



ज्वाइन्ट प्लान्ट कमिटी
(भारत सरकार द्वारा गठित)
JOINT PLANT COMMITTEE
(Constituted by Govt. of India)
An ISO 9001 : 2015 Certified Organisation

TENDER NOTICE OF
JOINT PLANT COMMITTEE (JPC),
ISPAT NIKETAN
52/1A, BALLYGUNGE CIRCULAR ROAD
KOLKATA- 700019
FOR
ENGAGEMENT OF CONSULTING AGENCIES
FOR CONDUCTING
A STUDY ON THE RESTRUCTURING
OF
JOINT PLANT COMMITTEE (JPC)/
ECONOMIC RESEARCH UNIT (ERU)

'ISPAT NIKETAN', 52/1A, Ballygunge Circular Road, Kolkata - 700 019

'इस्पात निकेतन', 52/1A, बालीगंज सरकुलर रोड, कोलकाता - 700 019.

Phone : 91 (033) 2461-4055/4058/4068 Fax : 2461-4063 E-mail : jpc-wb@nic.in Website : www.jpcindiansteel.nic.in

Sanyal der
22/3/19

Dear Sirs,

Sealed Quotation is invited from Consulting Agencies for *conducting A STUDY ON THE RESTRUCTURING OF JOINT PLANT COMMITTEE (JPC)/ECONOMIC RESEARCH UNIT (ERU)*. The details of the tender are as the following:-

1.	ITEM DESCRIPTION	: A study on the restructuring of Joint Plant Committee (JPC)/Economic Research Unit (ERU)
2.	DATE OF PUBLICATION OF THE ADVERTISEMENT	22.7.2019
3.	PRE – BID MEETING: VENUE, DATE, TIME	<i>Date: 26. 07. 2019; Venue: Joint Plant Committee, Ispat Niketan,52/1A, Ballygunge Circular Road, Kolkata-700019; Time: 3 p.m.</i>
4.	LAST DATE, TIME & PLACE OF SUBMISSION OF THE TENDER	<i>Date: 2.8. 2019; Venue: Joint Plant Committee, Ispat Niketan,52/1A, Ballygunge Circular Road, Kolkata-700019; Time: By 2:30 p.m</i>
6.	DUE DATE & TIME FOR OPENING OF OFFERS PART- I & II – EMD & TECHNICAL BID	<i>Date: 2.8. 2019; Venue: Joint Plant Committee, Ispat Niketan, 52/1A, Ballygunge Circular Road, Kolkata-700019; Time: 3.00 p.m</i>
7	PART - III – COMMERCIAL BID	Date & Time will be conveyed after opening of the technical bids. Financial bids of only technically qualified bidders would be opened.
8.	EARNEST MONEY DEPOSIT	Rs 1,00,000/- (Rupees One Lakh only)
9.	SALE/COST OF TENDER DOCUMENT	Between 11 AM to 1.00 PM and 2:30 p.m. to 3:30 p.m. on any working day from Joint Plant Committee, Ispat Niketan, 52/1A, Ballygunge Circular Road, Kolkata-700019 from 22. 07. 2019 to 1.8.2019 Or Download from www.jpcindiansteel.nic.in/ Cost of this paper is Rs.500/- (Rupees five hundred only). If, however, the tender is downloaded from website, a separate Demand Draft of Rs.500/- may be drawn from any Scheduled/Commercial/Nationalised Bank (except Cooperative and Gramin Bank), in favour of 'Joint Plant Committee', payable/encashable at Kolkata.
10.	PERIOD OF CONTRACT	2 (two) months from date of receipt of work order

Signature with date :

Name :

Designation :

Name of the Firm :

Seal :



Tender Notice for conducting "A STUDY ON THE RESTRUCTURING OF JOINT PLANT COMMITTEE(JPC)/ECONOMIC RESEARCH UNIT (ERU)"

I. Scope of Work and Documents Required

Annexure-I	Terms of Reference of the Study
Annexure-II	Documents to be submitted for Technical Bid
Annexure-III	Parameters for Technical Evaluation
Annexure-IV	Financial Bid Proforma

