

**Government of India
Ministry of Textiles
Udyog Bhawan, New Delhi**

**Request for Proposal for hiring a consulting agency for
Mapping of Textile Waste Value Chain in India**



सत्यमेव जयते

Critical Date Sheet

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GOVERNMENT OF INDIA
MINISTRY OF TEXTILES

Request for Proposal for hiring a consulting agency for
Mapping of Textile Waste Value Chain in India

The President of India, through the Ministry of Textiles, Government of India (hereinafter referred to as 'the Procuring Entity') invites proposals from a reputed Consulting Agency having proven expertise across the ***textile value chain including a comprehensive understanding of the textile waste supply chain*** and competence for conducting a study on 'Mapping of Textile Waste Value Chain (pre & post-consumer) in India'.

2. Bids are invited in two bid system through online mode only on the GeM Portal for Selection of Consultant for mapping of Textile waste value chain in India.
3. The Ministry proposes to select Consulting Agency to help map the textile waste value chain and develop solutions for waste valorization towards contemplating policy measures to address the issue of textile waste in the country.
4. The Ministry invites online proposals from Consulting Agencies in accordance with the Terms of Reference specified in the RFP including the scope of the working document.
5. Interested applicants are requested to submit their online bid through GeM Portal only.

Physical bids shall not be accepted.

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Request for Proposal for hiring a consulting agency for Mapping of Textile Waste Value Chain in India

1. Introduction

The current textile system operates in an almost linear manner and a large quantity of textile waste material is sent to landfills or is incinerated. It is estimated that the extent of textile-to-textile waste recycling is less than 1 per cent. The business-as-usual approach is unsustainable and requires coordinated actions from all stakeholders to promote a circular textile value chain. According to the United Nations Environment Programme (UNEP), circularity aims to shift from the “take-make-dispose” linear value chain into a circular system, where materials are not lost after use but remain in the economy, circulating as long as possible at the highest possible value.

1.2 Additionally, multiple countries have developed action plans to promote sustainable textiles to restrict the movement of textile products in a non-sustainable manner. The European Union (EU) has implemented the EU Strategy for Sustainable and Circular Textiles which requires, by 2030, textile products placed on the EU market to be “long-lived and recyclable, to a great extent made of recycled fibres, free of hazardous substances and produced in respect of social rights and the environment”.

1.3 India has the second-largest vertically integrated textile industry in the world. There exists an opportunity to position itself as a global hub for circular textiles by establishing textile recycling clusters. This requires a clear understanding of the fragmented value chain and multiple players involved in the organized and decentralized sector to identify policy prescriptions needed to introduce targeted incentives.

1.4 Definitions

- i. "Commercial Bank" means a bank, defined as a scheduled bank under section 2(e) of the Reserve Bank of India Act, 1934;
- ii. “Contract” (including the terms ‘Purchase Order’ or ‘Supply Order’ or ‘Withdrawal Order’ or ‘Work Order’ or ‘Consultancy Contract’ or ‘Contract for Services’, ‘rate contract’ or ‘framework contract’ or ‘Letter of Award – LoA’ (letter or memorandum communicating to the Consultant the acceptance of his Proposal) or ‘Agreement’

or a 'repeat order' accepted/ acted upon by the Consultant in specific contexts), means a formal legal agreement in writing relating to the subject matter of procurement, entered into between the Procuring Entity and the Consultant on mutually acceptable terms and conditions and which are in compliance with all the relevant provisions of the laws of the country;

- iii. "Consultant" (as a participant in a Procurement Process - including the term 'contractor', 'consulting agency', 'bidder', 'tenderer', participant' or 'service provider' in specific contexts) means any person or firm or company, including any member of a consortium or joint venture, every artificial juridical person not falling in any of the descriptions of consultants stated hereinbefore, including any agency branch or office controlled by such person, participating in a Procurement Process;
- iv. "Effective Date" means the date on which this Contract comes into force and effect as per the Contract;
- v. "Experts" means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant, Sub-consultant or JV member(s) assigned by the Consultant to perform the Services or any part thereof under the Contract;
- vi. "Government" means the Central Government or a State Government, as the case may be and includes agencies and Public Sector Enterprises under it in specific contexts;
- vii. "Intellectual Property Rights" (IPR) means the intellectual property owner's rights concerning possession/ exploitation of such property by others of tangible or intangible intellectual property, including rights to Patents, Copyrights, Trademarks, Industrial Designs, Geographical indications (GI);
- viii. "Joint Venture (JV or JV/C)" means an association or a Consortium with or without a legal personality distinct from that of its members, of more than one entity where one member has the authority to conduct all businesses for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Procuring Entity for the performance of the Contract.;
- ix. "Performance Security" (includes the terms 'Security Deposit' or 'Performance Bond' 'Performance Bank Guarantee' or other specified financial instruments in specific contexts) means a monetary guarantee to be furnished by the successful

