

Meghalaya State Skills Development Society (MSSDS)
Skill Acquisition and Knowledge Awareness for Livelihood Promotion (SANKALP)

Date: 24th -August -2020

REQUEST FOR EXPRESSION OF INTEREST (EOI) FOR CONSULTING SERVICES

Meghalaya State Skills Development Society (MSSDS) invites eligible National Consultancy Firms/ Institutions to submit Expression of Interest (EOIs) to execute the following assignments:

SL No	Particulars	Duration in months	Maximum Budget (in Lakhs)
1	Baseline Study for Skill Development Project in the 11 (eleven) Districts across the State of Meghalaya and Impact Assessment /Tracer study for candidates trained under various Skill Development Programmes and ITIs	8	INR.70.00 Lakhs
2	Development of Indigenous e- commerce platform for connecting local entrepreneurs, producers, manufacturers and artisans to the domestic and international markets.	6	INR.5.00 Lakhs

The interested Consultancy Firms/Institutions may submit their EOI applications to the Executive Director, MSSDS. The detailed scope of work and the 'Terms of Reference' are available in the website <http://mssds.nic.in> or <http://www.meghalaya.gov.in>

The deadline for the submission of EOIs is 24th September, 2020.


Executive Director,
Meghalaya State Skills Development Society (MSSDS)
Tel. No-+91-364-2502243 Email: skills-meg@gov.in

Meghalaya State Skills Development Society (MSSDS)

Department of Labour, Government of Meghalaya

REQUEST FOR EXPRESSION OF INTEREST

**To conduct Baseline Study for Skill Development Projects in the 11
(eleven) Districts across the State of Meghalaya and Impact
Assessment /Tracer study for candidates trained under various Skill
Development Programmes and it is.**

REOI No: MSSDS/342/2020/1- SANKALP

August- 2020

EXPRESSION OF INTEREST

About the State

Bounded on the North and East by Assam and on the South and West by Bangladesh, the State of Meghalaya (Meghalaya) is spread over an area of 22,429 square kilometres. The State enjoys a temperate climate. The principal languages in Meghalaya are Khasi, Pnar and Garo with English as the official language of the State. Meghalaya comprises of the following 3 Divisions and 11 Districts:



A. Jaintia Hills Division:

- i. West Jaintia Hills (Jowai)
- ii. East Jaintia Hills (Khliehriat)

B. Khasi Hills Division:

- iii. East Khasi Hills (Shillong)
- iv. West Khasi Hills (Nongstoin)
- v. South West Khasi Hills (Mawkyrwat)
- vi. Ri-Bhoi (Nongpoh)

C. Garo Hills Division:

- vii. North Garo Hills (Resubelpara)
- viii. East Garo Hills (Williamnagar)
- ix. South Garo Hills (Baghmara)
- x. West Garo Hills (Tura)
- xi. South West Garo Hills (Ampati)

Shillong is Meghalaya's capital and is situated at an altitude of 1,496 meters above sea level. Shillong is also the headquarters of East Khasi Hills District. The capital city has a bracing climate throughout the year. The city is well connected with roads all-over, has its own charm that is different from other hill stations. Shillong presents a natural scenic beauty with waterfalls, brooks, pine grooves and gardens. This city has been the seat of Government since the consolidation of the British administration in this part of India more than a century ago.

Meghalaya, as a State is well endowed with vast renewable natural resources. Majority of its population depends upon the natural resources for livelihood support. One of the strategic priorities for the Government of Meghalaya (GOM) is to balance the requirements of rapid economic growth and natural resource conservation. Keeping in view this priority, three areas of focus emerge – promoting inclusive growth with poverty alleviation, employment generation and livelihood promotion.

Total population of Meghalaya as per 2011 census is 2,966,889 of which male and female are 50.28% and 49.71% respectively. In 2001, total population was 2,318,822 in which males were 50.71% while females were 49.28%. In Meghalaya about 80% of the population is dependent entirely on agriculture for their livelihood. Out of the Total Geographical Area about 10% is under cultivation. Rice is the dominant food grain crop accounting for over 80% of the food grain production in the state. Other important food grain crops are maize, wheat, other cereals and pulses. Meghalaya is also famed for its horticultural crops like mandarin orange, lemon, pineapple, guava, litchi, banana, jack fruit and temperate fruits such as plum, pears and peach.

Meghalaya is one of the 11 special category states of India which have been designated as such since they suffer from various constraints due to their special history, poor connectivity, difficult terrain, weak economic base, and poor infrastructure.

About SANKALP:

Skills Acquisition and Knowledge Awareness for Livelihood Promotion (SANKALP): The Ministry of Skill Development and Entrepreneurship (MSDE) was set up in November 2014 to drive the ‘Skill India’ agenda - to converge existing skill training initiatives and to combine scale and quality of skilling efforts. The MSDE launched the National Skill Development Mission (NSDM) to create an end-to-end implementation framework that provides opportunities for quality short and long-term Skill Development (SD), leading to productive employment and career progression that meets the aspirations of trainees. After the launch of National Skill Development Mission (NSDM), SANKALP was conceived in August 2015 and formally launched in January 2018 to support NSDM in achieving its full potential.

SANKALP has been conceptualized to operationalize Skill India Mission by setting in motion the sub-missions proposed under the NSDM. SANKALP shall address the ongoing challenges like decentralisation (strengthening district ecosystem), universalization of National Skills Qualification framework (NSQF), standardisation of certification and assessments, bringing about convergence, infusing quality in skill development programs and making them market relevant while ensuring private participation; all of these specifically in the context of short term training. In order to strengthen institutional mechanisms for skill development and increase access to quality and market-relevant training for youth across the country. Four key result areas have been identified under SANKALP viz: (i) Institutional Strengthening; (ii) Quality Assurance; (iii) Inclusion; and (iv) Expanding Skills through PPPs.

One of the steps towards Institutional Strengthening for Planning, Delivering, and Monitoring High-quality Market Relevant Training, MSSDS shall engage a competent agency/ qualified and experienced consulting firm/Institution/organization to undertake the following:

A. Baseline Study for skill development projects in 11 Districts across the State of Meghalaya

- B. Impact Assessment and Tracer studies** of the candidates trained under various Skill Development Programmes and Industrial Training Institutes (ITIs) of Labour Department, Government of Meghalaya.