II. Submission of Tender

- (i) The Tender shall be prepared and submitted in three separately sealed envelopes superscribing their respective contents as shown below:

Envelope-I	Earnest Money Deposit (EMD)
Envelope -II	Technical Bid Documents (refer to: Annexure-II)
Envelope-III	Financial Bid Proforma (as in Annexure-IV)

- (ii) These three separate envelopes should be placed in a SINGLE sealed envelope superscribing it as "**Tender for "A STUDY ON THE RESTRUCTURING OF JOINT PLANT COMMITTEE(JPC)/ECONOMIC RESEARCH UNIT (ERU)"**" and should be addressed to *Sr. Manager (DB&AS) I/c and I/ (HR&A), Joint Plant Committee, Ispat Niketan, 52/1A, Ballygunge Circular Road, Kolkata-700019.*
- (iii) **Non-submission of the Earnest Money Deposit (EMD) in a separate envelope as mentioned above will lead to the cancellation of the whole Tender, in which case, the envelope containing the Technical Bid will not be opened at all.**
- (iv) **The Technical Bid should not contain the Financial Bid, otherwise the whole Tender shall be rejected.**
- (v) **The Tender, incomplete in any respect, may be treated as cancelled.**
- (vi) **Conditional offer/s will be rejected.**
- (vii) The EMD should be in the form of Demand Draft drawn on any Scheduled Commercial Bank except Gramin Bank/Co-operative Bank and should be drawn in favor of "Joint Plant Committee", payable at Kolkata.

Signature with date :

Name :
 Designation :
 Name of the Firm :
 Seal :



- (viii) **The EMD of the selected vendor will be retained as non-interest bearing Security Deposit (SD).**
- (ix) After the completion of the project and receipt of final payment from JPC, the selected vendor will make a claim for refund of the EMD vide an official letter and provide a 'No Dues Certificate', following which the EMD will be refunded to the vendor (without interest) unless it has been otherwise forfeited on the ground of breach of contract during the contract period.
- (x) The EMD of the un-successful bidders will be returned by JPC within a month from the date of opening of the Financial Bid.
- (xi) **All pages of the Tender Document must be self-attested and stamped as a token of acceptance of the Terms & Conditions of the Tender and for having understood the same. This should also be included in the Technical Bid.**
- (xii) The vendor should also undertake to comply with the provisions mentioned in the Tender.
- (xiii) Late/delayed offers due to any reasons whatsoever will not be accepted/considered at all under any circumstances.
- (xiv) JPC reserves the right to accept/reject the Tender without giving any reason thereof, whatsoever.
- (xv) **A Pre-Bid Meeting will be held on 26.7.2019 at 3.00 p.m at JPC Kolkata office at Ispat Niketan,52/1A, Ballygunge Circular Road, Kolkata-700019 to appraise all vendors about the various clauses of the Tender document.**

III. Opening of Tender

- i) At the time of opening of the tender document, first **Envelope-I** or the envelope containing the EMD will be opened.
- ii) Technical Bid or **Envelope-II** will be opened only for those whose EMD submission is in order as mentioned in Point No. (viii) of Section II (Submission of Tender).
- iii) Financial Bid or **Envelope-III** will be opened only for those who will qualify in the Technical Bid. Financial Bids of technically unsuccessful vendors will not be opened and will be returned to the respective companies.
- iv) **Financial Bid submitted in any other form, other than the one mentioned in Annexure-IV (Scope of Work and Documents Required) will be rejected.**
- v) **Conditional offer/s will also be rejected.**

Signature with date :



Name :
 Designation :
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 Seal :

IV. Payment Terms

- 10% of the contract price after award of work order
- 50% of the contract price after submission of Draft Report
- 40% of the contract price after submission of Final Report
- TDS on the contract price will be deducted as per rules.

