

No. 35025/08/2021-Scheme
Government of India
Ministry of Chemicals & Fertilizers
Department of Pharmaceuticals

Shastri Bhawan, New Delhi
Dated 31st March, 2022

TENDER NOTICE

Subject:- Invitation of Tender for selection of Public Financial Institution (Government Company) for providing services of Project Management Consultant (PMC) for the Scheme “Strengthening of Pharmaceuticals Industry” (SPI)-regarding.

The Department of Pharmaceuticals is inviting sealed bids from Public Financial Institution (Government Company) for providing services of Project Management Consultant (PMC) for the Scheme “Strengthening of Pharmaceuticals Industry” (SPI). The detail Request for Proposal (RFP) is attached.

2. Eligible bidders are requested to submit their proposal as per details mentioned in R.F.P. to this Department by 17:00 Hours of 18.04.2022 positively.



(N.K. Joshi)
Under Secretary to the Govt. of India
Tel:- 23383392
Email:- navin.26@gov.in

No. G-30016/06/2022-Scheme dated 31st March, 2022

Selection of Public Financial Institution (Government Company) for providing services of Project Management Consultant (PMC) for the Scheme to "Strengthening of Pharmaceuticals Industry" (SPI)

Request for Proposal (RFP)

**Department of Pharmaceuticals
Ministry of Chemicals & Fertilizers
Shastri Bhawan, Dr Rajendra Prasad Road, New Delhi- 110001**

INDEX

Sl. No.	Table of Content	Page No.
1	Background	1
2	Request for Proposal from Public Financial Institutions (Government companies only)	1
3	Introduction to the Scheme	2
4	Terms of Reference (TOR)	3-5
5	Information to Companies regarding the procedure for submission of proposal	5-6
6	Pre-bid Meeting	6
7	Response to Pre-bid queries	6
8	Completeness of response	7
9	RFP preparation costs & related issues.	7
10	Venue and deadline for submission of Proposal	7-8
11	Right to terminate the RFP process	8
12	Technical (Quality) Evaluation Criteria	8-10
13	Financial (Cost) Evaluation Criteria	10
14	Evaluation Process and Selection of Bidder	11
15	Conflict of Interest	12
16	Payment Terms	12
17	Bid submission forms	12-17

Request for Proposal

1. Background

The Pharmaceuticals industry a key sector for achieving wellness for all Indians, besides providing employment to trained personnel. Atmanirbhar Bharat envisages self-reliance in terms of healthcare products, among other things, for people of India. In this context, the Department of Pharmaceuticals is supporting the pharma industry to enhance manufacturing capabilities by increased investment in green field projects through Production Linked Incentive (PLI) schemes. There are over 80 Pharma clusters across the country and over 10500 manufacturing facilities. Further, the Department also got a study done by '*Centre for Global Development Research*' to assess the requirement of already existing schemes, especially for the MSMEs.

The Department of Pharmaceuticals has recently released the guidelines for the Scheme for “Strengthening of Pharmaceutical Industries (SPI)” and same may be accessed at <https://pharmaceuticals.gov.in/schemes>. This scheme strives to address the demand and requirement for support to already existing pharma clusters and MSMEs to improve productivity, quality and sustainability.

2. Proposals are solicited from Public Financial Institutions (Government companies only) for providing services of a Project Management Consultant (PMC) for the implementation of Scheme "Strengthening of Pharmaceuticals Industry (SPI).

The Department of Pharmaceuticals (DoP), Ministry of Chemicals and Fertilizers, Government of India, solicits proposals from Public Financial Institutions (Government Companies as per section 2(45) of the Companies Act, 2013 only) defined as per section 72 of the Companies Act, 2013 (**hereinafter mentioned as bidders**) for providing services of a Project Management Consultant (PMC) for the implementation of the Scheme "Strengthening of Pharmaceuticals Industry (SPI). The proposals will be evaluated through **Quality and Cost Based Selection (QCBS)** process which gives weighted scores to both the technical proposals (Quality) as well as the financial proposal (Cost).