Consultant or Contractor in the form prescribed for the due performance of the contract;

- x. "Proposal" (including the term 'tender', 'offer', 'quotation' or 'bid' in specific contexts) means an offer to supply goods, services or execution of works made as per the terms and conditions set out in a document inviting such offers;
- xi. "Services" means the activities to be performed by the Consultant under this Contract;
- xii. "Signed" means ink signed or digitally signed with a valid Digital Signature as per IT Act 2000 (amended from time to time). It also includes stamped, except in the case of a Letter of Award or amendment thereof;
- xiii. "Variation" means an instruction given by the Contract Manager, which varies the scope, quantum or performance standards of the Service performed;
- xiv. "Works" refer to any activity involving construction, fabrication, repair, overhaul, renovation, decoration, installation, erection, excavation, dredging, and so on, which make use of a combination of one or more engineering designs, architectural design, material and technology, labour, machinery, and equipment.

1.5 Abbreviations

Abbreviation	Definition
ATC	BID/Reverse Auction Additional Terms and Conditions
CPSU	Central Public Sector Undertaking
CV	Curriculum Vitae
DPIIT	Department of Industry & Internal Trade
EMD	Monetary guarantee to be furnished by a consultant along with its proposal
EU	European Union
GeM	Government e-Marketplace
GST	Goods and Services Tax
GTC	General terms and conditions
IPR	Intellectual Property Rights
JV/C	Joint Venture/ Consortium

LCA	Life Cycle Assessment
LoA	Letter of Award
MBA	Master of Business Administration
MSME	Ministry of Micro, Small and Medium Enterprises
OCBS	Quality and Cost Based Selection
PAN	Permanent Account Number
PGDM	Post Graduate Diploma in Management
RFP	Request for Proposal
SME	Subject Matter Expert
STC	Special Terms and Conditions
TOR	Terms of Reference
UC	Utilization Certificate
UNEP	United Nations Environment Programme

2. Scope of Work

The overall objective of the study is to assess the current state of textile waste and associated industry for crafting policies to make India a global hub for sourcing sustainable and circular textiles and garments. The specific activities of the Consulting Agency for mapping the textile waste value chain are divided into 4 interrelated modules which are detailed below:

2.1 Mapping the Textile Waste Supply Chain

- Quantify and characterise pre-and post-consumer waste generated and identify the source(s) of waste
- Carry out the baseline assessment of the textile and garment waste supply chain
- Analyse the structure of the supply chain and identify key actors in the formal and informal sector
- Study the gaps in the existing supply chain, and current methods of waste handling and identify opportunities for waste valorisation.
- Study industry initiative(s) and develop case studies for textile-to-textile recycling.

2.2 Solutions and Technologies

- Carry out Life Cycle Assessment (LCA) estimations through secondary data sources for products made by using different techniques (upcycling, recycling, etc) and establish environmental impacts such as emissions in terms of CO₂ eq., water footprint, energy consumption, etc.
- Identify the solutions and technologies available for the valorisation/ processing of textile waste
- Identify key technology providers (indigenous and international)
- Assess the current level of penetration of technology and gaps to be bridged to meet future needs
- Build a comprehensive roadmap to scale up such technologies on short-, medium- and long-term basis.