V. Selection of Vendor and Award of Contract

- The final selection of the vendor would be based on QCBS (Quality-Cum Cost Based Methodology).
- The Technical Score (ST) would be calculated for each vendor based on the parameters laid down for technical evaluation (**refer to : Annexures III and IV of Scope of Work and Documents Required**) and all the vendors who get at least 70 marks out of 100 in the technical evaluation would be considered for financial evaluation. Applicants who get a Technical Score of less than 70 out of 100 would not be considered for the financial evaluation.
- The Financial Score (SF) would be calculated through a normalization process where the lowest bidder would be given 100 marks and scores of all other bidders would be normalized against this.
- Final selection would be on the basis of weighted score where the weights for Technical and Financial Scores would be in the ratio of 70:30 (i.e $0.7 \times ST + 0.3 \times SF$).
- The applicant with the highest weighted score (R-1) would be awarded the work related to the Study subject to compliance with the other terms and conditions of this tender.**

VI. Penalty Clause

- There will be a deduction of 1% of total job value for each day of delay.
- After receiving the Work Order if the party refuses to comply with the Work Order, his Earnest Money Deposit will be forfeited.

VII. Termination Clause

- If the Contractor fails to fulfil the terms of contract, owner reserves the right to terminate the contract after giving a 15 days' notice.
- In case of such cancellation of contract with the vendor, if the latter fails to abide by duties as per the terms and conditions of the present tender or the work order, the job may be given to the R-2 vendor who will have to work at the R-1's rate and according to the same terms and conditions. This may be done without going for a fresh tendering procedure in order to save time and to facilitate working of JPC.

Signature with date :

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VIII. Arbitration

All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this contract or the breach thereof shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties. The relevant clause in this regard will be as follows :

- a) The dispute is to be settled by permanent machinery of Arbitration set up in the Dept. of Public Enterprises. In such case, the arbitration clause will be as follows:

"In the event of any dispute or difference relating to the interpretation and application of the provisions of the contracts, such dispute or difference shall be referred by, other party to the arbitration of one of the arbitrators in the Department of Public Enterprises to be nominated by the Secretary to the Govt of India, Incharge of the Bureau Department of Public Enterprises. The Arbitration Act, 1940 shall not be applicable to the arbitration under the clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary/Addl. Secretary when so authorised by the Law Secretary, whose decision shall bind the parties finally and conclusively. The parties in the dispute will share equally the cost of arbitration as intimated by the Arbitrator."

- b) The notice regarding the invoking of the arbitration clause shall be served by registered post and addressed to the Sr. Manager (DB&AS) I/c and I/ (HR&A), Joint Plant Committee, Ispat Niketan, 52/1A Ballygunge Circular Road, Kolkata-700019.

IX. Contact Details:

For any clarification, you may please contact the undersigned.

Thanking you,

Yours faithfully,
Sayan Sen
(Sayan Sen)

Sr. Manager (DB&AS) I/c and I/c (HR&A)

Cc:

1. Sr. PPS to Addl. Secretary to Govt of India, Ministry of Steel and Chairperson, JPC
2. Sr. Manager, I/c, (F&A), JPC
3. Members of JPC Purchase Committee

Signature with date :

Name :
Designation :
Name of the Firm :
Seal :



ANNEXURE-I : TERMS OF REFERENCE (ToR)

I. Scope of Work :

- a) Joint Plant Committee (JPC) and
- b) Economic Research Unit (ERU) of JPC

Note: each organization to be considered as a separate entity and formal discussions at the time of implementation should be held separately with each organization

