



Tamil Nadu MSME Trade and Investment Promotion Bureau (M-TIPB)



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Thiru. Vi. Ka Industrial Estate, Guindy, Chennai-600032.
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E-Mail: contact@tnmtipb.in, mtipboffice@gmail.com

CORRIGENDUM NO-1, DATED: 04.02.2021

With reference to the **RFP No. 001/MTIPB/20-21 dt.26.01.2021**. Request for Proposal for appointment of **Project Management Consultant (PMC)** was called from various firm/agencies as published on **26.01.2021** and posted on the Government website www.tenders.tn.gov.in, Industries Commissionerate Website <http://www.indcom.tn.gov.in> and in the M-TIPB website www.tnmtipb.in. The following amendment in the Tender document has been incorporated as corrigendum by the Tender inviting authority.

S.No	Page No as per RFP document	Existing RFP Clause / sub clause and contact in RFP document	To be included / amended and read as
1	1	<p><u>Pre-Qualification(PQ)Criteria</u></p> <p>Sl.No.2.2 Bidder should have carried out at least one institutional development/institutional reorganisation/study worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20).</p> <p>Sl.No.2.3 Bidder should have completed at least one consulting project in the area of industrial development/sector modernisation in a state worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20)</p> <p>Sl.No.2.4 Bidder should have completed at least one consulting project in the area of MSME schemes/policies with a State Government in any of the past 3 years. (FY 17-18, FY 18-19, FY 19-20)</p>	<p><u>Pre-Qualification(PQ)Criteria</u></p> <p>Sl.No.2.2 Bidder should have carried out (completed or ongoing) at least one institutional development/institutional reorganisation/study worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20).</p> <p>Sl.No.2.3 Bidder should have carried out (completed or ongoing) at least one consulting project in the area of industrial development /sector modernisation in a state worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20)</p> <p>Sl.No.2.4 Bidder should have carried out (completed or ongoing) at least one consulting project in the area of MSME schemes/policies with Government (State or Central) in any of the past 3 years. (FY 17-18, FY 18-19, FY 19-20)</p>

2	1	<p>Sl.No.3</p> <p>The bidding documents may be purchased for Rs.5,000/- (inclusive of GST) by way of Demand Draft in favour of Chief Accounts Officer, O/o. The Managing Director, MTIPB drawn in any Nationalized Bank payable at Chennai. Add Rs.200/- to get the Documents through post. The documents may be downloaded free of cost from the website www.tenders.tn.gov.in, www.indcom.tn.gov.in and https://tnmtipb.in/</p>	<p>Sl.No.3</p> <p>The bidding documents may be purchased for Rs.5,000/- (inclusive of GST) by way of Demand Draft in favour of The Managing Director, MTIPB drawn in any Nationalized Bank/Scheduled Commercial Bank payable at Chennai. Add Rs.200/- to get the Documents through post. The documents may be downloaded free of cost from the website www.tenders.tn.gov.in, www.indcom.tn.gov.in and https://tnmtipb.in/</p>																																				
3	2	<p>Sl.No.4</p> <p>Interested firms shall submit the RFP in the prescribed format up to 3:00 pm on 11.02.2021 to The Managing Director, MSME Trade and Investment Promotion Bureau (M-TIPB), 1st Floor, SIDCO Corporate Office Building, Guindy, Chennai -32.</p>	<p>Sl.No.4</p> <p>Interested firms shall submit the RFP in the prescribed format up to 3:00 pm on 15.02.2021 to The Managing Director, MSME Trade and Investment Promotion Bureau (M-TIPB), 1st Floor, SIDCO Corporate Office Building, Guindy, Chennai -32.</p>																																				
4	2	<p>Sl.No.8</p> <p>The last date for submitting the bids is 11.02.2021 up to 03:00 PM.</p>	<p>Sl.No.8</p> <p>The last date for submitting the bids is 15.02.2021 up to 03:00 PM.</p>																																				
5	2	<p>Key Dates</p> <table border="1" data-bbox="387 1417 925 1942"> <thead> <tr> <th>Sl.</th> <th>Description</th> <th>Important Information</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Date of Invitation for bids</td> <td>26.01.2021</td> </tr> <tr> <td>2</td> <td>Pre-bid meeting</td> <td>01.02.2021 at 3:00 p.m.</td> </tr> <tr> <td>3</td> <td>Due date & time for downloading the bidding documents</td> <td>11.02.2021 up to 2.30 p.m.</td> </tr> <tr> <td>4</td> <td>Due date & time for submission of bids</td> <td>11.02.2021 up to 3.00 p.m.</td> </tr> <tr> <td>5</td> <td>Date of opening of Technical Bid</td> <td>11.02.2021 at 4.00 p.m.</td> </tr> </tbody> </table>	Sl.	Description	Important Information	1	Date of Invitation for bids	26.01.2021	2	Pre-bid meeting	01.02.2021 at 3:00 p.m.	3	Due date & time for downloading the bidding documents	11.02.2021 up to 2.30 p.m.	4	Due date & time for submission of bids	11.02.2021 up to 3.00 p.m.	5	Date of opening of Technical Bid	11.02.2021 at 4.00 p.m.	<p>Key Dates</p> <table border="1" data-bbox="954 1417 1492 1942"> <thead> <tr> <th>Sl.</th> <th>Description</th> <th>Important Information</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Date of Invitation for bids</td> <td>26.01.2021</td> </tr> <tr> <td>2</td> <td>Pre-bid meeting</td> <td>01.02.2021 at 3:00 p.m.</td> </tr> <tr> <td>3</td> <td>Due date & time for downloading the bidding documents</td> <td>15.02.2021 up to 2.30 p.m.</td> </tr> <tr> <td>4</td> <td>Due date & time for submission of bids</td> <td>15.02.2021 up to 3.00 p.m.</td> </tr> <tr> <td>5</td> <td>Date of opening of Technical Bid</td> <td>15.02.2021 at 4.00 p.m.</td> </tr> </tbody> </table>	Sl.	Description	Important Information	1	Date of Invitation for bids	26.01.2021	2	Pre-bid meeting	01.02.2021 at 3:00 p.m.	3	Due date & time for downloading the bidding documents	15.02.2021 up to 2.30 p.m.	4	Due date & time for submission of bids	15.02.2021 up to 3.00 p.m.	5	Date of opening of Technical Bid	15.02.2021 at 4.00 p.m.
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		6	Date of opening of Financial Bid	To be informed later	6	Date of Technical Presentation	To be informed
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6	11	<p>Section 2 Sl.No 2.2</p> <p>The Bidders are invited to submit a Technical Proposal for the project named in the Data Sheet. The Proposal will be the basis for negotiating and ultimately signing the Contract with the selected Bidder.</p>			<p>Section 2 Sl.No 2.2</p> <p>The Bidders are invited to submit a Proposal for the project named in the Data Sheet. The period of assignment is as specified in the Data Sheet. The Proposal will be the basis for negotiating and ultimately signing the Contract with the selected Bidder.</p>		
7	15	<p>Section 2 Sl.No 12.7</p> <p>Sub-Contracting of Key Experts is not allowed, and all the resources should be on the payroll of the Project Management Consultant</p> <p>Section 2 Sl.No 12.8</p> <p>Project Management Consultant to provide a Self-Certificate from its Head–HR or Authorized Signatory that the resources deployed on the Project is on the Payroll of the Project Management Consultant, at the start of the project. This Certificate needs to be provided every 6 months.</p>			<p>Section 2 Sl.No 12.7</p> <p>Sub-Contracting of Key Experts is not allowed, and all the resources should be on the payroll of the Project Management Consultant at the time of deployment of for the project</p> <p>Section 2 Sl.No 12.8</p> <p>Project Management Consultant to provide a Self-Certificate from its Head–HR or Authorized Signatory that the resources deployed on the Project is on the Payroll of the Project Management Consultant, at the time of deployment for the project. This Certificate needs to be provided every 6 months.</p> <p>Section 2 Sl.No 12.9</p> <p>Similarly, no kind of Consortium / Joint Ventures are allowed</p>		
8	16	<p>Section 2 Sl.No 16.2</p> <p>An authorized representative of the Bidder shall sign the original submission letter in the required format for the Technical and Financial Proposals and shall initial all pages of both. The authorization shall be in the form of a written power of attorney attached to the Technical Proposal and Financial Proposal.</p>			<p>Section 2 Sl.No 16.2</p> <p>An authorized representative of the Bidder shall sign the original submission letter in the required format for the Technical and Financial Proposals and shall initial all pages of both. The authorization shall be in the form of a written power of attorney/Board Resolution attached to the Technical Proposal and Financial Proposal.</p>		

