

Notice Inviting Expression of Interest (Eoi) for a sample survey of working handlooms and worksheds in Murshidabad Mega Handloom Cluster under “Comprehensive Handloom Cluster Development Scheme (CHCDS)”.

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

The handloom sector is the second largest employer in India. This sector is unorganized and dispersed. There is absence of market intelligence, poor exposure to new technologies, lack of product diversification, stiff competition with mechanized sector, inadequate infrastructure & common facilities, lack of adequate working capital etc. Large handloom clusters, like Murshidabad require massive investment for its integrated and holistic development. With this background, Comprehensive Handlooms Cluster Development scheme (CHCDS) has been introduced.

2. Survey of the Handlooms and worksheds, which needs repair/replacement.

2.1 Background

During the diagnostic study, it has been observed that a number of handlooms in the Murshidabad Handloom Cluster (which includes the entire Murshidabad districts and 8 blocks of Nadia namely Krishnanagar–II, Nakashipara, Chapra, Tehatta 1 & 2, Kaliaganj, Karimpur 1&2) need replacement/repair of loom parts to improve productivity and quality of handloom products.

It was also observed that there is a need to upgrade/ replace the existing pit looms with frame looms. Replacement of pit looms with frame looms with/without jacquard/dobby requires a higher ceiling for the working area. Even in cases where Jacquards shall have to be fitted to existing/upgraded pit looms, there would be a requirement of higher ceilings and consequent requirement of upgraded/new worksheds. So up-gradation of handlooms and providing upgraded/new worksheds is proposed to ensure higher productivity of the looms and better quality output.

2.2 Objective

The objectives of sample survey of handlooms are as follows:

- a) To estimate number of handlooms, which needs replacement of parts.
- b) To identify the nature of up-gradation required for each sampled working looms.
- c) To identify major technical faults/problems of handlooms which are in working condition in the Cluster. An indicative list of the handloom parts that need to be checked are – Poles of Loom, Slay or Jhoola, Jacquard attachments, Warp Beam, Cloth Beam, Take up Motion, Reed, Healds etc.
- d) For each identified technical fault/problem, the agency is required to note the specification of the faulty/ problematic handloom parts and also, indicate whether it needs repairing or replacement.
- e) To estimate number of handlooms that need replacement.
- f) To estimate the number of new worksheds that need to be constructed as well as the number of worksheds that needs up-gradation
- g) To estimate the nature of up-gradation required for each sampled workshed.
- h) To estimate the cost implications for replacement/up-gradation/repair of each sampled loom and workshed, separately.

2.3 Sample Size

The Sample size needs to be representative of the entire cluster. All Blocks need to be covered from Murshidabad district and 8 blocks from Nadia District . Also, from each of these blocks, minimum 10% looms would be selected for physical survey. Overall sample size should not be less than 2500. A suggestive list of blocks to be covered and sample size have been given at Annexure -A.

3. Implementing Agency

To conduct this study, Expression of Interest (EoI) is invited from professional agencies having proven experience in the field of conducting surveys and studies related to handlooms.

Scope of work:

The scope of work covers the entire Murshidabad Cluster which includes the entire geographical area of Murshidabad district and 8 blocks of Nadia namely Krishnanagar-II, Nakashipara, Chapra, Tehatta 1 & 2, Kaliaganj, Karimpur 1&2. As per the Handloom Census of the Murshidabad Cluster, that nearly 14,600 handlooms are operational in 25 blocks of the Murshidabad district and nearly 10,700 Handlooms in the 8 blocks of Nadia mentioned above.

The role of the agency will be:

- a) To conduct door to door survey of selected sample size of the handlooms and worksheds in the Murshidabad Mega Handloom Cluster as per schedule developed by the agency and approved by the Office of the Development Commissioner for Handlooms.
- b) Preparation of house/unit-wise & loom-wise data, which should contain the number of looms surveyed in the cluster that needs up-gradation/repair/replacement.
- c) To identify and list down the nature of up-gradation for each handloom unit surveyed along with the technical specifications.
- d) To find out how many of these handlooms will need repair/replacement to support the modification identified in point 3b and /or otherwise.
- e) To identify and list down the nature of up-gradation for each workshed surveyed.
- f) Detailing out the cost implications for replacement/up-gradation/repair of each loom and workshed, separately.
- g) Preparation of comprehensive analytical report as per the requirement of Office of the Development Commissioner for Handlooms

