



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/4630438
Dated/दिनांक : 11-03-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	10-04-2024 21:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	10-04-2024 21:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Cooperation
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	National Cooperative Development Corporation
Office Name/कार्यालय का नाम	New Delhi
Item Category/मद केटगरी	Hiring of Consultants - Milestone/Deliverable Based - Management Consultants, Subject Matter Experts; Business Process Engineering / Reengineering, Finance& Accounts, Transition Expert, Program Management Expert, Financial Modelling Expert, Transacti..
Contract Period/अनुबंध अवधि	4 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	3776 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	5 Year (s)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No

Bid Details/बिड विवरण	
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	5 Days
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
-------------------	----

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	60

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

NCDC
4, Siri Institutional Area, Hauz Khas, New Delhi-110016
(National Cooperative Development Corporation)

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
-------------------------------	-----

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be

uploaded along with bid in support of having provided services during each of the Financial year.
 3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Extendability of contract requirement:The contract will be for four years or till the completion of the Plan, whichever is earlier.

Last 3 years average business revenue from consulting:as per bid document.

Number of Consultants on payroll of firms:50 technically qualified personnel

Number of projects completed in India having similar scope & size of proposed project under hiring:as per bid document.

Scope Of work:[1709199668.pdf](#)

Profile of Consultants:[1709199920.pdf](#)

Payment Terms:[1709618588.pdf](#)

Pre-qualifications Criteria:[1709706936.pdf](#)

This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters are :-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
Employee Strength, Turnover and presence(across country) of Bidder	25	15	View File
Programme/Project Management Consultancy /Unit Experience	35	21	View File
Approach & Methodology (A&M), concept, plan including technical presentation	40	24	View File

Total Minimum Qualifying Marks for Technical Score: 60

QCBS Weightage(Technical:Financial):70:30

Interview Venue:National Cooperative Development Corporation
 4, Siri Institutional Area, Hauz Khas,
 New Delhi-110016

Presentation Venue:National Cooperative Development Corporation
 4, Siri Institutional Area, Hauz Khas,
 New Delhi-110016

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
-----------------------	---------------

20-03-2024 14:00:00	National Cooperative Development Corporation 4, Siri Institutional Area, Hauz Khas, New Delhi-110016
---------------------	--

Hiring Of Consultants - Milestone/Deliverable Based - Management Consultants, Subject Matter Experts; Business Process Engineering / Reengineering, Finance& Accounts, Transition Expert, Program Management Expert, Financial Modelling Expert, Transacti.. (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Consulting Category / Stream	Management Consultants , Subject Matter Experts
Consultant's Profile	Business Process Engineering / Reengineering , Finance& Accounts , Transition Expert , Program Management Expert , Financial Modelling Expert , Transaction Advisor , Economist , Market/Research Analyst , Agriculture and allied (fisheries, livestock, etc.) , Financial Services , Policy Advocacy / Reforms / Regulations Experts , Project Management
Proof of Concept (POC) Required	No
Deployment of Consultants/Resource	Hybrid(As specified in scope of work)
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता
1	Vikas Upadhyay	110016,PLOT NO.-4, SIRI INSTITUTIONAL AREA, HAUZ KHAS, NEW DELHI	1	N/A

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

4. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

National Cooperative Development Corporation
payable at
New Delhi

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

5. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

National Cooperative Development Corporation
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

6. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

1. SCOPE OF WORK:

Activities

- a) Coordinate in establishment of new multipurpose PACS/ Dairy/ Fishery/ Primary cooperative societies in all uncovered Panchayats/villages by continuous interface with all project stakeholders.
- b) Follow up with PACS, Dairy and Fishery cooperatives / DCCBs/ StCBs for obtaining projects proposals.

