to 31st March, 2020) - 25 Marks	25			
			Total Value of Projects(in INR)	05					
	5.	Experience in Executing r projects in Odisha with project value more than Rs 50 lakhs in last 5 years. – 10 Marks	Number of Projects. For every project 2 marks each with maximum 10 marks	10	Experience in Executing r projects in Odisha with project value more than Rs 50 lakhs in last 5 years. – 10 Marks	10			
			Methodology including Management Plan – 25 Marks	Appreciation of the project and response to the ToR			10	Methodology including Management Plan to be marked based on presentation as per CL-19. – 30 Marks	10
				Methodology including work plan and proposed management plan			10		
	6.	Methodology including Management Plan – 25 Marks	Provisions to secure and retain professionals	05	Note: * Percentile marking method will be adopted for SL- 2A. CV of Professionals. Marking of each CV will be as under; a. Qualification:- MBA/PG degree – 10 marks, Graduate—5 marks, b. Experience in respective domain area:- Above 20 years - 10 marks , 16-20 years – 8 marks , 11-15 years- 6 marks ,5-10 years – 4 marks.				
	Note:								
								

S NO.	Clause No.	Present Provision	Revised Provision
			<p>For each domain area maximum 5 CVs shall be considered for marking as above. The bidder obtaining maximum total mark for the 5 cvs will be given 3 mark for that domain area and other bidders will get mark in proportion to their total mark of 5 cvs. The same method will be followed for all domain area marking.</p> <p>Bidder required to submit maximum 5 CV in each domain. Out of personnels in their roll.</p> <p>Based on the evaluation of technical bids, the bidders shall be ranked highest to lowest technical score (St) in accordance with the total marks obtained.</p> <p>The bidders with technical bid score of minimum 70% and above will be considered technically qualified for further process. The price bids of technically qualified bidders will only be opened for financial evaluation.</p> <ol style="list-style-type: none"> 1. The price bid where Salary component offered is more or less than Salary mentioned at ANNEXED-A-1 will be rejected. Service charges offered below 5% shall also be rejected. 2. Quality and Cost Based Selection (QCBS) method will be followed during the overall selection process. Based on the evaluation of technical proposal, the technically qualified bidders shall be ranked highest to lowest Technical Score (ST) in accordance to the marks obtained during the technical evaluation stage. There shall be `70% weightage to technical score and 30% weightage to financial score. The individual bidder's financial score (SF) will be evaluated as per the formula given below: $\mathbf{SF = [Fmin / Fb] * 100}$ (rounded off to 2 decimal places) where, SF= Normalized financial score of the bidder under consideration Fmin=Minimum financial quote among the technically qualified bidders Fb= Financial quote of the bidder under consideration $\mathbf{Combined\ Score\ (S) = ST * 0.7 + SF * 0.3}$ <p>Where ST = Technical score secured by the bidder. Where SF = Financial score secured by the bidder. The bidder securing the highest evaluated Combined Score(S) will be awarded the contract observing due procedure.</p>

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4.	Annexure – II Data Sheet Point no-22	The amount will be 5 percent of the total contract value; the same will be provided in the form of a Bank Guarantee (BG) as per format given in annexure –VII valid till completion of contract. Bank Guarantee will be made in the name of the SUDA, Housing & Urban Development Department, Govt. of Odisha. On submission of above BG, the EMD submitted is to be refunded.	The amount will be 5% (percent) of the annual contract value , the same will be provided in the form of a Bank Guarantee (BG) as per format given in annexure –VII valid till completion of contract. Bank Guarantee will be made in the name of the SUDA, Housing & Urban Development Department, Govt. of Odisha. On submission of above BG, the EMD submitted is to be refunded.
5.	Invitation for Bid Annexed-A-1 And ANNEXURE-IV FINANCIAL PROPOSAL SUBMISSION Note:	Note: The Bidders to submit separate financial bid Package Wise where Salary component to be offered should be same as Salary mentioned above and same shall be required to be paid to Mangers/Experts in their account. The service charges offered by bidder shall be on above amount. The competent authority reserves the right to reject financial bids where service charges offered are very less and un reasonable. Price offered not complying to above condition will be rejected. However, for STATE Level Experts/Manager covered in Package-1 the Salary of Rs 100,000/- per month is the maximum ceiling limit. The actual Salary to be paid to individual experts for State Level Experts/Managers shall be fixed based on Qualification & Experience of Personnel to be proposed by Bidder. The Salary so fixed shall be paid by the bidder.	Note: The Bidders to submit separate financial bid Package Wise where Salary component to be offered should be same as Salary mentioned above and same shall be required to be paid to Mangers/Experts in their account. The service charges offered by bidder shall be on above amount. The competent authority reserves the right to reject financial bids where service charges offered are below 5 %. Price offered not complying to above condition will be rejected. However, for STATE Level Experts/Manager covered in Package-1 the Salary of Rs 100,000/- per month is the maximum ceiling limit. The actual Salary to be paid to individual experts for State Level Experts/Managers shall be fixed based on Qualification & Experience of Personnel to be proposed by Bidder. The Salary so fixed shall be paid by the bidder.
6.	APPENDIX – 1 TO Annexure-III	Format For Submission of Technical Proposal	Revised Format For Submission of Technical Proposal is at Revised APPENDIX-1 Enclosed.
7.		ALL OTHER TERMS & CONDITION RFP	ALL OTHER TERMS & CONDITION RFP REMAINS UNALTERED.

