



Office of the Development Commissioner for Handlooms

Ministry of Textiles

Government of India

Udyog Bhavan, New Delhi

Notice Inviting E-Tender (NIT)

F.No. 11/12/2019/DCH/Enf.

TENDER ID 2019_DCHL_497621_1

Expression of Interest (EoI)/Request for Proposal (RFP)

Appointing agency for evaluation Study of Scheme for implementation of The Handlooms (Reservation of Articles for Production) Act, 1985 by establishment of State Enforcement Machinery in States.

TABLE OF CONTENTS

CONTENT	PAGE No.
Part-I Notice Inviting e-Tender	3-5
Part-II Pre – Qualification/Minimum Eligibility Criteria	6
Time Frame	6
Pre-Bid Conference	6
Amendments and Bidding Document	6
Guidelines for Submitting Bids	7
Selection Process	7
Award of Contract	8
General Instructions and Terms & Conditions	9
Payment Schedule	10
Force Majeure	10
Instruction for Online Submission Bids	10-12
Part-III Terms of reference / Scope of work:	13-19
Annexures	
I-Proposal Submission Form	20-21
II- Pre-Qualification/Technical Bid	22-23
III- RFP acceptance letter	24
IV- Format for Power of Attorney for the Authorized Signatory	25
V- Format of Undertaking on Blacklisting	26
VI- Format of outline of Relevant Experience	27
VII- Approach, Methodology and Detailed	28
VIII- Bid Security form	29-30
IX- Performance Bank Guarantee format	31
X- Format for seeking clarifications	32
XI- Financial Bid Undertaking	33
XII- Output-Outcome Framework	34
XIII- Addresses & Contact details	35
XIV- Address & Contact details of WSCs	36-37
XV- Releases made to the state under the schemes	38

F. No. 11/12/2019/DCH/Enf.
Government of India
Ministry of Textiles
Office of the Development Commissioner Handlooms
(Enforcement Wing)
Udyog Bhawan, New Delhi

Notice Inviting E-Tender

PART-I

Sub: Inviting Expression of Interest (EOI) from agencies for third party evaluation of the Central Sector Scheme for implementation of Handlooms (Reservation of Articles for Production) Act, 1985 by establishment of State Enforcement Machinery which is presently running in 10 States.

Office of the Development Commissioner for Handlooms (Enforcement Wing) , Ministry of Textile, Government of India invites online bids through two bid system (Technical and Financial) for appointing eligible agencies for evaluation of the Scheme for implementation of Handlooms (Reservation of Articles for Production) Act, 1985 for establishment of State Enforcement Machinery in States during 2017-18 to 2019-20. The scheme is presently implemented in 10 States namely Tamil Nadu, Andhra Pradesh, Telangana, Kerala, Madhya Pradesh, Gujarat, Rajasthan, Haryana, Uttar Pradesh & West Bengal through in charge Commissioner/Director of Handloom & textiles of the concerned State. Manual bids shall not be accepted.

2. The tender documents may be downloaded from Office of Development Commissioner for Handlooms website www.handlooms.nic.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

1	Published Date	26/08/2019, 15:00 Hrs
2	Bid Document Download Start Date and Time	26/08/2019, 16:00 Hrs
3	Pre-Bid Meeting	05/09/2019, 15:00 Hrs
4	Bid Submission Start date	11/09/2019, 18:00 Hrs
5	Bid Document Download End Date and Time	18/09/2019,15:00 Hrs
6	Bid Submission End Date and Time	18/09/2019,15:00 Hrs
7	Technical Bid Opening Date and Time	19/09/2019, 15:00 Hrs
8	Financial Bid Opening Date and Time	To be intimated later on

3. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Contractors/Bidders are advised to follow the instructions provided in the “Instructions to the Contractors/Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>” in the **Annexure-I**. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4. Bidders shall not tamper/modify the tender form including downloaded financial bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and bidder is liable to be banned from doing business with Office of Development Commissioner for Handlooms .

5. Intending tenderers are advised to visit Office of Development Commissioner for Handlooms website www.handlooms.nic.in and CPPP site <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.

6. **EMD (Earnest Money Deposit):**

Earnest money deposit (EMD)	INR 25,000 (Indian Rupees Twenty Five Thousand only) in the form of DD or BG from any Scheduled bank of India and drawn in favour of PAO(Textiles), New Delhi. (BG format is at Annexure-VIII)
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7. If the EMD is submitted through BG, the minimum validity date of the BG should be 120 (one hundred twenty) days from the last date of submission of the bids. The Hard Copy of original instruments in respect of EMD must be delivered to the address given below on or before bid submission end date/time as mentioned in the critical date sheet. Bids not accompanied with EMD are liable to be rejected. NSIC/MSME registered agencies are exempted for EMD.

Chief Enforcement Officer
O/o Development Commissioner for Handlooms,
Ministry of Textiles, Udyog Bhawan
New Delhi – 110 011
011-23061641
e-mail: rajiv.jain62@nic.in

8. Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Pre-Qualification/Technical-Bid, the results of their qualification as well Financial Bid opening will be intimated later.

9. **SUBMISSION OF BIDS:**

The bids shall be submitted online in two parts, viz., Technical bid and Financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Fax/email shall not be considered. No correspondence will be entertained in this matter.

9.1 **Pre-Qualification/Technical Bid (Check list):**

The following documents are to be self-attested and furnished by the Bidder as a part of Technical Bid as per the Annexure –II along with EMD as applicable:

- Scanned Copy of Certificate of Incorporation / Registration / Service Tax Registration certificate MOA, PAN Card and GST Registration certificate as applicable.
- Scanned Copy of Audited Balance sheet plus Profit and Loss account of last three years audited by certified CA.
- Scanned copy of RFP Acceptance Letter as per format provide in Annexure - III.
- Scanned copy of Power of Attorney for the Authorized Signatory as per format provide in Annexure- IV.

- f) Scanned copy of blacklisting certificate as per format provide in Annexure - V.
- g) Scanned Copies of certificate of work completion along with the details as per the format provided in Annexure - VI.
- h) Scanned copy of proof for payment of EMD.
- i) Scanned copy of previous three years Income tax return.
- j) Scanned copy of Approach, Methodology and Detailed Work Plan as per format provided in Annexure – VII.
- k) Price bid undertaking (Annexure – XI)

9.2 Financial Bid:

Price bid is to be furnished by the Bidder as per Bill of Quantity (BoQ) on portal.

PART-II

1. **PRE-QUALIFICATION / MINIMUM ELIGIBILITY CRITERIA :**

Bidders need to fulfill all the pre-qualifications conditions mentioned in the table given below:

SI	Pre-Qualification Criteria	Proof Required
1.	The Agency should be a Company registered under Companies Act, 1956/ Society Registration Act, 1860/ Autonomous Body / Partnership Firm / Proprietorship Firm / Limited Liability Partnerships in existence for the last 3 years	Copy of Certificate of Incorporation / Registration / MOA as applicable.
2.	The Agency should have a valid PAN and GST	The Agency should have a valid PAN and GST
3.	The Agency should have a minimum average annual turnover of INR 2 Crores (Rupees Two Crores) during the last three years	Copy of Audited Profit and Loss Statement and Balance sheet.
4.	The Agency should have previous such experience of evaluation study in last 5 years.	Copy of certificate of work completion along with the details as per the format provided in Annexure – VI.