- c) Provide guidance to the primary societies in submitting proposals and undertaking all necessary steps for smooth implementation of the action plans.
- d) Support in achieving convergence with various schemes identified under the plan such as National Programme for Dairy Development (NPDD) and Dairy Processing & Infrastructure Development Fund (DIDF) Department of Animal Husbandry and Dairying; Pradhan Mantri Matsya Sampada Yojana (PMMSY) and Fisheries and Aquaculture Infrastructure Development (FIDF) of Department of Fisheries.
- e) Follow up with State/UT governments for upload of data of new multipurpose PACS/ Dairy/ Fishery/ Primary cooperative societies in National Cooperative Database.
- f) Study the existing IT system to guide the department on process improvement and facilitating real time monitoring of formation of new cooperative societies.
- g) Prepare periodic reports as and when required.
- h) Regular follow up with project stakeholders for timely achievement of targets

-

Approach to be adopted

- a) Project Strategy: A target based strategic approach for achieving project goals shall be developed by PMU in Consultation with Ministry of Cooperation/NDCDC. The strategy will guide the activities that will be undertaken by PMU.
- b) IT System Strengthening: PMU team shall support in maintenance of the existing system. IT related activities shall also include study of existing system, database, suggestions for improvements and support and departmental efforts in integration of portal with other portals on the government.
- c) Stakeholders Engagement: Periodic review and follow-up with regional representatives of NDDDB, NFDB, NDCDC, NABARD, State Cooperation Department for formation of new multipurpose PACS/dairy/fishery/primary cooperative societies in a time bound manner.
- d) Coordination with Central and State Govt. Department for smooth convergence: Existing schemes of Central and State Govt. Department will be identified and roadmap will be developed in coordination with respective departments/ministries for smooth convergence for the benefit of cooperative societies.
- e) Guidance and support to PACS/Dairy/Fishery cooperatives during the process of formation: Guidance and support to PACS/Dairy/Fishery cooperatives during the process of formation PMU shall provide support to PACS/Dairy/Fishery cooperatives during phase of formation and follow-up with PACS, Dairy and Fishery cooperatives/ DCCBs/ StCBs for obtaining project proposals. Further PMU shall also provide other necessary support to primary societies in submitting proposals.

7. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

8. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

TERMS & CONDITIONS

1. Bid should be accompanied with Bid Security Declaration as per the format. Bid s submitted without the "Bid Security Declaration", or any other format will be liable for rejection without providing any opportunity to the bidder concerned. Bid Security Declaration must remain valid for at least 180 days beyond the final bid submission date and the validity of the Bid Security Declaration should be extended in the event the last date of bid validity is extended.
2. The Bidder should not have been penalized or found guilty in any court of law and the consultant shall not have been blacklisted/ debarred by any Central Government Ministry/State Government/ any other regulatory authority/ and not involved in any major litigation that may have impact or compromise the delivery of services required during last five years. Self-Certification by the Bidder on Bidders letter head to be provided.
3. Any tour and travels to be undertaken by Project Management Unit (PMU) members in connection to work would be reimbursed by NCDC as per the extant guidelines of NCDC or applicable Government of India norms, whichever is lower. PMU has to obtain prior approval of competent authority of Ministry of Cooperation/ NCDC for undertaking any tour programme.
4. Infrastructure arrangements such as office space, electricity, water supply, furniture & fixtures, laptops, printers, peripherals supports, office utilities and stationery will be provided to PMU members. However at the end Of completion of project laptop, printer, scanner and all hardware shall be handed over to NCDC.
5. During the assignment period the terms and conditions of the assignment may be modified, if necessary, in order to strengthen / deepen its scope I coverage, All terms and conditions of project guidelines and manual as amended time to time shall be applicable in execution of services.
6. The contract shall come into force and effect from date of signing of agreement / MOU on stamp paper of requisite value by both the parties.
8. PMC is required to submit staffing/ work schedule in accordance to the contract for approval.
9. PMC shall confirm availability of key experts and mobilize and deploy the team and ensure that commencement of services shall not be later than 15 days from the signing of agreement.
10. No excess and extra work shall be carried out without approval of competent authority.
11. Please note that the terms and conditions of LOA shall form part of the agreement, PMC shall transfer all relevant documents/ reports/ presentations/ excel models/ other files related to the above work and deliverables after the completion

of the contract to NCDC.

12. During the delivery of reports/ presentation/ other documents, if required, back-up/ supporting data/ working files of given analysis in the deliverables; in such cases, PMC is required to arrange for the sought data (indicating sources thereof) and consider the same as a part of the deliverables.
13. The raw data/ processed data findings shall not be disclosed by PMC to any third party without prior approval Of the Ministry of Cooperation/ NCDC.
14. The reports and the contents thereof would be the intellectual property of the Ministry of Cooperation/ NCDC and would not be published by the PMC concerned without prior approval.
15. PMU team members shall be appointed by the PMC in consultation with Ministry of Cooperation/ NCDC.
16. In case of the change of consultant/ team leader during the course of work, the new consultant/ team leader may be appointed by the PMC in consultation with Ministry of Cooperation/ NCDC.
17. NCDC may terminate the contract by giving 15 days notice in writing for breach of any of terms and conditions etc. or unsatisfactory services/ performance without prejudice to its any rights and remedies against the firms. Further, the corporation reserves the right to terminate the contract at any point of time without assigning any reasons thereof.