TERMS OF REFERENCE

A. BASELINE STUDY

A.1. Purpose and Objective of Baseline Study:

The purpose of this Study is to conduct a State-specific Labour Demand Assessment and Skill Mapping in order to derive the baseline status of the Skill Development Program to be taken up in the respective Districts for the next three years. The study shall also capture implementation strategies and document the lessons learnt. The purpose of this baseline study is to provide an information base against which to design the District Skill Development Programmes, monitor and assess the projects' progress and effectiveness during implementation and after the activity is completed.

Target audience for the report is for MSSDS and to be externally shared with other government departments, civil society and technical partner agencies.

A.2. Scope of Services

The scope of the services required under this Terms of Reference include the collection of data for the baseline survey (at the appropriate level of analysis, namely, the individual, household and community level) and conduct rigorous data analysis that helps in evaluating the impact of the skill interventions at a later date, measured through measurable outcomes of success. The impact and outcomes measured will be consistent with the project's theory of change, and will have to meet the Labour Departments', Government of Meghalaya objectives and mandate.

The Consulting Services include the following:

- (a) Propose a suitable survey methodology
- (b) Based on the sampling frame, prepare a list of primary and secondary sampling units (such as households, villages) for both project and control areas identified. Specifically, the agency must prepare a household and village enumeration plan according to the survey methodology.
- (c) Deploy the necessary human resources, organize and deliver the training of the supervisors and enumerators on the survey methodology and survey questionnaire. Carry out the pre-testing of the questionnaire in project areas that are not selected for sampling.
- (d) Administer the household and community level surveys including appropriate geo-coordinates for the households and communities surveyed along with officials of MSSDS.
- (e) Deliver cleaned - datasets in SPSS or Stata format with a detailed variable library.
- (f) Conduct the statistical analysis and prepare the descriptive statistics of the relevant indicators following the project's theory of change,
- (g) Prepare a baseline report using collected dataset to report on the data collection strategy, the sample distribution, and the summary statistics of the relevant indicators.

A.3. Methodology for Baseline Study:

The baseline study will be based on primary data collection. The agency will adopt a mix of Quantitative and Qualitative methods to design the tools on selected indicators pertaining to the thematic interventions across various stages. The team will administer Household Survey with the target population, Village / Cluster Profiling, In-Depth Interview with all stakeholders in sample locations.

The Research Agency should propose a sample size for the assignment. Higher proposed sample size will qualify for a higher score during the evaluation. Baseline sample locations to be selected among 11 Districts across the State.

A Stratified Random Sampling method will be used to identify the respondents of each of the tools proposed for conducting a State-specific Labour Demand Assessment and Skill Mapping. The detailed methodology (including the sampling method, tools, type and sample of stakeholders) will be proposed by the selected Research Agency.

A.4. Measurement Indicators in Baseline

The selected agency shall develop baseline tools through a workshop and obtain the approval of MSSDS.

B. IMPACT ASSESSMENT AND TRACER STUDIES

B.1 Purpose and Objective Impact assessment and Tracer studies

A tracer study is a retrospective analysis taking a sample of former beneficiaries of skill development & vocational education intervention and looking into the changes that transpired in their lives and that of their families. The purpose is to explore changes for trainees and their families and whether the intervention influenced these changes. The information from tracer studies can help to document and understand the longer-term impacts for former beneficiaries and what services or type of interventions work better in the long run. Knowing what seems to work better and in what circumstances is valuable in any future programme planning, policy advice and decision making.

Impact Assessment refers both to the longer term, post-intervention, direct effects on the trainees and their families as a result of direct action. It also refers to the longer, indirect effect resulting from institutional capacity building, policy development and awareness raising. Part of the impact assessment methodology will include tracking systems for measuring current and future effects and tracer studies for measuring past interventions (retrospective look).

Impact assessment is a key area that enhances the capacity of partners and MSSDS to build the knowledge base on which interventions work, how and why and, equally important, in what context these interventions would be effective and ready for replication and up-scaling.

Further, with the new challenges posed by COVID-19 Pandemic in business environment, demand-supply mismatch will become the biggest issue after the lockdown period. Unemployment will be high. However, post lockdown, there would be more job opportunities in sectors involving digital technologies, automation, health care and skill development. The State's objective is to increase access to quality Technical and Vocational Education and Training (TVET) through expansion of intake capacity of existing Government Industrial Training Institutes, diversification of courses and offer new demand-based programmes as per the needs of the economy. Therefore, it is an opportune time to assess the relevance and impact of current courses in meeting the labour

market needs and the success in preparing trainees adequately for the job market and also to understand the future training needs of the State to meet the changing needs of the labour market.

The overall objective is to evaluate the impact of the training programmes on the beneficiaries and the training relevance to job markets / livelihood activities, and to assess the employment status (wage or self) of the beneficiaries.

More specifically, this study/evaluation shall include, but not necessarily limited to, the following objectives:

- (a) To assess the impact of training programs conducted under the Supporting Human Capital Development in Meghalaya & PMKVY Projects
- (b) To assess the impact of new courses introduced in ITIs
- (c) To identify gaps still remaining in the trainings offered
- (d) To make recommendations for future training programs, including higher level programmes and fields of training.

B.2 Scope of Services

The Tracer study will assess the employment status of beneficiaries trained under skills development programmes implemented under the Supporting Human Capital Development in Meghalaya & PMKVY Projects and persons undergoing courses in new demand-based programmes introduced in Government ITIs. The study will focus on the following:

- (a) Information on the employment status of the beneficiaries
- (b) Relevance of trainings offered
- (c) Results on Employers' satisfaction with the persons placed for wage employment
- (d) Results on the performance of beneficiaries who had undergone Training
- (e) Recommendations on the future training areas to meet the needs of the labour market
- (f) Recommendation on the school to work transition programmes while at school and during training
- (g) Recommendations on strengthening linkages between employers and training institutes
- (h) Recommendations on strengthening backward and forward linkages for persons undertaking self-employment
- (i) Recommendation on the introduction of higher-level course(s)
- (j) Any other information that may be relevant toward enhancement of training programmes and services of training providers.

B.3 Methodology for Tracer Study

The evaluation of the training programmes will be based on primary data collection – using structured questionnaire for survey/interview of a representative sample of beneficiaries and employers followed by its analysis of the data, presentation and preparation of report.

The Research Agency should propose a sample size for the assignment. Higher proposed sample size will qualify for a higher score during the evaluation.