9	18	<p>Section 2 Sl.No 20.1</p> <p>The Bidder is not permitted to alter or modify its Proposal in any way after the proposal submission deadline. While evaluating the Proposals, the Client will conduct the evaluation solely on the basis of the submitted Technical Proposals.</p>	<p>Section 2 Sl.No 20.1</p> <p>The Bidder is not permitted to alter or modify its Proposal in any way after the proposal submission deadline. While evaluating the Proposals, the Client will conduct the evaluation on the basis of the submitted Prequalification, Technical Proposals and Financial Proposals.</p>
10	18	<p>Section 2 Sl.No 21.1</p> <p>The Client’s evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and the RFP, applying the pre-qualifying criteria, evaluation criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score indicated in the Data Sheet.</p>	<p>Section 2 Sl.No 21.1</p> <p>The selection shall be based on the two-cover bid system, i.e. Evaluation of Technical Proposal followed by opening of Financial Bids. The final evaluation shall be on “Quality cum Cost Based Selection (QCBS)” basis with weightage to Technical component and Financial component in the ratio of 80:20.</p> <p>Section 2 Sl.No 21.2</p> <p>The Client’s evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and the RFP, applying the pre-qualifying criteria, Evaluation criteria including a Technical Presentation and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score indicated in the Data Sheet.</p>
11	18-19	<p>Section 2 Sl.No 22</p> <p>Financial Proposal for Least Cost Selection (LCS)</p> <p>Section 2 Sl.No 22.1</p> <p>In the case of Least-Cost Selection (LCS), the Client will select the Consultant with the Most Advantageous Proposal, which is the Proposal with the lowest evaluated total price among</p>	<p>Section 2 Sl.No 22</p> <p>Financial Proposals and selection by QCBS method</p> <p>Section 2 Sl.No 22.1</p> <p>Financial proposals shall be opened if the bidder achieves the minimum prescribed technical score. All other Financial Proposals will be returned unopened after the Contract</p>

