

Evaluation Criteria

A. Pre – qualification/ Eligibility Evaluation

The Pre-Qualification Proposal submission shall be checked to evaluate whether the Applicant meets the prescribed Minimum Qualification Criteria.

I. Pre – qualification/ Eligibility criteria - General

The Consulting companies/ firms will be eligible to apply for the Pre-qualification Application individually. The Applicant Company must submit an undertaking for the following:

Sr. No.	Description	Whether Information provided by applicant [Yes/ No]
1.	Name of company / firm	
2.	Legal status of the Firm (Private limited company/ proprietorship firm / partnership / Limited Liability Partnership/ public limited company / 100% owned subsidiary incorporated in India)	
3.	If 100% owned subsidiary incorporated in India, whether the applicant has an undertaking from the parent company that they will provide financial / technical support to subsidiary for DET consultancy work, if awarded based on this document.	
4.	Have you abandoned projects/contract works in-complete/ any work in last five years? (Please support with undertaking)	
5.	Have your company/ firm suffered bankruptcy/ insolvency in the last five years? (Please support with undertaking)	
6.	Is your company/ firm currently blacklisted by any government (Central, State, ULBs) / funding agencies (World Bank, ADB, JBIC, DFID, etc.) / Public Sector Undertaking? (Please support with undertaking)	

II. Pre – qualification/ Eligibility criteria - Technical Strength

Relevant Services Carried Out in the Last Seven Years That Best Illustrate Qualifications

Category	Minimum Desired Experience	Number of Projects submitted for Pre-qualification	Number of Qualifying Projects
Project Management Unit Experience	Three completed Experience in Programme Management Assignments for NSDC/ NSDA/ DGET/ DGT, any Central Government skilling related Scheme at centre/ state skill development missions or DETs in the Skill Development Space; (Programme Management Assignments having assignment costs of more than Rs. 03 crores will only be considered).		
Project Management Unit Experience	Three on-going Experience in Programme Management Assignments for NSDC/ NSDA/ DGET/ DGT, any Central Government skilling related Scheme at centre/ state skill development missions or DETs in the Skill Development Space; (Programme Management Assignments having assignment costs of more than Rs. 03 crores will only be considered).		

***provide details separately for each project listed in the summary sheet in the following format.**

- Projects without the proof of experience [at least (for Completed Projects: Work Order, Agreement and Completion Certificate), (at least for on-going Projects: Work Order, Agreement and Statutory Audited Statement of last two Payment received, **a Certificate from Chartered Accountant/ Auditor confirming the receipt of payment from the Client**)] will not be considered for evaluation.
- Authority reserves the right to verify the details and ask to furnish necessary proofs in this regard.
- In case fee was paid in currency other than Indian Rupees, the exchange rate should be considered based on TT buying rates as on August, 18, 2017, [i.e. 1 USD= INR 64.11] for the purpose of conversion.

IMPORTANT: Please provide a copy of certificate from the client or a copy of work order from the client.

- Along with Work order copy and/ or Completion Certificate, the submitted testimonial MUST contain other documents which include detail description of work [Scope of Work, Terms of Reference, Total Project Cost carried out by the consultant;
- As a proof of project cost, relevant pages of DPR/ Project Reports published bid documents will be considered;
- **Only those assignments would be considered for the evaluation for which the documentary proof mentioning Total Assignment Cost have been provided immediately after each claimed firm's experience i.e.**
 - client certificate or work order in case of on-going project assignment
 - client certificate or work order and completion certificate in case of completed project assignment
- **The supporting document(s) claimed for each firm's relevant experience placed immediately after each firm's experience shall be considered only;**

III. Pre – qualification/ Eligibility criteria - Financial Strength

All Values: INR in Crores

Sl. No.	Financial Capacity	Minimum Value
		Individual Applicant
1.	Average Annual Turnover of Company/ Firm from Consultancy/ Professional Fees for Previous 3 Audited Financial Years	Rs. 50 Crores
2.	Net worth of Applicant firm during last Audited Financial Year	Rs. 30 Crores

Bidder Type (1)	Annual turnover			Average Annual Turnover (>=50 Crores)	Net Worth
	FY Year 1 2018-19	FY Year 2 2017-18	FY Year 3 2016-17		FY 2018-19 (>=30 Crores)
Single Entity Bidder					
Total					

*** Note:**

1. A Bidder consisting of a single entity should fill in details as per the row titled Single entity Bidder.
2. The Bidder should provide details of its own Financial Capacity or of an Associate as specified in RFQ cum RFP.

