



# INTEGRATED TRIBAL DEVELOPMENT AGENCY, MALKANGIRI.

Ref No: 1453

Date: 21/07/2023

## TENDER CALL NOTICE

Sealed Expressions of Interest (EoI) are invited from reputed agency/ Firms for Supply, Installation of Solar Pottery Wheel and provide training to the Potters in Malkangiri district.

The detailed information for aforesaid solar pottery project has been given in the EoI documents, which may be downloaded from the website <https://malkangiri.nic.in> or may be obtained in person from the ITDA office of the undersigned on any working day between 10:00 AM to 05:00 PM. The last date and time for submission of tender is 5<sup>th</sup> Aug 2023. By 05:00 PM through Speed post/ Regd. post addressed to PA, Integrated Tribal Development Agency (ITDA), Malkangiri, Odisha, 764045. The authority shall not be responsible for any sort of postal delay and application/ proposals received beyond scheduled date and time. The authority reserves the right to cancel/reject any or all the EoI without assigning any reason thereof.

Sealed quotation will be opened on 9<sup>th</sup> August 2023, 11:00 AM for the technical bidding in the office of PA, ITDA, Malkangiri. Interested applicants or their representative will remain at the time of opening of EoI documents.

  
Project Administrator  
ITDA, Malkangiri

Memo No. 1454

Date. 21/07/2023

Copy submitted to Collector, Malkangiri for favour of kind information.

  
Project Administrator  
ITDA, Malkangiri

Expression of Interest is invited by the Project Administrator, Integrated Tribal Development Agency, Malkangiri for Supply, installation of solar pottery wheel and Training to the potters in the Malkangiri District.

**FACT SHEET:**

SI No	Information/Subject	Details
1.	Name of work	Invitation of Expression of Interest for Supply, Installation and Training of Solar Pottery Wheel.
2.	Date of publication of BID	21.07.2023
3.	EMD to be deposited	1,00,000 /- (One lakh) In favor of "PA ITDA, Malkangiri"
4.	Last date & Time for BID submission	05.08.2023, 05:00 PM
5.	BID submission (Through Speed Post)	ITDA Office, Malkangiri, Odisha, 764045
6.	Date & Time for BID opening	09.08.2023, 11:00 AM
7.	Date & Time for Technical Presentation	09.08.2023, 04:00 PM
8.	BID opening place	ITDA Office, Malkangiri, Odisha, 764045
9.	Contact Details	PA ITDA, Malkangiri, Odisha
10.	Helpline no. and Email	<a href="mailto:itdamkn@nic.in">itdamkn@nic.in</a>
11.	Method of selection	Quality & Cost Based Selection (QCBC)

**Note:**

1. The client reserves the right to change the above schedule by due intimation/ information to the intended agencies. Please visit the website <https://malkangiri.nic.in> regularly for the updates.
2. Proposals must be submitted on or before the prescribed date and time mention in the fact sheet only through Speed post or Regd. post. Proposals received after cut-off date will be summarily rejected.

  
**Project Administrator**  
**ITDA, Malkangiri**

## Section-1

### **Introduction:**

Pottery is one of the oldest traditional livelihoods in India, but still thrives as both an art form and a means to create functional items. The craft has been practiced and passed on over generations with the form constantly evolving. It has been a massive employment generator in both rural and urban India for decades but is slowly diminishing. While various platforms, potters' markets and online pottery boutiques have contributed to its continued viability as a livelihood, this trend is steadily declining in rural areas because of increasing costs. Unable to meet their basic needs from the income generated by pottery, potters are opting out of the art. While motorized wheels exist, irregular electricity or complete absence of electricity prevents them from opting to the solution.

As pottery is considered a laborious craft, right from sourcing the clay, firing the article to creating one - plagued by uncertainties in finding clay, wood for firing kiln, and the labor for spinning the wheel, which is making potters choose alternative professions. There is extreme drudgery involved in driving the pottery wheel that amounts to less productivity due to fatigue. The current methods include a driving wheel using stick or by hands or by motorized wheel. However, most villages do not have dependable grid supply to use a motorized potter wheel and due to this, a conventional motorized pottery wheel is not a feasible solution.

