



Request for Proposal
for Selection of Agency for Imparting Employment Generation And Skill Training to
Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster
Creation & Skill Training Plan

(Estimated Cost INR.4,34,94,185/- Inclusive of GST)

RFP Notice No: MAVIM/Garment
Cluster/Yavatmal/2023/01/ Date of Issue:
07/08/2023 (First Time)
Tender Price: Rs. 25,000/- (Inclusive of GST)

Issued By:

Senior District Coordinating Officer
District MAVIM Office, Shri Sai Shraddha Sankul
Opposite Doordarshan Kendra, Arni Road,
Yavatmal: 445001
Email : yawatmal.mavim@gmail.com.
Ph. No. 7083045848


Dr. Ranjan D. Wankhede
Senior District Coordinating Officer
MAVIM, YAVATMAL

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

Table of Contents

1. Disclaimer	6
1.1. Abbreviations	7
1.2. Tender Notice	8
2. Invitation for Bids	8
2.1. Tender Schedule	9
3. Instructions to Bidders	11
3.1. Introduction of MAVIM	11
3.2. Purpose	12
3.3. Consortium/ Joint Venture	12
3.4. Sub-Contracting Conditions	12
3.5. Completeness of Response	12
3.6. Proposal Preparation Costs	12
3.7. Bidder Inquiries	13
3.8. Amendment of RFP Document	13
3.9. Supplementary Information to the RFP	13
3.10. Authority's right to terminate the process	13
3.11. Earnest Money Deposit (EMD)	13
3.12. Authentication of Bid	14
3.13. Language of Bids	14
3.14. Bid Submission Format	14
3.15. Bid Submission Instructions	14
3.16. Late Proposal and Proposal Validity Period	15
3.17. Modification and Withdrawal of Proposals	15
3.18. Non-conforming Proposals	15
3.19. Acknowledgement of Understanding of Terms	15
3.20. Pre-bid	16
3.21. Bid Opening	16
3.22. Evaluation Process	17
3.23. Minimum Qualification Criteria	17


Dr. Ranjan D. Wankhede
 Senior District Coordinating Officer
 MAVIM, YAVATMAL

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

3.24.	Technical Evaluation Criteria.....	19
3.25.	Evaluation of Technical Proposal.....	21
3.26.	Commercial Evaluation.....	22
3.27.	Award of Contract.....	23
3.27.1.	Award Criteria.....	23
3.27.2.	Authority's Right to accept any Bid and to reject any or All Bids.....	23
3.27.3.	Bid Validity Period.....	23
3.27.4.	Contract Period.....	23
3.27.5.	Award Procedure.....	23
3.27.6.	Issuance of Letter of Intent (LOI).....	23
3.27.7.	Acceptance of Letter of Intent (LOI).....	23
3.27.8.	Issuance of Work Order.....	23
3.27.9.	Acceptance of Work Order.....	26
3.27.10.	Signing of Contract.....	24
3.27.11.	Failure to agree with the Terms & Conditions of the RFP, LOI, Work order Contract.....	24
3.28.	Non-Disclosure Agreement (NDA).....	24
3.29.	Security Deposit.....	24
3.30.	Bid Prices.....	24
3.31.	Bid Currency.....	25
3.32.	Signature.....	25
3.33.	Correction of errors.....	25
3.34.	Corrections to Arithmetic errors.....	25
3.35.	Disqualification.....	25
4.	Scope of Work.....	26
4.1.	Introduction.....	26
4.2.	General Requirement.....	26
4.3.	Payment Terms.....	28
4.4.	Service Level Agreement.....	29
4.5.	Exit Management.....	30
5.	General Conditions of Contract.....	30
5.1.	Governing Law.....	30

Page 3


Dr. Ranjan D. Wankhede
Senior District Coordinating Officer
MAVIM, YAVATMAL

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

5.2.	Confidential Information	30
5.3.	Change in Laws and Regulations.....	30
5.4.	Force Majeure	31
5.5.	Change Orders and Contract Amendments.....	31
5.6.	Settlement of Disputes.....	31
5.6.1.	Performance of the contract.....	31
5.6.2.	Arbitration.....	31
5.7.	Extensions of Time	32
5.8.	Termination	32
5.8.1.	Termination by Authority	32
5.8.2.	Termination by Bidder.....	33
5.8.3.	Payment upon Termination.....	33
5.8.4.	Assignment.....	33
5.9.	Other Conditions	33
5.10.	Delays in bidder's performance.....	33
5.11.	Modification in requirements	34
5.12.	Bidder's integrity	34
5.13.	Bidder's obligation	34
5.14.	Authority's Obligations	35
5.15.	Corrupt or Fraudulent Practices.....	35
5.16.	Interpretation of clauses in bid document/contract document	35
5.17.	Liquidated Damages.....	35
6.	Guidelines for Minimum Qualification Requirement Technical Bid.....	36
6.1.	Checklist for the documents to be included in the Technical Envelope.....	36
6.2.	Proposal Cover Letter	38
6.3.	Format to share financial details of the bidder	40
7.	Guidelines for Technical-Qualification Bid	41
7.1.	Checklist for the documents to be included in Technical Envelope.....	41
7.2.	Format to Project Citation	44
7.3.	Project Citation Format for Statutory Auditor's Certificate	45
7.4.	Curriculum Vitae (CV) Format to be submitted for each proposed personnel	47