B.4 Measurement Indicators for Tracer Study

The selected agency shall lay out the research methodology complete with interview guides / questionnaires, sample size determination ensuring that the sample is representative of the trades/courses undertaken, gender, institutes, etc and obtain the approval of MSSDS.

C. TIMELINES, SCHEDULE, REPORTS & DOCUMENTATION

C.1 Schedule of the Baseline & Tracer Study

SN	Particulars	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1.	Receipt of technical& financial proposals								
2.	Signing the contract; acceptance of final ToR								
3.	Define Methodology & Tools: Workshop on Baseline design including analysis plan, etc								
4.	Demand & Supply Survey: Training of surveyors, Data collection, entry and cleaning								
5.	Validate Survey Findings: Data analysis								
6.	Prepare Recommendations: Submission of draft report								
7.	Validation: Feedback by MSSDS								
8.	Submission of Final report								

C.2 Presentation of the Results

The agency is expected to produce a consolidated, quality report, which documents the good practices and lessons learnt, differentiating findings, conclusions and recommendations. In addition to the report the consultant shall submit data on methodology used, interview outlines, list of people interviewed /met etc. The agency will submit a summary of findings, a draft report and a final report (after incorporating the feedback received from MSSDS).

C.3 Management and Reporting Arrangements

The focal point of the agency is expected to work closely with a team from MSSDS comprising of the Executive Director, MSSDS, the Administrative Officer and Skill Development Officers of each district for guidance and support. The agency will coordinate with this team for all technical deliverables and support required. Support to be provided by MSSDS shall be to:

- (a) provide information and insights of each District
- (b) provide technical assistance (e.g. assist in making travel plans and fixing appointments with local level officials, avail any other documents/information needed etc.).
- (c) approve the methodology
- (d) review quality of the report
- (e) track progress of the assignment.

C.4 Confidentiality

All discussions and documents relating to this ToR will be treated as confidential by the parties. Any document, tools, templates, etc. developed through this assignment is the property of the MSSDS who will have sole ownership on it.

C.5 Available Documentation:

The following documents will be availed for and utilized by the consultant for this assignment:

- Draft DPR for Baseline Study that can be used for reference.
- Intervention details (intervention villages, target population etc.)
- List of candidates trained under various Skill Development Programmes of Labour Department, Government of Meghalaya and Industrial Training Institutes (ITIs)
- List of Training Providers / Industrial Training Institutes / Employers

C.6 Agency profile

- (a) Should be legally registered research agency with strong methodological approach
- (b) Previous experience of high-quality Baseline Study of skill development projects (preferably 10 years in developing donor-driven Baseline/End-line/Evaluation studies)
- (c) A competent team with experts on the thematic domains
- (d) Excellent presentation and writing skills
- (e) In-house capacity of translators (for all intervention region languages) and graphic designers
- (f) Ability to conduct this study within 8 months.

C.7 How to Apply:

Please submit your applications to the Executive Director, MSSDS with the following documents:

1. Name, Address and Contact Details of the Applicant along with a brief summary of the firm.
2. Statement of purpose in not more than 1000 words, clearly indicating:
 - a. Relevant qualifications and prior experience for suitability of the role;
 - b. Specific ideas / activities that the applicant would like to offer this role on the areas spelled out in the Purpose of the EoI.
3. Self-attested copy of registration, PAN number and self-attested copy of PAN card.
4. Updated Ink-signed CV / Resume of the Team Members to be engaged
5. Details of similar works undertaken with supporting documents such as Work Orders, testimonials, ample of previous Baseline/End-line/Evaluation studies, etc.
6. Proposal with both technical and financial aspects including timeframe, methodology and deliverables.

Proposals may be submitted in any of the following modes:

Hard copy in sealed envelope containing both the Technical and Financial proposals clearly labelled to the office of the Executive Director, Meghalaya State Skills Development Society, Grove Site Building, Keating Road, Shillong- 793001

Or,

Electronic mode in pdf format that is password protected. Password to be provided on the date and time of the opening of proposals to skills-meg@gov.in.

Deadline for the applications is ____ September, 2020. Only shortlisted agencies will be contacted for further details.

SN	Pre-Qualification Bid Evaluation	Compliance	Reference Document
1	Should be legally registered entity / agency	Yes/No	Registration Certificate
2	The bidder must have experience in conducting Baseline/End-line/Evaluation studies, etc.	Yes/No	Experience Certificate

3	Details of similar works undertaken.	Yes/No	Work Orders and Completion Certificate
4	CVs of Team members	Yes/No	Ink-Signed CV of Team Members

Only those bidders who meet the eligibility criteria specified above will be eligible to respond to this EoI. The bidder's eligibility proposal shall contain the relevant information supporting documents (specified below against each criteria) to substantiate the eligibility of the bidder vis-à-vis the eligibility criteria.

C.8 General Information:

- a. The EoI process involves a two-stage evaluation namely, Technical Proposal followed by the evaluation of the Financial Proposal.
- b. The Bidder shall submit only one Proposal (also referred to as EoI response or EoI documents herein)
- c. Proposal should be in the specified format in English Language
- d. The Bidder is not permitted to modify, substitute or withdraw their Proposal after submission
- e. Proposal should be valid for a period of 180 days from the date of opening of EoIs.
- f. The original Proposal shall be prepared in indelible ink. It shall contain no inter-lineation or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be attested by the person or persons who sign(s) the Proposals.
- g. An authorized representative of the bidder should sign on all the pages of the Proposal. The representative's authorization should be confirmed by a written Board Resolution accompanying the Proposal (if applicable).
- h. Bidder should specify all required details in Financial Proposal both in number as well as words. If there is a discrepancy between words and figures, the quote in words shall prevail.
- i. During this period of the EoI validity, the bidder is expected to keep available the key team of professionals proposed for the assignment. MSSDS will make its best effort to complete evaluation process within this period.
- j. MSSDS may ask for further extension regarding validity of the EoIs which may be accepted or rejected by the bidder.
- k. MSSDS reserves the right to accept or reject any proposal, and to annul the EoI process and reject all EoIs any time at its discretion without assigning any reason for the same prior to award of contract, without thereby incurring any liability to the affected party(ies) or any obligation to inform the affected party(ies) of the grounds for such decision. Decision of MSSDS would be final and binding on the all. All direct or indirect cost associated with the preparation of the proposal, presentations, evaluations, finalization of the contract, including visits to the Client, are not reimbursable. MSSDS will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the EoI process.
- l. The Proposal shall be neatly arranged, and typewritten on white paper with consecutively numbered page. It should not contain any terms and conditions, which are not applicable to the EoI.