2. **TIME FRAME:** The study shall have to be completed **within 3 months from the Date of awarding the contract.**

- 25 hard copies of the Final Report & 10 soft copies in electronic format in a CD shall be submitted by the agency at the end of study.

3. **PRE BID CONFERENCE:**

The Office of Development Commissioner for Handlooms shall organise a Pre Bid Conference from 05/09/2019 at 03:00 PM in the Chief Enforcement Officer, Room No. 55, Udyog Bhawan, Ministry of Textiles, New Delhi – 110011. The bidders are requested to submit any questions (in the format given at Annexure - X) in writing not later than upto 04/09/2019 at 05:00 PM . However, prospective bidders are free to raise their queries during the meeting and responses will be conveyed to all the prospective bidders by way of hosting amendments/ clarifications on the websites at www.handlooms.nic.in and <https://eprocure.gov.in/eprocure/app> in accordance with the respective clauses of the RFP. Queries can also be sent to Email: rajiv.jain62@nic.in .

4. **AMENDMENT OF BIDDING DOCUMENTS:**

- (a) At any time prior to Pre-Bid Conference or the deadline for submission of bids, Office of Development Commissioner for Handlooms, for any reason, whether at its own initiative or in response to the clarifications requested by prospective Bidders may modify the bidding documents by issuing amendment(s).
- (b) All eligible Bidders are requested to visit the said websites on regular basis for checking necessary updates.
- (c) In order to allow bidders a reasonable time to take the amendment into account in preparing their bids, Office of Development Commissioner for Handlooms, at its discretion, may extend the deadline for the submission of bids.

5. GUIDELINES FOR SUBMITTING BIDS:

A) Pre-Qualification/ Technical Bid:

The Pre-Qualification/Technical Bid shall include the following information:

- a) Copy of Certificate of Incorporation / Registration / Service Tax Registration certificate MOA, PAN Card and GST Registration certificate as applicable
- b) Copy of Audited Balance sheet plus Profit and Loss account of last three years audited by certified CA.
- c) Copy of RFP Acceptance Letter as per format provide in Annexure - II.
- d) Outline of relevant experience of the Agency on works of a similar nature with details of past experience and current work in hand in the Format provided in Annexure - VI . Copy of Work Completion Certificate shall be attached for each of the assignments.
- e) Copy of Power of Attorney for the Authorized Signatory as per format provide in Annexure -IV.
- f) Copy of blacklisting certificate as per format provide in Annexure - V.
- g) Copy of proof for payment of bid document cost and EMD.
- h) Income Tax Return for last three years.
- i) A description of the manner in which agency would plan to execute the work. It should include approach, methodology and detailed work plan for carrying out the work in in the Format provided in Annexure - VII.
- j) Financial Bid undertaking as per format provide in Annexure - XI

B). Financial Bid:

Financial Bid Submitted in the form of Bill of Quantity (BOQ) uploaded on portal.

6. Selection Process

The Agency for evaluation of the Central Sector Scheme for Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 by establishment of State Enforcement Machinery shall be selected through a competitive bidding process. The bidding process shall be carried out in two stages i.e. Technical Bid & Financial Bid. The Technical Bids shall be evaluated and thereafter, financial bids of only those agencies meeting the technical criteria shall be opened. Criterion for technical evaluation is as follows:

Evaluation parameters and criteria for Technical Score

S. No.	Minimum Technical Criteria	Points	Max. Points
1.	The Agency should have total turnover exceeding Rs.15 crores during last three years with positive net worth.	> 25 Crore = 10 20 -25 = 7 15- 19 = 5 <15= 0	10
2.	The Agency should have prior experience of handling government evaluation studies in textile sector/ handloom sector.	> 5 assignments = 10 3 - 5 = 7 < 3 = 5 0=0	10
3	The Agency should have experience of executing studies with large sample size from multiple locations in India viz (Metros, Tier 1 & Tier 2 cities)	Atleast any one=5 Any two=7 All three= 10	10
4	The Agency should have office presence in at least 10 different locations in India, including metros.	> 20 = 10 16 – 20 = 7 10 – 15 = 5 <10=0	10
5	The Agency should have trained manpower with minimum experience of 10 years in carrying out evaluation studies in textile sector/ handloom sector	<5=0 5-15 = 5 16-20 = 7 >20=10	10

6	Project Methodology, approach and work plan including (a) listing of information needed to address the issues outlined, (b) details of methodology proposed specifically outlining type of studies proposed for specific information and proposed sequencing of those studies (c) time lines for each study proposed and (d) any other relevant details to develop greater understanding of the work.	Criteria, adequacy and appropriateness of the proposed methodology and work plan w.r.t scope of work	50
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Note: Submit relevant documents in support of above eligibility criterion, failing which bid stands cancelled.

70% weightage is for technical bid and remaining 30% for financial bid.

Note: The minimum qualifying score for Technical Evaluation will be 60 marks.

- I. After Technical Evaluation, Financial proposals viz. Financial Bid of only those consultants who have qualified technically will be opened.
- II. Financial bid value will be calculated using following formula:-
Financial bid value = Total fees including taxes.
- III. Estimation of the Total Score
Technical score will have a 70% weightage while financial offers will have a 30% weightage out of total of 100 points each in deciding the final selection of the consultant.

7. AWARD OF CONTRACT:

- a) The notification regarding qualification/disqualification will be through e-procurement portal only. No separate notification will be sent in this regard.
- b) The evaluation committee will determine whether the financial proposal/ information is complete in all respects and the decision of the evaluation committee shall be final.
- c) In case of failure on the part of the successful bidder (L-1) to accept the offer for execution of the given award of contract due to any reasons, Development Commissioner for Handlooms may proceed to the next ranked bidder, and so on until a contract is awarded. A contract will be awarded to the responsible, responsive bidder whose proposal conforms to the RFP and is, in the opinion of the Development Commissioner for Handlooms, the most advantageous and represents the best value to the project, price and other factors considered.
- d) The proposal will be valid for 120 days from the date of submission; Development Commissioner for Handlooms will make its best effort to select the survey agency with in this period.
- e) Cost of preparing the proposal and incidental expenses shall be borne by the bidders and the Development Commissioner for Handlooms will in no case be responsible or liable for these expenses regardless of the conduct or outcome of the tenders.
- f) On completion of the process of selection, the agency selected shall be awarded the contract by issuing the letter of intent (LOI). The issue of LOI shall be the deemed date of commencement of the assignment and shall be completed as per the period stipulated in the contract. Within 15 days of LOI, the survey agency should execute an agreement with the Development Commissioner for Handlooms.
- g) The successful survey agency cannot sublet the assignment to other individual/ firms/ organizations.
- h) Please furnish the detailed address, telephone number, fax number and electronic mail address for proper and fast communications.
- i) Information/ clarification, if any required, may be obtained from Enforcement Wing Office of Development Commissioner for Handlooms, Ministry of Textiles, Udyog Bhawan, New Delhi. Tel: 23061641; E-mail : rajiv.jain62@nic.in .