3. Introduction to the scheme

DoP has recently released guidelines for the Scheme "Strengthening of Pharmaceuticals Industry (SPI) in the month of March, 2022 with the objective to strengthen the existing infrastructure facilities in order to make India a global leader in Pharma Sector by providing financial assistance to pharma clusters for creation of Common Facilities to improve the quality and ensure the sustainable growth of cluster. The scheme intends to upgrade the production facilities of SMEs and MSMEs, to meet national and international regulatory standards, by providing interest subvention or capital subsidy on their capital loans, which will facilitate the growth in volumes as well as in quality and to promote knowledge and awareness in and about the Pharmaceutical and Medical Devices Industry by taking up studies, building databases and bringing industry leaders, academia and policy makers together to share their knowledge and experience for overall development of Pharma and Medical Devices industry.

Under the scheme, applicants shall apply in three different components/sub-schemes. The criteria for selection of applicants shall be on the basis of three different components/sub-schemes criteria, details of which are available in the scheme guidelines and can be accessed at <https://pharmaceuticals.gov.in/schemes>.

The proposal/applications would be received through an online portal of PMC for the scheme. Post-receipt of the applications, the selection process shall be completed based on the PMC scrutiny and appraisal of the proposal/applications will be taken up by the Scheme Steering Committee (SSC). The SSC shall meet at least once in 3 months and final decision on selection of proposal/applications shall be based on SSC. Thereafter, the selected proposal/applications shall work in accordance to Scheme guidelines and in close coordination with PMC. The total scheme outlay will be ₹500 crores which will also include the expenditure for hiring the services of the Project Management Consultant.

4. Terms of Reference (ToR)

The Project Management Consultant (PMC) shall do the scrutiny and appraisal of the proposal/applications and provide implementation support for effective implementation of the Scheme. The PMC shall be responsible for:

- a. Developing an online portal to receive the applications and maintain the MIS and data of the applicants with all the details.
- b. Assist SSC in drafting and issuing the advertisement for inviting the eligible applicants, coordinating with the Banks for confirming the details submitted by the applicants, Expression of Interest (EoI)/ Request for Proposal (RFP) and formulating criteria for evaluation to select the Projects Making Study reports etc (in case of PMPDS), evaluation of the Proposals received, etc, in line with the guidelines of the scheme.
- c. Preparing prescribed application formats, operating procedures for processing, scrutiny, appraisal, verification, as well as the appraisal methodology etc., as per in line with the guidelines of the scheme and as per the procedure/established practice and getting them approved from SSC/DoP.
- d. Preliminary examination of the proposals, and preparation of evaluation reports that will be placed before the SSC for final selection of proposals.
- e. Sensitization of the Industry/potential beneficiaries on the Scheme and its benefits and also guiding them to apply for benefits under the scheme.
- f. Placing the appraisal reports of shortlisted proposal/applications before the Scheme Steering Committee (SSC) for its concurrence and approval.
- g. Completion of documentary formalities and issuance of approval letter to all selected participants.
- h. Assist the selected beneficiary in the selection of agencies/ experts for various services such as capacity building, business development, technical or engineering

support, in developing suitable O&M framework for making the project more effective.

- i. Receiving claims from applications for Grant-in-aid and processing the same with regard to correctness of the claim and placing the claims before the Scheme Steering Committee in DoP within laid down timelines for approval of the same.
- j. Disbursal of Grant-in-aid to selected proposal/applications upon receiving the funds from DoP.
- k. Preparation of agenda papers for the SSC meetings and providing secretarial assistance to DoP for the same.
- l. Maintenance of records in a systematic manner, both digital and physical, to be handed over to DOP as may be mutually decided.
- m. Assist the selected beneficiary in the selection of agencies/ experts for various services such as capacity building, business development, technical or engineering support, in developing suitable O&M framework for making the project more effective.
- n. Monitoring the approved projects through physical inspection, monitor implementation schedule based on Quarterly Review Report & submit monthly & quarterly review of the projects report to DoP/SSC for timely disbursement and utilization of the funds.
- o. Providing all necessary documents and information as may be required for the conduct of mid-term and end of term evaluation of the scheme.
- p. Providing utilisation certificates in the prescribed format for the funds provided to PMC and submitting the progress report of the same to DoP.
- q. Making advertisement and promotion materials to make awareness of the Scheme.
- r. Coordinating with the PMCs of few projects under implementation for the API-CF component of the scheme.