Dr. Ranjan D. Wankhede
 Senior District Coordinating Officer
 MAVIM, YAVATMAL

**Selection of Agency for Imparting Employment Generation And Skill Training to Women
from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation &
Skill Training Plan**

8. Guidelines for Financial Proposal	49
8.1. Financial Proposal Cover Letter	49
8.2. Format for Financial Bid	50
9. Annexure:	51
9.1. Annexure A: Format for "Request for Clarification"	51
9.2. Annexure B: Format for Self-Declaration	52
9.3. Annexure C: Format for Performance Bank Guarantee	53
9.4. Annexure D: Non-Disclosure Agreement	55
9.5. Annexure F: Power of Attorney	57
9.6. Annexure G: Draft Agreement	58



Dr. Ranjan D. Wankhede
Senior District Coordinating Officer
MAVIM, YAVATMAL

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

1. Disclaimer

This Request for Proposal (RFP) for "Selection of Agency for imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan " is issued by District MAVIM office.

Whilst the information in this RFP has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither MAVIM, nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of the information contained in the RFP, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed Selection of Agency for imparting Employment Generation Training to Women from Darwha, Ner & Digras Talukas of Yavatmal District or makes any representation or warranty, express or implied, with respect to the information contained in this RFP or on which this RFP is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information contained in this RFP is selective and is subject to updating, expansion, revision and amendment at the sole discretion of District MAVIM Office Yavatmal. It does not, and does not purport to, contain all the information that a recipient may require for the purposes for making a decision to participate in this process. Each Party must conduct its own analysis of the information contained in this RFP, to correct any inaccuracies therein and is advised to carry out its own investigation into the proposed "Selection of Agency for imparting Employment Generation Training to Women from Darwha, Ner & Digras Talukas of Yavatmal District", the regulatory regime which applies thereto and by and all matters pertinent to the "Selection of Agency for imparting Employment Generation Training to Women from Darwha, Ner & Digras Talukas of Yavatmal District" and to seek its own professional advice on the legal, financial and regulatory consequences of entering into any agreement or arrangement relating to the "Selection of Agency for imparting Employment Generation Training to Women from Darwha, Ner & Digras Talukas of Yavatmal District". District MAVIM Office, Yavatmal shall not be responsible for any direct or indirect loss or damage arising out of or for use of any content of the RFP in any manner whatsoever.

The relatives, near relatives of employees of the Department are prohibited from participation in this bid. The near relatives for this purpose are defined as:

- Members of a Hindu Undivided Family
- Their husband or wife.
- The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, sister(s) and sister's and sister's husband (brother-in-law)

District MAVIM Office, Yavatmal shall be the sole and final authority with respect to qualifying a bidder through this RFP. The decision of District MAVIM Office Yavatmal in selecting the Service Provider who qualifies through this RFP shall be final and it reserves the right to reject any or all the bids without assigning any reason thereof.

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwaha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

District MAVIM Office, Yavatmal may terminate the RFP process at any time without assigning any reason and upon such termination, shall not be responsible for any direct or indirect loss or damage arising out of such a termination.

1.1. Abbreviations

Abbreviation	Description
CCA	Controller of Certifying Authorities
DSC	Digital Signature Certificate
EMD	Earnest Money Deposit
FD	Fixed Deposit
FDR	Fixed Deposit Receipt
GCC	General Contract Conditions
GoM	Government of Maharashtra
GST	Goods and Services Tax
HR	Human Resources
DMO	District MAVIM Office
I/T	Income Tax
MAVIM	Mahila Arthik Vikas Mahamandal
NDA	Non-Disclosure Agreement
Non-compliance	Failure / refusal to comply to the terms and conditions of the proposal / Agreement
NIC	National Informatics Centre
PBG	Performance Bank Guarantee
RFP	Request for Proposal
RTGS	Real-time gross settlement systems
SD	Security Deposit
SLA	Service Level Agreement
SOW	Scope of Work
TCV	Total Contract Value
TDS	Tax Deduction at Source
TEC	Tender Evaluation Committee
TQ	Technical Qualification

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

1.2. Tender Notice

TENDER NOTICE (First Time)

Tender No: MAVIM/Garment Cluster/Yavatmal/2023/01/ Date: - 07/08/2023

2. District MAVIM Office Yavatmal invites sealed proposals in two bid system (Technical bid and financial bid) from reputed experienced professional organizations for **"Selection of agency for imparting Employment Generation Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan"**. For this purpose, SDCO Yavatmal intends to solicit technical and commercial bid from prospective Bidder. The prospective firms may download the technical and commercial bid from website <https://www.mahatenders.gov.in> during the period from 07/08/2023 to 29/08/2023 and should submit their technical and commercial bid offers online on <https://www.mahatenders.gov.in> on or before 29/08/2023. For complete details & formats of e-tender can also be obtained from website <https://www.mahatenders.gov.in> tender form fee payment of Rs. 25,000/- (non-refundable) inclusive of GST by payment gateway online.