- m. The Proposal and all details submitted by the bidder subsequently shall be signed and stamped on each page in token of acceptance by a person, legally authorized to enter into agreement on behalf of the bidder. Corrections/alteration, if any, shall also be signed by the same person. Bidder shall submit Board Resolution in favour of the person who signs the EoI and subsequent submissions on behalf of the Bidder.
- n. Bidder may regularly visit MSSDS website for any information / clarification / addendum / corrigendum etc. related to this REOI, processing of EoIs received, award of job, etc. MSSDS shall not be liable to send any individual information or publish a public notice for any further information regarding this REOI.

C.9 Opening of Proposals

The proposals received within the specified deadline would be opened at the specified date and time as indicated. Proposals received after the deadline shall be returned unopened to the respective bidder.

C.10 Proposal Clarifications / Presentations Proposal Clarifications / Presentations Proposal

- a. During evaluation of the EoIs, the bidder may be requested for clarification on their proposal. MSSDS may ask for any additional supporting documents. Such clarifications/supporting documents are to be provided in writing and would need to be substantive. Non-substantive and non-responsiveness on the part of the bidder may lead to disqualification of bidder.
- b. Bidder will be called upon with prior notice to make presentations as per the time frame specified, to support proposal evaluation. This is only to enumerate and seek clarifications on the submissions made by the bidder in their proposal. No new material or deviations from proposal would be entertained during this process.
- c. Information provided by bidder through clarifications and/or presentations shall be taken into account for proposal evaluation.

C.11 Earnest Money Deposit

- a. Earnest Money Deposit: The proposal must be accompanied by earnest money deposit of **Rupees Three Lakhs (INR 3,00,000)** in the form of Demand Draft favouring Meghalaya State Skill Development Society, payable at Shillong without which the proposal will be rejected out rightly. Earnest money deposit will not be accepted in cash or any other manner. No interest is payable on the amount of E.M.D.
- b. The Earnest money deposit will be refunded or returned (along with necessary endorsement for payment) to the bidders whose proposals are not accepted by MSSDS within two months from date of opening of financial bid. However, for the successful bidder, the Earnest money deposit so submitted will be refunded on submission of Bank guarantee.
- c. Non-acceptance of an award resulting from this EoI process would entail forfeiture of the Earnest Money Deposit.

C.12 Bid Document Fee

The Bidders shall submit the Bid document fees amounting **Rupees Five Thousand (Rs. 5,000)** in the form of Demand Draft/Pay order from any Scheduled Commercial bank in India favouring Meghalaya State Skill Development Society, payable at Shillong. The cost of EoI documents is non-refundable.

C.13 EVALUATION OF PROPOSALS & AWARD OF CONTRACT

Assessment of the eligibility criteria will be done to determine whether the proposal submitted conforms to all mandatory criteria specified to merit further evaluation.

Evaluation of technical bids and scoring will inter alia be based on the nature and relevance of past experience, project approach, work plan and the professional/expert team deployed in relation to the requirements of this engagement.

In addition to the above, the Bidder will also be awarded marks on the following:

1. Technical Presentation and Demonstration made by the bidder.
2. Qualification & Experience of the five resources to be deployed for the longest period during project implementation phase

MSSDS shall award the Contract to the Technically Qualified Bidder who is L1 i.e. who has quoted the lowest cost. (In case of tie, the bidder with higher technical score will be awarded the Contract).

M. Technical Evaluation Methodology:

MSSDS, Meghalaya evaluation in this regard shall be final and binding on all Bidders. The Technical evaluation of the proposals shall be carried out in order to determine whether the Bidder is competent enough and whether the bidder's proposal technically qualifies with the requirements set forth in the technical proposal shall be marked according to the following criteria:

SN	Criteria	Max Marks	Criteria Fixed for Evaluation	Weightage	Document required for Consideration
	Financial Capability	(20)			
1	Average Turnover of the last 3 financial years.	10	Above 3 crores	10	Balance Sheet / Annual Reports of last 3 Years
			1 crore and less than 3 crores	6	
	Positive Net worth for the last three financial year	10	Above 1 crore	10	Balance Sheet / Annual Reports of last 3 Years.
			10 lakhs and less than 1 crore	6	
2	Bidders Experience	(30)			
	10 years' experience of high-quality Baseline Study of skill development projects (preferably in developing donor-		Up to 5 Projects	10	List of similar experience along with their work orders and completion certificate to be submitted as support document.
			05 to 10 Projects	20	

	driven Baseline/End-line/Evaluation studies)		More than 10 Projects	30	
3	Bidders Human Resource Strength	(15)	20 - 40 Professionals	05	Declaration from company for employee's profile, qualification and Experience. Below 20 nos. of staff will lead to rejection of bid.
			Above 40 Professionals	10	
4.	Presentation on the proposed methodology (including the sampling method, tools, type and sample of stakeholders)	(35)	Complete research methodology with questionnaires, sample size.	35	Bidder company needs to present their proposal and strategies to complete the study within stipulated timelines.

A minimum score of 70 is required to be obtained to qualify as per the technical Evaluation parameters.

- a) If deemed necessary, MSSDS in its sole discretion may make variations in the cut off score for technical evaluation including criteria for technical evaluation.
- b) The score of technical and financial evaluation have weightage in proportion of 80:20, to select the successful bidder.
- c) MSSDS may at its sole discretion, waive-off any minor informality or nonconformity or irregularity in a Bid Document, which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.
- d) Financial bids of only those bidders who obtain minimum 70% score in overall Technical Evaluation shall be opened. Cost shall be calculated based on price summary given in the Document.

N. Financial Score:

- a) The financial score of the bidder will be calculated with respect to the lowest quote by any bidder.
- b) Financial score of the Bidder under consideration $F = (\text{Lowest price quote from all bids} / \text{price quote of the bidder under consideration}) \times 100$.

N1 Final Score:

- a) The Technical bid shall have a weightage of 80% in the overall evaluation of the bid and the Financial bid shall have a weightage of 20% in the overall evaluation. The final score of the bidder shall be $0.8 \times (\text{Technical Score}) + 0.2 \times (\text{Commercial Score})$.
- b) The bidder with the highest final score shall be eligible for award of the contract.