		<p>those Proposals that achieved the minimum qualifying technical score and invite such a Consultant to negotiate the Contract.</p>	<p>negotiations are successfully concluded and the Contract is signed.</p> <p>Section 2 Sl.No 22.2</p> <p>The Client’s evaluation committee shall conduct the opening of the Financial Proposals in the presence of the Bidders’ authorized representatives who choose to attend (in person). The opening date, time and the address are stated in the Data Sheet.</p> <p>Section 2 Sl.No 22.3</p> <p>The proposal with the lowest bid shall be given a financial score of 100 and the other proposals shall be given financial scores that are inversely proportionate to their bid.</p> <p>Section 2 Sl.No 22.4</p> <p>The formula for determining the financial score (S_f) of all other Proposals is as follows: $S_f = 100 \times F_m/F$ in which “S_f” is the financial score, “F_m” is the lowest price, and “F” is the proposal under consideration.</p> <p>Section 2 Sl.No 22.5</p> <p>The weights given to the Technical (T) and Financial (P) Proposals are 80 and 20 respectively</p> <p>Section 2 Sl.No 22.6</p> <p>Proposals are ranked according to their combined Technical (S_t) and Financial (S_f) scores using the weights (T + P = 100) as follows:-</p> $S = S_t \times T\% + S_f \times P\%$ <p>Section 2 Sl.No 22.7</p> <p>The bidder with the highest score (S) shall be declared successful and invited for negotiations and signing of contract.</p>
12	19-20	<p>Section 2 Sl.No 23.1</p> <p>The negotiations will be held at the date and address indicated in the Data Sheet with the Bidder’s representative(s) who must have</p>	<p>Section 2 Sl.No 23.1</p> <p>The negotiations will be held at the date and address indicated in the Data Sheet with the Bidder’s representative(s) who must have</p>

		<p>written power of attorney to negotiate and sign a Contract on behalf of the Bidder.</p> <p>Section 2 Sl.No 23.6</p> <p>MTIPB reserves the right to seek for replacement of resources against any of the positions mentioned in the RFP if at any point they are found not suitable for the work allocated to them in the project. The Project Management Consultant should provide a replacement within 30 days of such written request placed by MTIPB otherwise a penalty of 5% of quoted man-month rate per day of delay will be levied. In such an eventuality where replacement is sought by MTIPB, at-least a 30-day notice will be given to Project Management Consultant to advice the concerned consultant to improve upon his/her performance failing which the replacement clause will be started.</p>	<p>written power of attorney/authorization by a Board Resolution to negotiate and sign a Contract on behalf of the Bidder.</p> <p>Section 2 Sl.No 23.6</p> <p>MTIPB reserves the right to seek for replacement of resources against any of the positions mentioned in the RFP if at any point they are found not suitable for the work allocated to them in the project. The Project Management Consultant should provide a replacement within 30 days of such written request placed by MTIPB otherwise a penalty of 5% of quoted man-month rate per day of delay will be levied. In such an eventuality where replacement is sought by MTIPB, at-least a 30-day notice will be given to Project Management Consultant to advice the concerned consultant to improve upon his/her performance failing which the replacement clause will be invoked.</p>
13	21	<p>Section 2 Sl.No 26.1</p> <p>Within 15 days from the date of Letter of Invitation (LOI) from MTIPB, the successful Project Management Consultant company/firm shall furnish the Performance Guarantee of an amount equal to 5% of its Financial Proposal, by way of Bank Guarantee issued by one of the Nationalized Banks in India for the due performance of the Assignment in the format at Appendix-I</p>	<p>Section 2 Sl.No 26.1</p> <p>Within 15 days from the date of Letter of Invitation (LOI) from MTIPB, the successful Project Management Consultant company/firm shall furnish the Performance Guarantee of an amount equal to 5% of its Financial Proposal, by way of Bank Guarantee issued by one of the Nationalized Banks/Scheduled Commercial Banks in India for the due performance of the Assignment in the format at Appendix-I.</p>
14	23	<p>Section 2 Sl.No 29.2</p>	<p>Section 2 Sl.No 29.2</p> <p>The Penalty will be applicable only if the delay is solely attributable to the Consultant / Bidder.</p>
15	23-24	<p>Section 2 Sl.No 31.4</p> <p>Project Management Consultant cannot change the Key Experts as submitted in response to the bid, except in case of</p>	<p>Section 2 Sl.No 31.4</p> <p>Project Management Consultant cannot change the Key Experts as submitted in response to the bid, except in case of</p>

		<p>resignation, medical incapacity or death, for the period of 1 year from the project start date unless there is written approval of the MANAGING DIRECTOR of MTIPB approval of which may be provided in very rare situation. This clause is non-negotiable and penalties to the extent of 50% of the fee for the Key Experts as mentioned in FIN 3 (per man-month rate card) may be levied for the entire balance period of the contract for such change request, unless an acceptable replacement is provided within 60 days of such change request. After one year of the contract, Project Management Consultant has to ensure that 60% of the proposed team of Resource Persons remains unchanged. For any change request of Key Experts, the substitute has to be an individual with similar / better experience & qualifications and accepted in writing by Managing Director, MTIPB.</p> <p>Section 2 Sl.No 31.5</p> <p>The Key Experts have to be full- time on this project and at the location mentioned as per the RFP. Relaxations to this clause shall be provided only at the discretion of the Managing Director, MTIPB in special cases where work from home or consultant’s location might be desired or acceptable.</p>	<p>resignation, medical incapacity or death, for the period of 1 year from the project start date unless there is written approval of the MANAGING DIRECTOR of MTIPB approval of which may be provided in very rare situation. This clause is non-negotiable and penalties to the extent of 50% of the fee for the Key Experts as mentioned in FIN 3 (per man-month rate card) may be levied for the entire balance period of the contract for such change request, unless an acceptable replacement is provided within 30 days of such change request. After one year of the contract, Project Management Consultant has to ensure that 60% of the proposed team of Resource Persons remains unchanged. For any change request of Key Experts, the substitute has to be an individual with similar / better experience & qualifications and accepted in writing by Managing Director, MTIPB.</p> <p>Section 2 Sl.No 31.5</p> <p>All support resources must work at the client site mentioned in this RFP. The Key Experts may work from the client site or at the Consultant’s site based on the work plan, schedule, deliverables and milestones envisaged. However, a minimum of 50% of the total Man-Days for each Key Expert should be based out of the client site. For the Project Leader, a minimum of 30% of the total Man-Days should be based out of the client site. Relaxations to this clause shall be provided only at the discretion of the Managing Director, MTIPB in special cases where work from home or consultant’s location might be desired or acceptable.</p>
16	27-28	<p>Section 2 Sl.No 36.5</p> <p>Termination by Project Management Consultant - The Project Management Consultant may, by not less than three (03) month written notice to the MTIPB, such notice to be given after the occurrence of any</p>	<p>Section 2 Sl.No 36.5</p> <p>Termination by Project Management Consultant - The Project Management Consultant may, by not less than three (03) month written notice to the MTIPB, such notice to be given after the occurrence of any</p>