### **Solutions:**

The main problem facing the pottery art is low productivity, low income and lack of efficient technology. The effort of spinning the wheel manually takes a lot of drudgery and that reduces productivity. Many potters are considering alternative profession which poses serious threat in preserving this ancient profession. The motorized pottery wheel in the market is inefficient posing problems for potters living in areas where there are energy issues.

In order to improve the overall condition of the pottery industry, it is important to identify the various requirements of the manufacturing centers, technological development along with advancement of the centers with help structures have also become a necessity. Proper review of the industry, analyzing the need, gap and formulating of a proper plan are also important.

The objective of this project is to design and develop a solar PV powered pottery wheel system along with energy storage that will be economically viable and can be taken up by the artisans located in the remote locations or at the places where grid connected electricity supply is not regular.

### **Scope of Work:**

The Brief Scope of work involves of Supply solar based pottery wheel, Installation of solar based pottery wheel at the project site and provide training to the potters. The details of Technical specification mentioned as under:

## Technical Specification of Solar Pottery Wheel

SL	Product/ Particulars	Specification
1	BRAND	Any ISI/Government registered
2	COLOUR	Any
3	SIZE	(L534 X B458 X H458) MM
4	INPUT VOLTAGE	230 V
5	MOTOR HP	1/2 HP
6	RPM	0-250
7	VARIABLE CONTROL	YES
8	FACE PLATE	CAST ALLUMINIUM 300 MM DIA
9	TRANSMISSION	BELT PULLEY
10	MACHINE WEIGHT	33 KG
11	CLAY CAPACITY	UPTO 30 KG
12	STABILIZER	INBUILD
13	MODE OF RUNNING	ELECTRICITY / SOLAR PANEL / BATTERY
14	BATTERY	ISI and Government Approved
15	PANEL	ISI and Government Approved

### SECTION-2

### (Terms and Conditions)

#### 1. Mandatory Pre Qualification Criteria

- a. The bidder must be registered firm/company
- b. The bidder should have minimum annual turnover of Rs. 30 Lakhs in any of FY 2019-20, 2020-21 & 2021-22.
- c. The bidder should not have defaulted/black listed by any Govt. dept./PSU of India and there should not be any pending litigation against bidder with Central/State government department.
- d. The bidder should have valid documentary proof of GST registration and PAN registration number
- e. The bidder has been registered with MSME/UDYAM
- f. The bidder must have experience of working with Govt.
- g. The bidder must produce latest return of GSTR 3B till March 2023.
- h. The bidder should submit (self-attested) documentary proof in support of each of the above conditions. The incomplete offers will be summarily being rejected without any further correspondence.
- i. Interested agencies are invited to submit a Technical proposal and Financial proposal for the assignment project name "Solar Pottery Wheel".
- j. The proposal (comprising of Pre qualification documents, Technical proposal, Financial proposal and EMD in four separate sealed envelopes) must be submitted by speed post or registered post only which should be received by the client, no later than the given date and time (Date 31st July 2023, Time 05:00 PM).

## 2. Documents required for eligibility Criteria

SLN.	Eligibility Criteria	Required Documents
1	The bidder must be registered firm/company	Certificate of registration
2	The bidder should have minimum annual turnover of Rs. 30 Lakhs in any of FY 2019-20, 2020-21 & 2021-22.	Copy of the audited balance sheets of the company or a CA certificate mentioning turnover.
3	The bidder should not have defaulted/black listed by any Govt. dept./ PSU of India and there should not be any pending litigation against bidder with Central/State government department.	Affidavit copy is required for the same
4	The bidder should have valid documentary proof of GST registration and PAN registration number	Self-Certified Copy of PAN/ GST registration to be submitted
5	The bidder have been registered with	MSME/ UDYAM Registration
6	The bidder must have experience of working with Govt.	Self-attested copy of Work Order.
7	The bidder must produce latest return of GSTR 3B (till March 2023)	GST return file copy

## 3. Price Basis

Prices will be quoted in Indian Rupees and shall be inclusive of all applicable taxes. The taxes will be shown separately. TDS deduction shall be made as per the prevailing Govt. Laws/notifications.

