



Indian Institute of Entrepreneurship (IIE)

**(An autonomous organization under the Ministry of Skill Development & Entrepreneurship
Government of India)**

**Basistha Chariali, Lalmati, 37, National Highway Bypass
Guwahati – 781029, Assam**

Date – 21.05.2020

EXPRESSION OF INTEREST (EoI)

Indian Institute of Entrepreneurship invites **Expression of Interest (EoI)** in **2 bid system** (technical and financial) submitting the tender fee of Rs. 1000/- (non refundable) from the intending firm(s) for ***Empanelment of Civil Contractors for Construction of Common Facility Centre (CFBIC)*** at Diyun, Changlang District, Arunachal Pradesh. The last date of submission is **10.06.2020 till 15:00 hours**, and the same will be opened on the same day at **16:00 hours**. For terms and conditions and other details the applicants may visit the official website www.iietraining.org.

**Sd/-
Administrative Officer
Indian Institute of Entrepreneurship
Basistha Chariali, Lalmati, 37 National Highway Bypass
Guwahati – 781029, Assam**

**Notice Inviting Expression of Interest (Eoi) For Empanelment of Civil Contractors For
Construction Of Common Facility Centre (CFBIC)**

Last date of receipt of EOI: 21 days from the date of the advertisement. In case the 21st day falls on a holiday, the next working day will be considered as the last day.

1. Introduction

OIL Jeevika is the flagship CSR programme of Oil India Limited, Duliajan. This has been initiated at Diyun Circle, Arunachal Pradesh. Indian Institute of Entrepreneurship, Guwahati has been entrusted with the assignment for livelihood improvement programmes. IIE plans for providing the local people necessary interventions in the form of a Common Facility Cum Business Information Centre (CFBIC).

2. Survey of the Project

This project covers 5 villages of Diyun Circle under Changlang and Namsai District of Arunachal Pradesh. The primary objective of the project is to impart skill development and up-gradation training to the targeted households on mustard processing and beekeeping and honey processing, and also to provide handholding support to them for generation of alternate source of income and formation of self-sustaining livelihood clusters. A total of 400 beneficiaries are covered under this programme.

Background

Supporting livelihoods of large number of people, whose lives are adversely affected by increasing population pressure, advancing technology and globalizing markets, has become a matter of serious concern, affecting the rural poor people. Therefore, it is important to comprehensively review the livelihood situation and its impact on rural communities and this requires a concrete step to livelihood interventions. Building of grass root institutions/enterprises based around livelihood issues of the poor by mobilizing them into a group has also become the priority area as these grass root institutions/enterprises enable and empower the poor households to build up their human, social, financial and other resources, solidarity voice and bargaining power. Hence, investment in building these community institutions is the need of the hour with a focus on livelihood-oriented interventions such as promotion of training, household assets and income generation activities. Through various interventions, the targeted sector has also given focus on farm based, non-farm and entrepreneurship for skilling rural poor which are vital in creating a sustainable livelihood option. Strategies are made to reduce vulnerability of these poor people and enhance their livelihood through deepening and expanding existing livelihood options. A Memorandum of Understanding had been signed between Indian Institute of Entrepreneurship, Guwahati and Oil Indian Limited, Duliajan on 2nd Day of December 2013- 14.

One of such initiatives was conducting Baseline Surveys in Assam, Arunachal Pradesh and Mizoram

to identify the existing livelihood situations of the population under the surveys. The objective of the surveys was to develop a comprehensive framework for livelihood interventions and cluster development. The surveys were conducted in the year 2014 and 2015 as per the mandate of the MoU signed with Oil India Limited, Duliajan. Detailed Baseline Surveys' Reports were submitted to OIL, Duliajan. Various potential livelihood activities of the population of the surveyed areas were highlighted in the mentioned reports, thus laying a comprehensive framework for livelihood interventions in the surveyed areas. Based on the Baseline Surveys conducted by IIE in the state of Arunachal Pradesh, Oil India limited agreed to start and conduct two livelihood promotion and cluster development programmes under CSR programme "OIL Jeevika".