No brokers/intermediaries shall be entertained. The SDCO Yavatmal reserves the right to reject any/all applications without assigning any reasons whatsoever.

DISCLAIMER

1. Detailed timetable for the various activities to be performed in e-tendering process by the tenderer for quoting their offer is given in these tender documents under **"TENDER SCHEDULE"**. Bidder should carefully note down the cut of dates for the carrying out each e-tendering process/activity.
2. In the event SDCO, Yavatmal will not be liable and responsible for any damages or expenses arising from any difficulty, error, imperfection or inaccuracy with e-tendering system's website, it includes all associated service, or due to such unavailability of the website or any part thereof or any contents or any associated services.
3. The bidder must follow the timetable of e-tendering process and get their activities of e-tendering process done well in advance so as to avoid any inconvenience due to unforeseen technical problems, if any.
4. SDCO, MAVIM will not be responsible for any incomplete activity of e-tendering process of the tenderer due to technical error / failure of e-tendering website and it cannot be challenged by way of appeal, arbitration and in the court of law.
5. Bidder must get done all the e-tendering activities well in advance.

2. Invitation for Bids

1. SDCO Yavatmal hereby invites Proposals from reputed, competent and professional companies, who meet the minimum eligibility criteria as specified in this bidding document for the "RFP for Selection of Agency for Imparting Employment Generation Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan" as detailed in Section 4 of this RFP document.
2. The complete bidding document shall be published on <https://www.mahatenders.gov.in> for the purpose of downloading. The downloaded bidding document shall be considered valid for participation in the electronic bidding process (e-tendering) subject to the submission of

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

required tender/ bidding document fee through e-tendering Online Payment Gateway mode.

3. To participate in online bidding process, Bidders must procure a Digital Signature Certificate (Class - II) as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic bids. Bidders can procure the same from any CCA approved certifying agency, i.e. Safecrypt, Ncode, etc. Bidders who already have a valid Digital Signature Certificate (DSC) need not procure a new DSC.
4. Bidders are also advised to refer "Bidders Manual Kit" available in this document or at <https://www.mahatenders.gov.in> for further details about the e-tendering process.
5. Bidder is advised to study this RFP document carefully before submitting their proposals in response to the RFP Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

2.1. Tender Schedule

Sr. No	Particulars	Start Date	End Date
1	Tender Publish	07/08/2023	29/08/2023
2	RFP Document Download	07/08/2023	29/08/2023
3	Last date of submission of Pre-Bid Queries	11/08/2023 till 05:30 pm	
4	Pre-Bid Meeting	14/08/2023 Time 12.30 PM	
5	Last date of Bid Submission of Bid	29/08/2023 till 05:30 pm	
6	Technical qualification Opening	30/08/2023 05:30 pm	
7	Financial Bid Opening	This will be informed letter	

The summary of details with regard to this invitation of bids are listed in the table below:-

S No	Particulars	Description
1.	RFP Reference Number	MAVIM/Garment Cluster/Yavatmal/2023-01/ Date : 07/08/2023
2.	Tender price to be paid via Online Payment Gateway mode only.	INR 25,000/- inclusive of GST
3.	Name of the Project/RFP	"Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan"

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

4.	RFP Document Download Start / End Date & Time	Start Date: Please visit the below mentioned e-Tendering website https://mahatenders.gov.in
5.	Last date to send in requests for clarifications	All the queries should be received on or before 11/08/2023 through email only with subject line as follows: "Pre-Bid queries - <Bidder's Name>". Pre-Bid Meeting will be held at District MAVIM Office, Yavatmal The queries should be submitted as per the format prescribed in <u>Annexure A</u> The Pre-Bid queries to be sent to the Email Id - yavatmal.mavim@gmail.com No request for clarifications shall be entertained after last date to send in Clarifications
6.	Date, Time and place of pre- bid meeting	14/08/2023 at 12.30 PM District MAVIM Office, Shri Sai Shraddha Sankul Opposite Doordarshan Kendra, Arni Road, Yavatmal: 445001
7.	Last date (deadline) for submission of bids	29/08/2023
8.	Date and Time of opening of Technical Proposals	Will be intimated later to the qualified Bidders
9.	Date, Time and Place of opening of Financial Proposals	Will be intimated later to the technically qualified bidders
10.	Earnest Money Deposit (EMD) to be paid in the form of NEFT/RTGS online payment mode on the e-tendering portal	INR 2,00,000/- (Rupees Two Lakh only) will be paid by NEFT/RTGS online payment mode on the e-tendering portal.
11.	Security Deposit	5% of the Total Contract Value (TCV) in the form of irrevocable bank guarantee issued by Nationalized/Commercial Bank and should be valid for 12 months post contract period.
12.	Security Deposit Validity	12 months post contract period
13.	Bid Validity Period	120 days from the date of opening of Bid
14.	Contract Period	The selected agency under this project shall be valid for a period of 36 months from the date of entering into agreement