II. Terms of Reference

- Critically review the present business model of JPC, JPC/ERU along the various business segments and conduct a Strengths (S), Weaknesses (W), Opportunities (O) and Threats (T) – i.e. a SWOT analysis.
- Benchmarking each with similar organizations in India and other countries and identify the best practices followed in other organizations.
- Based on the above analysis and taking into account the competitive environment, suggest new business strategies and self-sustaining revenue models for JPC, JPC/ERU with a long-term vision.
- Identify areas where JPC could be a technology leader and suggest how it can achieve the technological edge in the area of data collection and dissemination. Also, identify emerging areas where JPC can have a role.
- Review the current composition of JPC, JPC/ERU and suggest ways and means to transform it to an organization of excellence based on international benchmarking.
- Review current requirement of manpower including its adequacy and formulate a personnel policy to support the future strategy and growth plan of the organisation. This should include a comprehensive plan for upgrading and updating skills relevant to the organization.
- Suggest how JPC could re-engineer its business processes, which could enable it to cut costs and increase efficiency.
- Suggest how JPC could enhance branding and promotion of its products and services to increase its reach and visibility and establish itself as the leading information provider on iron and steel industry.



Signature with date :
Name :
Designation :
Name of the Firm :
Seal :

III. Completion Period

- a) The consultant shall complete the entire work including submission of draft and final reports within 2 (two) months from the date of receipt of work order as per the schedule indicated below.
- Draft report within 1 month from the date of the receipt of work order.
 - Final report within 1 month from the date of the approval of Draft Report.
- b) After submission of the Draft Report, JPC shall go through the same and prepare consolidated comments on aspects of the report that need to be appropriately addressed / incorporated. These comments shall be forwarded to the consultant within ten days of submission of the Draft Report. The consultant shall also depute their representatives for discussions with JPC after finalizing the schedule for such discussions.
- c) After incorporation of the comments/feedback, the consultant shall submit a revised draft report for JPC's scrutiny / acceptance. Comments on the revised draft report shall be sent to the consultant within seven days for incorporation in the final report.

IV. Terms of Payment

Subject to any deduction which JPC may be authorized to make under the contract, the contract price shall be payable as follows:

- 10% of the contract price after award of Work Order
- 50% of the contract price after submission of Draft Report
- 40% of the contract price after submission of Final Report
- TDS on the contract price will be deducted as per rules.
- Self certified PAN card and copy of cancelled cheque must be provided.

V. Deliverables:

- Five Numbers of Hard Copy of the Final Report
- One Soft Copy in CD (PDF format)

Signature with date :
Name :
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Annexure-II: Documents to be submitted for Technical Bid

I. Pre-qualification Criteria

A. Technical:

- i. The bidder should be a Company (private/ public) registered in India under Indian Companies Act 1956 or 2013 or a registered Partnership firm registered under the Partnership Act 1932 or a Limited Liability Partnership under the Limited Liability Partnership Act of India, 2008. Requisite documentary evidence must be provided.
- ii. The bidder should have been in the business of providing consultancy /advisory services in India for at least last 10 (ten) years. Requisite documentary evidence must be provided.
- iii. In the last 7 (seven) years (prior to date of issuance of this tender), the bidder should have completed at least one assignment related to preparation of strategy/ business planning/ organization restructuring for any Government or PSU in Metal, Mining and Steel sector. Requisite documentary evidence in the form of Work Order and Completion Certificate must be provided.

NOTE: For the Technical Criteria, submission of Letter of Award or Agreement in lieu of the Completion Certificate is not acceptable. Further, on-going assignments will not be considered for evaluation.

B. Financial:

- i. The average annual turnover of the bidder from consultancy/advisory services should be a minimum of INR 50 crores in the last 03 (three) audited financial years (i.e. FY 2015-16, FY 2016-17 and FY 2017-18).
- ii. The bidder should not have a negative net worth in any of the last 3 (three) audited financial years (i.e. FY 2015-16, FY 2016-17 and FY 2017-18).
- iii. A certificate of Statutory Auditors on Point No. (i) and (ii) of the above (Financial) may be furnished.

NOTE: All documents in support of the aspects mentioned above in this Annexure needs to be submitted as part of the Technical Bid and being a part of the overall Tender document, each page of the documents being provided, should be duly signed.