## 4. Validity Period of RFP

Price quoted shall remain valid for a period of 9 months after the schedules date of EOI submission. During this period, Agencies shall maintain the availability of Professional staff nominated in the proposal and fully commit to their financial proposal, unchanged.

## 5. Delivery Schedule

Product should be supplied within 60 days from the date of work order and signing of the agreement.

## 6. Penalty

In case of delay in project implementation, the penalty would be applied by the tendering authority. It will be Rs 50000/- per delayed month.

## 7. Tender Fee:

A Tender fee/ bid cost of Rs.5000/- (Rupees five thousand) only in the form of Demand Draft (DD) drawn on any nationalized bank in favour of "PA ITDA, Malkangiri" must be submitted along with the proposal. GST on the tender fee is to be paid by the agency on reverse charge basis.

## 8. Maintenance

The Pottery Wheel shall be maintained by the bidder for 3 years.

## 9. Evaluation of Bids

- a. Tendering authority shall evaluate the bids in respect to the substantive responsiveness of the bid or otherwise. Tendering authority shall carry out detailed evaluation of the substantially responded bids. Tendering authority shall check the bid to determine whether they are complete, whether any computational errors have been made or required sureties have been furnished
- b. Tendering Authority may waive any minor infirmly or non-conformity or irregularity in the bid which does not constitute a material/service deviation
- c. Tendering authority shall evaluate in detail and compare the bids which are substantially responsive
- d. Agencies shall also make a presentation on its relevant skill, competencies, past experience resulting the plan and modalities for establishment.
- e. Method of selection will be Pre Qualification of eligible Agencies followed by Quality and Cost Based Selection.
- f. The contract shall be rewarded to the agency which is getting maximum overall score i.e. Financial Score + Technical Score
- g. It is mandatory for selected firm/company that above work will be valid for a period of one year with no change in price bid and declaration must be given by the firm/company for such affirmation

## 10. Technical Evaluation criteria

Description	Marks
UDYAM registered in	10 marks
ESI & PF Registration of Company	10 marks
OEM/Channel Partner(Manufacturer)	10 marks
Experience in working with solar related works	30 marks ( 5 years or more than 5 years of experience- 30 marks) (Less than 5 years of experience- 20 marks)  Note: Govt. work order to be included with the envelope
Technical Presentation	40 marks
<b>Total</b>	<b>100 marks</b>

**Note:** The minimum qualifying mark is 60 (i.e. 60% of total marks)

## **11. Evaluation of Financial Proposal- QCBS selection procedure**

- a. Financial proposals of only those Agencies who are technically qualified (i.e. obtain minimum 60% in Technical Evaluation) shall be opened
- b. The financial score (Fs) of the proposal with the lowest bid shall be given a financial score of 100 and the other proposal shall be given financial score that are inversely proportionate to lowest Financial Proposal as stated below;  
$$Fs = 100 \times \left( \frac{Fm}{\text{Financial Proposal of Applicant under consideration}} \right)$$
 where Fm: Lowest Financial Proposal and Fs: Financial Score.

## **12. Final Selection of Agency:**

The total score shall be obtained as below:

Weighted Technical Score = Technical score (Ts) \* 70%

Weighted Financial Score = Financial Score (Fs) \* 30%

Financial Score = Weighted (Technical Score + Financial Score )

Agencies will be ranked based on score obtained and the highest scoring agency will be selected.

## **13. Payment Process:**

The first installment of 30 % will be release on work bid. The second installment of 55% will be released on completion of the work. The Third installment of 5% will be released on completion of 1<sup>st</sup> year, 5% in 2<sup>nd</sup> year and 5% in third year.