- s. Any other work which may be added subsequently in the scheme guidelines and which will be issued by the Department in due course of time, for achieving the intended objectives of the scheme.

5. Instruction to bidders on procedure for submission of proposal

- a. Proposals shall be submitted using Form-1, 2, 3 and 4 annexed to this RFP. It should be ensured that the formats mentioned in Form-1, 2, 3 and 4 should be adhered to and **no changes in the format should be done.**
- b. The proposals shall consist of supporting evidentiary documents as mentioned in the eligibility criteria in **Table-1** of Para-11 of this RFP.
- c. The proposal should be a complete document and should be bound as a volume. The document should be page numbered, contain list of contents with page numbers and shall be duly signed by the authorized representative of the Bidder.
- d. Bidder must ensure that the information furnished by him or her is in the original paper bid document.
- e. Proposal should be concise and contain only relevant information as required.
- f. **The Technical and Financial proposals shall be enclosed in two separate sealed covers and submitted in another sealed cover containing the two bids and super scripted “Project Management consultant and Invitation letter No. G-30016/06/2022-Scheme dated 31st March, 2022”.**
- g. Envelope should clearly indicate the Name, Address, Telephone number and Email ID of the Bidder.
- h. Revision in proposal already submitted would not be permitted.
- i. The financial proposal shall be quoted as a percentage of the total financial outlay of the Scheme viz. ₹500 crores.

- j. Single Price Quotation i.e. percentage form of Grant-in-Aid to be submitted to DoP, it shall be applicable in three different components/sub-schemes for total outlay of the scheme ₹500 crores (GST to be included in the single bid quotation)

6. Pre-bid Meeting

- a. A pre-bid meeting will be held with the prospective bidders on **08.04.2022** through Video Conference, details of which shall be intimated at designated email of the bidders mentioned on the respective websites.
- b. The prospective bidders shall send their queries with regard to the RFP either by post or email before the pre-bid meeting to Shri Abhishek Kumar Singh, Deputy Secretary, Department of Pharmaceuticals, Room No. 218, A-Wing, Shastri Bhawan, New Delhi-110001 (Email: - chh167@ifs.nic.in; Telephone – 011-23311031)

7. Response to Pre-bid queries

- a. The DoP will endeavour to provide satisfactory response to all the queries.
- b. At any time prior to the last date for receipt of proposals, DoP may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the RFP document by issuing a corrigendum.
- c. The corrigendum (if any) & clarifications to the queries from all bidders will be posted on <https://pharmaceuticals.gov.in/whats-new>, and emailed to all participants of the pre-bid conference. Any such corrigendum shall be deemed to be incorporated into this RFP.
- d. In order to afford prospective bidders reasonable time to take the corrigendum into account in the preparation of their bids, DoP may, at its discretion, extend the last date for the receipt of bids.

8. Completeness of response

- a. The proposal shall be full and complete in all respects. Failure to furnish complete information required under RFP documents will be at the Bidder's risk and may result in rejection of the proposal.
- b. Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the proposal shall be deemed to be done after careful study and examination of the RFP documents with full understanding of its implications.

9. RFP preparation costs & related issues.

- a. The Bidder shall be responsible for all costs incurred in connection with participation in the bid process, including, but not limited to, costs incurred in the conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of the proposal, providing any additional information required by the DoP to facilitate the evaluation process, unless explicitly specified to the contrary.
- b. DoP will be in no case responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- c. This RFP does not commit DoP to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this RFP.
- d. All materials submitted by the bidders will become the property of DoP and may be returned completely at its sole discretion.

10. Venue and deadline for submission of Proposal

- a. Proposals must be submitted by hand or speed post latest by **18.04.2022 at 17:00 hours** to Shri Pankaj Kumar, Section Officer, Department of

Pharmaceuticals, Room No. 218, A-Wing, Shastri Bhawan, New Delhi – 110001.
(Email: - scheme-pharma@gov.in; Telephone - 23074417).