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

15.	<p>Contact Person</p> <p>Dr. Ranjan Wankhede</p> <p>Selner District Coordinating Officer</p> <p>District MAVIM Office, Yavatmal</p> <p>Shri Sai Shraddha Sankul</p> <p>Opposite Doordarshan Kendra, Arni Road,</p> <p>Yavatmal: 445001</p> <p>Email : yawatmal.mavim@gmail.com.</p> <p>Ph. No. 07232-245454, 7083045848</p>
-----	--

Note: Prospective Bidders may contact District MAVIM Office Yavatmal for any further information / clarification regarding this RFP on prior appointment during working hours till the date of bid submission.

1. The e-tendering system is available on the Portal <https://www.mahatenders.gov.in> as part of the Electronic Tendering System of Government of Maharashtra.
2. The Bidder shall furnish, as part of its pre-requisition bid, an EMD of INR 2,00,000/- (Rupees Two Lacs only) along with the bid. The EMD of Two Lacs to be submitted in the form of NEFT/RTGS online payment mode on the e-tendering portal.
3. All eligible/ interested bidders are required to be enrolled on e-tendering website <https://www.mahatenders.gov.in> before downloading tender documents and participate in e-tendering. Bidders are requested to contact M/s. NIC Technologies Ltd. in case of any doubts/ information/difficulty regarding online enrolment or obtaining digital certificate.
4. Bidders should submit the document related to tender online. Cost of tender form of Rs. 25,000/- inclusive of GST by online payment gateway provided onto URL <https://www.mahatenders.gov.in>, before opening of the pre-qualification bid otherwise bidders cannot participate in e-tendering.
5. Other instructions can be seen in the tender form online. All or any one of the tenders may be rejected by District MAVIM Office, Yavatmal.
6. Pre-bid meeting location will be promptly updated onto e-tendering website.

3. Instructions to Bidders

3.1. Introduction of Mahila Arthik Vikas Mahamandal

This section contains information about Mahila Arthik Vikas Mahamandal, its working, resource requirement under this RFP.

Mahila Arthik Vikas Mahamandal (MAVIM) is the State Women's Development Corporation of Government of Maharashtra established on the 24th February 1975 on the occasion of International Women's Year. MAVIM has been declared as a nodal agency by Govt. of Maharashtra on 20th January 2003 to implement various women empowerment program through Self Help Groups (SHGs). MAVIM is Headquartered at Mumbai & having offices at all districts of Maharashtra

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

The Mission of the Mahamandal is to bring about gender justice & equality for women, investing in human capital and the capacity building of women, thus making them economically & socially empowered and enable them to access sustainable livelihoods.

3.2. Purpose

The MAVIM, Yavatmal District office herein after referred to as Authority invites sealed tender from competent Bidders for "Selection of Agency for imparting Employment Generation And Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan"

The RFP has defined the requirements of Service provider to accomplish the task of training and providing employment to 500 rural women from Darwha, Ner and Digras talukas of Yavatmal district.

The selected agency shall provide these services as mentioned in terms of reference. The Authority hereby invites proposals from reputed, competent and professional companies, who meet the minimum eligibility criteria as specified in this bidding document for the "Selection of Agency for imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan." This document provides information to enable the bidders to understand the broad requirements to submit their bids. The detailed scope of work is provided in Section 4 of this RFP document.

Address for Correspondence & Contact Person
Mahila Arthik Vikas Mahamnadal,

District MAVIM Office, Yavatmal
Shri Sai Shraddha Sankul
Opposite Doordarshan Kendra, Arni Road,
Yavatmal: 445001
Email : yavatmal.mavim@gmail.com.
Ph. No. 7083045848

3.3. Consortium/ Joint Venture

Consortium / Joint Venture Bid is not allowed for this RFP.

3.4. Sub-Contracting Conditions

Subcontracting or outsourcing is not allowed in this tender.

3.5. Completeness of Response

The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP document or submission of a proposal not substantially responsive to the RFP document in every respect will be at the bidder's risk and may result in rejection of its proposal.

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

3.6. Proposal Preparation Costs

1. The bidder shall submit the bid at its cost and Authority shall not be held responsible for any cost incurred by the bidder. Submission of a bid does not entitle the bidder to claim any cost and rights over the authority and the authority shall be at liberty to cancel any or all bids without giving any notice.