8. **GENERAL INSTRUCTION AND TERMS & CONDITIONS:**

- a) The proposal along with all the correspondence and documents relating to the RFP exchanged by the Agency and Development Commissioner for Handlooms shall be written in English language.
- b) Development Commissioner for Handlooms reserves the right to cancel the RFP at any stage without assigning any reason.

c) Performance Bank Guarantee (PBG): The successful bidder shall at his own expense deposit with Development Commissioner for Handlooms, within ten (10) working days of the date of issue of letter of intent or prior to signing of the agreement whichever is earlier, an unconditional and irrevocable Performance Bank Guarantee (PBG) with validity not less than 14 months from a Nationalised / Scheduled bank acceptable to Development Commissioner for Handlooms, payable on demand, for the due performance and fulfilment of the contract by the bidder. The PBG format is at Annexure-IX.

This Performance Bank Guarantee(PBG) will be for an amount equivalent to 10% of the contract value. All incidental charges what so ever such as premium, commission etc. with respect to the performance bank guarantee shall be borne by the bidder. The performance bank guarantee may be discharged/returned by Development Commissioner for Handlooms upon being satisfied that there has been due performance of the obligations of the bidder under the contract. However, no interest shall be payable on the performance bank guarantee.

d) The bidder is advised to attach any additional information that is considered necessary in regard to establish the capabilities. No further information will be entertained after submission of application unless it is required by Development Commissioner for Handlooms. The Development Commissioner for Handlooms, however, reserves the right to call for additional information and clarification on information submitted by the bidders.

e) Penalty will be imposed if agency fails to execute the work within the period mentioned in the implementation schedule. For delay after elapse of agreed contract duration, a penalty of 1% of the total project cost will be deducted on a weekly basis. If the delay is more than 2 months, DC (Handlooms), at his discretion, may terminate the contract and allot the incomplete work to another agency at risk & cost of the contracted agency.

f) The person to sign the contract agreement shall be duly authorized.

g) The data, schedules, reports and other material used by the agencies during the conduction of the task shall remain the property of the Development Commissioner for Handlooms. The Agencies will not be allowed to use this information in any forum, national or international, without the explicit permission given in writing by the Development Commissioner for Handlooms.

h) The RFP shall not bind the Development Commissioner for Handlooms in any way what so ever to offer any job to the applicant if it is decided to abandon the task.

i) Should any dispute arise, it may be referred to a sole arbitrator appointed on mutual consent. The place of the arbitration shall be New Delhi, India. The Arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended from time to time. The proceedings of arbitration shall be in English language.

j) The Development Commissioner for Handlooms may at anytime terminate the Contract Agreement by giving a written notice to the Agency. Termination of contract will be without compensation to the Agency provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Development Commissioner for Handlooms.

k) Selected agency is required to submit the progress report on fortnightly basis to the office of Development Commissioner for Handlooms.

l) Infrastructure support to carry out the task shall be the responsibility of the Agency selected.

m) Cost of travel and stay of the officials from agencies for attending training/meeting will not be reimbursed by O/o Development Commissioner for Handlooms.

09. PAYMENT SCHEDULE:

Mobilization fee @15% of total project cost will be provided as advance against a bank guarantee of equal amount. Afterwards the payment will be made based on actual work carried out by the agency. Following payment terms for this study will be as under:

- 1) First Installment: 20% - on submission of inception report within 30 days from the date of awarding of the contract with a presentation on ground covered.
- 2) Second Installment: 30% - on submission of the draft report within 3 months from the date of award of work.
- 3) Final Installment: 35% - on submission of the final report and its acceptance by the Government.

10. FORCE MAJEURE :

If at any time the performance, in whole or in part, by either of any obligation under the contract, shall be prevented or delayed by reasons of any war or hostility, acts of public enemy, civil commotion, sabotage, fire, flood, explosion, epidemic, quarantine restriction, strikes, or acts of god (hereinafter referred to as events), provided notice of happening of any such eventuality is given by either party to the other within 21 days from the date of occurrence of the event, party shall by reasons of such event, be entitled to determine the contract arising out of the contract nor shall either party have any claim for damages against the other in respect of such event. Obligations arising out of this contract shall resume after the event or events have come to an end or ceased to exist. The decision of DC (Handlooms) as to whether such event or events have come to an end or ceased to exist shall be final.

11. INSTRUCTIONS FOR ONLINE BID SUBMISSION:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

6) Bidder then logs in to the site through the secured login by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ' My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.

3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been made. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

PROCEDURE OF SUBMISSION OF BIDS ON PORTAL

1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/banker cheque any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 180 0 3070 2232. Foreign bidder can get help at +91-7878007972, +917878007973.

12. Office of the Development Commissioner for Handlooms, Ministry of Textiles reserves the right to reject any EoI without assigning any reason.

Sd/-
(Chief Enforcement Officer)

PART-III

RFP for Inviting Expression of Interest (EOI) from the agencies for third party evaluation of the Central Sector Scheme for implementation of Handlooms (Reservation of Articles for Production) Act, 1985 by establishment of State Enforcement Machinery in States.

Term of Reference

1. EXECUTIVE SUMMARY

Handlooms (Reservation of Articles for Production) Act, 1985 and orders issued there under are implemented by the Central and State Government implementing agencies to protect the livelihood & interest of the millions of handloom weavers and rich cultural heritage of the Country. The scheme, Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 provide for preservation of encroachment by powerloom & mill sector from manufacturing articles reserved for handloom under the Act.

2. OVERVIEW OF THE SCHEME

The scheme for “Central Assistance to the State Governments/UTs for setting up of Enforcement Machinery” was introduced as a central scheme in the year 1986 and continued as plan scheme till 2003-04 with the approval of the Planning Commission. The Scheme has been continued during 10th Plan with the revised title namely “Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985”. As per suggestions of the Planning Commission, the scheme has been shifted to Non-Plan from the financial year 2004-05 and the grants have been released to the eligible states under non-plan since then. The scheme is implemented by the State Governments through the State Commissioner / Director in-charge of Handloom and is aimed at establishing Enforcement Machinery in the States to ensure that the powerlooms and mill sectors do not violate the provisions of the Act. The scheme is intended to encourage and assist the State Government/UTs to set up State level Enforcement Machinery. Financial assistance is provided to the State Governments under Salary, Office Expenses & TA/DA of State enforcement machinery as per norms of the scheme guidelines. Presently 10 State Governments namely West Bengal, Gujarat, Madhya Pradesh, Haryana, Rajasthan, Uttar Pradesh, Andhra Pradesh, Kerala, Tamil Nadu and Telangana have set up enforcement machinery and availing Central assistance. (Annexure-XIII)