- b. Any proposal received after the above mentioned deadline shall not be accepted and returned to the Bidder/representative as it is.
- c. DoP shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.
- d. The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- e. DoP reserves the right to modify and amend any of the above-stipulated condition/criteria depending upon the project priorities.

11. Right to terminate the RFP process

- a. DoP may terminate the RFP process at any time without assigning any reason. DoP makes no commitment or expression that this process will result in a business transaction with anyone.
- b. This RFP does not constitute an offer by the DoP. The Bidder's participation in this process may result in shortlisting of the Bidder to submit a complete financial response at a later date.

12. Technical (Quality) Evaluation Criteria

The Bid evaluation committee will scrutinize the mandatory documents for eligibility listed in **Table-1** below and only the bidders fulfilling the same will be technically evaluated as per **Table-2** below.

Table-1

S. No.	Basic requirement	Documents required
1	Public Financial Institution as per section 72 of the Companies Act, 2013	Documentary evidence supporting the same.
2	Government Company as per section 2(45) of the Companies Act, 2013	Documentary evidence supporting the same.
3	Bidder must have experience in at least one such incentive/subsidy schemes of the Govt. of India.	Documentary evidence such as completion certificate, part/phase completion certificate, work order, etc., certified by the statutory auditor of the bidder.
4	Annual turnover of the last three financial years i.e. of FY 2018-19, 2019-20 and 2020-21 (as per the last published Balance sheets), should be in INR. (Highlighted in the documents)	Documentary evidence such as Extracts from the audited financial statements (balance sheet and profit & loss statement); OR certificate from the statutory auditor

Table-2

Sl. No	Technical Evaluation Criteria	Score	Maximum Score	Minimum score
1	Experience in handling atleast two incentive/subsidy/cluster/industrial infrastructure schemes of the GoI.	10	20	10

	For experience in every additional incentive/subsidy/cluster/industrial infrastructure scheme of the GoI.	2		
2	Min. Average Annual Turnover of FY 2018-19, 2019-20 and 2020-21 of ₹500 crore	10	20	10
	For every additional ₹100 crore turnover	2		
3	Experience in handling atleast one incentive/subsidy/cluster/industrial infrastructure schemes for MSMEs	10	20	10
	For experience in every additional incentive/subsidy/cluster/industrial infrastructure scheme for MSMEs	2		
	Total		60	30

13. Financial (Cost) Evaluation Criteria

The Financial proposals shall be opened only of those bidders who obtain the minimum score of 25 in the Technical Evaluation. Thereafter, the bidders will be financially evaluated as per the **Table-3** below.

Table-3

S. No.	Financial Evaluation Criteria	Maximum Score
1	Bidder quoting the lowest percentage of fee (as a percentage rate of total scheme outlay)	40
	Total	40
<p>The bidder quoting the lowest fee will get the maximum score of 40 and the score for remaining bidders will be calculated on proportionate basis using the formula:</p> <p>Score= (Lowest quoted Percentage of fee * Max. Score) / Quoted Percentage of fee.</p>		

14. Evaluation Process and Selection of Bidder

- a. The Bid **Evaluation Committee** constituted by the DoP shall evaluate the proposals and all the supporting documents.
- b. Each of the proposals shall be first evaluated based on the Technical evaluation criteria and thereafter on the basis of Financial criteria for those who qualify the minimum score in the technical evaluation.
- c. The decision of the Bid Evaluation committee on the evaluation of proposals shall be final. No correspondence will be entertained outside the evaluation process conducted by the Bid Evaluation Committee.
- d. The Bid Evaluation Committee reserves the right to reject any or all proposals without citing any reasons.
- e. The bidder with the highest combined score (Technical and Financial evaluations constitute 50 marks each) shall be selected for awarding the project. In case of a tie, the bidder quoting lowest percentage of fee shall be selected.
- f. The highest scoring bidder (HS-1) shall be selected for complete tenure of the scheme i.e. FY 2022-23 to FY 2026-27.
- g. After selection, the Work Order/Award of contract will be issued. Thereafter, Non-Disclosure Agreement (NDA) and an MoU/Agreement between the selected Bidder and DoP shall be executed once the performance security has been submitted to DoP.
- h. If the selected bidder fails to accept the offer, then the second highest scoring (HS-2) bidder shall be offered to take up the projects at the HS-1 rate. The department may take the willingness of other bidders to work at lowest rate.