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Department of Labour, Government of Meghalaya

REQUEST FOR EXPRESSION OF INTEREST

Development of Indigenous E- commerce platform for connecting local entrepreneurs, producers, manufacturers and artisans to the domestic and international markets.

REOI No: MSSDS/342/2020/2 - SANKALP

Expression of Interest

Background

Bounded on the North and East by Assam and on the South and West by Bangladesh, the State of Meghalaya (Meghalaya) is spread over an area of 22,429 square kilometres. The State enjoys a temperate climate. The principal languages in Meghalaya are Khasi, Pnar and Garo with English as the official language of the State. Meghalaya comprises of the following 3 Divisions and 11 Districts:



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About the SANKALP:

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TERM OF REFERENCE

A. PURPOSE & OBJECTIVES :

The purpose behind such an endeavour is to connect local indigenous Enterprises, Entrepreneurs, Producers, Manufacturers and Artisans of the State directly to the digital markets, with a promise for good return, offer MSMEs and others to expand their customer base, enter new products markets and rationalise their business. The platform would also support the producers strategies their products for success in domestic and international markets.

The key objectives of the e-Commerce Platform are listed but not limited to:

1. Demand Aggregation – The ability to aggregate demand to leverage buying power with the supply market.
2. Consistent and sustainable Entrepreneur development – Enabling pre-qualified Entrepreneurs the opportunity to access relevant opportunities.
3. Transactional Effectiveness –Automate various trade processes to enable efficient and effective functioning.
4. Total Cost of Ownership – Reduced cost of doing business for local Entrepreneurs.
5. Wider Access – Accessing a wider customer base for local Entrepreneurs.
6. Scalability: To develop an e-Commerce system which is highly robust, scalable and proven. The system shall handle substantial number of concurrent users and transactions.
7. Security: Offer a superior level of security for selling / buying over the Internet.
8. Compliance: The Software services should be compatible with PKI transaction so as to ensure secure and authenticated access and transactions which are in conformity with the Information Technology(IT) Act 2000 and any further amendments issued by the Government of India (GoI). Provision of handling International trade in secure manner should also be available.
9. Relevant to Dynamic Market & Add value to the trade: System in establishing backward and forward linkages in the value chain
10. Gateway to Global Trade: System to have capability to handle domestic as well as International trade in transparent, faster and simpler manner.
11. Warehouse & Logistic Management system: System to have warehouse & Logistic management capabilities. It shall also have provision for integration with third-party logistics tracking system.
12. Invoicing & Settlement: To enable seller to raise invoice/debit/credit note, receive/make payment and settle the complete transaction through system.

B. SCOPE OF WORK:

MSSDS intends to develop Technology enabled Business platform (Global Marketplace) for its local Entrepreneurs, Producers, Manufactures and Artisans with the assistance of a Technology enabler. The platform shall be customized suiting the traditional business requirements and also help in automating routine trade processes for improved monitoring, control and scalability. The system will comprise of following:

- Entrepreneur Management: Empanelment & management of buyer/sellers

- E-Procurement: Planning, Procurement, Payments and Settlement
- Mobile App: Increase the accessibility to the portal
- Risk Management: Ecosystem to mitigate risk associated with defaults from buyer or seller side.
- Marketplace – A marketplace that shall have the required functional features which shall be capable to handle both International as well as Domestic Trade on back to back basis. It shall include but not limited to seamless integration of all modules with simple & easy user interface to provide experience of online marketplace where product information is provided by multiple parties.

B1. The scope of work for interactive website is as follows:

B1.1 Development of Static Utilities:

- (a) Home Page Design
- (b) Introduction of Organization
- (c) Activities of Organization
- (d) Branches
- (e) Contact Us
- (f) Web Links
- (g) Other Links
- (h) Information of Latest Products with photographs and category.
- (i) Mobile / Tab/ Smartphone responsive website.

B1.2 Development of Dynamic Utilities:

- (a) Order Booking
- (b) Order Cancellation
- (c) City Wise Logistics Rates
- (d) Regular Updating of New Products in the inventory
- (e) System generated analysis report for Order Booking/Cancellation

B1.3 Integration with Payment gateway

B1.4 Hosting of Website and E-Commerce Solution on a Dedicated Cloud Server of State Data Centre.

B1.5 Manpower for regular updating/maintenance of the website at MSSDS, office if and when required.

B2. The scope of work for e-Commerce portal also includes the following modules:

SN	Major Modules	Functionality
1.	Sales	<ul style="list-style-type: none"> ▪ Customer interface for selection of the products in available stock in the portal. ▪ Generate Purchase Order. ▪ Cash Memo generated. ▪ Amount paid through e-banking.
2.	Payment/Account	<ul style="list-style-type: none"> ▪ Manage the price list/rates. ▪ Payment collection through e-banking. ▪ Verify the order for dispatch.

3.	Inventory	<ul style="list-style-type: none"> ▪ Inventory management of the Items/Products. ▪ Emporium/Shop receives the product order through portal. ▪ Emporium enters the product information in Stock Ledger. ▪ After the product is dispatch then emporium stock ledgers is updated automatically and send information to the customer.
4.	Customer Account	<ul style="list-style-type: none"> ▪ Customer should be able to open their account on e-Commerce site using customer registration form. ▪ Fill required information in the customer registration form. ▪ When registration process is completed then customer can login into the web portal by entering his/her user name and password. ▪ After this customer his eligible to select the products and place the order through payment gateway. ▪ Customer can view the status of dispatch. ▪ Process for cancellation of order.
5.	Refund and Reconciliation of orders	<ul style="list-style-type: none"> ▪ Facility for customers to cancel the order. ▪ Refund process against cancellation of orders. ▪ Reconciliation of failed transaction.
6.	Integration with Courier	<ul style="list-style-type: none"> ▪ Integration of Courier website with our shopping portal. ▪ With the help of this utility Customer will be able to track their Deliverable Product from their Account.
7.	Privacy policy	User data to be kept secured.
8.	Return Policy and Cancellation Policy	
9.	SMS and E-mail Integration	For Alerts and Notification
10.	Mobile App	For Purchase Only

B2.1 The successful bidder (hereafter referred to as 'SB') shall:

- (a) Design and Develop a software for E-commerce platform to link local indigenous products digitally to the domestic & international markets and implement the e-marketplace within one year from the award of contract.
- (b) Equip local indigenous Entrepreneurs, Producers, Manufacturers, Artisans and MSMEs with the requisite skills to enable them to access E-Market platform. This will be done with technical support from the Agency.
- (c) Publicize/ propagate the E-commerce platform in co-ordination with Meghalaya State Skills Development Society (MSSDS) for registration of local indigenous Entrepreneurs, Producers, Manufacturers, Artisans and MSMEs.
- (d) The scope would also include such other activities that are incidental to the scope of work spelt out in the Purpose& Objectives of the EoI above.
- (e) It would also include any other activity(s) that may arise as per the need.
- (f) Be responsible for executing the work as per the terms of reference contract between the parties.
- (g) Obtain STQC certification for the platform and/or for compliance with any statutory requirement.