3. BACKGROUND OF THE SCHEME

Handloom weaving is one of the largest economic activities after agriculture providing direct and in-direct employment to more than 43 lakh weavers and allied workers. 95% of the world's Handloom weaving woven fabric comes from India. The handloom sector has a unique place in our economy. It has been sustained by transferring skill from one generation to another. Competition from power looms and mill sector, availability of cheaper imported fabrics, changing consumer preferences and alternative employment opportunities have threatened the vibrancy of handloom sector. The Govt. of India has been following a policy of promoting and encouraging handloom sector through a series of measures and schemes. The Handlooms (Reservation of Articles for Production) Act, 1985 is one of such measure to protect the livelihood & interest of handloom weavers and rich cultural heritage of India. To implement the provisions of the Act, a Central Sector Scheme, ‘Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 has been launched in the year 1986.

a) **Brief write up on the scheme including Objective, Implementation Mechanism, Scheme architecture / design:**

The Government of India promulgated the Handlooms (Reservation of Articles for Production) Act, 1985" dated 29.03.1985 with a view to protect the interests of handloom weavers in the country from the encroachment of the Powerloom and Mill sector on their livelihood. Under the Act, protection to the handloom sector was extended by way of reserving textile articles with certain specifications for exclusive production by handlooms. Initially 22 articles were reserved for exclusive production on handlooms. At present 11 articles with certain technical specifications are reserved vide S.O. No. 2160(E) dated 3rd September 2008. These articles are: 1) Saree, 2) Dhoti, 3) Towel, Gamcha and Angavastram, 4) Lungi, 5) Khes, Bedsheet, Bedcover, Counterpane, Furnishing (including tapestry, upholstery) 6) Jamakkalam Durry or Durret, 7) Dress Material, 8) Barrack Blankets, Kambal or Kamblies, 9) Shawl, Loi, Muffler, Pankhi etc., 10) Woollen Tweed, 11) Chaddar, Mekhala/Phanek. The scheme is implemented by State Governments/Union Territories through the State Commissioner / Director In-charge of handlooms and is aimed at establishing Enforcement Machinery in the States to ensure that the powerloom and mill sector do not violate the provisions of the Handlooms (Reservation of Articles for Production) Act, 1985. Powers are delegated to specified Central/state Government authorities in accordance with the provisions of Act to enter, search and seize powerlooms to check any violation of the said Act and orders issued thereunder. If any violation is detected, the authorized officers are empowered to proceed against such powerloom units/mills.

The handloom is one of the largest employment generating livelihood providing sector in our country. However, the development of powerloom alongwith this sector is inevitable with a view to cater the need of textile articles for our countrymen. The growth & development of both powerloom as well as handloom sector is supported by Government of India through a number of schemes. The powerloom is, however, not supported at the cost of handlooms, thereby restricted to a limited extent by reserving certain items to be produced exclusively on handlooms. The items so reserved have certain specifications beyond which powerloom produces of articles with different specifications (exempt from handloom reservation order). Therefore, the schemes promoting/providing powerloom sector are not in conflict with this scheme which is about setting up enforcement machinery of states for the sake of implementing the Act.

The scheme is intended to encourage and assist the State Governments/ UTs to set up State level Enforcement Machinery. In States where an Enforcement Machinery for the purpose already exists, the Central Assistance will be extended to strengthen the existing infrastructure for effective enforcement of the provisions of the said Act. The present scheme of Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 is ongoing one which not only helps in development of handloom industry but also protects interest of millions of poor handloom weavers by way of implementation of the Act and orders issued there under. Therefore it is necessary to continue the scheme. A copy of the Act, order and the scheme are attached at the annexure "A", "B" & "C" respectively.

b) **Name of Sub-schemes / components:** – N/A

c) **Year of commencement of scheme:** The scheme is under implementation as Plan Scheme since 1986 to 2002-03 and as Non-Plan scheme since 2004-05 onwards.

d) **Present status with coverage of scheme (operational / non-operational):**

The present status is that the encroachment on the livelihood of weavers by powerloom and organized mill sector has considerably come down as a result of continuous inspection, search and seizure operation carried out by enforcement machinery. The existing scheme of Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 is operational and presently implemented in 10 States namely West Bengal, Gujarat, Madhya Pradesh, Haryana, Rajasthan, Uttar Pradesh, Andhra Pradesh, Kerala, Tamil Nadu and Telangana.

e) **Sustainable Development Goal (SDG) Served:**

The scheme is aimed at protecting the millions of poor handloom weavers across the country from encroachment on their livelihood by powerlooms and organized mill sector. It may not be possible to quantify the yield in terms of monetary value but protection being made available by Central Government and State Enforcement Machinery under the scheme. It has been found to be very helpful and beneficial to handloom weavers. Target is fixed by this office every year to the State Enforcement Machinery in term of inspection of powerlooms to be made during the year. State Enforcement Machinery is achieving the targets every year. If violation is detected, FIRs against violators are lodged in the local police station & further prosecution is initiated. As a result of these inspections 354 violations have been detected and reported to the local police. 354 FIRs have been lodged and the conviction have been made in 300 cases during the last 4 years. The architecture of the scheme is such as to hardly providing any quantifiable data. Success of scheme cannot be quantified on any performance indicators indicating definite output/outcome of the scheme. Beneficiaries of the scheme are Handloom weaver getting indirect benefits.

The scheme being administrative in nature for the purpose of strengthening State Enforcement Machinery may not have any SDG numbers those are applicable to this scheme.

f) **National Development Plan (NDP) Served:**

The scheme aims at protecting livelihood & interest of the million of handloom weavers and rich cultural heritage of the country. Handloom Sector having a unique place in economy has greatly contributed in development & growth of textile industry.

4. Budgetary allocation and expenditure pattern of the scheme

(Rs. In Lakh)

Sub-sche/ compt	2014-15			2015-16			2016-17			2017-18			2018-19		
	BE	RE	Actl	BE	RE	Actl	BE	RE	Actl	BE	RE	Actl	BE	RE	Actl
Establishment of State Enforcement Machinery under implementation of the Handloom (RAP) Act 1985	400	400	193.14	500	500	150.050	600	600	234.3	600	300	299.48	228	228	227.89

5. Summary of past evaluation since inception of scheme

Year of Evaluation	Agency hired for Evaluation	Recommendations made and accepted	Recommendations made but not accepted
No evaluation of the scheme could be conducted as the scheme has been implemented as non- plan scheme from the year 2004-05. However, targets of carrying out powerloom inspections are annually fixed for the implementing agencies and O/o Development Commissioner for Handlooms is monitoring the performance through periodical reports and returns submitted by the State Governments. The State Governments are implementing the provisions of the Act and orders issued there under and take legal action in case of any violation of the Act is detected.			