		<p>of the events, terminate this Agreement if:</p> <ul style="list-style-type: none"> • The MTIPB is in material breach of its obligations pursuant to this Agreement and has not remedied the same within forty-five (45) days (or such longer period as the Project Management Consultant may have subsequently agreed in writing) following the receipt by the M-TIPB of the Project Management Consultant's notice specifying such breach. • If there are more than 3 un-paid invoices and M-TIPB fails to remedy the same within 45days of the submission of the last un-paid invoice • As the result of Force Majeure, the Project Management Consultant isunable to perform a material portion of the Services for a period of not less than sixty (60) days • The M-TIPB fails to comply with any final decision reached as a result of arbitration. 	<p>of the events, terminate this Agreement if:</p> <ul style="list-style-type: none"> • The MTIPB is in material breach of its obligations pursuant to this Agreement and has not remedied the same within forty-five (45) days (or such longer period as the Project Management Consultant may have subsequently agreed in writing) following the receipt by the M-TIPB of the Project Management Consultant's notice specifying such breach • If there are more than 3 un-paid invoices and M-TIPB fails to remedy the same within 45days of the submission of the last un-paid invoice • As the result of Force Majeure, the Project Management Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days • The M-TIPB fails to comply with any final decision reached as a result of arbitration. • Consultant may terminate this Agreement by a written notice to client if a law, regulation or any instrument of the Government having similar import makes performance of the Contract by the Consultant impermissible.
17	30	<p>Section2 F.DATA SHEET A.General</p> <p>2.1 Name of the Client: MSME Trade and Investment Promotion Bureau (M-TIPB)</p> <p>Method of selection: Least-Cost Selection (LCS)</p> <p>2.2 The name of the assignment is: RFP for Selection of Consultant to Support M-TIPB in the Overall Development and Promotion of MSMEs in Tamil Nadu.</p>	<p>Section2 F.DATA SHEET A.General</p> <p>2.1 Name of the Client: MSME Trade and Investment Promotion Bureau (M-TIPB)</p> <p>Method of selection: Quality-cum-cost-based (QCBS) Selection</p> <p>2.2 The name of the assignment is: RFP for Selection of Consultant to Support M-TIPB in the Overall Development and Promotion of MSMEs in Tamil Nadu.</p> <p>Time-Period of the assignment: 365 calendar</p>

18	30-31	<p>Section2 F.DATA SHEET B.Preparation of Proposals</p> <p>10.1,14,14.2 The Proposal shall comprise the following:</p> <ol style="list-style-type: none"> (1) Compliance sheet to prequalification criteria as per Form Pre-Qual-1 (2) Supporting documents for pre-qualification criteria if any (3) Power of Attorney to sign the Proposal. (4) TECH-1 (5) TECH-2 (6) TECH-3 (7) TECH-4 (8) TECH-5 (9) TECH-6 (10) Earnest Money Deposit/ Bid Security. (11) FIN-1 (12) FIN-2 (13) FIN-3 (14) FIN-4 <p>12.1 Proposals must remain valid for 90 (ninety) calendar days after the proposal submission deadline (i.e., until May12, 2021).</p>	<p>days</p> <p>Section2 F.DATA SHEET B.Preparation of Proposals</p> <p>10.1,14,14.2 The Proposal shall comprise the following:</p> <ol style="list-style-type: none"> (1) Compliance sheet to prequalification criteria as per Form Pre-Qual-1 (2) Supporting documents for pre-qualification criteria if any (3) Power of Attorney to sign the Proposal.(Board Resolution is allowed in lieu of Power of Attorney) (4) TECH-1 (5) TECH-2 (6) TECH-3 (7) TECH-4 (8) TECH-5 (9) TECH-6 (10) Earnest Money Deposit/ Bid Security. (11) FIN-1 (12) FIN-2 (13) FIN-3 (14) FIN-4 <p>12.1 Proposals must remain valid for 90 (ninety) calendar days after the proposal submission deadline (i.e., until May16, 2021).</p>
19	32-33	<p>Section2 F.DATA SHEET B.Submission, Opening and Evaluation</p> <p>16.9 The Proposals must be submitted no later than: Date and Time:11.02.2021 up to 3.00 PM The Proposal submission address is: MSME TRADE AND INVESTMENT PROMOTION BUREAU (M-TIPB) 1st Floor, SIDCO Corporate Office Building, Thiru. Vi .Ka Industrial Estate, Guindy, Chennai-600 032, Phone: 044-29530112/ 29530113/ 29530114; E-Mail: contact@tnmtipb.in, mtipboffice@gmail.com</p> <p>19.1</p>	<p>Section2 F.DATA SHEET B.Submission, Opening and Evaluation</p> <p>16.9 The Proposals must be submitted no later than: Date and Time: 15.02.2021 up to 3.00 PM The Proposal submission address is: MSME TRADE AND INVESTMENT PROMOTION BUREAU (M-TIPB) 1st Floor, SIDCO Corporate Office Building, Thiru. Vi .Ka Industrial Estate, Guindy, Chennai-600 032, Phone: 044-29530112/ 29530113/ 29530114; E-Mail: contact@tnmtipb.in, mtipboffice@gmail.com</p> <p>19.1, 22.2</p>