2.3 Global Trends

- Analyse global trends relating to the 'sustainable/circular' textile industry and expectations of international buyers
- Assess the impact of global trends relating to sustainability/circularity on India's exports of textiles and garments (opportunities and challenges)
- Analyse the current practices adopted by the industry to meet international norms relating to circularity

2.4 Policy Recommendations

- Provide an overview of the regulatory framework with regards to circularity in major countries (export destinations and competitors) that will have an impact on India's exports of textiles and garments
- Analyse the impact of the valorisation of textile waste on India's textile economy in terms of exports, investment, employment
- Examine extant policies and suggest new initiatives/schematic interventions to boost the textile waste value chain

- Present validation/certification options on recycling and opportunities for Indian standard/certification
- Recommend policy measures to unlock the potential for the textile waste value chain
- Recommend action plan for Government intervention with short/medium/long term targets
- Scope of textile recycle products mandatory requirement in Public/Government procurement i.e., a minimum percentage of textile products should be made of recycled products.
- Branding Challenges due to Societal Perspective towards recycled fabric

3. Duration of the Consulting Agency's engagement

The Consulting Agency will have to complete the scope of work in a period of 8 months. The timeline may be extended at the sole discretion of the Ministry in case a justifiable request is made by the agency

4. Project Timelines and Deliverables

The project duration for the study is eight (8) months from the date of issuance of the work order and signing of contract. The selected firm would be required to submit an Inception Report within 4 weeks and a draft report at the end of the 6th month. The Final Report is to be submitted after detailed discussions with the Ministry of Textiles by end of the 8th month. Ten hard copies of the Final Report and a soft copy in electronic format shall be submitted by the agency at the end of the project.

#	Deliverables	Time
1	Commencement of services (post-issuance of Letter of Award and signing of contract)	T
2	Inception report containing project plan, survey questionnaire (if any) for approval, confirmation of deliverables and approach	T + 4 weeks
3	Progress presentations	T + 8 weeks, T + 12 weeks, T + 16 weeks
4	Presentation of draft Mapping of the Textile Waste Supply Chain report	T + 24 weeks
5	Database on solutions and technology providers	T + 26 weeks

#	Deliverables	Time
6	Recommendations on policy interventions	T + 28 weeks
7	The final report along with proposed policy recommendations and incentives/schemes/advisors' that can be supported by the Ministry of Textile through budgetary assistance or any other ministry through convergence	T + 32 weeks

Ministry shall own the IPR over the deliverables submitted by consulting agency or this project.

5. Payment Milestones

The Consulting Agency's payments will be linked to the satisfactory completion of contractual deliverables to be paid according to the following deliverable schedule subject to acceptance of Deliverables by Competent Authority:

	Deliverables	Payment %
1	Mobilization advances upon submission of performance bank guarantee and signing of the contract	15%
2	Submission of the draft report on Mapping of the Textile Waste Supply Chain along with the database on solutions and technology providers and recommendations on policy interventions	50%
3	Final Submission after incorporating suggestions (if any), by the Ministry (For Approval)	20%
4	Submission of digital and printed copies of the report along with the Utilization Certificate (UC)	15%

- a) Upon achievement of the above-mentioned each milestones, the invoices should be submitted along with complete details of the work undertaken, supporting documents and bills (if required) as well as copies of the work/ material / produced for which the bills are submitted.
- b) The payment shall be released only after acceptance of the required work detailed in the RFP Document against the corresponding deliverable.

- c) First Evaluation of Deliverables to be done within 4 weeks from the date of receipt and Payment to be released within 30 days, on best effort basis from the date of receipt of invoice after final acceptance of deliverable. In case of any conflict between the terms specified in this RFP and payment terms and conditions defined in GeM, the terms defined in this RFP shall prevail.
- d) The bidder has to quote the all-inclusive price including GST while making a financial offer in the bid on GeM. However, GST shall be reimbursed at actual as per prevailing GST rates.
- e) For facilitating the electronic transfer of funds, the selected agency will be required to indicate the name of the Bank and Branch, account number (i.e., bank names, IFSC Code and Bank A/c No.) and also forward a cheque leaf duly cancelled to verify the details furnished. These details should also be furnished on the body of every bill submitted for payments by the selected agency.
- f) **Currency:** The price is payable in local currency i.e., Indian Rupees.
- g) **Liquidated Damages:** The Consulting Agency will be engaged for 8 months to deliver the scope of work outlined in this RFP. The deliverable schedule/ timelines are already specified. In case of failure of Consulting Agency to deliver as per schedule, relevant clauses of liquidated damages as mentioned in the RFP (clause 6(h)) shall be applicable. However, Competent Authority reserves the right to waive the penalty and grant further time (hereby called a grace extension) to the Consulting Agency to complete initial deliverables in case the competent authority is of the opinion that the delay is not attributable to the Consulting Agency. It may be noted that no additional payment will be made whatsoever for the period of grace extension.
- h) Liquidated damages @ 0.5% of the invoice value will be deducted for delay every week or part of the week after completion of the project duration. Total such LD will however not exceed 10% of the basic invoice value.
- i) Resource replacement, if any, shall be only with the explicit written approval of the Ministry.
- j) Conditions in this Scope of Work / RFP document override other GTC / STC / ATC clauses of the GeM Portal.