6. METHODOLOGY

a) Approach (Methodology adopted), Division of Country into 6 Geographical Regions / Zones (North, South, East, West, North East and Central) as classified by NSSO:

The scheme is presently implemented in 10 States divided in to 4 zones (East Zone) West Bengal (West Zone) Gujarat, Madhya Pradesh (North Zone) Haryana, Rajasthan, Uttar Pradesh (South Zone) Andhra Pradesh, Kerala, Tamil Nadu and Telangana through Commissioner/Director in charge of Handloom & textiles of the concerned State.

b) Sample size and sample selection process, tools used : field study / questionnaire, primary and secondary data:

The coverage of the scheme is limited to 10 States' Director / Commissioner in-charge of handlooms. The central assistance is for setting up enforcement machinery of these offices in 10 states. The study is proposed to cover the Head Quarter office of each of ten State enforcement machinery in the states, one subsidiary office wherever they exist (in said ten states HQ). The subsidiary office will be selected by State Enforcement Machinery on the basis of concentration of powerlooms in that pocket. The size and coverage of study being small and the central assistance under the scheme not directly benefiting to the handloom weavers, this aspect of sample survey and collection/compilation of primary data from the field is not applicable for this evaluation.

354 FIRs have been registered over a period of 4 years for violation of provisions of the said Act by various States/Union Territories. Two powerloom sites (units) in each of the 10 States getting central assistance will be the sample size (through State Directorate/WSCs (Annexure-XIII-XIV)) apart from Handloom Corporation/Apex Society/handloom society in these States effected by violation of the Act in their region. The agency will conduct informant interview with Handloom Corporation/Apex Society or any other handloom society in the state for their information and benefit.

7. OBJECTIVE OF THE STUDY

Performance of the scheme based on the Output / Outcome indicators: The architecture of the scheme do not provide scope for measurable output/outcome on any performance indicator (except a very few on inspection reports) , as this leads to indirect benefit to handloom weavers in the sector. However the study may focus on overall impact on the handloom sector as under:

- To assess the progress of the implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 by the State Enforcement Machinery on the basis of the monthly / quarterly report submitted (Annexure-XII).
- Whether powerloom inspections made for the implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 are proved to be effective.

- c) Whether booking / registering cases for violation of provisions of the Act, results in conviction and the conviction rate is good, if not, reason therefore.
- d) To assess the adequacy of staff deployed in the offices for State Enforcement Machinery under the Scheme.
- e) Whether States are able to meet target of inspection of powerlooms with given enforcement machinery / infrastructure.
- f) Enforcement machinery has sound and competent inspectors for carrying out tasks effectively to implement the Act.
- g) Whether the scheme has provided due protected environment conducive for the handloom weavers to produce & Sell the reserved articles.
- h) Whether the scheme has resulted in ease of doing business for handloom weavers by keeping powerloom out from producing reserved articles.
- i) Whether the funds provided under the scheme are adequate for meeting requirement of State under existing norms.
- j) Assessment about overall impact of the scheme looking at the aspect of prevention of violation of the Act by the powerloom and mill sectors and providing safeguard to handloom weavers in production / manufacturing of reserved articles on handlooms freely.
- k) To furnish report of evaluation.
- l) To visit Office of DC (HL) as and when called for presentation of evaluation report of the scheme.
- m) Any other information which is of importance may be provided by the agency.

8. **Additional Parameters:**

a) **Coverage of beneficiaries**

State				District			
Urban		Rural		Urban		Rural	
Male	Female	Male	Female	Male	Female	Male	Female
SC/ST	SC/ST	SC/ST	SC/ST	SC/ST	SC/ST	SC/ST	SC/ST
Financial assistance is provided to the State Governments under Salary, Office Expenses & TA/DA of State enforcement machinery as per norms of the scheme guidelines.							

b) **Implementation mechanism:**

State enforcement machinery is enforcing the Act by inspecting the powerloom units and if violation is detected, FIRs against violators are lodged in the local police station & further prosecution is to be initiated.

c) **Training / Capacity building of administrators / facilitators:**

Training programmes are conducted from time to time for the State Enforcement Machinery to educate them about the Handlooms (Reservation of Articles for Production) Act, 1985 and orders issued there under. PFMS(EAT) Module training is given to all central assistance availing States.

d) **IEC activities:**

The stakeholders under the scheme are Commissioner/Directors of Handlooms, Deputy/Assistant Director (Enforcement) in the Enforcement Office of respective State Governments. Lastly the

stakeholder is Enforcement Inspector in the area where there are handloom clusters/weavers and who hold information related to development of handlooms in vicinity of that area. The ultimate beneficiary under the scheme is handloom weavers, indirectly benefitting from implementation of the Act. Feed back of the scheme is sought from the State Enforcement Machineries and furnished by them in the form of reports and returns of powerloom inspections and number of cases of violation of the Act. The information indicates frequent inspections of powerloom units by State Enforcement Machinery. This action prohibits violation of statutory provisions by powerloom units. The powerloom units are generally fully compliant of the provision of the Act, except in a very few cases of violations (while compared with number of units inspected). The output/outcome on performance indicators in terms of inspections carried out and violations detected and reported is given at Annexure-XII. The list of central assistance availing states is at Annexure 'XV'.

e) **Asset / Service creation & its maintenance plan:** N/A

f) **Benefits (individual, community):** The benefits of the scheme percolates indirectly to handloom weavers and handloom weavers' community.

g) **Convergence with scheme of own Ministry / Department or of other Ministry / Department:** There is no such schemes in other Ministry/Department to which this scheme could be converged. Therefore convergence of this scheme with other scheme of this Department or other Ministry/department is ruled out.

The inspection of the powerlooms under the scheme is subject to the domain knowledge the information and skill of the inspecting officer. The knowledge and skill of the officer inspecting the powerlooms needs such a sophistication as required in identifying articles reserved for production on handloom under the Handlooms (Reservation of Articles for Production) Act, 1985, during manufacturing on the loom other than handloom. This precludes the probability of convergence with other schemes for the sake of collective inspection by an inspecting officer.

h) **Gaps in achievement of outcome:** Any gaps in scheme, attributed to absence of intervention / non- performance of existing intervention etc are to be evaluated by evaluators within the given architecture of the scheme.

i) **Key Bottlenecks & Challenges:** The evaluating agency should focus on financial and administrative aspect of the scheme and indicate bottleneck & challenges if any, for benefits of ultimate beneficiary, the handloom sector.

The scheme is administrative in nature, strengthening the enforcement machinery of the State Government to implement the provisions of said Act. The implementation bottlenecks other than human resources are very unlikely in present form of the scheme.

j) **Input Use Efficiency:** The agency may seek to evaluate the requirement and allotment of manpower for effective implementation of the scheme in order to increase input use efficiency within the scope of scheme guidelines.

Under the scheme, the office of the State enforcement machinery is set up where 5000 or more powerlooms exist in the States/Union Territories. Apart from this, a subsidiary office is allowed where 20000 powerlooms are concentrated in one location/city/ area in the State. Recurring / non-recurring expenditure with certain ceilings is allowed to set up these offices. Since this criteria is a deciding factor for a State/Union Territory to get assistance under the scheme in order to enlarge the scope of inspection of looms on scientific basis, the agency may seek to evaluate the requirement and allotment of manpower for effective implementation of the scheme. However, the agency must be guided by the principle of optimal usage of resources in ensuring effective implementation of the said Act through this scheme.

