



Bihar Renewable Energy Development Agency

(A Government Agency under Energy Department)

National Competitive Bidding

Request for Proposal (RfP)

For

Selection of Consultancy Firms / Agency for Establishment of
Providing Manpower on Outsourcing basis in Bihar Renewable
Energy Development Agency (BREDA), Govt. of Bihar

NCB No: BREDA/Tender/Man Power/02/2018-19

Bihar Renewable Energy Development Agency
(A Govt. Agency under Energy Department)
3rd Floor, "Sone Bhawan", Birchand Patel Marg,
Patna – 800001. Bihar State, India.

Tel: 0612-2507734 Fax: 0612-2506572 Website: www.breda.bih.nic.in

Email: breda@breda.in



Bihar Renewable Energy Development Agency

(A Government Agency under Energy Department)

Selection of Consultancy Firms/ Agency for Establishment of Providing Manpower on Outsourcing basis in Bihar Renewable Energy Development Agency (BREDA), Govt. of Bihar.

INVITATION FOR BID (IFB)

NATIONAL COMPETITIVE BIDDING (NCB)

NCB No. - BREDA/Tender/Man Power/02/2018-19

1. Bihar Renewable Energy Development Agency, a Government Agency under Energy Department of Bihar Government (hereinafter called "BREDA" or "Client") invites Bids through National Competitive Bidding (NCB) from the Bidders fulfilling the Eligibility Criteria specified hereunder for Selection of Consultancy Firms / Agency to provide Manpower support on Outsourcing basis in Bihar Renewable Energy Development Agency (BREDA), Govt. of Bihar.
 2. The Manpower's should consist of personnel who have an in depth knowledge of their concerned sector for which they have been chosen or will be assigned with a willingness to be located at BREDA.
- ❖ The Bidder should meet the following **Eligibility Criteria** in order to be eligible for participating in this RFP:

Part- A – Minimum Eligibility Condition

- a) Bidder shall be a Registered under Company / Firm / Corporation in India in the field of Consultancy / Manpower supply services.
- b) Branch office of the Company should be located in Patna. Adequate proof is to be submitted (Mandatory).
- c) Details of similar projects executed / Providing of Manpower on outsourcing basis during last three years as on the date for Bid submission should also be submitted.
- d) Bidder should have minimum average Annual Turnover of INR 15,00,000.00 during the preceding last three completed Financial Years.
- e) Bidder should have positive (+ve) Net Worth at the close of the preceding Financial Year.
- f) Bidder shall furnish Annual Report (including Annual Statement of Accounts) for the preceding three completed Financial Years.
- g) Bidder should have valid GST registration certificate and copies of the same duly attested shall be furnished as applicable.
- h) The bidders must be registered under the Provident Fund Act & ESI Act (copies to be enclosed) etc.
- i) Bidder should not have been black listed by any Government Department, Organization, Agency, Authority or any Public Sector Undertaking owned by the Government during the last three years as on the date for Bid submission.
- j) Joint Ventures shall not be allowed for participation in the tendering process.

Part- B – Technical Evaluation

| Sl. No. | Other Eligibility Criteria | Marks | Maximum Marks |
|---------|----------------------------------------------------------------------------------------------------|-------|---------------|
| 1 | Minimum Average Annual Turnover (MAAT) of the company for last 03 completed financial years | | 20 |
| | a) Between Rs. 15/- to Rs. 20/- Lakh | 10 | |
| | b) More than or equal to Rs. 25/- Lakh | 20 | |
| 2 | General Experience of Firm | | 40 |
| | Less than 4 Projects / Providing of Manpower on outsourcing basis | 30 | |
| | 4 or more than 4 Projects / Providing of Manpower on outsourcing basis | 40 | |
| 3 | Experience in Similar Geographical Areas (Utter Pradesh, Jharkhand, Orissa, West Bengal) | | 15 |

| | | | |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------|----|----|
| | Less than 4 Similar Projects / Providing of Manpower on outsourcing basis | 10 | |
| | 4 or more than 4 Similar Projects / Providing of Manpower on outsourcing basis | 15 | |
| 4 | Experience in Similar Projects: Experience in "Establishment of Providing Manpower on outsourcing basis for Energy / Infrastructure Sector " | | 25 |
| | Less than 3 Projects of cumulative value \geq Rs. 15,00,000/- and less than Rs. 25,00,000/- | 20 | |
| | 3 or more than 3 Projects of cumulative value \geq Rs. 25,00,000/- | 25 | |

- ❖ The "Financial Bid sheet" of only those bidder shall be opened, who qualify in "Minimum Eligibility Condition Part-A "as above and Score at least 60 marks in "Technical Evaluation Part-B".
- ❖ Bid documents which include Eligibility criteria, "Technical Specifications", various conditions of contract, formats, etc. can be downloaded from website www.eproc.bihar.gov.in. Any amendment (s) / corrigendum / clarifications with respect to this Bid shall be uploaded on www.eproc.bihar.gov.in website only. The Bidder should regularly follow up for any Amendment / Corrigendum / Clarification on the above website.
- ❖ **Bidders are required to submit the documentary proof for the qualifications mentioned above.**
- ❖ The RFP document containing the project profile, invitation for qualification and criteria for evaluation may be obtained from the website: www.eproc.bihar.gov.in.