3.7. Bidder Inquiries

Bidder shall e-mail their queries, at above mentioned e-mail address, in the format as prescribed in the Annexure A. The response to the queries will be published on <https://mahatenders.gov.in>. No telephonic / email queries will be entertained thereafter. This response of Authority shall become integral part of RFP document. The Authority shall not make any warranty as to the accuracy and completeness of responses.

3.8. Amendment of RFP Document

1. All the amendments (in form of corrigendum) made in the document would be published on the e-tendering website and shall be part of RFP.
2. The bidders are advised to visit the aforementioned websites / portal on regular basis to check for necessary updates. The Authority also reserves the right to amend the dates mentioned in this RFP.

3.9. Supplementary Information to the RFP

If the Authority deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum shall be deemed to be incorporated by this reference into this RFP.

3.10. Authority's right to terminate the process

The authority may terminate the RFP process at any time and without assigning any reason & reserves the right to amend/edit/add/delete any clause of this Bid Document. This will be informed to all and will become part of the bid /RFP and information for the same would be published on the e-tendering website.

3.11. Earnest Money Deposit (EMD)

1. The Bidder shall furnish, as part of its pre-requisition bid, an EMD of INR 2,00,000- (Rupees Two Lakhs only) along with technical proposal. This amount to be paid in the form of NEFT/RTGS online Payment mode on the e-tendering portal.
2. The EMD of Successful Bidder will be retained by the authority till the signing of contract. Successful Bidder will be required to extend the validity of the EMD till the signing of contract, else the bid will not be considered.
3. Unsuccessful bidder(s) EMD will be returned within 90 days from the date of finalization of the tender.
4. No interest will be paid by the authority on the EMD, whatsoever
5. The Bid submitted without EMD, mentioned above, will be summarily rejected

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

6. The EMD may be forfeited;

- a. If a bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any.
- b. In case of a successful bidder, if the bidder fails to sign the contract in accordance with the terms and conditions.
- c. If during the bid process, a bidder indulges in any such deliberate act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization.
- d. If, during the bid process, any information is found false/fraudulent/mala fide, and then the District MAVIM Office Yavatmal shall reject the bid and, if necessary, initiate action against such bidders.

7. The decision of the Authority regarding forfeiture of the EMD shall be final and binding upon all bidders.

3.12. Authentication of Bid

Authorized person of the bidder who signs the bid shall obtain the authority letter from the bidder, which shall be submitted with the bid. All pages of the blank RFP document, bid and its annexures, etc. shall be signed and stamped by the person or persons signing the bid and should be uploaded onto the e-tendering website.

3.13. Language of Bids

This bid should be submitted in English language only. If any supporting documents submitted are in any language other than English, then the translation of the same in English language is to be duly attested by the bidder and submit it with the bid, and English translation shall be validated at Authority's discretion.

3.14. Bid Submission Format

The entire proposal shall be submitted strictly as per the format specified in this Request for Proposal. Bids with deviation from this format are liable for rejection.

3.15. Bid Submission Instructions

1. Complete bidding process will be online (e-Tendering) in two envelope system. Submission of bids shall be in accordance to the instructions given in the Table below:

Particulars	Instructions
Envelope A: Technical Proposal	The technical proposal shall be prepared in accordance with the requirements specified in this RFP and the formats are prescribed in Section 6 & Section 7 of this RFP. Each page of the technical proposal should be numbered, signed and stamped by the authorized signatory of the bidder. Technical proposal should be submitted through online e-tendering website only.



DEPARTMENT OF
TRANSPORTATION
AND
INFRASTRUCTURE

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

Envelope B: Financial Proposal	The financial proposal shall be prepared in accordance with the requirements specified in this RFP and in the formats prescribed in Section 8 of the RFP. Each page of the financial proposal should be signed and stamped by the authorized signatory of the bidder. Financial proposal should be submitted through online e-tendering website only.
---	---

2. The following points shall be kept in mind for submission of bids;

- a. The authority shall not accept delivery of proposal in any manner other than that specified in this RFP. Proposal delivered in any other manner shall be treated as defective, invalid and rejected.
- b. The bidder is expected to price all the items and services sought in the RFP and proposed in the technical proposal. The bid should be comprehensive and inclusive of all the services to be provided by the bidder as per the scope of his work and must cover the entire contract period.
- c. The Authority reserves the right to seek clarifications from the bidder on their technical proposal. Any of the clarifications by the bidder on the technical proposal should not have any commercial implications.
- d. The financial proposal submitted by the bidder should be inclusive of all the items in the technical proposal and should incorporate all the clarifications provided by the bidder on the technical proposal during the evaluation of the technical bid.
- e. Financial Proposal shall not contain any technical information.
- f. If the bidder does not meet the technical evaluation criteria, the financial proposal of the bidder shall not be opened in the e-tendering system.
- g. It is required that the all the proposals submitted in response to this RFP should be unconditional in all respects, failing which Authority reserves the right to reject the proposal.
- h. Proposals sent by fax/ post/ courier or by any other physical means shall be rejected.