B2.2 General Scope: The SB's scope of work shall consist of:

- (a) Project Charter
- (b) Requirement Analysis
- (c) Configuration and Provisioning of Platform
- (d) Integration/Interface Requirements
- (e) STQC & Security Audit Certification
- (f) Process Validation Test
- (g) Go Live
- (h) Training
- (i) Create a Disaster Recovery Site
- (j) Scalability
- (k) Handover of Platform

The SB shall perform all such work and/or provision all such items, services not specifically mentioned in the scope of work but that can be reasonably inferred as being required for successfully completing requirements of e-Commerce platform as if such work and/or items were expressly mentioned in the Scope of work.

(a) Project Charter

A Project Blueprint and a detailed Project Plan, indicating all activities with resources required and time schedule will be required to be prepared by the SB at the start of the project and submitted to MSSDS for approval.

(b) Requirement Analysis & Customization

SB shall carry out Requirement Analysis with respect to processes and requirements of MSSDS. SB shall design and configure the software suitably for demonstrating MSSDS's Technical and Functional requirements and shall make the application ready for Proof of Concept maximum within three weeks from award of contract date by MSSDS.

Additionally, SB shall carry out Requirement Analysis & Customization to meet Technical and Functional requirements of entrepreneurs if required. Delivery of Proof of Concept in such cases shall be on Back-Back basis.

(c) Design, Configuration and Provisioning of Platform

SB will have to submit design specification of software and hardware solution along with the technical bid. Specification of User Interface design and Integration design shall be submitted as per project plan. SB shall be responsible for Installation of e-Commerce Platform and Configuration management of the system.

The SB shall have provision which covers the following:

- Functional, Technical and Security Requirements
- Any special tools, software for implementation, Data Migration, testing etc. shall be part of the offered Platform.

(d) Integration/Interface Requirements

The implementation of the offered e-Commerce Platform shall be required to be integrated with payment gateway for electronic payment through web with all security standards in place.

(e) Standardisation, Testing and Quality Certification (STQC & Security Audit Certification)

SB shall obtain STQC certification for the proposed platform (including Hosting Environment, Network and Applications etc.) for compliance with any statutory requirement.

The complete e-Commerce Platform should be STQC certified and compatible with the hosting environment. Hosting Environment shall be the State Data centre. All cost relating to obtaining such STQC & other necessary certifications shall be borne by the SB.

(f) Process Validation Test

Once the Platform is configured and provisioned as per MSSDS requirements, SB shall conduct comprehensive testing of the platform including System, Functional, Load, and security test etc. SB shall follow test management system and submit the test cases along with report of testing conducted on the platform for UAT. Testing report will be reviewed and a sample case will be tested for the entire process of e-Commerce & subsequent customization/upgrade for UAT.

(g) Go Live

The Platform shall be rolled out for operation & shall Go-Live after successful Process Validation Test as per timelines given by MSSDS on Back-To-Back basis. UAT shall be done by nominated officials of MSSDS.

(h) Training Scope

SB shall train MSSDS officers / entrepreneurs on the e-Commerce system. The training shall be provided in class room supported by e-learning tutorials. MSSDS shall identify those who are to be trained. Training of MSSDS officers shall be conducted in MSSDS premises. All training related arrangements shall be made by SB including training manuals. SB shall organize interactive webinar on regular basis for training to Entrepreneurs and Technical Support Team.

The training is given mainly to accustom the users on the e-Commerce platform and also for troubleshooting by the Technical Support Team.

(i) Create a Disaster Recovery (DR) Site

In case of any event of disaster, either natural or man-made such as earth quake, Fire, Flood, Hardware, Network problem etc., the system can be recovered in best minimal period of time. In case if something happens wrong to the primary site the DR site become functioning to avoid interrupted access and till the time the issue of the primary site is not solved.

(j) Scalability

Application is scalable i.e. by adding necessary hardware and software infrastructure, system would be able to handle increased usage at a given point of time.

(k) Handover of Platform

SB shall handover the rights of the Platform along with software licenses required to run the system to MSSDS on completion. The hand-over shall include the up and running e-commerce system, latest source code and complete data collected by the system compatible with the servers available at the State Data Centre. On transfer, MSSDS shall have rights to use, modify or change source code of the e-Commerce Platform. MSSDS will have full right to use, change, modify, customize the e-commerce platform developed / customized for MSSDS. SB will provide the source code of system customized to MSSDS. SB will train identified personnel from MSSDS around know how of the system.

SB will provide product information for reference purposes and facilitating self-learning of MSSDS personnel and end customer if required. Key aspects that are required to be covered are:

- (a) Product & helpdesk Documentation: Product Documentation in hard copy to be supplied along with licenses and shall include User manuals, System administrator manuals.

Feature	Requirement
User Manual	SB shall provide user manuals that provide a functional description of all the facilities which must also be available online.
Technical Manual	SB shall provide technical manuals that provide the procedures for system configuration, parameter configuration, system fine tuning, security configuration any other configuration and system installation and management information.
Helpdesk Manual	SB shall provide helpdesk manual including Frequently asked questions (FAQ). FAQs shall be available on platform suitably as well.

C. RIGHTS & DOMAIN

All Rights for the platform developed under this EOI shall be reserved with MSSDS. SB will have to deploy the platform in domain given by MSSDS.

D. CONFIDENTIALITY

Confidential Information of the other only to perform the obligations in these Terms of Service. Confidential Information must be protected and respected. "Confidential Information" shall include, but shall not be limited to, any and all information associated with a party's business and not publicly known, including specific business information, technical processes and formulas, software, customer lists, prospective customer lists, names, addresses and other information regarding customers and prospective customers, product designs, sales, costs (including any relevant processing fees), price lists, and other unpublished financial information, business plans and marketing data, and any other confidential and proprietary information, whether or not marked as confidential or proprietary.