6. Earnest Money Deposit (EMD)

Bidders will have to submit Earnest Money of Rs. 1,00,000/- (rupees one lakh only) in the form of an Account Payee Demand Draft/ Banker's Cheque or Bank Guarantee from any of the Scheduled Commercial Banks (signed photocopy to be uploaded with technical bid and original sent to the Ministry) drawn in favour of Pay and Accounts Officer, Ministry of Textiles, payable at New Delhi at the following address:

Under Secretary (TM&T),
Ministry of Textiles, Udyog Bhawan,
New Delhi -110011.

6.2 Bids not accompanied by EMD shall be rejected. The EMD of unsuccessful bidders, who have qualified for evaluation of financial bid will be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. In case of bidders who have not qualified technically, EMD should be returned within 30 days of declaration of results of technical evaluation etc. EMD of those bids which are withdrawn during the validity of bids will be forfeited.

7. Performance Guarantee

The selected bidder shall be required to furnish a Performance Bank Guarantee equivalent to 10% of the contract value in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial bank, Bank Guarantee from a Commercial bank or online payment in an acceptable form safeguarding the purchaser's interest in all respects from a scheduled commercial bank in India within seven days from the date of award of the contract. The Bank guarantee should be valid for a period of 60 days from the date of completion of all contractual obligations by the successful bidder. On submission of the Performance Bank Guarantee, the EMD of successful bidder will be returned.

7.2 The bidder may submit their application as a consortium, however, if the bidder fails to mention the same in the proposal, the consortium will not be accepted. Conditional bids will not be accepted. The agency shall not assign, transfer, pledge or sub-contract

the work to any other agency. Bidder submitting more than one proposal will be summarily rejected.

7.3 Bid validity - Bidder's bid must remain valid for 120 days from the date of submission of the bid.

8. Right to Termination

Ministry of Textiles reserves the right to terminate the Agreement if it is of the opinion that the performance of the consultant is not satisfactory at any point of time during the period of the contract at the risk and cost of the agency.

8.2 In the event of any dispute arising, the same shall be settled under the provision of the Arbitration and Conciliation Act, 1996 as amended from time to time and the rules formed there under. The sole arbitrator shall be appointed by Secretary, Ministry of Textiles and the jurisdiction shall be Delhi.

8.3 Notwithstanding anything to the contrary contained in this RFP, the Ministry will reject a Proposal without being liable in any manner whatsoever to the Applicant, if it determines that the Applicant has, directly or indirectly or through its officer(s), employee(s), agent(s), representative(s) and adviser(s), engaged in corrupt, fraudulent, coercive, undesirable or restrictive practices (collectively the Prohibited Practices) in the Selection Process. In such an event, the Ministry shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Earnest Money Deposit, as mutually agreed genuine pre-estimated compensation and damages payable to the Ministry for, inter alia, time, cost and effort of the Ministry, regarding the RFP, including consideration and evaluation of such Applicant's proposal.

9. Force Majeure

The bidding agency shall not be liable to the client for any delay in or failure to perform its obligations as a result of any cause beyond its reasonable control and which cannot by the exercise of reasonable diligence, precaution or alternate measures be foreseen or prevented.

10. Limitation of Liability Clause

Subject to the terms and conditions in this Agreement, the Consultant's total aggregate liability to the Ministry of Textiles arising in connection with the performance under this Agreement shall be limited to an aggregate sum not exceeding the total fees paid to the consultant by the Ministry of Textiles.