3.16. Late Proposal and Proposal Validity Period

Proposals received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall not be opened in the e-tendering website. The validity of the proposals submitted shall be till 180 days from the date of opening of subsequent bid.

3.17. Modification and Withdrawal of Proposals

No proposal/bid shall be withdrawn in the interval between the deadline for submission of proposal/bid and the expiration of the validity period specified by the bidder on the proposal form. Entire EMD shall be forfeited if any of the bidders withdraw their proposal/bid during the validity period.

3.18. Non-conforming Proposals

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

A proposal may be construed as a non-conforming proposal and ineligible for consideration:

1. If it does not comply with the requirements of this RFP.
2. If the proposal does not follow the format requested in this RFP or does not appear to address the particular requirements of the Authority.

3.19. Acknowledgement of Understanding of Terms

By submitting a proposal, each bidder shall be deemed to acknowledge that the bidder has carefully read all sections of this RFP, including all forms, schedules, annexures, corrigendum and addendums (if any) hereto, and has fully informed itself as to all existing conditions and limitations.

3.20. Pre-bid

During the Pre-Bid meeting, the prospective Bidders shall have liberty to ask for any additional information or clarification either in writing or orally the interested Bidders will have to submit their queries to the email indicated in the tender notice. Any change decided by department shall be uploaded on the e- Tendering system as corrigendum. This will form a part of this bid document.

Pre-bid Queries

Bidders are requested to submit their queries on the company letter head and in the format as per Annexure A on or before 11/08/2023, Time: 05:30 PM

The queries not adhering to the above mentioned format shall not be responded to.

3.21. Bid Opening

1. The authority will form a Tender Evaluation Committee (hereinafter referred to as "TEC") to evaluate the bids.
2. Total transparency shall be observed and ensured while opening the proposals/bids. All bids shall be opened in the presence of TEC and bidder's representatives (should carry authorization letter from the bidder for all meetings) who choose to attend the bid opening sessions on the specified date, time and address.
3. The Authority reserves rights at all times to postpone or cancel a scheduled bid opening.
4. Bid opening shall be conducted in two stages.
5. In the first stage, Technical proposals of bidders shall be opened and evaluated as per the criteria mentioned in Section 3.25 of the RFP.
6. In the second stage, financial proposal of those bidders, whose technical proposals qualify, shall be opened. All bids shall be opened in the presence of TEC and bidder's representatives (should carry authorization letter from the bidder for all meetings) who choose to attend the bid opening sessions on the specified date, time and address.
7. The bidder's representatives who are present shall sign in a register evidencing their attendance. In

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

the event of the specified date of bid opening being declared a holiday for Authority, the bids shall be opened at the same time and location on the next working day or any other day at Authority's discretion. In addition to that, if representative of the bidder remains absent, Authority will continue process and open the bids of all bidders.

8. During bid opening, preliminary scrutiny of the bid documents shall be made to determine whether they are complete, whether required bid security has been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Bids not conforming to such preliminary requirements shall be prima facie rejected. The authority has the right to reject the bid after due diligence is done.

3.22. Evaluation Process

1. TEC shall review the technical proposal of the bidder to determine whether the technical proposals are substantially responsive and in conformity to the minimum evaluation criteria specified at section 3.23. Bids that are not substantially responsive shall be disqualified and TEC reserves the right to seek clarification if required.
2. TEC shall assign a technical score to the bidders based on the technical evaluation criteria detailed in the RFP. The bidders with a technical score above the threshold as specified in Section 3.24 of the RFP shall technically qualify for the commercial evaluation stage.
3. The financial proposals of the technically qualified bidders shall be opened and reviewed to determine whether the financial proposals are complete and as per requirements.
4. Evaluation and award of contract shall be done as per provisions of Maharashtra State Government rules.
5. Please note that TEC may seek inputs from their professional, external experts in the bid evaluation process.

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

3.23. Minimum Qualification Criteria

Q #	Qualification Requirements	Documents to be submitted
Q 1	The Bidder should be registered under the Companies Act, 1956/2013 or a partnership firm registered under the Indian Partnership Act, 1936 or LLP Act 2008 with registered offices in India as on date of submission of the bid. Or Society Registration Act 1860, Trust Act 1882 or Register under Skill Department VTP, or TP/TC	<ul style="list-style-type: none"> • Copy of Certificate of Incorporation • Memorandum and Article of the association • For companies registered under the Partnership Act 1932, Partnership Deed should be submitted along with Registration of Firm document/Certificate • For companies registered under the LLP Act 2008, Copy of Registration Certificate and LLP Agreement should be submitted. • For Society & Trust registered under the Act, Copy of Registration Certificate should be submitted. • For VTP or TP/TC registered under the Skill Department Copy of Registration Certificate should be submitted.
Q 2	The Bidder should have minimum average annual turnover of INR 2 Crore in last three financial years as on last date of submission. (FY 2021-22, 2020-21, 2019-20)	Copy of the audited Profit & Loss Statement of the company duly certified by Statutory Auditor & CA Certificate clearly citing the average turnover for last 3 financial years (FY 2021-22, FY 2020-21 and FY 2019-20)
Q 3	The Bidder should have Positive Net worth for last financial year. (FY 2021-22, 2020-21 and 2019-20)	A copy of the CA certificate must be enclosed as per Section 6.3. of RFP