E. AGENCY PROFILE

Eligibility cum Pre-qualification Criteria:

SN	Criteria	Definition
1.	Company /Society /Firm	The bidder shall be a Registered Company or Registered Society under State/Central govt. in India, with valid GST Registration and PAN number allotted by the respective authorities. Supporting documents should be submitted. Certificate of Company / Society registration. Should be legally registered entity /agency with previous experience in providing high-quality IT/ ICT/ ITeS/e-Commerce solutions / services including expertise in the areas as indicated at SN.3 below (Experience)
2.	Certification(s)	Bidder company must possess a valid ISO 9001:2015 (or above) and CMMi Level 3 (or above) certification. Supporting documents to be furnished along with the RFP
3.	Experience	<p>a. The bidder company must have experience in the field of software design, development, deployment, and maintenance for at least last Five (05) years as on 31st March, 2020 with State/Central government / UT or PSU only. Work orders as testimonials to be enclosed.</p> <p>b. The bidder should also have experience in display Advertising, Frame Ad/Web Banner Advertising, Pop Ups/Pop Unders, Floating Ads /Expanding Ads, Interstitial ad/ Text ads, Search Engine Marketing & Optimisation, Sponsor search Social Media Marketing, Mobile Advertising/Email Advertising and such other expertise essential for e-market support preferably having prior experience of working on MSME/ enterprises sectors or related organizations</p> <p>c. Bidder Company must have designed and developed similar type of software solution (e-commerce/ Online shopping), at minimum one state/central govt. departments/ board / corporation. (Work orders to be attached).</p> <p>d. Must have successfully executed minimum 05 e-commerce (Online financial transaction) based software application in State/Central govt. / UT/PSU sector having integration of Payment Gateway in last 5 years.</p> <p>e. The bidder company shall have software work force of minimum 50 persons in India out of which at least 10 on payrolls. Supporting documents to be furnished along with the EOI.</p> <p>f. Ability to launch the platform within 6 (six) months from award of Contract.</p>
4.	Turn over	The Bidder company should be financially sound and capable of executing the project and must have an average annual turnover of not less than Rs. 1 crore during the last three financial years and this should be evident in its Audited Annual Financial Statements. Copy of Audited Balance Sheet and Income Tax Returns of the last three years shall have to be furnished as evidence. Consortium shall not be allowed.
5.	Net worth	Bidder company should have a positive Net Worth above Rs. 10lakhs in the last three financial years.
6.	Black Listed	Companies who are presently Black Listed by the Central/State Government, PSUs and other Govt. bodies are ineligible to participate. Self-declaration Certificate duly sealed and signed by a competent authority to be submitted.

F. SUBMISSION OF PROPOSALS:

Please submit your applications to the Executive Director, MSSDS with the following documents:

1. Name, Address and Contact Details of the Applicant
2. Statement of purpose in not more than 1000 words, clearly indicating:
 - a) Relevant qualifications and prior experience for suitability of the role;
 - b) Specific ideas / activities that the applicant would like to offer this role on the areas spelled out in the Purpose of the EoI.
3. Self-attested copy of Registration, GST registration, ISO 9001:2015 (or above) Certification, CMMi Level 3 (or above) certification and PAN card.
4. Ink-signed CVs of the members to be engaged.
5. Details of similar works undertaken with supporting documents such as Work Orders, testimonials, etc.

Proposals may be submitted in any of the following modes:

Hard copy in sealed envelope containing both the Technical and Financial proposals clearly labelled to the office of the Executive Director, Meghalaya State Skills Development Society, Grove Site Building, Keating Road, Shillong- 793001

Or,

Electronic mode in pdf format that is password protected. Password to be provided on the date and time of the opening of proposals to skills-meg@gov.in.

Deadline for the applications is ____ September, 2020. Only shortlisted agencies will be contacted for further details.

SN	Pre-Qualification Bid Evaluation	Compliance	Reference Document
1	Should be legally registered entity / agency	Yes/No	Registration Certificate
2	The bidder must have experience in providing IT/ ICT/ ITeS/e-Commerce solutions.	Yes/No	Experience Certificate
3	Details of similar works undertaken.	Yes/No	Work Orders and Completion Certificate
4	CVs of Team members	Yes/No	Ink-Signed CV of Team Members

Only those bidders who meet the eligibility criteria specified above will be eligible to respond to this EoI. The bidder's eligibility proposal shall contain the relevant information supporting documents (specified below against each criteria) to substantiate the eligibility of the bidder vis-à-vis the eligibility criteria.

G. GENERAL INFORMATION

1. The EoI process involves a two-stage evaluation namely, Technical Proposal followed by the evaluation of the Financial Proposal.

2. The Bidder shall submit only one Proposal (also referred to as EoI response or EoI documents herein)
3. Proposal should be in the specified format in English Language
4. The Bidder is not permitted to modify, substitute or withdraw their Proposal after submission
5. Proposal should be valid for a period of 180 days from the date of opening of EoIs.
6. The original Proposal shall be prepared in indelible ink. It shall contain no inter-lineation or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be attested by the person or persons who sign(s) the Proposals.
7. An authorized representative of the bidder should sign on all the pages of the Proposal. The representative's authorization should be confirmed by a written Board Resolution accompanying the Proposal (if applicable).
8. Bidder should specify all required details in Financial Proposal both in number as well as words. If there is a discrepancy between words and figures, the quote in words shall prevail.
9. During this period of the EoI validity, the bidder is expected to keep available the key team of professionals proposed for the assignment. MSSDS will make its best effort to complete evaluation process within this period.
10. MSSDS may ask for further extension regarding validity of the EoIs which may be accepted or rejected by the bidder.
11. MSSDS reserves the right to accept or reject any proposal, and to annul the EoI process and reject all EoIs any time at its discretion without assigning any reason for the same prior to award of contract, without thereby incurring any liability to the affected party(ies) or any obligation to inform the affected party(ies) of the grounds for such decision. Decision of MSSDS would be final and binding on the all. All direct or indirect cost associated with the preparation of the proposal, presentations, evaluations, finalization of the contract, including visits to the Client, are not reimbursable. MSSDS will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the EoI process.
12. The Proposal shall be neatly arranged, and typewritten on white paper with consecutively numbered page. It should not contain any terms and conditions, which are not applicable to the EoI.
13. The Proposal and all details submitted by the bidder subsequently shall be signed and stamped on each page in token of acceptance by a person, legally authorized to enter into agreement on behalf of the bidder. Corrections/alteration, if any, shall also be signed by the same person. Bidder shall submit Board Resolution in favour of the person who signs the EoI and subsequent submissions on behalf of the Bidder.
14. Bidder may regularly visit MSSDS website for any information / clarification / addendum / corrigendum etc. related to this REOI, processing of EoIs received, award of job, etc. MSSDS shall not be liable to send any individual information or publish a public notice for any further information regarding this REOI.