11. Amendment of RFP Document

At any time, prior to the deadline for submission of Applications, the Ministry either on its own or request of the Applicant may amend the RFP documents by issuing an addendum or addenda including those issued after the pre-bid conference. These addenda shall be posted on the website of the Ministry and GeM Portal and shall be treated as a part of the RFP Documents.

11.2 The Ministry may, at its discretion, extend the deadline for the submission of Bids.

12. Important Dates (Tentative)

Description	Date	Remarks
Release of RFP	26.06.2023	
Deadline for receiving queries	05.07.2023	All interested bidders must have to submit their queries/or request clarifications for details before 1800hrs at tctm@nic.in
Pre-Bid Meeting	10.07.2023	
Clarification of queries	12.07.2023	Clarifications to queries requested by all bidders will be uploaded to texmin.nic.in
Last day for Bid Submission	21.07.2023	All bids must be submitted on the GeM portal by 1800 hrs
Opening of Technical Bid	23.07.2023	
Bid Validity Period	18.11.2023	Bid validity period 120 days from the last date (deadline) for the submission of proposals

13. Tender Methodology

The tender will be called through online mode only on GeM Portal. No physical tender will be accepted. For the purpose of selection of the agency, a two-stage bidding process will be followed i.e., Technical Bid and the Financial Bid. The 'Technical Proposal' will contain the exhaustive and comprehensive details of the approach, methodologies to

be followed, assertions, documents, and any other collateral the Consultant would want to submit to the Ministry. Quality and Cost Based Selection (QCBS) mode will be followed for the finalization of the L1 bidder.

13.2 Under this system, the Technical Bid evaluation, i.e., Part-I, shall be allotted a weightage of 70% while the Financial Bid evaluation shall be allotted a weightage of 30%. The bidder scoring the highest combined score will be declared as L-1. The detailed methodology is described below.

13.2.1 A Consultancy Evaluation Committee appointed by the Ministry of Textiles will carry out the technical evaluation of proposals based on the following evaluation criteria and a points system. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded. Each evaluated proposal will be given a technical score.

13.2.2 The minimum criteria for technical qualification would be as follows:

- Minimum qualifying technical marks to be obtained: 70 marks out of 100 marks.
- The financial bid shall be opened for Technically qualified bidders who score 70 marks and above.

For respective consulting agencies, 70% of technical marks so obtained by them shall be considered as their respective Final Technical Score (as per QCBS weightage mentioned above).

The Financial Bid shall be opened for technically qualified bidders only. The following methodology shall be adopted for the evaluation of the quoted price of Bidders who qualify in the technical bid evaluation:

Normalization of financial bid scores:

The minimum quoted price among the technically qualified bids will be taken as the base/reference rate for arriving at the evaluated marks for each qualified bidder. The evaluated marks for the lowest priced Bidder in Financial Bid shall be 30. The following example illustrates the proposed methodology for arriving at the Financial Score of the Bidders:

Bidder	Quoted rate (assumed)	Financial Score
A	Rs. 12 crore	$30 \times 08/12 = 20$
B	Rs. 10 crore	$30 \times 08/10 = 24$
C	Rs. 08 crore	$30 \times 08/08 = 30$

The sum of the Final Technical Score and the normalized Financial Score as detailed above shall be the Total score for the bidders. The bidder with the highest Total Score (Technical + Financial Score) shall be declared L1 (successful bidder)

13.3. Letter of Award (LoA)

After 10 days from the conclusion of negotiations, the Consultant whose Proposal has been accepted shall be notified of the award by the Procuring Entity before the expiration of the Proposal validity period by written or electronic means. This notification (hereinafter and in the Conditions of Contract called the "Letter of Award - LoA") shall state the sum (hereinafter and in the contract called the "Contract Price") that the Procuring Entity shall pay the Consultant in consideration of delivery of Services. The Letter of Award (LoA) shall constitute the legal formation of the contract, subject only to the furnishing of performance security as per the provisions of the sub-clause below. The Procuring Entity, at its discretion, may directly issue the contract subject only to the furnishing of performance security, skipping the issue of LoA.

14. Evaluation Criteria

As part of the evaluation, the Pre-Qualification Proposals submitted should fulfil the Minimum Qualification Criteria. In case an Applicant does not fulfil the Minimum Qualification Criteria, the Proposal of such an Applicant will not be evaluated further.