Objective

The proposed CFBIC will result in:-

- Production of Value added products from the cash crops that the beneficiaries produce
- Value added products shall bring in a hike in the revenue generation
- Absolute up-liftment of the livelihood in the concerned area
- Once this programme starts functioning the beneficiaries shall think of expanding in the future
- The beneficiaries shall get a chance to create a brand that shall get proper recognition in the market

3. Implementing Agency

Indian Institute of Entrepreneurship (IIE) is an autonomous organization under the Ministry of Skill Development & Entrepreneurship. The main aim of the Institute is to provide training, research and consultancy activities in Small and Micro Enterprises (SME), with special focus on entrepreneurship development. The Indian Institute of Entrepreneurship (IIE) registered under the Societies Registration Act,1860 was established in the year 1993 in Guwahati by the erstwhile Ministry of Industry (now the Ministry of Micro, Small and Medium Enterprises), Government of India. The Institute began operating from April 1994 with the North East Council (NEC), Governments of Assam, Arunachal Pradesh and Nagaland and SIDBI as its other stakeholders.

Scope of work:

4. Eligibility criteria for submission of EOI:

- a) Reputed firms with adequate and specific experience in the field of civil works of similar nature.
- b) Reputed firms registered under the Societies Act/Companies Act etc. having an experience of at least 3 years in conducting such civil work.
- c) Organisations are required to submit the Audited accounts for the last three years along with the certificate of company's turnover duly signed by the authorized signatory of the company.
- d) Firm having strong local presence will be preferred.

- e) Firm having professionally qualified technical manpower shall be preferred.
- f) The firm shall be required to submit a certificate of authentication in respect of all information given in response to this notice.
- g) The firm should be capable to complete **the work within 2 months from the date of awarding the contract**, subject to any force majeure conditions. ***For any delay beyond that appropriate penalty shall be imposed at one percent of the contract value per month for the first month and two percent per month thereafter.***

5. Selection process

The firm shall be selected through a competitive bidding process. The bidding process shall be carried out in two stages i.e. Technical Bid and Financial Bid as detailed given below: -

- **Technical Evaluation** refers to short-listing of firms on the basis of their past experience, key personnel, financial strength of the firm etc., assigning weightage to each factor.
- Criteria to be followed are as follows:

Sl. No.	Heading	Description	Criteria for Point allotment	Points Allotted
1.	Firm's Experience	a. Years of Experience	<3 years experience = 0 3 to 10 years experience = 5 >10 years experience = 15	15
		b. Proven and demonstrable experience expertise and resources in undertaking civil works of similar works	Number of similar work in last 3 years <3 = 0 3-5 = 10 >5 = 20	20
		c. Experience in projects relating to Livelihood		15
		d. Turnover of the company	Average turnover during last 3 years <Rs.1 crore = 03 Rs.1-5 crores = 05 More than Rs.5 crore = 15	15
		e. No. of technical professionals	Upto 10 = 10 >11 = 20	20
		f. Firms presence	Outside State = 5 Local/State = 15	15
Grand Total				100

- The financial bids will be invited and opened only in respect of those firms, which secure 70 marks and above.
- The financial bids will be opened in the presence of the representative(s) of the firms with prior intimation of date & time to the firms concerned.
- The firm, which quotes the lowest bid, will be awarded the work.

6. Procedure for Submission and Evaluation of Expression of Interest (Eoi)

It is proposed to have a 2 bid system for project approval viz. Technical Bid and Financial Bid. The sealed envelope should contain the Technical Bid i.e. 2 hard copies of proposal. The envelope should be duly sealed for submission to: **Director, Indian Institute of Entrepreneurship, Under the Ministry of Skill Development & Entrepreneurship, Lalmati, Guwahati - 781029.** The envelope should be clearly marked "**Eoi for Empanelment of Civil Contractors for Construction of Common Facility Centre**". The applications should reach within 21 days from date of publication of advertisement.