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

Q 4	The Bidder must have experience in providing training on garment manufacturing in any State Government / Central Government / PSU / Union Territory (UT) / Urban Local Body (ULB)/ Govt in India as on date of submission of bid per following details: - One similar work costing not less than the amount equal to Rs. 2 Crore. OR Two similar works each costing not less than the amount equal to Rs. 1 Crore each. OR Three similar works costing not less than the amount equal to Rs. 80 Lakhs each.	Documents to be submitted: 1. Copy of Work Order / Agreement 2. Project Completion/Ongoing Certificate by Client 3. Proof of providing employment to trained manpower
Q 5	The Bidder should have Income Tax and GST registration certificate as on last date of submission.	1.Copy of PAN Card (Company/Society/Trust/ partnership firm registered under the Indian Partnership Act, 1936 or LLP Act 2008) 2.Copy of GST Registration Certificate.
Q 6	The Bidder shall own a training hall of 25,000 sq. feet or more area situated at Darwha block If Bidder doesn't own a hall in Drawha block it shall have a rental contract for hall area of 25,000 Sq feet or more for of 5 years. Or Shall Submit a notarized Affidavit That it will obtain training holl of 25000 sq. fit. With in 30 days from Award of letter of Intent.	Copy of Property registration in the name of bidder Or Rental agreement of 5 years. Or Notarized Affidavit
Q 7	The Bidder should not be debarred / blacklisted by any State Government/ Central Government / PSU in India for Unsatisfactory past performance, corrupt & fraudulent practices or any other unethical conduct either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT as on date of submission of bid.	A notarized affidavit signed by the Authorized Signatory of the Bidder as per Section 9.2
Q 8	The bidder shall have orders for manufacture of readymade garments & MoU with two or more reputed apparel manufacturers for supply of garments as on date of bidding and valid for a period of more than two years	<ul style="list-style-type: none"> • Order copies of existing orders • Copy of MoU with Apparel manufacturers

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

3.24. Technical Evaluation Criteria

S. No.	Criteria	Evaluation Parameters	Max Marks	Documents Required	Document Submitted (Yes/ No) & Page Numbers														
TE 1	Financial and Professional Strength (10 Marks)																		
TE1.1	The Bidder should have minimum average annual turnover on garment sector of INR 02 Crore from last three financial years as on last date of submission. (FY 2021-22, 2020-21, 2019-20)	<table><tr><td>Avg. Turnover (Cr.)</td><td></td></tr><tr><td>1. ≥ 2 Cr and < 3 Cr</td><td>05</td></tr><tr><td>2. ≥ 3.0 Cr and < 4 Cr</td><td>07</td></tr><tr><td>≥ 4 Cr and More</td><td>10</td></tr></table>	Avg. Turnover (Cr.)		1. ≥ 2 Cr and < 3 Cr	05	2. ≥ 3.0 Cr and < 4 Cr	07	≥ 4 Cr and More	10	10	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years							
Avg. Turnover (Cr.)																			
1. ≥ 2 Cr and < 3 Cr	05																		
2. ≥ 3.0 Cr and < 4 Cr	07																		
≥ 4 Cr and More	10																		
TE2	Relevant Bidder Experience (20 Marks)																		
TE 2.1	The Bidder must have experience in providing training on apparel manufacturing for last Three years in any State Government / Central Government / PSU / Union Territory (UT) / Urban Local Body (ULB)/ Private Institutes as on date of submission of bid.	<table><tr><td>No. of Firms</td><td></td></tr><tr><td>upto three</td><td>5</td></tr><tr><td>Organization/ Companies</td><td></td></tr><tr><td>More than three upto five</td><td>7</td></tr><tr><td>Organization/ Companies</td><td></td></tr><tr><td>More than five</td><td>10</td></tr><tr><td>Organization/ Companies</td><td></td></tr></table>	No. of Firms		upto three	5	Organization/ Companies		More than three upto five	7	Organization/ Companies		More than five	10	Organization/ Companies		10	Copy of Work Order / Client Testimonial / Project Completion Certificate	
No. of Firms																			
upto three	5																		
Organization/ Companies																			
More than three upto five	7																		
Organization/ Companies																			
More than five	10																		
Organization/ Companies																			
TE 2.2	The Bidder must have experience of training at least 200 participants on Apparel training	<table><tr><td>No. of participants trained</td><td></td></tr><tr><td>Experience of training ≥ 200 participants</td><td>5</td></tr></table>	No. of participants trained		Experience of training ≥ 200 participants	5	10	Copy of Work Order / Client Testimonial / Project Completion Certificate											
No. of participants trained																			
Experience of training ≥ 200 participants	5																		