	<p>The opening of the Technical Proposal shall take place at: same as the Proposal submission address. Date: 11.02.2021 at 4.00 p.m.</p> <p>Details about the opening of Financial Proposal will be informed later.</p> <p>21.1 Criteria, sub-criteria, and point system for the evaluation of the Full Technical Proposals:</p> <p><u>Pre-Qualification Criteria:</u></p> <ol style="list-style-type: none"> 1. Bidder should be an entity registered in India under the Companies Act/ LLP Act and should have been in existence for at least 3 years on the date of publication of tender. 2. Bidder should have carried out at least one institutional development/institutional reorganization study worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20). 3. Bidder should have completed at least one consulting project in the area of industrial development/sector modernization in a state worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20). 4. Bidder should have completed at least one consulting project in the area of MSME schemes/policies of a state government in any of the past 3 years. (FY 17-18, FY 18-19, FY 19-20) 5. Bidder should have a minimum average turnover of Rs. 10 Cr. (audited) in the previous three financial years (FY 1617, FY 1718, FY 1819). 6. The Bidder should not have been blacklisted by Central / State Government / Departments /PSUs in India as on bid submission date. <p>EMD / Bid Security should be submitted in the</p>	<p>The opening of the Technical Proposal shall take place at: same as the Proposal submission address. Date: 15.02.2021 at 4.00 p.m.</p> <p>Details about the opening of Financial Proposal will be informed later.</p> <p>21.2 Criteria, sub-criteria, and point system for the evaluation of the Full Technical Proposals:</p> <p><u>Pre-Qualification Criteria:</u></p> <ol style="list-style-type: none"> 1. Bidder should be an entity registered in India under the Companies Act/ LLP Act and should have been in existence for at least 3 years on the date of publication of tender. 2. Bidder should have carried out (completed or ongoing) at least one institutional development/institutional reorganization study worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20). 3. Bidder should have carried out (completed or ongoing) at least one consulting project in the area of industrial development/sector modernization in a state worth at least Rs. 1 Crore in any of the past 3 years (FY 17-18, FY 18-19, FY 19-20). 4. Bidder should have carried out(completed or ongoing) at least one consulting project in the area of MSME schemes/policies with government (State or Central) in any of the past 3 years. (FY 17-18, FY 18-19, FY 19-20) 5. Bidder should have a minimum average turnover of Rs. 10 Cr. (audited) in the previous three financial years (FY 1617, FY 1718, FY 1819).
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		<p>form of DD for Rs. 1,00,000/- in favor of The Managing Director, MSME Trade and Investment Promotion Bureau (M-TIPB), Guindy, Chennai 600032.</p> <p>The bids submitted by the bidders who clear the pre-qualification round only will be evaluated as per the criteria provided below:</p> <p><u>Evaluation Criteria (100 Points)</u></p> <p>A. Approach and Methodology (10 points) B. Profile of the Team – Individual CVs (90 points)</p>	<p>6. The Bidder should not have been blacklisted by Central / State Government / Departments /PSUs in India as on bid submission date.</p> <p>7. EMD / Bid Security should be submitted in the form of DD/ Bank Guarantee for Rs. 1,00,000/- in favor of The Managing Director, MSME Trade and Investment Promotion Bureau (M-TIPB), Guindy, Chennai 600032.</p> <p>No kind of Consortium / Joint Venture is allowed</p> <p>The bids submitted by the bidders who clear the pre-qualification round only will be evaluated as per the criteria provided below:</p> <p><u>Technical Evaluation Criteria (100 Points)</u></p> <table border="1" data-bbox="954 1021 1422 1391"> <thead> <tr> <th>Criteria</th> <th>Maximum marks</th> </tr> </thead> <tbody> <tr> <td>A. Approach and Methodology</td> <td>10</td> </tr> <tr> <td>B. Technical Presentation</td> <td>20</td> </tr> <tr> <td>C. Team Qualification</td> <td>70</td> </tr> <tr> <td>Total</td> <td>100</td> </tr> </tbody> </table> <p>A. Approach and Methodology (10 points)</p> <p>B. Technical Presentation (20 points)</p> <ul style="list-style-type: none"> Bidders will be invited to do a Technical Presentation as part of the assessment covering the Approach & Methodology. Date for the Technical Presentation will be communicated to the short-listed bidders. <p>C. Profile of the Team – Individual CVs (70 points)</p>	Criteria	Maximum marks	A. Approach and Methodology	10	B. Technical Presentation	20	C. Team Qualification	70	Total	100
Criteria	Maximum marks												
A. Approach and Methodology	10												
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Total	100												
20	33	Section2 21.2 Profile of the Team Individual CVs Sl.1	Section2 21.2 Profile of the Team Individual CVs Sl.1										