15. Conflict of Interest

The bidder shall be required to provide professional, objective and impartial advice, at all times holding the DoP's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests and acting without any consideration for future work. The bidder shall have an obligation to disclose to the DoP any situation of actual or potential conflict that impacts its capacity to serve the best interest of DoP. Failure to disclose such situations may lead to the disqualification of the bidder or termination of its/his contract during execution of the assignment.

16. Payment Terms

Payment Terms in respect of implementation of the scheme shall be applicable as per single percentage rate quoted (including GST) of Grant-in-aid released to approved/selected, proposal/applications under the three different components/sub-schemes. The number of proposal/applicants to be selected year wise under the three different components/sub-schemes shall be applicable as per publish scheme guidelines.

17. Bid submission forms

- a. **Form 1:** Letter for submission of Proposal
- b. **Form 2:** Details of the Bidder.
- c. **Form 3:** Compliance sheet for pre-qualification criteria
- d. **Form 4:** Financial Bid Quotation format

Form 1: Letter for submission of Proposal

<Location, Date>

To,

Shri Pankaj Kumar

Section Officer

Department of Pharmaceuticals

Room No. 218, A-Wing,

Shastri Bhawan, New Delhi-110001

Sir,

We, the undersigned, hereby submit out proposal for Project Management consultant services for scheme of "Strengthening of Pharmaceuticals Industry" (SPI).

The correspondence details with regard to this RFP are:

S. No.	Information	Details
1.	Name and designation of the Contact Person	
2.	Address of the Contact Person	
3.	Telephone number of the Contact Person	
4.	Mobile number of the Contact Person	
5.	Email ID of the Contact Person	
6.	Corporate website URL	

2. We hereby declare that our proposal submitted in response to this RFP is made in good faith and the information contained is true and correct to the best of our knowledge and belief. We understand that the Department is not bound to accept our proposal. We also understand and agree to comply that on verification, if any, of the information provided is found to be false/misleading, the DoP reserves the right to disqualify us from the selection process or terminate the work order at any point of time.

For and on behalf of <<Legal name of bidding entity>>
<<Authorised Signatory's signature affixed with corporate seal>>

Name: <<Insert Name of Contact>>

Title: <<Insert Name of Contact>>

Signature: <<Insert Signature>>

Form 2: Details of the Bidder

Sl. No.	Information sought	Document furnished
1	Name and address of the bidder	
2	Year of establishment	
3	Details of registration with Registrar of Companies (RoC)	
4	GST Registration (in case of multiple, only of HQ)	

Form 3: Compliance sheet for pre-qualification criteria

S. No.	Basic requirement	Documents required	Provided (Yes/No)	Reference & page number
1	Public Financial Institution as per section 72 of the Companies Act, 2013	Documentary evidence supporting the same.		
2	Government Company as per section 2(45) of the Companies Act, 2013	Documentary evidence supporting the same.		
3	Bidder must have experience in handling at least one such incentive/subsidy schemes of the Govt. of India.	Documentary evidence such as completion certificate, part/phase completion certificate, work order, etc., certified by the statutory auditor of the bidder.		
4	Annual turnover of the last three financial years i.e. of FY 2018-19, 2019-20 and 2020-21 (figures must be highlighted in the documents)	Documentary evidence such as Extracts from the audited financial statements (balance sheet and profit & loss statement); OR certificate from the statutory auditor		

Form 4: Financial Bid Quotation format

Name of the Bidder (PMC)	Single Price Quotation i.e., fee as a percentage of ₹500 crores.
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*Single Price Quotation i.e. percentage form of Grant-in-Aid to be submitted to DoP, it shall be applicable in three different components/sub-schemes for total outlay of the scheme ₹500 crores.

It is certified that the above quotation is submitted after fully understanding all the clauses of the RFP.

For and on behalf of <<Legal name of bidding entity>>
<<Authorised Signatory's signature affixed with corporate seal>>
Name: <<Insert Name of Contact>>
Title: <<Insert Name of Contact>>
Signature: <<Insert Signature>>