	Topic	Eligibility Criteria	Supporting Document
1	Registration	Bidder (Lead) should be a registered firm/company/partnership in India	Certificate of incorporation
2	Blacklisting	Bidder should not be blacklisted by any Central /State Government/ Public Sector Undertaking in India.	Self-certification/undertaking of no blacklisting

	Topic	Eligibility Criteria	Supporting Document
3	Annual Turnover	The Bidder (Lead) must have an average annual revenue from Management Consulting services in India of Rs. 10 crore and above in the last five financial years	CA certified statement of an annual turnover of the last five years
4	Work Experience	Minimum 10 years of management consultancy expertise with government/agency/ PSUs/state government(s) and large private sector (having turnover more than 100 Crore)	Minimum three relevant contract/work order/ sanction order copies of Rs. 5 lakh or above.
5	PAN & GST	The Bidder (Lead) must have a valid PAN and GST registration under relevant Acts	Copy of PAN card and GST Registration
6	Earnest Money Deposit	The Bidder (Lead) must submit Earnest Money of Rs.1,00,000/- (Rupees Three Lakh only) in the form of a Bank Draft/Demand Draft	Earnest Money Deposit in original
7	Consortium	The Bidder (Lead) may submit the application as a consortium/ JV, however, if the bidder fails to mention the same in the proposal, the consortium will not be accepted. The selected agency shall not sub-contract any assigned task(s).	Self-Declaration

Those agencies meeting the above-mentioned criteria may only apply.

14.2 Technical Evaluation Criteria

The Consultancy Evaluation Committee appointed by the Ministry of Textiles will carry out the evaluation of proposals based on the following evaluation criteria and a points system. If required, the Ministry may seek specific clarifications from any or all Agency(ies) at this stage. Each evaluated Proposal will be given a technical score as detailed below. The total mark against which the bidder's submission will be evaluated is 100.

#	Criteria	Description	Marks	Maximum Marks
1.	Firm's Experience	Experience of working with different Central Ministry(ies), Govt. bodies, CPSUs, State Governments and other Government Agencies in the last 5 years	<ul style="list-style-type: none"> • < 3 projects = 0 • 3-5 projects = 5 • 5-9 projects = 7 • ≥ 10 projects = 10 	10
2.	Experience of working with large Private Industries / Companies	Experience of providing management consulting services to large private enterprises (having turnover of more than Rs. 100 crore) in the last 5 years	<ul style="list-style-type: none"> • < 3 projects = 0 • 3-5 projects = 5 • 5-9 projects = 7 • ≥ 10 projects = 10 	10
3.	International Consultancy Experience	Experience of working on Projects related in the Textile Domain with Government (Centre or State) in India	<ul style="list-style-type: none"> • < 1 project = 0 • 1-3 projects = 3 • 3-5 projects = 5 	10
4.	Annual Turnover	The bidder must have an average annual revenue from Management Consulting services in India of Rs. 10 crore and above in the last 5 years	<p>Average turnover during last 5 years</p> <ul style="list-style-type: none"> • < Rs. 10 crores = 0 • Rs. 10-50 crores = 5 • Rs. 50-100 crores = 7 • ≥ Rs. 100 crores = 10 	10
5.	Technical Capacity	Proven and demonstrable experience in providing management consulting services in the field of Waste (Collection/ Sorting/ Handling/ Recycling/ Reusing)	<ul style="list-style-type: none"> • 1-3 projects = 5 • ≥ 3 projects = 10 	10

#	Criteria	Description	Marks	Maximum Marks
6.	Competence of key resources for the assignment	Project Director <ul style="list-style-type: none"> • MBA/PGDM (or equivalent degree) - 1 Mark • Minimum of 15 years of overall experience and at least 5 years of experience in Government advisory - 2 Marks • Should have a good understanding of the working of the Circular Economy Sector through demonstrated projects (at least 5 engagements) - 2 Marks 	<ul style="list-style-type: none"> • Project Director = Max. 5 marks 	5
		Project Manager / Team Leader (5 marks) <ul style="list-style-type: none"> • MBA (or equivalent degree) - 1 Mark • Minimum of 12 years of overall experience and at least 5 years of experience in the Circular Economy Domain - 2 Marks • Worked in at least 3 National/State assignments related to the Circular Economy domain - 1 Mark • Worked in at least 1 International assignment related to the Circular Economy domain - 1 Mark 	<ul style="list-style-type: none"> • Project Manager / Team Leader = Max. 5 marks 	5
		Subject Matter Experts (2 experts) <ul style="list-style-type: none"> • Experts with a Degree in Climate Change, Environmental Engineering, 	<ul style="list-style-type: none"> • Subject Matter Experts (2 experts x 5marks) = Max.10 marks 	10