		<p>Project Leader (20 points)</p> <ul style="list-style-type: none"> • At least 12 years of experience in Government consulting including with the Industries, MSME and related departments AND • Should have carried out studies for the Industries/MSME/ associated departments on industrial promotion/ industrial facilitation. [1 mark per study; maximum 3 points]. • Should have led organisational design, process re-engineering, and HR policy design studies in central and state government organisations. [1 mark per study; maximum 5 points]. • Should have led large scale implementation engagements across sectors – of a value of at least Rs. 1 Crore each. [1 points per study; maximum 4 points]. • Formal specialisation in process re-engineering/industrial engineering or equivalent. [If yes – 4 points; else 0]. • S/he should have international work experience relevant to MSMEs/Industry in another country. [1 point for each year of experience; maximum 4 points]. 	<p>Project Leader (15 points)</p> <ul style="list-style-type: none"> • At least 12 years of experience overall with atleast 6 years in projects related to Industries, MSME and related departments AND • Should have carried out studies for the Industries/MSME/ associated departments on industrial promotion/ industrial facilitation. [1 mark per study; maximum 4 points]. • Should have led organisational design, process re-engineering, and HR policy design studies in central and state government organisations. [1 mark per study; maximum 4 points]. • Should have led large scale implementation engagements across sectors – of a value of at least Rs. 1 Crore each. [1 points per study; maximum 4 points]. • S/he should have international work experience relevant to MSMEs/Industry in another country. [1 point for each year of experience; maximum 3 points].
21	33	<p>Section2 21.2 Profile of the Team Individual CVs Sl.2</p> <p>Trade Promotion Expert (15 points)</p> <ul style="list-style-type: none"> • At least 8 years of experience in global trade AND • Experience of working with Export Promotion Councils/Industry Associations (3 points) • Experience of working on a 	<p>Section2 21.2 Profile of the Team Individual CVs Sl.2</p> <p>Trade Promotion Expert (10points)</p> <ul style="list-style-type: none"> • At least 5 years of experience in global trade AND • Experience of working with Export Promotion Councils/Industry Associations (2 points) • Experience of working on a

		<p>Government Export Promotion Project worth more than 1 Crore (3 points)</p> <ul style="list-style-type: none"> • Hands on expertise in import and export of products [1 point for each Rs. 5 Crore of imports/exports handled: maximum 3 points]. • Experience in organising and handling events such as the Global Investors Meet/Trade Expos, Fairs/Road Shows or equivalent events for Government/industry bodies [1 point for each event; maximum 6 points]. 	<p>Government Export Promotion Project worth more than 1 Crore (2 points)</p> <ul style="list-style-type: none"> • Hands on expertise in import and export of products [1 point for each Rs. 5 Crore of imports/exports handled: maximum 2 points]. • Experience in organising and handling events such as the Global Investors Meet/Trade Expos, Fairs/Road Shows or equivalent events for Government/industry bodies [1 point for each event; maximum 4 points].
22	34	<p>Section 2 21.2 Profile of the Team Individual CVs SI.3</p> <p>Manufacturing Expert (15 points)</p> <ul style="list-style-type: none"> • At least 8 plus years of experience in manufacturing sector AND • Experience related to commencement of setting up of a manufacturing company – 2.5 points. • Experience in scale up and growth of a manufacturing enterprise – 2.5 points] • Experience of working with MSME clusters/industrial parks. [If yes – 2.5 points; else 0] • Experience related to implementation of IT/Industry 4.0/modernisation solutions in MSME context [If yes – 2 points; else 0]. • Experience related to B2B sourcing ecosystem of MSMEs and OEMs [If yes – 2.5 points; else 0] • Experience in manufacturing MSME sector in a country other than India. [1 points per country; maximum 3 points]. 	<p>Section 2 21.2 Profile of the Team Individual CVs SI.3</p> <p>Manufacturing Expert (15 points)</p> <ul style="list-style-type: none"> • At least 5 years of experience in manufacturing sector AND • Experience related to commencement of/setting up of a manufacturing company – 2.5 points. • Experience in scale up and growth of a manufacturing enterprise – 2.5 points] • Experience of working with MSME clusters/industrial parks. [If yes – 2.5 points; else 0] • Experience related to implementation of IT/Industry 4.0/modernisation solutions in MSME context [If yes – 2 points; else 0]. • Experience related to B2B sourcing ecosystem of MSMEs and OEMs [If yes – 2.5 points; else 0] • Experience in manufacturing MSME sector in a country other than India. [1 points per country; maximum 3 points].
23	34	<p>Section 2 21.2 Profile of the Team Individual CVs SI.4</p>	<p>Section 2 21.2 Profile of the Team Individual CVs SI.4</p>

		<p>Institutional Strengthening Expert (15 points)</p> <ul style="list-style-type: none"> • At least 8 years of experience in public sector consulting AND • S/he should have cross sectoral experience – utilities, development, industries and infrastructure, MSMEs etc. [1 point per sector; maximum 4 points]. • S/he should have led/managed projects on restructuring/ institutional strengthening for state governments and/or their entities. [1 point per project; maximum 6 points]. • Past experience on the ease of doing business project in any state/central government. [If yes - 3 points; else 0]. • S/he should have drafted HR rules/policies for central/ state government bodies. [0.5 points per client; maximum 2 points] 	<p>Institutional Strengthening Expert (10 points)</p> <ul style="list-style-type: none"> • At least 5 years of experience in public sector consulting AND • S/he should have cross sectoral experience – utilities, development, industries and infrastructure, MSMEs etc. [1 point per sector; maximum 3 points]. • S/he should have led/managed projects on restructuring/ institutional strengthening for state governments and/or their entities. [1 point per project; maximum 4 points]. • S/he should have drafted HR rules/policies for central/ state government bodies. [1 point per client; maximum 3 points]
24	34	<p>Section 2 21.2 Profile of the Team Individual CVs SI.5</p> <p>Investment Facilitation Expert (15 points)</p> <ul style="list-style-type: none"> • At least 8 years of experience with Government Investment Promotion Policy/Industrial policies/Investment Facilitation agencies AND • Experience in projects dealing with MSME Industry related Policies and Laws – Labour laws, Industrial Safety, Taxation, etc. [2 points for each project; maximum 6 points] • Experience in inviting, collaborating and facilitating setup of a new industry [2 points per industry facilitated; maximum 6 points] • Experience in investment facilitation 	<p>Section 2 21.2 Profile of the Team Individual CVs SI.5</p> <p>Investment Facilitation Expert (10 points)</p> <ul style="list-style-type: none"> • At least 5 years of experience with Government Investment Promotion Policy/Industrial policies/Investment Facilitation agencies AND • Experience in projects dealing with MSME Industry related Policies and Laws – Labour laws, Industrial Safety, Taxation, etc. [1 point for each project; maximum 3 points] • Experience in inviting, collaborating and facilitating setup of a new industry [2 points per industry facilitated; maximum 6 points] • Experience in investment facilitation