9. OBSERVATION AND RECOMMENDATIONS

- a) **Thematic Assessment:** Thematic assessment should focus on accountability, role, function, involvement/support of the State Govts. Cross cutting themes cannot be assessed, as architecture of the scheme hardly have any scope for generation of primary data due to indirect benefit to handloom weavers.
- b) **Externalities:** The agency should see if any best practices were replicated in similar kind of scheme and if yes, give the details of the best practices.

10. CONCLUSION-

- a) **Issue & Challenges:** The evaluating agency should bring out issues and challenges before the Govt. in protection of interests of handloom weavers through implementation of this scheme.
- b) **Vision for the future:** The evaluating agency should envision forceful impact of this Act which is implemented through this scheme to ensure protective environment around the handloom weavers engaged in production /manufacturing of reserved articles to earn a livelihood in handloom sector.
- c) **Recommendation for scheme with reasons:**
The importance of scheme are to be recommended / evaluated by evaluation agency and recommendations may be provided in any of the following categories (a) continue in existing form (b) continue with some modification (c) scale up the scheme etc are to be evaluated in perception of livelihood & interest of millions of poor handloom weavers and rich cultural heritage of India from the encroachment by evaluator.

11. REFERENCE: N/A

12. APPENDICES :

Output-Outcome Framework – Annexure-XII

Addresses & Contact Details of the Central Assistance availing States - Annexure – XIII

Addresses , E- mail & Contact Details of the Central Assistance availing for 10 states in Weavers' Service Centre, - Annexure – XIV

Releases made to the State Governments for setting up of Enforcement Machinery under the scheme of Implementation of the Handlooms(Reservation of Articles for Production) Act, 1985
- Annexure-XV

PROPOSAL SUBMISSION FORM

[*Location, Date*]

To:

Chief Enforcement Officer
Room No. 55.
Office of DC Handloom
Udyog Bhavan, Maulana Azad Road
New Delhi

Sir,

We, the undersigned offer for appointing eligible agency for evaluation of the Central Sector Scheme for Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 by establishment of State Enforcement Machinery being implemented by State Govts. in accordance with your Request for Proposal dated [*Date*]. We are hereby submitting our Proposal.

We understand you are not bound to accept any proposal you receive.

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Email:

Name of Contact Person:

Email:

Telephone:

Mobile:

Fax:

Address:

DISCLAIMER

1. Though adequate care has been taken in preparation of this Request for Proposal (RFP) document, the Consultancy Company / Firm submitting detailed techno- commercial proposals in response to this RFP should satisfy itself that the information provided in the RFP document is complete in all respects.
2. Office of Development Commissioner for Handlooms, Ministry of Textiles does not make any representation or warranty as to the accuracy, reliability or completeness of the information in this Request for Proposal document.
3. Neither O/o D. C. Handlooms nor its employees will have any liability to any prospective Consultancy Company/ Firm or any other person under the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this Request for Proposal document, any matter deemed to form part of this Request for Proposal document, the award of the Assignment, information or any other information supplied by or on behalf of D. C. Handlooms or their employees, to any consultant or otherwise arising in any way from the selection process for the Assignment.
4. Office of Development Commissioner for Handlooms, reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the Request for Proposal Application.
5. Office of Development Commissioner for Handlooms, reserves the right, without any obligation or liability, to accept or reject any or all the bids at any stage of the process, to cancel or modify the process or change/modify/amend any or all provisions of this Request for Proposal Document, at any time, without assigning any reason whatsoever.

PRE-QUALIFICATION/TECHNICAL BID

(To be submitted in Firm's own letter head)

Sr. No.	Description of Facts	Documents to be enclosed / Information to be shared
01	Name of Agency	
02	Location of head office and own field offices	
03	Name of the Authorized persons, who may sign on the tender documents	
04	Full Communication (Postal) address of the Agency/ Firm	
05	Telephone Nos. Office	
06	Telephone Nos. Residence	
07	Mobile No:	
08	e-mail id	
09	Legal Status: Please specify as to whether Agency is a sole proprietorship or partnership firm or company (Pvt. Or Public) or any other form etc.	
10	Date of incorporation of Agency	
11	GST No.	Yes/No
12	Permanent Account Number(PAN)	Yes/No
13	Annual Turnover for the last 3 years. (Please attach the proof of audited profit & loss account as well as balance sheet of each year, duly signed by the authorized person and stamped by seal of Agency).	Yes/No
14	Accepted the terms and conditions of the said tender notice.	Yes/No
15	Whether Agency or any other entity with which any of its Director/Partner or proprietor etc. are / have been associated or any Director/Partner etc. had ever been convicted for any offence by any court of law at any point of time. Give details, if any.	Yes/No
16	Whether Agency and or its Directors/Partners etc. are black listed by any Government Departments/ Organizations as on date. Give Details , if any	Yes/No
17	Approach, Methodology and detailed work/Activity Plan.	Yes/No
18	Details of Earnest Money Deposit (Enclose DD/BG)	DD / BG No.
		Date
		Issuing bank
		Branch
		Amount

This is to certify that I/we before signing this bid have carefully read the contents of the Bid Document and fully understood all the terms and conditions contained therein and undertake myself/ourselves to abide by the same.

I /We hereby declare that the information /facts provided is true, correct and to best of my/our knowledge and belief.

In case any information /facts found to be incorrect, misleading or factually wrong, office of

Development Commissioner for Handlooms is empowered to take any decision /action, as deemed fit.

Signature of the Bidder:

Place:

Name of the Signatory:

Date:

Name of the Firm/agency:

Seal of the Firm/Agency:

RFP ACCEPTANCE LETTER

(To be given on Company Letter Head)

Date:

To,

Development Commissioner for Handlooms
Office of Development Commissioner for Handlooms
Ministry of Textiles
Udyog Bhawan, New Delhi

Sub: Acceptance of Terms & Conditions of RFP.

Name of RFP / Work: - for evaluation of the Central Sector Scheme for Implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 by establishment of State Enforcement Machinery being implemented by State Governments.

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'RFP/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc ..), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organisation too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

FORMAT FOR POWER OF ATTORNEY FOR THE AUTHORISED SIGNATORY

(To be submitted in Firm's own letter head)

To,

Development Commissioner for Handlooms,
Office of Development Commissioner for Handlooms,
Ministry of Textiles,
Udyog Bhawan, New Delhi.

Dear Sir,

With reference to RFP No. **F.No. 11/12/2019/DCH/Enf.** hereby authorize the following person as authorized signatory to carry out necessary bid formalities with Office of Development Commissioner for Handlooms with reference to this RFP and authorize to sign the bid documents and contract/ agreement with Office of Development Commissioner for Handlooms.