#	Criteria	Description	Marks	Maximum Marks
		<p>Waste Management, Circular Economy, Textiles Engineering, Sustainability, or closely related field - 2 marks</p> <ul style="list-style-type: none"> • 8 years of experience (SME 1 - Waste Sector & SME 2 - Textile Sector) is desirable as below - 2 marks • 2 years of experience related to the Circular Economy domain - 1 Mark <p>Note: The SMEs will be assessed basis of their past experience of working and basis interactions during the bidder's presentation</p>		
7.	Project Methodology, Approach and Work Plan	<p>Technical Approach & Methodology for the project</p>	<p>The bidder must demonstrate the following:</p> <ul style="list-style-type: none"> • Practicality and relevance of the execution approach and methodology for the current assignment addressing each scope element in this RFP • Clarity of deliverables and work-plan 	15
		<p>Presentation on the proposal</p>	<p>The bidder must demonstrate the following:</p> <ul style="list-style-type: none"> • Understanding of the sources of textile 	15

#	Criteria	Description	Marks	Maximum Marks
			waste, current practices, involvement of the informal sector, etc. <ul style="list-style-type: none"> • Understanding of global best practices, policies, and their implications for the Ministry of Textiles 	
Total				100

Note:

- i. Presentations by a bidder: To obtain marks under categories 6 and 7 of the above point table, bidders must make a presentation before the Consultancy Evaluation Committee. The purpose of such presentations would be to allow the bidders to present the salient points in their proposals.
- ii. The Team Leader/Project Manager, all Experts and other key staff proposed by the bidder for the project should be present during the presentation. The bidders who do not present themselves before the Consultancy Evaluation Committee will not be considered.
- iii. To demonstrate eligibility as well as to be scored against the Technical Criteria related to experience, the bidder needs to submit a copy of the contract/ work orders indicating the details of the previous assignment completed, the client, the value of the assignment/ proportionate value in use of projects/ assignment in process date and year of the award.
- iv. CVs of the personnel proposed to be deployed should be submitted in world bank format, duly signed by the personnel and countersigned by the bidder's authorized signatory. During the execution of the contract replacement of any key personnel is not allowed without prior approval of the Ministry.
- v. Substitution of key personnel can be allowed in compelling or unavoidable situations only and the substitute shall be of equivalent or higher credentials. Such

substitution may ordinarily be limited to not more than 30% of total key personnel, subject to equally, or better, qualified and experienced personnel being provided to the satisfaction of the procuring entity.

- vi. Replacement of first 10% of key personnel will be subject to reduction of remuneration. The remuneration is to be reduced, say, by 5% of the remuneration which would have been paid to the original personnel, from the date of the replacement till completion of contract.
- vii. In case of the next 10% replacement, the reduction in remuneration may be equal to (say) 10% (ten per cent) and for the third 10% replacement such reduction may be equal to (say) 15% (fifteen per cent).
- viii. For Sl. No. 6 above, the evaluation will be based on the CVs of the key personnel submitted as part of the Technical Response - relevant experience and academic qualifications will be considered. In addition, interaction with the key personnel – Project Director, Project Manager, SMEs - during the bid presentation may also be used for evaluation.
- ix. Please refer to Annexure I for the format of the Technical Proposal, Annexure II for the format of the Financial Proposal, and Annexure III for Bank Guarantee Format for Performance Security.
- x. The condition of prior turnover is relaxed for startups recognized by the Department of Industry & Internal Trade (DPIIT) subject to the meeting of quality & technical specifications desired in the Scope of work. Startups may be MSMEs or otherwise.