4. Eligibility criteria for submission of EOI:

- a) Reputed consultants/consulting firm and research agencies/Institutes with adequate and specific experience in the field of conducting surveys and studies of similar nature.
- b) Reputed organizations registered under the Societies Act/Companies Act etc., preferably having an experience of working in handlooms and having an experience of at least 3 years in conducting such survey/studies will be preferred.
- c) Organisations is required to submit the Audited accounts for the last three years alongwith the certificate of company's turnover duly signed by the authorized signatory of the company.
- d) Agency having strong local presence will be preferred.
- e) Agency having professionally qualified technical manpower shall be preferred.
- f) The agency shall be required to submit a certificate of authentication in respect of all information given in response to this notice.
- g) The agency 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 Agency 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: -

- The technical evaluation will involve two stages i.e. Stage - I and Stage - II.
- **Stage – I Technical Evaluation**, refers to short-listing of agencies on the basis of their past experience, key personnel, financial strength of the agency etc., assigning weightage to each factor.
- Criteria to be followed in the Stage - I for qualifying for Stage - II are as follows:

Stage –I

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 = 10	10
		b. Proven and demonstrable experience expertise and resources in providing consultancy in similar survey/studies	Number of similar survey/studies in last 3 years <3 = 0 3-5 = 10 >5 = 20	20
		c. Experience in projects relating to Handlooms		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 = 10	10
		e. No. of technical professionals (having qualifications in textiles, excluding garments)	Upto 10 = 10 >11 = 20	20
		f. Firms presence	Outside State = 5 Local/State = 10	10
		Sub Total		85
2.	Project Methodology & Approach	a. Technical Approach	Subjective Criteria adequacy of the proposed methodology and work plan w.r.t. Terms of Reference	05
		b. Work Plan		05
		c. Methodology		05
		Sub Total		15
Grand Total				100

- To qualify for **Stage – II Technical Evaluation**, the agency has to secure more than 60 marks in **Stage – I Technical Evaluation**. However, in any case, not more than 06 agencies in the order of merit will be invited for **Stage – II Technical Evaluation**.
- Such agencies will be eligible for **Technical Evaluation Stage - II** and will be required to make a presentation before a Committee constituted by this office.
- A copy of the presentation, duly signed by the authorized signatory of the agency will be submitted in advance or on the date of presentation, to this office.
- Criteria to be followed in **Stage – II Technical Evaluation** is as follows:

Stage –II

1.	Experience of the firm	15
	01 to 3 Years = 0	
	More than 3 years to 10 years = 05	
	More than 10 years and above = 15	
2.	(a) Methodology & understanding of ToR	50
3.	Capability and suitability of the key personnel for the assignment	20
	(i) No. of professional to be dedicated for the project (including full time/ Part time/hired/contractual basis) – < 10= 5 marks , 10 or > 10 = 10 marks	
	(ii) No. of Full time (In house team) Professionals dedicated on project - < 10= 5 marks , 10 or > 10 = 10 marks	
	(iii) Details of the each of the permanent personnel to be dedicated for the project Name, Designation, Address, Mobile no. Qualification Years of experience Title of the projects handled in the last five years	
4.	Presence in the Cluster as on date by having own Office or through affiliated agency/society.	15
	Total	100

- The agency has to secure at least 70 marks in **Stage – II Technical Evaluation** for submission of financial bid.
- The financial bids will be opened only in respect of those agencies, which secure 70 marks and above. In case, the number of agencies qualifying the State –II Technical Evaluation happens to be less than three, Development Commissioner (Handlooms) will have discretion to relax the qualifying marks of 70 marks to make atleast three agencies to compete.
- The financial bids will be opened in the presence of the representative(s) of the agency(ies), with prior intimation of date & time to the agency(ies) concerned.
- The agency, 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. One sealed envelope should contain the Technical Bid i.e. a copy of proposal in CD along with two hard copies of the same. The other sealed envelope should contain the financial bid. Both these sealed envelopes should be put together in a bigger envelope duly sealed for submission to: **Shri Manoj Jain, Director, Office of the Development Commissioner for Handlooms, Ministry of Textiles, Udyog Bhawan, New Delhi - 110 011.** The envelope should be clearly marked "**Proposal for Conducting a Technical Survey of working Handlooms and worksheds in Murshidabad Mega Handloom Cluster under Comprehensive Handloom Cluster Development Scheme**". The applications should reach within 21 days from date of publication of advertisement. The suggested content of technical and financial bid documents is given in **Annexure -B (point A and point B)**. **Please note the contents of Financial Bid should not be a part of Technical bid under any circumstances.** Based on the analysis of the Technical bid submitted by various agencies, selected agencies will be asked to make a detailed presentation.