Thanking you,

Yours faithfully

Place:

Date:

(Signature with Company's seal)

Name:

Designation:

UNDERTAKING ON BLACKLISTING

(To be submitted in Firm's own letter)

It is certified that my firm/agency/company has never been black listed by any of the Departments/Autonomous Institutions/Universities/Public Sector Undertaking of the Government of India or State Government and no criminal case is pending against the said firm/agency as on date.

Signature of the Bidder:

Place:

Name of the Signatory:

Date:

Name of the Firm/agency:

Seal of the Firm/Agency:

Outline of Relevant Experience

Project Title: <i>(Attach separate sheet for each project)</i>	
Name & Address of the Client:	Duration of Assignment:
Type of Project:	
Start Date(month/year):	End Date(month/year):
Narrative Description of Project:	
Description of Actual Services provided by your staff within the assignment:	
Relevance of the assignment	

*** Please attach copies of work completion certificate for each assignment.**

Approach, Methodology and Detailed Work Plan

(a) Approach and Methodology

(b) Work Plan

*** Please attach a separate sheet for work plan if space is not enough**

Bid Security Form

To
 PAO (Textiles),
Ministry of Textiles, GOI
UdyogBhavan,
New Delhi-110011

FORMAT OF BID BOND (EMD)

Whereas (hereinafter called “the Bidder”) has submitted its bid dated.....for the providing of vide Tender No. Dated KNOW ALL MEN by these presents that WE OFhaving our registered office at (hereinafter called “the Bank”) are bound upto Development commissioner (Handlooms)(hereinafter called “the Purchaser”) in the sum of Rs..... for which payment will and truly to be made of the said Purchaser, the Bank binds itself, its successors and assigns by these present.

THE CONDITIONS of the obligation are:

- i. The Bidder withdraws their Bid during the period of Bid validity specified by them on the Bid letter form.
- ii. During the bid process, if a Bidder indulges in any such deliberate act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization. The decision of the client regarding forfeiture of the Bid Security shall be final & shall not be called upon for question under any circumstances.
- iii. Violates any of such important conditions of this RFP document or indulges in any such activity as would jeopardize the interest of the DC(Handlooms).
- iv. Bidder does not respond to requests for clarification of their Bid.
- v. Bidder fails to co-operate in the Bid evaluation process.
- vi. In case of a successful Bidder, the said Bidder fails:
 - to sign the Contract Agreement in time; or
 - to furnish Performance Guarantee, in accordance with the instruction to bidders.

The decision of the client regarding forfeiture of the Bid Security shall be final & shall not be called upon question under any circumstances.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand, the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including THIRTY (30) days after the Period of bid validity and any demand in respect thereof should reach the Bank not later than the specified date/dates. However, if the Bidder agrees to extend validity of its Bid but does not commensurately extend validity of the EMD till 15 days before original expiry of the same, the Purchaser may either

forfeit the EMD or ask the Bank to extend validity of the Bank Guarantee, in the latter situation, the Bank shall comply with such a request of extension.

Signature of the Bank Authority

Name

Signed in Capacity of :

Full address of Branch:

Tel No. of Branch:

Fax No. of Branch:

Name & Signature of witness

Address of witness

Performance Bank Guarantee

To
 Development commissioner (Handlooms),
Ministry of Textiles, GOI
Udyog Bhavan,
New Delhi-110011
 (With due stamp duty if applicable)

OUR LETTER OF GUARANTEE No. : _____

In consideration of Development commissioner (Handlooms), having its office at New Delhi-110011 (INDIA) (hereinafter referred to as “DC(Handlooms)” which expression shall unless repugnant to the content or meaning thereof include all its successors, administrators and executors) and having entered into an agreement dated _____/issued Purchase Order No. _____ dated _____ with/on M/s _____ (hereinafter referred to as “ Agency” which expression unless repugnant to the content or meaning thereof, shall include all the successors, administrators, and executors).

WHEREAS the Service Provider having unequivocally accepted to carry out the task as per terms and conditions given in the Agreement dated _____ /Work Order No. _____ dated _____ and DC(Handlooms) having agreed that the Agency shall furnish to DC(Handlooms) a Performance Guarantee for the faithful performance of the entire contract, to the extent of 10% (ten percent) of the value of the Work Order i.e. for _____.

We, _____ (“The Bank”) which shall include OUR successors, administrators and executors herewith establish an irrevocable Letter of Guarantee No. _____ in your favor for account of _____ (Agency) in cover of performance guarantee in accordance with the terms and conditions of the Agreement/Work Order.

Hereby, we undertake to pay up to but not exceeding _____(say _____only) upon receipt by us of your first written demand accompanied by your declaration stating that the amount claimed is due by reason of the Agency having failed to perform the Agreement and despite any contestation on the part of above named Agency.

This guarantee will remain in force up to date of validity and any demand in respect thereof should reach the Bank not later than the specified date/dates. However, notwithstanding anything else contained to the contrary in this Guarantee, if the service provider does not submit the fresh performance bank guarantee till 15 days before expiry of this performance bank guarantee, the Purchaser may either forfeit the guarantee or ask the Bank to extend validity of the Bank Guarantee. In the latter situation, the Bank shall comply with such a request of extension.

 Authorized Signature

Manager Seal of Bank

Format for Seeking Clarifications, Submitting Queries / Suggestions for the Pre Bid Conference

RFP No. : 11/12/2019/DCH/Enf

Name of the Company:

Name of the Concerned Person:

SI No Reference	No. of the RFP	Clause/ Section of the RFP	Page No	Query / Suggestion
1				
2				
3				

Name and Signature

Of the Bidder's Representative

FINANCIAL BID UNDERTAKING
(To be submitted in Firm's own letter head)

RFP No:- **11/12/2019/DCH/Enf**

From: (Full Name and address of the bidder)

Dear Sir,

1. I submit the Financial Bid for and related activities as envisaged in the bid document.
2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I offer at the rates as indicated in the Financial bid (BOQ), inclusive of the financial quotes should cover the entire cost including visit to premises, data entry, training the staff / data entry operators, travels & allowances, all resource cost etc. The cost quoted should be inclusive of GST and other applicable taxes.

Yours faithfully

(Signature of the Authorized Representative)

Place: Name of the Signatory_____

Date: Name of the Firm/Agency_____

Seal of the Firm/Agency_____

Output-Outcome Framework

Outputs 2018-19		Outcomes 2018-19	
Output	Indicators	Outcome	Indicators
Targets of 222184 Powerloom inspections for implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 for the year.	Number of powerlooms- inspected- 234243	Reported cases of violation of the Act - FIRs- 62 Convictions- 61	*General compliance of the Act is there.

Output-Outcome Framework

Outputs 2019-20		Outcomes 2019-20	
Output	Indicators	Outcome	Indicators
Target of 250536 Powerloom inspections for implementation of the Handlooms (Reservation of Articles for Production) Act, 1985 for the year	Number of powerlooms inspected -7581 (provisional)	Reported cases of violation of the Act – FIRs-1 Convictions-6	*General compliance of the Act is there.