H. OPENING OF PROPOSALS

The proposals received within the specified deadline would be opened at the specified date and time as indicated. Proposals received after the deadline shall be returned unopened to the respective bidder.

I. PROPOSAL CLARIFICATIONS / PRESENTATIONS

1. During evaluation of the EoIs, the bidder may be requested for clarification on their proposal. MSSDS may ask for any additional supporting documents. Such clarifications/supporting documents are to be provided in writing and would need to be substantive. Non-substantive and non-responsiveness on the part of the bidder may lead to disqualification of bidder.
2. Bidder will be called upon with prior notice to make presentations as per the time frame specified, to support proposal evaluation. This is only to enumerate and seek clarifications on the submissions made by the bidder in their proposal. No new material or deviations from proposal would be entertained during this process.
3. Information provided by bidder through clarifications and/or presentations shall be taken into account for proposal evaluation.

J. EARNEST MONEY DEPOSIT

1. Earnest Money Deposit: The proposal must be accompanied by earnest money deposit of Rupees Twenty five thousand (Rs. **25,000/-**) in the form of Demand Draft favouring **Meghalaya State Skill Development Society, payable at Shillong** without which the proposal will be rejected outright. Earnest money deposit will not be accepted in cash or any other manner. No interest is payable on the amount of E.M.D.
2. The Earnest money deposit will be refunded or returned (along with necessary endorsement for payment) to the bidders whose proposals are not accepted by MSSDS within two months from date of opening of financial bid. However, for the successful bidder, the Earnest money deposit so submitted will be refunded on submission of Bank guarantee.
3. Non-acceptance of an award resulting from this EoI process would entail forfeiture of the Earnest Money Deposit.

K. BID DOCUMENT FEE

The Bidders shall submit the Bid document fees amounting Rupees Five Thousand (**Rs. 5,000**) in the form of Demand Draft/Pay order from any Scheduled Commercial bank in India favouring **Meghalaya State Skill Development Society, payable at Shillong**. The cost of EoI documents is non-refundable.

L. EVALUATION OF PROPOSALS & AWARD OF CONTRACT

Assessment of the eligibility criteria will be done to determine whether the proposal submitted conforms to all mandatory criteria specified to merit further evaluation.

Evaluation of technical bids and scoring will inter alia be based on the nature and relevance of past experience, project approach, work plan and the professional/expert team deployed in relation to the requirements of this engagement.

In addition to the above, the Bidder will also be awarded marks on the following:

1. Technical Presentation and Demonstration made by the bidder.
2. Qualification & Experience of the five resources to be deployed for the longest period during project implementation phase

MSSDS shall award the Contract to the Technically Qualified Bidder who is L1 i.e. who has quoted the lowest cost. (In case of tie, the bidder with higher technical score will be awarded the Contract).

M. Technical Evaluation Methodology:

MSSDS, Meghalaya evaluation in this regard shall be final and binding on all Bidders. The Technical evaluation of the proposals shall be carried out in order to determine whether the Bidder is competent enough and whether the bidder's proposal technically qualifies with the requirements set forth in the technical proposal shall be marked according to the following criteria:

SN	Criteria	Max Marks	Criteria Fixed for Evaluation	Weightage	Document required for Consideration
	Financial Capability	(20)			
1	Average Turnover of the last 3 financial years.	10	Above 3 crores	10	Balance Sheet/ Annual Reports of last 3 Years
			1 crore and less than 3 crores	6	
	Positive Net worth for the last three financial year	10	Above 1 crore	10	Balance Sheet/ Annual Reports of last 3 Years.
			10 lakhs and less than 1 crore	6	
2	Bidders Experience	(30)			
	7 years' experience in Design, Development, Implementation and Maintenance of Software Solution		Up to 5 Projects	20	List of Software solution along with their work orders to be submitted as support document.
			More than 05 Projects and One Similar in nature (e-commerce-based Software application)	30	
3	Bidders Human Resource Strength	(15)			
			20 - 40 IT Professionals	05	Declaration from company for employee's profile, qualification and Experience. Below 20 nos. of staff will lead to rejection of bid.
			Above 40 IT Professionals	10	

4.	Presentation/ Demonstration of the developed solution	(25)	Past Work Demonstration and Solution Demonstration.	25	Bidder company needs to present their developed solution.
5.	Certifications	(10)			
		10	Valid ISO 9001:2015 and CMMi Level 3	10	Copy of respective certificates to be enclosed
		05	Either Certificate available.	05	

A minimum score of 70 is required to be obtained to qualify as per the technical Evaluation parameters.

- If deemed necessary, MSSDS in its sole discretion may make variations in the cut off score for technical evaluation including criteria for technical evaluation.
- The score of technical and financial evaluation have weightage in proportion of 80:20, to select the successful bidder.
- MSSDS may at its sole discretion, waive-off any minor informality or nonconformity or irregularity in a Bid Document, which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.
- Financial bids of only those bidders who obtain minimum 70% score in overall Technical Evaluation shall be opened. Cost shall be calculated based on price summary given in the Document.

N. Financial Score:

- The financial score of the bidder will be calculated with respect to the lowest quote by any bidder.
- Financial score of the Bidder under consideration $F = (\text{Lowest price quote from all bids} / \text{price quote of the bidder under consideration}) \times 100$.

N1 Final Score:

- The Technical bid shall have a weightage of 80% in the overall evaluation of the bid and the Financial bid shall have a weightage of 20% in the overall evaluation. The final score of the bidder shall be $0.8 \times (\text{Technical Score}) + 0.2 \times (\text{Commercial Score})$.
- The bidder with the highest final score shall be eligible for award of the contract.