		in a country other than India [If yes – 3 points; else 0]	in a country other than India [If yes – 1 point; else 0]
25	35	<p>Section2 21.2 Profile of the Team Individual CVs SI.6</p> <p>Support Team [5 members; 5x2 = 10 points]</p> <ul style="list-style-type: none"> S/he should have a post-graduate degree (Public Policy/ Economics/ Management/ with minimum of 3 years of work experience in the relevant area. 	<p>Section2 21.2 Profile of the Team Individual CVs SI.6</p> <p>Support Team [5 members; 5x2 = 10 points]</p> <ul style="list-style-type: none"> S/he should have a graduate degree (Public Policy / Economics/ Management/ Engineering with minimum of 2 years
26	35	<p>Section2 21.2</p> <p>The bidders who secure at least 80% of the points in the Evaluation Criteria A and B above will be shortlisted and only their financial bids will be opened. Shortlisted bidders may be called for a presentation (to be communicated during pre-bid meeting).</p>	<p>Section 2 21.2</p> <p>The bidders who secure at least 70 cumulative points in the Evaluation Criteria A, B and C above will be shortlisted and only their financial bids will be opened and the final selection will be done on the basis of Combined Quality cum Cost Based System(QCBS)</p>
27	36	<p>Section3 Form Description</p> <p>TECH-1 Attachment: If the Proposal is submitted by a joint venture (not more than 2), attach a letter of intent or a copy of an existing agreement.</p> <p>Power of Attorney: A power of attorney for the authorized representative of each JV member (not more than 2), and a power of attorney for the representative of the lead member to represent both JV members.</p>	<p>Section3 Form Description</p> <p>TECH-1 Attachment: [Deleted]</p> <p>Power of Attorney: A power of attorney for the authorized representative of the bidder. (Board Resolution is allowed in lieu of Power of Attorney)</p>
28	37	Section3 Form PRE-QUAL-1 Compliance	Section3 Form PRE-QUAL-1 Compliance