*Cases of violation compared to number of inspections are negligible. There is no standards/benchmark to indicate in quantifiable number the benefitting handloom weavers, the ultimate beneficiary of the scheme.

Addresses & Contact Details of the Central Assistance availing States

S.No.	State Govt.	Address & E- mail	Phone
01.	Tamil Nadu	Director of Handloom & Textile, Govt. of Tamil Nadu, Kuralagam, 2 nd Floor, Chennai -600108 E-mail- dirhandlooms@yahoo.com	044- 25341204, 28192320
02.	Telangana	Directorate of Handloom & textiles Dept., Govt. of Telangana, C Block, 5 th Floor, BRKR Bhawan, Tank Bund Road, Telangana Secretariat, Hyderabad -500022 E-mail- tshandtex@gmail.com	040- 23221684
03.	Andhra Pradesh	Commissioner of Handlooms & Textiles, Govt. of Andhra Pradesh, PADUGC & PEKA Building, APCO Chentha Samudayam 11-694, old G.T Road, Yerrapalem, Errabalem, Mangalagiri, Amaravati -522503 E-mail- handex@gmail.com, handlooms_textiles@yahoo.com	08645- 232466,77
04.	Kerala	The Director of Handloom & Textiles Govt. of Kerala, 4 th floor Vikas Bhawan, Thiruvananthapuram - 695033 E-mail- handloomdirector@gmail.com	0471-2303427
05.	Madhya Pradesh	The Commissioner for Handloom & Handicrafts, Govt. of Madhya Pradesh, Board of Secondary Education Campus, IInd floor, Shivaji Nagar, Bhopal - 462016. E-mail- dhbpl76@gmail.com	0755-2553934
06.	Gujrat	Commissioner-cum-Secretary, cottage & Rural Development, Govt. of Gujarat, Block No. 7/1, Udyog Bhawan, GANDHINAGAR - 382010 E-mail- adhndcci@guj.gov.in	079-13259478
07.	Rajasthan	Director of Industries, Govt. of Rajasthan, Udyog Bhawan ,Tilak Marg, 'C' scheme, Jaipur -302005. E-mail- indrajfo13@rajasthan.gov.in	0141- 2227727,29
08.	Haryana	The Director of Industries & Commerce Department, Government of Haryana, 30 Bays Building, Ist Floor, Sector- 17 /C, Chandigarh - 160017. E-mail- ipcharyana@yahoo.com	0172-2701344
09.	Uttar Pradesh	The Commissioner, Handlooms & Textiles, Govt. of Uttar Pradesh, GT Road, Kabir Bhawan, Kanpur -208005. E-mail- pcthakur08@gmail.com and dhtup@rediffmail.com.	0512-2306356
10.	West Bengal	The Director of Textiles (Handlooms), Govt. of West Bengal, New Secretariat Building, B-Block, 5 th floor, 1, Kiran Sankar Roy Road, KOLKATA -770001. E-mail- handtextwb@yahoo.co.in and gcbasak8489@gmail.com	033-22310871

**Addresses , E- mail & Contact Details of the Central Assistance availing for 10 states in
Weavers' Service Centre,**

S.No.	WSCs	Address & E- mail	Phone
01.	Chennai	Director of (South zone) Weavers' Service Centre, c-1-b, Rajaji Bhawan, Basant Nagar, Chennai-600090, E-mail-wscchennai@yahoo.co.in	044- 24918655,24917964 24461951
02.	Salem	Dy. Director Weavers' Service Centre, Manor House, Foulkes, Compound, Thillai Nagar, Salem-636001 E-mail- wscsalem@gmail.com	0427-2295323
03.	Kancheepuram	Dy. Director Weavers' Service Centre, 24, Nagareeswarar koli street, Kancheepuram-631502. E-mail-wsckanchi@gmail.com	044-27222730
04.	Hyderabad	Dy. Director Weavers' Service Centre, Third Floor, Chenatha Bhawan,Nampalli, Hyderabad-500001, E-mail-wschyderabad@yahoo.co.in	040-24603637
05.	Vijayawada	Dy. Director Weavers' Service Centre, Arul Nagar(Adjacent to Machavaram police station), Vijayawada-520008, E-mail-wscvijayawada@gmail.com	0866-2492213, 2490916
06.	Kannur	Dy. Director Weavers' Service Centre, Maadena complex,1 st &2 nd Floor, south Bazar, Kannur :- 670002. E-mail- wस्कannur@gmail.com	0497-2761937
07.	Indore	Dy. Director , Weavers' Service Centre, f-4, Industrial Estate, polo Ground , Indore-452015, E-mail- wscindore@hotmail.com E-mail- wscind@gmail.com	0731-2420545, 2421501
08.	Ahmedabad	Dy. Director Weavers' Service Centre, 3 rd Floor, NTC Building, jagangir mill compound, opp. Govt. Litho press BRTS bus stop, Dudheshwar Road, shahibaug, Ahmedabad-380004. E-mail-wsctex@gmail.com	079-27557081 27561005
09.	Jaipur	Dy. Director Weavers' Service Centre, Kamadhenu Commercial Complex, Civil Line, Ajmer Road, Jaipur-302006 , E-mail-wscjpr@yahoo.com E-mail-wscjaipur@gmail.com	0141-2224165

10.	Panipat	Dy. Director Weavers' Service Centre, Plot no.17-22, old court road, industrial area, Panipat:-132103. E-mail-wspanipat75@gmail.com	0180-2650407
11.	Varanasi	Dy. Director Weavers' Service Centre, Chouckaghat, Varanasi:-221002 E-mail-wscvaranasi@gmail.com E-mail-wscvns@yahoo.com	0542-2203834 2207685
12.	Meerut	Dy. Director Weavers' Service Centre, Scheme no. 1, Mangal pandey, nagar, University Road, Meerut:-250004. E-mail-meerutwsc@gmail.com	0121-2772589
13.	Kolkata	Dy. Director Weavers' Service Centre, Flat No.A-101,Garment park, paridhan,19-Canal south Road, Beliaghata, Kolkata-700015 E-mail-wsckolkata@gmail.com	033-23232236

Releases made to the State Governments for setting up of Enforcement Machinery under the scheme of Implementation of the Handlooms(Reservation of Articles for Production) Act, 1985

(Rs. in Lakh)

Sl. No.	Name of State	2016-17	2017-18	2018-19
1.	Andhra Pradesh	41.22	-	0
2.	West Bengal	14.67	00.49	33.37
3.	Gujarat	11.37	25.70	15.39
4.	Rajasthan	---	30.80	14.54
5.	Madhya Pradesh	28.86	13.64	8.72
6.	Haryana	----	-	0
7.	Tamil Nadu	72.44	121.72	57.06
8.	Uttar Pradesh	12.71	89.28	91.63
9.	Kerala	5.63	10.88	0
10.	Telangana	47.40	06.97	7.18
	Total Exp.	234.30	299.48	227.89