

Expression of Interest

For

Empanelment of Consulting Agencies

Towards

Preparation and implementation of

Different infrastructure developmental projects

to be taken up in Assam

for

Development of Handloom & Textile sector

GOVERNMENT OF ASSAM
DIRECTORATE OF HANDLOOM & TEXTILES
&&&&&

No.DHTP.81/2019/297,

Dated, Guwahati the 12th July,2021

NOTICE INVITING EXPRESSION OF INTEREST

The Directorate of Handloom & Textiles, Assam request professional consulting agencies functioning in diverse discipline of project management consultancy service including preparation of project proposals, to submit their Expression of Interest (EOI) for empanelment as Project Management Consultants.

The EOI document can be downloaded from the official website of the Directorate www.dht.assam.gov.in from 14/07/2021 to 29/07/2021

The EOI must be submitted to the undersigned on or before 2:00 PM on 30/07/2021 positively.

**Sd/-
Director
Handloom and Textiles,
Assam**

ISTRUCTION TO APPLICANT

1. General :

The Directorate of Handloom & Textiles, Assam desires to empanel **Infrastructure Development Consulting Agencies** for different infrastructure development works to be taken up in the State for development of the Handloom & Textiles sector in future.

2. The selection of the **Infrastructure Development Consulting Agencies** for the empanelment for carrying out activities i.e. preparation of the **Concept Paper /Project Proposal/DRP/Drawing & Design** etc. for various development work to be undertaken by the Authority.

3. Eligibility Criteria:

3.1 The Applicant Agency can either be an individual, a company, a firm, an academic institute or non-government organization registered in Guwahati.

3.2 An applicant must not have during the last three years, failed to perform on any assignments or an arbitration against the applicant, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract.

3.3 Proposal of all applicants will be evaluated based on appropriate marking system. The categories for making and their respective weightage are as under:

Sl.NO	Criteria	Weightage
1	Experience of the Firm	40 Marks
	Proven experience in preparation of design for infrastructure/building project with Govt./PSUs/ autonomous bodies/Authority for at least two projects of value not less Rs. 5.00 crore each during last 10 years. 2 projects 25 marks	
	3-5 projects 35 marks	
	Above 5 Projects 40 marks	

2	Qualifications of Technical Experts		40 marks
	Team of qualified technical experts/specialists in the respective filed must be graduated in respective filed and experience.		
	Chief consultant 5-10 years experience 15 marks		
	Above 10 years of experience 20 marks		
2.a	Civil Engineer 10 marks Must have 5 years of experience Architect 10 marks		
3	Experience of agencies in project monitoring consultant		10marks
	During last 10 years		
	2-3 projects	7 marks	
	Above 3 projects	10 marks	
4	Financial		10 marks
	Annual turnover between Rs.10-20 lacs	5 marks	
	Annual turnover between Rs.20-40 lacs	7 marks	
	Annual turnover above Rs.40 lacs	10 marks	
			100

NOTE: supporting documents to be provided by the applicant in the EoI.

4. Selection of the Consultant for Empanelment:

Only that applicant whose proposal scores 70 marks or more shall be selected for empanelment as consultant in merit order.

5. Instruction to the Applicants

5.1 All eligible and qualified applicants through this Eol shall be kept on the Employers empanelment list of Consulting Agencies for a period of 3 years.

5.2 The Authority may revise the empanelment so as to include new firms and exclude those whose performance is not good.

6. Interested applicant may furnish their Expression of Interest (Eol) by giving all the necessary documents in English as specified in Response Formats for each of the above mentioned qualifying criteria as proof of having the minimum requirements. The employer reserves the right to withdraw this Eol , if he / she determines that such action is in the best interest of the Authority.

7. Submission of Eol

The instructions for submitting response to the Eol are mentioned below:

i. The response submitted to this Eol and all correspondence shall be written in English and each page of the application shall be serially marked & signed. The application shall be signed by person/persons on behalf of the organization having necessary authorization/power of attorney to do so.

ii. The envelopes should be sealed cover superscribed with “ **Eol for Empanelment of Consulting Agencies for the Directorate of Handloom & Textiles, Assam**” and must be submitted before **2.00 pm dated 30/07/2021**.

iii. The Eol submitted should be concise and contain only relevant information as required under this document.

iv. The applicant submitting their Eol would be responsible for all its expenses, costs and risks incurred towards preparation and submission of their Eol, the employer shall, in no case, be responsible or liable for any such costs whatsoever, regardless of the outcome of the process.

v. All communications including submission of Eol should be addressed to:

The Director,
Handloom & Textiles, Assam
GNB Road, Ambari,,Guwahati-781001, Assam
Email- assamhandloom@gmail.com

8. Validity

The allotment shall remain valid for 3 years. However, this shall not be binding on the authority to terminate the empanelment at any stage without assigning any reason thereof.