Process of project approval

- Technical bid will be opened and assessed by a Committee of Officers approved by Competent Authority of IIE, Guwahati.
- Eligible firms would be called for a presentation, if required, before the Committee.
- The technical bids will be evaluated as per the technical evaluation criteria.
- Financial bids shall be opened for only those firms that are deemed qualified in their technical bid.
- Final selection of a firm will be done by the competent authorities of IIE.
- The Committee reserves the right to recommend amendments in the proposed project. The selection in that case will be subject to incorporation of those amendments.
- Decision of the Committee shall be final and binding on all the applicants.

7. Payment terms and conditions:

The terms of the payment will be as under:-

a)	30%	Within 02 weeks of starting the assignment as per the work order
b)	40%	On Submission of 5 copies of Interim Report, its presentation and Utilization Certificate in GFR 19(A) along with details of expenditure duly certified by the Chartered Accountant of the advance amount.
c)	30%	On Submission of 20 copies of Final Report, its acceptance and Utilization Certificate in GFR 19(A) along with details of expenditure duly certified by the Chartered Accountant of 2 nd installment.

8. Other terms and conditions:

- Presentation of the Draft Report on a date and place decided by IIE, Guwahati
- The report will be sole property of IIE, Guwahati. Any portion or part of the report should not be produced / published or sold to others.

c) The report would be treated as final only after its final approval by competent authority of IIE, Guwahati.

9. Rights of IIE, Guwahati

The IIE, Guwahati reserves the right to accept/reject the proposals received without assigning any reasons whatsoever, or may call for any additional information / clarification, if so required.

10. Court Jurisdiction

This shall be subject to the exclusive jurisdiction of courts at Guwahati Kamrup (M) only.

11. Interpretation and Severability:

Wherever possible, each clause shall be interpreted in such a manner as to be effective and valid under every applicable law, but if any clause pertaining to this agreement shall be prohibited by or invalidated under such law, such clause shall be ineffective to the extent of such prohibition or invalidity without invalidating or nullifying the remainder of such clause or other clauses.

- a) It is agreed that the terms and covenants contained herein shall prevail over any other order or correspondence that might have been issued earlier. This shall constitute the entire agreement with the firm and shall over rule all previous correspondence if any, which is inconsistent herewith.
- b) All disputes/interpretation and other matters if any, concerning this agreement in any manner whatsoever shall be subject to final decision of IIE, Guwahati only.
- c) Governing Law and Jurisdiction: This agreement shall be governed by the laws in India.

12. Agreement cancellation:

In the event of firm will fully not commencing the work within 21 working days after awarding the contract, authority of IIE, Guwahati at its sole discretion shall cancel this agreement in writing and firm shall refund the advance payments within 10 days to IIE, Guwahati along with interest @ 18% p.a.

13. Miscellaneous

In case any further clarification or information is required following may be contacted:

- ✓ **Mr. Neeraj Saikia**, Project Lead, IIE, Guwahati, Mob: 9589043010, email: neeraj12.iie@gmail.com, director@iie.nic.in

Annexure-A

Point- A. Contents of the Technical Bid

- a. Firm background
- b. Approach and Methodology
- c. Detailing of activities with timeline
- d. Manpower planning
- e. Deliverables

Attachments to be furnished

The firms while submitting their Expression of Interest should provide the following details:

- a) Full particulars of the constitution, Ownership, organizational structure and main activities of the firm, including details of full time professionals.
- b) Unabridged annual reports or audited financial accounts for the last three years
- c) Names and short CVs of the full time & part time researchers, including technical professionals proposed to be involved in the work (CVs would need to back by written commitment of the person of availability of his service).
- d) Details of projects undertaken of a similar nature, during last five years
- e) Details of working with any Govt. Ministries, (if any) in the past
- f) Details of office locations and available infrastructure