	<p>Sheet Format</p> <p>Sl.2 Eligibility Criteria Bidder should have carried out at least one institutional development/institutional reorganisation study worth at least Rs. 1 Crore in the past 3 years (FY 17-18, FY 18-19, FY 19-20). Document of Evidence Copy of Signed Contract with Completion certificate issued by the client OR CA certificate stating full fees has been received OR Self certification By Authorized signatory stating that project is completed to be submitted</p> <p>Sl.3 Eligibility Criteria Bidder should have completed at least one consulting project in the area of industrial development /sector modernisation in a state worth at least Rs. 1 Crore in the past 3 years (FY 17-18, FY 18-19, FY 19-20). Document of Evidence Copy of Signed Contract with Completion certificate issued by the client OR CA certificate stating full fees has been received OR Self certification By Authorized signatory stating that project is completed to be submitted</p> <p>Sl.4 Eligibility Criteria Bidder should have carried out at least one review of MSME schemes/ policies of a state government in the past 3 years. (FY 17-18, FY 18-19, FY 19-20)</p>	<p>Sheet Format</p> <p>Sl.2 Eligibility Criteria Bidder should have carried (completed or ongoing) out at least one institutional development/institutional reorganisation study worth at least Rs. 1 Crore in the past 3 years (FY 17-18, FY 18-19, FY 19-20). Document of Evidence For ongoing projects – Copy of signed Contract, For completed projects - Copy of Signed Contract with Completion certificate issued by the client OR CA certificate stating full fees has been received OR Self certification By Authorized signatory stating that project is completed to be submitted</p> <p>Sl.3 Eligibility Criteria Bidder should have carried out (completed or ongoing) at least one consulting project in the area of industrial development /sector modernisation in a state worth at least Rs. 1 Crore in the past 3 years (FY 17-18, FY 18-19, FY 19-20). Document of Evidence For ongoing projects – Copy of signed Contract, For completed projects - Copy of Signed Contract with Completion certificate issued by the client OR CA certificate stating full fees has been received OR Self certification By Authorized signatory stating that project is completed to be submitted</p> <p>Sl.4 Eligibility Criteria Bidder should have carried out (completed or ongoing) at least one review of MSME schemes/ policies with government (State or Central) in the past 3 years. (FY 17-18, FY 18-19, FY 19-20)</p>
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29	43	<p>Section 3 Form tech Team Composition, Assignment and Key Expert’s Inputs</p> <table border="1"> <thead> <tr> <th>Position</th> <th>Total No. of Man-Days in the year</th> </tr> </thead> <tbody> <tr> <td>Project Leader</td> <td></td> </tr> <tr> <td>Trade Promotion Expert</td> <td></td> </tr> <tr> <td>Manufacturing Expert</td> <td></td> </tr> <tr> <td>Institutional Strengthening Expert</td> <td></td> </tr> <tr> <td>Investment Facilitation Expert</td> <td></td> </tr> <tr> <td>Support Team (10 Nos; create separate rows for each named resource)</td> <td></td> </tr> </tbody> </table> <p>1.Months are counted from the start of the assignment/mobilization. One (1) month equals twenty two (22) working (billable) days. One working (billable) day shall be not less than eight (8) working (billable) hours.</p>	Position	Total No. of Man-Days in the year	Project Leader		Trade Promotion Expert		Manufacturing Expert		Institutional Strengthening Expert		Investment Facilitation Expert		Support Team (10 Nos; create separate rows for each named resource)		<p>Section 3 Form tech Team Composition, Assignment and Key Expert’s Inputs</p> <table border="1"> <thead> <tr> <th>Position</th> <th>Total No. of Man-Days in the year</th> </tr> </thead> <tbody> <tr> <td>Project Leader</td> <td>264</td> </tr> <tr> <td>Trade Promotion Expert</td> <td>132</td> </tr> <tr> <td>Manufacturing Expert</td> <td>132</td> </tr> <tr> <td>Institutional Strengthening Expert</td> <td>132</td> </tr> <tr> <td>Investment Facilitation Expert</td> <td>132</td> </tr> <tr> <td>Support Team (5 Nos; create separate rows for each named resource)</td> <td>1320</td> </tr> </tbody> </table> <p>1.Months are counted from the start of the assignment/mobilization. One (1) month equals twenty two (22) working (billable) days. One working (billable) day shall be not less than eight (8) working (billable) hours.</p> <p>2.The support team shall work from the client site only with exceptions as allowed in the Instructions to Bidders. The Key Experts may work from the client site or at the Consultant’s site based on the work plan, schedule, deliverables and milestones envisaged. However, a minimum of 50% of</p>	Position	Total No. of Man-Days in the year	Project Leader	264	Trade Promotion Expert	132	Manufacturing Expert	132	Institutional Strengthening Expert	132	Investment Facilitation Expert	132	Support Team (5 Nos; create separate rows for each named resource)	1320
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			<p>the total Man-Days for each Key Expert should be based out of the client site. For the Project Leader, a minimum of 30% of the total Man-Days should be based out of the client site.</p> <p>3.The number of man-days prescribed above for the resource persons indicate minimum required time input for undertaking the works as per the ToR and milestones in Section 5. In case any additional time input is required for any resource, the same shall be approved in written by MTIPB. The financial implications of any such additional time input shall be as per the provisions of Clause 15 in the ITB and Form FIN-3.</p>
30	47	Section 4 Form Fin-2 Summary of Costs Travel	<p>Section 4 Form Fin-2 Summary of Costs Travel¹</p> <p>1.Unforeseen Travel Costs not incorporated in the proposal, when the need for travel arises during execution of the project and travel is adjudged necessary by the MTIPB, will be borne by the consultant and reimbursed by the client . The rates for the same shall be governed by MTIPB's TA policy.</p>
31	57	<p>DELIVERABLES, OUTPUT and payment schedule</p> <p>M-TIPB shall carry out a review of the performance of each resource every month. M-TIPB shall have the right to terminate the service of the resource person based on the performance review and shall direct the Project Management Consultant to replace the resource. The resource shall be replaced with 30 days of each termination. The replaced resource person shall have the same or higher qualification. M-TIPB may also request the Project Management Consultant to replace a resource with a notice of 30 days if the monthly progress report of the resource if not found satisfactory. Failure to replace the resource person under these circumstances shall lead to an imposition of</p>	<p>DELIVERABLES, OUTPUT and payment schedule</p> <p>M-TIPB shall carry out a review of the performance of each resource every month. M-TIPB shall have the right to terminate the service of the resource person based on the performance review and shall direct the Project Management Consultant to replace the resource. The resource shall be replaced with 30 days of each termination. The replaced resource person shall have the same or higher qualification. M-TIPB may also request the Project Management Consultant to replace a resource with a notice of 30 days if the monthly progress report of the resource if not found satisfactory. Failure to replace the resource person under these circumstances shall lead to imposition of a</p>

		penalty equivalent of 30% of the remuneration payable to the resource for the period the resource is not made available. Failure to provide resources as beyond a period of 60 days may also lead to the termination of this contract.	penalty of 5% of quoted man-month rate per day of delay. In such an eventuality where replacement is sought by MTIPB, at-least a 30-day notice will be given to Project Management Consultant to advise the concerned consultant to improve upon his/her performance failing which the replacement clause will be invoked. Failure to provide replacement of resources as requested beyond a period of 60 days may also lead to the termination of this contract.
32	58	Appendix-I: Earnest Money Deposit and Performance Bank Guarantee Format AND WHEREAS it has been stipulated by you in the said letter that the Project Management Consultants shall furnish you with a Bank Guarantee by a Nationalized Bank for the sum specified therein as security for compliance with his obligations in accordance with the terms and conditions set forth in the said letter.	Appendix-I: Earnest Money Deposit and Performance Bank Guarantee Format AND WHEREAS it has been stipulated by you in the said letter that the Project Management Consultants shall furnish you with a Bank Guarantee by a Nationalized Bank/ Scheduled Commercial Bank for the sum specified therein as security for compliance with his obligations in accordance with the terms and conditions set forth in the said letter.

All other details, terms and conditions in the RFP documents will remain unchanged.

Please note that the corrigendum document is a part of the RFP document. The Bidders are requested to sign and stamp the copy of the corrigendum and enclose with Technical Proposal without fail.

**XXSDXX
Managing Director**