## **14. Risk Purchase:**

Action against defaulting vendor in case work is awarded to him, in the event of contractor's failure to execute the contract to the satisfaction of Tendering Authority, the purchaser reserves the right

- a. To reject any part of the contract executed and withhold payment for such portion of the contract till such time the defects are rectified to the satisfaction of the purchaser
- b. To terminate the contract by giving two weeks' notice in writing without assigning any reason and to get the contract executed by other agency at the risk and cost of the awarded agency/firm

## **15. GST Registration:**

The bidder must give a declaration mentioning that they take the state GST registration in the state of work

## **16. Termination of Default:**

Tendering Authority may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the contractor, terminate this contract in whole or in part

- a. If the contractor fails to deliver any or all the services/goods within the time period specified in the contract, or any extension thereof granted by Tendering Authority.
- b. If the contractor fails to perform any other obligation (s) under the contract; and
- c. If the contractor, in either of the above circumstances, does not remedy his failure within a period of 15 days (or such longer period as the purchaser may authorize in writing) after receipt of the default notice from Tendering Authority.

### **17. Award of contract:**

- a. After negotiations, the client shall issue a Letter of Intent to the selected Agency, and promptly notify all Agencies who have submitted proposals about the decision taken.
- b. The agency will sign the contract after fulfilling all the formalities/pre-conditions within 7 days of issuances of the letter of intent.

### **18. Confidentiality:**

Information relating to evaluation of proposals and recommendations award shall be disclose to the Agencies who submitted the Proposals or to other persons not officially concerned with the process until the publication of the award of contract. The undue use by any Agency of confidential information related to the process may result in the rejection of its proposal.

### **19. Competent Authority:**

The PA ITDA shall be competent authority for this project. The powers of the Competent Authority will be as under:

- a. May amend RFP documents during the proposal evaluation process. Any amendment will be conveyed to the short-listed organization/ Agency.
- b. Modify scope of the work at the time of the award of the contract. Such modification will be discussed and agreed with the agency.
- c. At discretion during evaluation of bids, request an Agency for clarification of its proposal. This request will be in writing and Agency should respond in writing. No change in price or substance of the bid shall be sought, offered or permitted at this stage.
- d. The competent authority reserves the right to accept or reject any / all proposal partially or fully without assigning any reason thereof. The decision of the Competent Authority shall be final and binding on all the Bidders.
- e. Any dispute in this regard subject to Malkangiri jurisdiction only.

## ANNEXURE- 1

### 1. Financial Bid Submission Format:

Sl. NO	ITEMS	PRICE (For 1 unit)	GST	Total cost after GST
1	Pottery Wheel (Solar based complete unit)			
2	Installation			
3	Transportation			
4	Training			
In word (Rupees .....				

### 2. Pre Qualification documents:

SLN.	Eligibility Criteria	Required Documents
1	The bidder must be registered firm/company	Certificate of registration
2	The bidder should have minimum annual turnover of Rs. 30 Lakhs in any of FY 2019-20, 2020-21 & 2021-22.	Copy of the audited balance sheets of the company or a CA certificate mentioning turnover.
3	The bidder should not have defaulted/black listed by any Govt. dept./PSU of India and there should not be any pending litigation against bidder with Central/State government department.	Affidavit copy is required for the same
4	The bidder should have valid documentary proof of GST registration and PAN registration number	Self-Certified Copy of PAN/GST registration to be submitted
5	The bidder have been registered with	MSME/UDYAM Registration
6	The bidder must have experience of working with Govt.	Self-attested copy of Work Order.
7	The bidder must produce latest return of GSTR 3B (till March 2023)	GST return file copy

### 3. Technical Proposal Format:

- Letter of Proposal Submission address to PA ITDA, Malkangiri, Odisha
- Brief details of Agency and work experience related to pottery projects
- Strategy, Approach and Work plan for performing the assignments
- Undertaking regarding any conflicting activities and information.
- Declaration form to be attached

**4. Declaration Form**

(On the letter head of the Agency)

I, Shri \_\_\_\_\_, Director/ Authorized Signatory of \_\_\_\_\_ ( Name of the Agency), competent to sign this declaration and execute this

- a. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
- b. The information and documents furnished along with the tender are true and authentic to the best of my knowledge and belief. I am well aware of the fact that, furnishing of any false information/ fabricated document would lead to rejection of our tender at any stage besides liabilities towards prosecution under appropriate law.

Signature of Authorized Representative with seal

Place: .....

Date: .....