SD/-
Additional Director
SUDA

Revised APPENDIX-1

Format for Submission of Technical Proposal

A. General Details:

SN	Name of the organization / Firm/ Institute	
1.	Permanent address Tel : Fax : Email id :	
2.	Name of the Authorized person for submitting proposal: Mobile No. : Email id : <i>(Attach Authorization letter of Competent Authority)</i>	
3.	Demand draft Details Tender fee Amount : DD No. : Issuing Date : Name of the Bank:	
4.	Demand draft Details OF EMD Amount : DD No. : Issuing Date : Name of the Bank:	
5.	Discloser information as per clause-4 Instruction to Bidder (Annexure-I)	
6.	Whether the agency was ever blacklisted: Y/N if yes whether that blacklisting was not cancelled: Y/N <i>(If yes, attach copy of same and the affidavit)</i>	
7.	Brief professional background of the organization	
8.	Confirm to carry assignment as per TOR of RFQ	YES
9.	Confirm to accept all term & conditions specified in RFQ documents	YES
10.	Confirm whether you have an office in Bhubaneswar or agree to furnish an undertaking to open an office if selected to coordinate with SUDA	
11.	Proof of agency having at least 5 years of experience of providing similar services in the context of Urban Poverty Alleviation	

B. Financial Details:

SN	Year	Consultancy Turnover	Net worth
1.	2016-17		
2.	2017-18		
3.	2018-19		
4.	Avg for 3 years		

(Certificate from Chartered Accountant for the consultancy turn over to be enclosed along with the copies of balance sheets)

C. (A) Institutional Strength (Quality of Faculty/ Expert/ Technical Support Executives in the Roll of Bidding Firm) in following 5 domain areas, maximum 5 CV in each domain. Format of CV as given at Annexure-A.

Add rows for additional number if necessary.

C.1 Social Mobilisation and Institution Development: (maximum 5 CV.)

SN	Name of the Expert	Qualification	Years' Experience in Domain Area	Details of best projects

C.2.: Skills and Livelihoods : (maximum 5 CV.)

SN	Name of the Expert	Qualification	Years' Experience in Domain Area	Details of best projects

C.3.: Financial Inclusion & Micro Enterprises: (maximum 5 CV.)

SN	Name of the Expert	Qualification	Years' Experience in Domain Area	Details of best projects

C.4.: MIS & ME: (maximum 5 CV.)

SN	Name of the Expert	Qualification	Years' Experience in Domain Area	Details of best projects

C.5.: HR & Capacity Building: (maximum 5 CV.)

SN	Name of the Expert	Qualification	Years' Experience in Domain Area	Details of best projects

C. (B): Total Number of Qualified personnel in payroll as of 31st March, 2020

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Detail List with qualification to be enclosed.

D.WORK Experience (Similar Project) up to 31/03/2020 value of contract above Rs 1.0 Cr

SN	Name of Client and Address	Project details and operationalization of PMUs/PIUs/PMCs/SLTCs/CLTs etc.) in last 5year	Duration of project in years	Value of consultancy fee in INR	Work order issued /MoA signed on (date) (Attach documents)	Status of implementation

(ADD ROWS IF REQUIRED)

E. Experience of Projects in Odisha (With contract value more than Rs 50 lakh in last 5 years up to 31st March 2020)

SN	Client and Address	Project details in last 5year	Duration of project in years	Value of consultancy fee in INR	Work order issued/MoA signed on (date) (Attach documents)	Status of implementation

(ADD ROWS IF REQUIRED)

F. Methodology including Management Plan

A detailed write-up under the following heads to be submitted along with this offer and to be Presented when called by client.

- i. Appreciation of the project and response to the ToR.
- ii. Methodology including work plan and proposed management plan.
- iii. Provisions to secure and retain professionals.

Authorized Signature [In full and initials]: Name and Title of Signatory:

Name of Firm:

Address:

ANNEXURE-A

Format of CV For (Institutional Strength) Domain Area.

Separate CV for each Individual mentioned at Para-c of Appendix-I

1	Proposed Position			
2	Name of Firm			
3	Name of Staff			
4	Date of Birth			
5	Nationality			
6	Education	Degree	Institution	Year
8	Professional Memberships			
9	Other Training & Publications			
10	Countries of Work Experiences			
11	Language	Speak	Write	Read
12	Employment Record	From :	Position Held	
		To:		
	Employer Name & Address with Contact No			
	Details of projects handled (to be provided for the projects in Domain Area.)	<ul style="list-style-type: none"> ▪ Name of the project: ▪ Client Name: ▪ Scope of Work/ Role of the proposed expert involved in the project: ▪ Period of Experience in each Project (in Years) 		

(Signature and name of the Key Personnel and authorized signatory of the Bidder)

Notes:

- Use separate form for each Key Personnel
- CV shall be signed and dated by both the Personnel concerned and by the Authorized Representative of the Bidder firm along with the seal of the firm.