9. Work Assignment:

The allotment of work to the empanelled consultant will be at the sole discretion of the Authority. The Authority reserves the right to allot works through competitive price bidding of rate not above the prevailing rate fixed by the CPWD.

10. Opportunity for other Consultants:

The Authority reserves the right to invite competitive open bidding process depending on the nature of work.

11. Amendment of Eol Document

At any time prior to deadline for submission of Eols, the employer may for any reason, modify the Eol document. The amendment document shall be notified through website and such amendments shall be binding on them.

12. Disqualification

The employer may at its sole discretion and at any time during the evaluation of EOI, disqualify any applicant, if the applicant :

- i. Submitted the Eol after the response deadline;
- ii. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements;

- iii. Exhibited a record or poor performance such as abandoning works, not properly completing the contractual obligation, inordinately delaying completion or financial failures, etc. in any project.
- iv. Submitted EoI that is not accompanied by required documentation or Non-responsive;
- v. Failed to provide clarification related thereto, when sought;
- vi. Submitted more than one EoI
- Vii. Was declared ineligible/blacklisted by the Government of India/State/UT Government;
- Viii Should not be in litigation with any Government in India;

13. Confidentiality:

Information relating to the examination, clarification, compression and evaluation of the EoI submitted shall not be disclosed to any of the responding applicants or their representatives or to any other person not officially concerned with such process until the evaluation process is complete. Undue use by any applicant of confidential information related to the process may result in rejection of its EoI.

14. Disclaimer

- i. The information submitted in response to this EoI may be subject to the public release (as per RTI norms). Therefore, do not include proprietary or confidential business information in your response. Applicant responding to this invitation assume the risk of public disclosure if confidential information is included.
- ii. The invitation is for information purpose only and does not constitute a solicitation or Request for Proposal (RFP). This notice is not to be construed as commitment by the Employer to contract for service. Please be advised that the Employer will not pay for any information provided as result of this invitation and will not recognize or reimburse any cost associated with any EoI submission.
- iii. This EoI does not entail any commitment on the part of Director, Handloom & Textiles, Assam, either allotment of work/financial or otherwise.
- iv. The employer reserves the right to accept or reject any or all EoI without incurring any obligation to inform the effected applicant/s if the reasons.

From-I: Details of Consulting Firm

Sl no.	Particulars Remark	Documents to be attached
1.	Name of the Firm	As mentioned in the Registration Certificate
2.	Registration	Registration Certificate
3.	Address of Head Office Telephone Number E-Mail Fax Number (if any) Name(s) of Contact person (s)	Full Address Proof
4.	Corresponding office address(if different the above address) Telephone Number Name(s) of Contact person (s) along with mobile number and e-mail id	Address proof from
5	Year of Establishment of the organization	Mentioned the date of registration and enclosed the certificate of registration.
6.	PAN No.	PAN No. to be mentioned and photo copy of TIN to be attached.
7.	GST Registration No.	Please attach documentary evidence.

From – II: Financial Details

Sl. No.	Financial Year (in INR)	Turnover (in INR)
1.	2017-18	
2.	2018-19	
3.	2019-20	
4.	2020-21 (if available)	

From- III: Financial Details

The applicant to submit in separate sheet of eligible assignment for last 10 years as per format below. (to enclose Performance/Completion Certificate from Clients).

Sl no.	Name of the project name & location	Name & address of client	Project cost (in lakh)	Status of the project	Scope of service provided	Consulting fee received (Rs.)

From-iv: Details of Manpower (CV to attach)

Sl No.	Name of the person	Qualification	Nature of expertise	Year of experience	Undertaking by each employee	Any to be remarks submitted

From – v : List of PMC Works (certificate from the employer to be attached)

Sl.No	List of Clients with name of the Project	Project Cost	Scope of service provided	Consulting fee received (Rs.)