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

		Experience of training 201 to 300 participants	7			
		Experience of training more than 300 participants	10			
TE3	Methodology (20 marks)					
	The bidder shall provide a detailed proposed methodology of how the bidder intends to execute the Course	Bidder's understanding of the Project	5	20	A detailed proposal on understanding of the assignment, Course content, execution plan and completion.	
		Course Curriculum & Roll out mechanism	5			
		Course Implementation Plan	5			
		Course Sign OFF mechanism	5			
TE4	Key Personnel CV: 20 marks					
	The bidder shall assign Team Leader with assignment specific experience and facilitators for theoretical & practical sessions	Team Leader	10	20	Curriculum Vitae of proposed staff mentioning General Qualifications, training experience, Specific experience related to the Apparel Manufacturing training course in format as per section 7.4	
		Facilitators	10			

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

TE	Placement of trained staff: 30 marks						
5.1							
	The bidder shall have Memorandum of Understanding with at least 2 reputed garment manufacturers so that its is assured that the trained staff can be employed by the bidder	MoU with 2 manufacturers	10	20 marks	Copy of MoU with Garment manufacturer s		
		MoU with 3 manufacturers	15				
		Mou with more than 3 manufacturers	20				
TE	The bidder shall have provided employment to at least 200 participants trained by them during last three years	Provided 200 employment	05	10 marks	Copy of appointment Letters & payment records		
5.2		Provided 201 to 300 employment	07				
		Provided 301 to 500 employment	10				
	Total Score (X)			100			

Note:

The Authority reserves the right to visit bidder's customer where such a similar project implementation has taken place

Technical Score (X): The score secured based on evaluation of the Technical Proposal (Envelope A) as above shall be the Technical Score of the Bidder for the project

3.25. Evaluation of Technical Proposals

1. The bidders, whose EMD and RFP document fees are found in order, shall be considered for pre-qualification criteria evaluation.
2. The bidder shall be evaluated as per minimum qualification criteria mentioned at Section 3.23. The bidders who fulfil all these criteria shall qualify for further technical evaluation.
3. The bidders are required to submit all required documentation in support of the evaluation criteria specified (e.g., Detailed project citations and completion certificates, client contact information for verification, profile of project resources and all others) as required for technical evaluation.
4. At any time during the bid evaluation process, TEC may seek oral / written clarifications from the bidders. The TEC may seek inputs from their professional and technical experts in the evaluation process.
5. District MAVIM Office Yavatmal reserves the right to do a reference check of the past experience

Selection of Agency for Imparting Employment Generation And Skill Training to Women from Darwha, Ner & Digras Taluka of Yavatmal District under Garment Cluster Creation & Skill Training Plan

stated by the bidder. Any feedback received during the reference check shall be considered during the evaluation process.

6. Each Technical Proposal shall be assigned a technical score out of a maximum of 100 points (Refer Section 3.24).
7. Bidders who have scored minimum 70 marks in Technical Evaluation will be considered for Financial Bid Evaluation.
8. District MAVIM Office Yavatmal reserve the right to accept or reject any or all bids without giving any reasons thereof.
9. District MAVIM Office Yavatmal shall inform to the technically shortlisted Bidders about the date and venue of the opening of the financial proposals.

3.26. Commercial Evaluation

1. This is an L1 selection.
2. The commercial bids of technically qualified bidders will be opened on the prescribed date in the presence of bidder representatives.
3. Technical and financial Bid will be opened online by Technical Evaluation Committee in presence of bidders.
4. The financial proposal of only the qualified Bidders based on Pre-Qualification, Technical Evaluation shall be opened for the evaluation of all the financial proposal opened, the Bidder whose financial proposal is lowest (hereby referred to as L1 Bidder) shall be considered eligible for award of contract.
5. The bidders score will be determined on the basis of lowest Service/Agency Charges, (arrived on the basis of comparison of financial quote of all the bidders).
6. The bidders, who quote unrealistic rate of service charges i.e., "0" shall be debarred for further consideration.
7. If there is a discrepancy between words and figures, the amount in words shall prevail. For any other calculation/ summation error etc. the bid may be rejected.
8. In case two or more bidders offer same percentage of service charges, then the bidder having highest turnover will be considered as L1.
9. In the event of two or more Bidders securing exactly the same commercial quote, then the Department reserves the right to:
 - a. Declare that Bidder as L1 whose technical score is highest, among the Bidders who have secured exactly the same commercial quote Or
 - b. Adopt any other method as decided by the Department.
10. The decision of the Department shall be final in this regard and the bid will be rejected if the Bidder does not agree to the decision in this regard.