18. **NO PRICE VARIATIONS**

No upward revision in the price will be considered on account of subsequent increase in foreign exchange. However, if there is any increase/ decrease in government levies/ taxes, during the execution of work, the same shall be passed on to NCDC. All Govt. Levis will be paid on the basis of rates of Levis as prevailing at the time of making payment. The Bidder shall take into account all conditions and difficulties that may be encountered during the course of assignment, while quoting the rate.

19. **EXTENSION OF TIME FOR COMPLETION:** If the agency shall desire an extension of time for completion of the work on the ground of his having been unavoidably hindered in its execution or on any other grounds, he shall apply in writing to The Director (GA), NCDC with full details within 10 days of the date of the hindrance on account of which he desires such extension as aforesaid. NCDC shall, if in its opinion (which shall be final) reasonable grounds for extension exists, grant such extension of time as may in its opinion be necessary or proper. No compensation shall be payable to the company for any extension of time.
20. Technical proposal will include details of overall approach to the areas listed in this bid along with specific proposals/ solution on each of these areas covering the recommendations, roadmap implementation, and other crucial aspects. Technical proposal should also clearly articulate the deliverables at the end of each phase of work. The consultancy firm/ successful Bidder is expected to work with NCDC to ensure early implementation of their recommendations, overcoming the bottlenecks, if any.
21. Agency shall transfer all relevant documents/ reports/ presentations/ excel models/ other files related to the above Scope of Work and Deliverables to NCDC during the exercise and finally after the completion for the exercise.

22. The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by NCDC or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and NCDC shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the selection Process.

23. **Manpower Strength** :The Bidder must have on its rolls, consulting staff of at least 50 technically qualified personnel in the area of Project Management, Rural Development, Social Sector, e- Governance Program/ Project Management, Civil Engineering, IT infrastructure, IT security and IT procurement. The personnel should possess relevant degrees/ credentials with prior experience in providing the above consultancy services.

24. **CRITERIA OF DISQUALIFICATION**

1. Failure of any Bidder(s) to provide all of the information / documents required in the bid proposal or any additional information/ documents as sought by the Corporation including supporting documents.
2. Misrepresentation in the Bid proposal
3. Bid not accompanied with Bid Security Declaration.
4. Bids which do not comply with the bid conditions or contains counter conditions. Incomplete or conditional Bid.
5. Use of unfair means/ misrepresentation.
6. Technical Bids containing any price information.
7. Companies which have been blacklisted by Central Government or State Governments or Public Sector Undertakings or any Government Body etc shall be disqualified from making the bid.

25. **Force Majeure**: The agency shall be liable for any delay in execution or failure of their respective obligations under this agreement except for delay caused by occurrence of events beyond control of the company, including but not limited to natural calamities. fire, explosions, floods, power shortages, acts of God, hostility, acts of public enemy, wars, riots, strikes, sabotage, order/action or regulations of government, local or other public authorities. In case a Force Majeure situation arises, the agency shall immediately notify NCDC in writing of such conditions and the cause thereof within two calendar days and prove that the same is beyond its control and is likely to affect completion of the work. Unless otherwise directed by NCDC in writing, the agency shall continue to perform its obligations under the contract as far as it is reasonably practical, and shall seek all reasonable means for performance not prevented by the Force Majeure event.

26. **Arbitration**: In the event of any dispute or disagreement over the interpretation of any of the terms herein above contained or claim of liability, the same will be referred to an arbitrator to be appointed by the Managing Director, NCDC, whose decision shall be final and binding upon both the parties. Such reference shall be deemed to be a submission to arbitration under the Arbitration and Conciliation Act, 1996, The venue of arbitration shall be New Delhi. Subject here to the court in New Delhi shall have exclusive jurisdiction to the exclusion of all other courts.

27. NCDC reserves the right to accept any or reject all the bids without assigning any reason whatsoever.

9. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc. **Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc.

10. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---