Process of project approval

- i. Technical bid will be opened and assessed by a Committee of Officers approved by Office of the Development Commissioner for Handlooms.
- ii. Eligible agencies would be called for a presentation, if required, before the Committee.
- iii. The technical bids will be evaluated as per the technical evaluation criteria.
- iv. Financial bids shall be opened for only those agencies that are deemed qualified in their technical bid.
- v. Final selection of an agency will be done by Office of the Development Commissioner for Handlooms.
- vi. 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.
- vii. 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%	Advance of the total project cost.
b)	40%	On Submission of 5 copies of Interim Report, its presentation and Utilization Certificate in GFR 19(A) alongwith 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) alongwith details of expenditure duly certified by the Chartered Accountant of 2 nd instalment.

8. Other terms and conditions:

1. Presentation of the Draft Report on a date and place decided by Office of the Development Commissioner for Handlooms.
2. Confidentiality of the data provided by the office of the Development Commissioner (Handlooms) should be maintained.
3. The report will be sole property of the Office of the Development Commissioner for Handlooms. Any portion or part of the report should not be produced / published or sold to others.
4. The report would be treated as final only after its final approval by Office of the Development Commissioner for Handlooms.

9. Rights of Ministry of Textiles, Office of the Development Commissioner for Handlooms.

The Ministry of Textiles, Office of the Development Commissioner for Handlooms, 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 Delhi/New Delhi.

11. Force Majeure

Both the parties shall bear with the force majeure, which could not be reasonably foreseen.

12. 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 consultant 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 the Office of the Development Commissioner for Handlooms.

c) Governing Law and Jurisdiction: This agreement shall be governed by the laws in India.

13. Agreement cancellation:

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

14. Miscellaneous

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

1. Shri Manoj Jain, Director, Office of the Development Commissioner for Handlooms, Ministry of Textiles, Government of India, Udyog Bhawan, New Delhi 110 011. Tel: 011 23061643, e.mail: jain_manoj@sify.com
2. Shri Peush Narang, Associate Director, M/s Technopak Advisors Pvt. Ltd., 4th Floor, Tower A, Building 8A, DLF Cyber City, DLF Phase II, Gurgaon 122 002. Tel: 0124 4541111, Fax: 0124 4541198, email: Peush.narang@technopak.com

Sample size : Block wise

Cluster	Blocks	Looms	Looms to be covered
Murshidabad District *			
1	Hariharpara	Approx. 1000	100
2	Domkal	Approx. 900	100
3	Samserganj	Approx. 200	30
4	Farakka	Approx. 150	30
5	Suti 2	Approx 100	30
6	Nawda	Approx. 25	10
7	Beldanga 2	Approx. 75	20
8	Jangipur Municipality	Approx. 1000	100
9	Raghunathganj 1	Approx. 700	90
10	Murshidabad (Lalbag)	Approx. 150	20
11	Khargram	2900	300
12	Bharatpur I and II	800	90
13	Raninagar	1100	120
Nadia District			
1	Krishnagar2	3600	370
2	Kaliganj	2000	200
3	Nakashipara	5200	520
4	Tehatta 1	720	90
5	Tehatta 2	80	30
6	Karimpur 1	150	30
7	Karimpur 2	300	50
8	Chapra	1600	170
Total		Approx. 22750	Approx.2500

*14 blocks out of a total of 26 blocks in Murshidabad have been considered for the survey. The remaining have been excluded from the sample due to presence of insignificant no. of looms in these blocks

However the above numbers are indicative/ suggestive. Agency can cover greater sample size as well .

Point- A. Contents of the Technical Bid

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

Attachments to be furnished

The agencies 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 agency, 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 surveys and studies related to handlooms undertaken of a similar nature, during last five years
- e) Details of working with Ministry of Textiles (if any) in the past
- f) Details of office locations and available infrastructure in Murshidabad

Point - B. Contents of the Financial Bid

The financial bid should quote the total charges for the assignment covering all the associated costs, which includes:

- a) Printing of stationery / schedule.
- b) Door to door survey for compilation of data as per the schedule developed by agency and approved by the Office of Development Commissioner (Handlooms).
- c) Processing of data and generation of output tables as approved by the Office of Development Commissioner for Handlooms.
- d) Printing of 5 copies of interim report and 10 copies of final report along with soft copy.
- e) Any other expenditure
- f) Total cost for sample survey of minimum 10% loom & 5% loom, separately.

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