Annexure I

Format of Technical Bid

- a) Profile of the Organization (including details such as the name of bidding entity, complete address with telephone number and e-mail, background, presence in India, services offered etc.)
- b) Details of Registration (Certificate of incorporation)
- c) Self-certification/undertaking of no blacklisting
- d) CA certified statement of an annual turnover of the last five years
- e) CA certified statement of annual Government Consulting turnover of last five years
- f) Central Government Consulting Experience (with certified copies of work orders)
- g) Self-certification/undertaking by HR on employee Strength of Consulting Agency
- h) PAN Card
- i) GST Registration Certificate
- j) Details of Earnest Money Deposit (EMD)
- k) Credentials of Consulting Agency's experience of working with the Ministry of Textiles (with certified copies of work orders) as mentioned in Sl. No. 1 of Technical Evaluation Criteria
- l) Credentials of the specific experience of Consulting Agency relevant to the scope of the RFP (with certified copies of work orders) as mentioned in Sl.No.2ofTechnical Evaluation Criteria
- m) Details of Key personnel as mentioned in Sl. No. 6 of Technical Evaluation Criteria

(Scanned copies of all requisite documents in support of the above must be uploaded along with Technical Bid)

Annexure II

Format of Financial Bid

Financial Proposal Submission Form

To

Date:

Ministry of Textiles,
Udyog Bhawan,
New Delhi

Dear Sir,

We, the undersigned, offer to provide the services for mapping of the textile waste value chain in India in accordance with your Request for Proposal dated [Insert Date].

Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures]. This amount is inclusive of all taxes and duties. We hereby confirm that the financial proposal is unconditional and we acknowledge that any condition attached to the financial proposal shall result in the rejection of our financial proposal.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations and the expiration of the validity period of the Proposal as given in the said RFP.

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

Yours sincerely,

Signature of Authorized signatory

Name and Title of Signatory

Name of Firm/Agency

Address

Encl: Annexure with Detailed break-up of financial proposal

DETAILED BREAK-UP OF FINANCIAL PROPOSAL

Name of the bidder/ bidding firm/ company	
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Summary of Cost:

Particulars/Item	Amount in Figure (Rupees)	Amount in Words (Rupees)
Lumpsum fee for Scope of work as per RFP inclusive of taxes		
Total		

Annexure III

Bank Guarantee Format for Performance Security

(The Bank Guarantee shall be on a Stamp Paper of appropriate value in accordance with Stamp Act and shall be purchased in the name of the guarantee issuing Bank or the Party on whose behalf the BG is being issued.)

(Ref ITC-clause 13.1.2 and GCC-clause 5.8)

Ref _____ Bank Guarantee No.....

Date.....

To

The President of India, through

Head of Procurement

Procuring Organisation

[Complete address of the Procuring Entity]

Whereas M/s.....with its Registered/ Head Office at..... (name and address of the Consultant, hereinafter called “the Consultant”, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) has undertaken, in pursuance of contract no date..... to delivery (description of Services) (hereinafter called “the contract”).

And Whereas you (unless repugnant to the context or meaning thereof, including your successors, administrators, executors and assigns) have stipulated in the said contract that the Consultant shall furnish you with a bank guarantee by a Commercial bank for the sum specified therein as security for compliance with its obligations as per the contract;

And Whereas we with our Head Office at..... (name and address of the Bank, hereinafter referred to as the ‘Bank’, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) have agreed to give the Consultant such a bank guarantee.

Now, Therefore, we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of(amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein, notwithstanding any difference between you and the Consultant or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

We hereby waive the necessity of your demanding the said debt from the Consultant before presenting us with the demand.

The Bank undertakes not to revoke this guarantee during its currency without your previous consent and further agrees that the guarantee herein contained shall continue to be enforceable till you discharge this guarantee. This guarantee will not be discharged due to a change in the constitution of the Bank or the Consultant's.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the Consultant shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall be valid until theday of20.....

Our.....branch at.....*(Name & Address of the*(branch) is liable to pay the guaranteed amount depending on the filing of a claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our* branch a written claim or demand and received by us at our* branch on or before Dt..... otherwise, the bank shall be discharged of all liabilities under this guarantee after that.

(Signature of the authorized officer of the Bank)

.....

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of the Branch

*Preferably at the authority's headquarters competent to sanction the expenditure for procurement of goods/services or at the concerned district headquarters or the state headquarters.