Signature with date :
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Annexure-III : Parameters for Technical Evaluation

Sl No.	Parameter	Max Marks	Scoring Pattern
1	Bidder Experience	35	
	<p><i>For 1(A), 1(B) below, Bidder should kindly note the following points</i></p> <ul style="list-style-type: none"> • Value of the assignment \geq INR 25 Lakhs (excluding taxes and duties) shall only qualify for allocation of marks • Assignment quoted against one parameter cannot be quoted against another parameter i.e. one specific assignment experience can be quoted only once. 		
A	Number of strategy/ business planning/ organization restructuring in Metal, Mining and Steel sector completed in last 7 (seven) years	20	5 marks for each assignment – maximum 20 marks
B	Number of strategy/ business planning/ organization restructuring assignments in the for any PSU completed in last 7 (seven) years	15	5 marks for each assignment – maximum 15 marks
2	Bidder's Financial Capacity	10	<p>Average annual consulting turnover in last 3 financial years:</p> <ul style="list-style-type: none"> • Less 50 Crores: 1 mark • 51 – 100 Crores: 2.5 marks • 100 – 250 Crores: 5 marks • 250 – 500 Crores: 7.5 marks • >500 Crores: 10 marks
3	Key Personnel	20	Refer next section for details of Key Personnel
4	<p>Approach and Methodology</p> <ul style="list-style-type: none"> • Understanding of Scope of Work • Clearly defined Work Plan with timelines • Approach with clearly defined roles & responsibilities • Team composition and work distribution • Final Presentation 	35	Approach/methodology document needs to be submitted
	Total	100	

Signature with date :

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 Seal :



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Details of Key Personnel (20 marks)			
Sl No.	Category	Qualification	Scoring
1	Team Leader	Should be a BE/ B.Tech plus MBA/ Master's Degree holder with minimum 10 (ten) years of consulting experience	Subject to maximum of 8 marks: <ul style="list-style-type: none"> • 3 marks for 10 year's Work experience and 1 mark for each additional 1 year of Work experience, subject to maximum 5 marks • Number of assignments in Iron & Steel sector: 0.5 mark for each assignment, subject to maximum of 3 marks
2	Steel Sector SME	Should be B.E/ B.Tech with at least 7 years of work experience in iron & steel sector	Subject to maximum of 5 marks: <ul style="list-style-type: none"> • 1 mark for 7 years relevant experience and additional 1 mark for each additional 1 experience, maximum of 3 Marks • Number of assignments in Iron & Steel sector: 0.5 mark for each assignment, subject to maximum of 2 marks
3	Finance Expert	CA/MBA(Finance)/ CFA with minimum 5 years of consulting experience	Subject to maximum of 4 marks: <ul style="list-style-type: none"> • 1 mark for 5 years relevant and additional 1 mark for each additional 1 experience, maximum of 3 Marks • Number of assignments in Iron & Steel sector: 0.5 mark for each assignment, subject to maximum of 1 mark
4	HR Expert	Should be MBA (Human Resources) with at least 5 years of consulting experience	Subject to maximum of 3 marks: <ul style="list-style-type: none"> • 0.5 mark for 5 years relevant and additional 0.5 mark for each additional 1 experience, maximum of 2 Marks • Number of assignments in Iron & Steel sector: 0.5 mark for each assignment, subject to maximum of 1.5 marks

Signature with date :

Name :

Designation :

Name of the Firm :

Seal :



Annexure-IV: Financial Bid Proforma

Item	Amount (in Rupees)
Professional Fees (exclusive of GST)	
Total amount in words:	
Please mention the HSN code under GST and the applicable percentage of GST	

Note:

1. Rate shall need to be quoted both in figures and in words. In case of any discrepancy between figures and words, whichever is lower, will be taken.
2. Financial Bid submitted in the form, other than the one prescribed above, will be rejected.
3. Conditional offer/s will be rejected.
4. TDS on the contract price will be deducted as per rules.
5. Self certified PAN card and copy of cancelled cheque must be provided.
6. Selection criteria and award of contract would be along lines mentioned in Section V (Selection of Vendor and Award of Contract) of the tender document.

Signature with date :

Name :
Designation :
Name of the Firm :
Seal :