3. Bid Information:

| Sl. No. | Activity | Duration |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Online Sale/Download date of RFP documents | From 06.08.2018 (10:00 Hrs.) To 27.08.2018 (18:00 Hrs.) www.eproc.bihar.gov.in |
| 2 | Cost of Bidding Document (submission of cost of bidding document is mandatory for all bidders, exemption for SSI / NSIC / MSME registered agency as per GoI rules and regulation) | 1. Tender Cost Rs. 5,000.00 to be paid through Demand Draft (DD) in favour of "Bihar Renewable Energy Development Agency" payable at Patna. (Bank details: - A/c No. - 50091813870, Allahabad Bank, Patna Main Branch, IFSC CODE:-ALLA0210003). 2. Tender Processing Fee Rs. 1,180.00 through online mode i.e. Internet Payment gateway (Credit/Debit Card), Net banking, NEFT/RTGS). |
| 3. | Pre-bid conference | 13.08.2018 at 11.00 Hrs. (Bihar Renewable Energy Development Agency", 3 rd Floor, "Sone Bhawan", Birchand Patel Marg, Patna – 800001) |
| 4. | Date/Time for submission/ uploading of offer/Bid | 28.08.2018 upto 18.00 Hrs. www.eproc.bihar.gov.in |
| 5. | Submission of Tender cost & EMD in Hard Copy/Original | 29.08.2018 at 18: 00 Hrs. (Demand Draft (DD) in favour of "Bihar Renewable Energy Development Agency" payable at Patna. (Bank details: - A/c No. - 50091813870, Allahabad Bank, Patna Main Branch, IFSC CODE:-ALLA0210003). |
| 6. | Date & time for opening of Technical Bid | 30.08.2018 at 15:30 Hrs. www.eproc.bihar.gov.in |
| 7. | Validity of Bid | 180 days from the date of opening of Techno- Commercial Bid. |
| 8. | Bid Security (EMD) (submission of EMD is mandatory for all bidders, exemption for SSI/NSIC registered agency as per GoI rules and regulation) | INR 1,00,000.00 (INR One Lakh only) in form of DD from any Scheduled Nationalized Commercial Bank. In favour of "Bihar Renewable Energy Development Agency" payable at Patna. (Bank details: - A/c No. - 50091813870, Allahabad Bank, Patna Main Branch, IFSC CODE:-ALLA0210003). |
| 9. | Date time and place of opening of Financial Bid | To be informed later to technically qualified bidder. www.eproc.bihar.gov.in |

- For support related to e-tendering process, bidders may contact at following address "e-Procurement HELP DESK, Contact No: 0612-2523006; 7542028164". Vendor may visit www.eproc.bihar.gov.in.
- Detailed N.I.T can be seen of website- www.eproc.bihar.gov.in or www.breda.bih.nic.in
- BREDA will not be responsible, in case of any delay, due to any reason whatsoever, in receipt of Bid Documents by the Bidders online or offline.

- The BREDA reserves the right to reject any or all Bids or cancel/withdraw the Invitation for Bids (IFB) without assigning any reason whatsoever and in such case, no Bidder/ intending Bidder shall have any claim arising out of such action.
- For participating in e-tendering process, the contractor shall have to get them selves registered to get used ID, Password and digital signature. This will enable them to access the website www.eproc.bihar.gov.in and download/participate in e-tender. Those whose are not registered in e-tendering systems, they may contact “e- Procurement HELP DESK, First Floor, Plot No.- M/22, Road No.-25, Sri Krishna Nagar, Bank of India Compound, Patna-800001, Contact No: 0612-2523006; 7542028164” for registration.
- The successful Bidder, at the end of the bidding process, shall be awarded the contract by BREDA, Patna to implement the project on Providing Manpower on outsourcing basis.
- The detail of the bidding process and summary of the scope of work for the project is included in the RFP document.

4. **Essential Requirement**

- a) In the unlikely event of the server for www.eproc.bihar.gov.in being down for more than two consecutive hours (in the period from midnight to closing time for receipt of tenders) on the last date of receiving of bid, the last date of the same shall be extended by concerned authority only to the next working day till the last receiving time stipulated in the original NIT.
 - b) The bidders are requested to check their file size of uploaded documents at the time of submission & they should ensure that work file is uploaded. If they feel that the complete file is not uploaded then they should click on cancel & update the same before submission. The bidders should satisfy themselves of download ability/ visibility of the scanned & uploaded file by them.
 - c) The bidders must use MS Office- 2003 version. File size should be less than 5MB and should be in M.S. word, M.S. Excel, PDF and JPEG Formats.
 - d) No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last hour's technical snags.
 - e) In exceptional circumstances, the competent authority, BREDA may solicit the Bidder's consent to an extension of the period of validity.
 - f) Bids that are rejected during the bid opening process shall not be considered for further evaluation, irrespective of the circumstances.
 - g) The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given for respective tenders in e-Procurement website (www.eproc.bihar.gov.in) at the respective stage only. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement website. The bidder shall sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness /authenticity.
 - h) **Corrigendum/ Addendum, if any, will be published on the website www.eproc.bihar.gov.in**
5. Notwithstanding anything stated above, Client reserves the right to assess the capabilities and capacity of the Bidder to perform the Contract should the circumstances warrant such assessment in the overall interest of Client.

**Deputy Director
BREDA, Patna**