Instructions:

1. The Bidder shall attach copies of the balance sheets, financial statements and Annual Reports for 3 (three) years preceding the Application Due Date. The financial statements shall:
 - a. reflect the financial situation of the Bidder;
 - b. be audited by a statutory auditor;
 - c. be complete, including all notes to the financial statements; and
 - d. correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).
2. The Bidder shall submit Audited Annual Reports for Financial Year 1 (2018-19), Financial Year 2 (2017-18), Financial Year 3 (2016-17) highlighting the Annual Turnover and Auditor's Certificate for Financial Year 1 (2018-19) highlighting the Net Worth to showcase the financial strength.
3. If audited financial sheets for FY 2018-19 are not available, in that case, the bidder has to un-audited financial sheets for 2018-19 certified by the chartered accountant. Failure to do so would be considered as a non-responsive bid.
4. **Net Worth shall mean** (For Company = (Subscribed and Paid-up Capital fund + Reserves + Share Allotment Money Already Received + Preference Shares (including Redeemable) + Convertible Debentures but excluding Warrants - (Revaluation reserves + Miscellaneous expenditure not written off).
5. Year 1 will be the latest completed financial year, preceding the bidding. Year 2 shall be the year immediately preceding Year 1 and so on. In case the Application Due Date falls within 3 (three) months of the close of the latest financial year.
6. The Bidder shall also provide the name and address of the Bankers to the Bidder.
7. The Applicant should clearly indicate the calculations and references in the financial statements in arriving at the above numbers in an attached worksheet.
8. The Bidder shall provide an Auditor's Certificate specifying the net worth of the Bidder and also specifying the methodology adopted for calculating such net worth in accordance with the RFQ cum RFP document.

Pre – qualification/ Eligibility criteria

Sl. No	Pre-qualification/ Eligibility Criteria	Whether the Consultant is Qualifying the Pre-qualification/ Eligibility Criteria (Yes/ No)
1.	General	
2.	Technical Strength	
3.	Financial Strength	

Subsequently, Applicants who meet the Minimum Qualification Criteria (the “**Shortlisted Applicants**”), shall be checked for responsiveness in accordance with the requirements of the RFQ cum RFP and only those Proposals which are found to be responsive would be further consider for Technical Evaluation.

B. Technical Evaluation

The Technical proposals and financial proposals will be evaluated separately. The technical proposals would be given 60% weightage and 40% weightage to the financial proposals out of a total score of 100.

I. Technical Proposal

Based on the following technical parameters, each consultant would be assigned a technical score out of 100 and the marks will be given accordingly:

SI No	Technical Parameter	Marks
1	Prior experience in carrying out similar and related assignments;	30
2	Qualification and experience of the key personnel of the proposed team for the Assignment;	50
3	Approach paper on methodology proposed by the consultant to carry out the assignment, understanding the issues, detailed work plan, defining milestones and innovativeness in approach and methodology.	20
	Total Marks	100

The **detailed break up** for the evaluation of the technical proposals can be as follows:

1. Additional prior experience in carrying out similar and related assignments in past

07 years:

30 Marks.

- The consultant shall show case completed and on-going project experience for all of the categories;
- Additional prior project experience means completed and on-going project experience other than the projects submitted to meet the Pre-qualification- Technical Strength criteria.
- Along with Work order copy and/ or Completion Certificate, the submitted testimonial MUST contain other documents which include detail description of work [Scope of Work, Terms of Reference, Total Project Cost carried out by the consultant;
- As a proof of project cost, relevant pages of DPR/ Project Reports published bid documents will be considered;
- Only those studies would be considered for the evaluation for which the documentary proof mentioning Total Project Cost have been provided immediately after each claimed firm's experience i.e.
 - client certificate or work order in case of on-going project assignment
 - client certificate or work order and completion certificate in case of completed project assignment
- The supporting document(s) claimed for each firm's relevant experience placed immediately after each firm's experience shall be considered only;

SI No	Technical Parameter	Marks
A	<p><u>Category 1:</u></p> <p><u>Program Management Unit Experience</u></p> <p>a) Additional three completed Experience (in addition to Pre-Qualification-Technical Strength) in Programme Management Assignments for NSDC/ NSDA/ DGT, any Central Government skilling related Scheme at centre/ state skill development missions or DETs in the Skill Development Space having assignment costs of more than Rs. 03 crores. AND</p> <p>b) Additional three on-going Experience (in addition to Pre-Qualification-Technical Strength) in Programme Management Assignments for NSDC/ NSDA/ DGT, any Central Government skilling related Scheme at centre/ state skill development missions or DETs in the Skill Development Space having assignment costs of more than Rs. 03 crores.</p>	30
<ul style="list-style-type: none"> • Each additional qualified completed project would carry weightage of 5 marks upto maximum limit of 15 marks. and • Each additional qualified ongoing project would carry a weightage of 5 marks upto maximum limit of 15 marks. 		
Total Marks		30

2. Qualification and experience of the key personnel of the proposed team for the assignment: 50 Marks

Similar Assignments mean Programme Management Assignments for NSDC/ NSDA/ DGT, any Central Government skilling related Scheme at centre/ state skill development missions or DETs in the Skill Development Space having assignment costs of more than Rs. 03 crores.

SI No	Technical Parameter		Marks	
	Designation	No. of Position	Qualification & Experience	
1	Project Manager	1	<ul style="list-style-type: none"> • MBA/ PGDM/ MSW/ post graduate in management or equivalent from a recognized and reputed academic institution. • 10 years of experience in managing skill based training program in a multi stakeholder ecosystem. • Experience of handling large scale PMUs activities, scheme implementation, capacity building programmes etc. with proven records of project execution. • The person should have acknowledged domain expertise in large scale multi-sectorial development program and capabilities in designing and implementing large scale multi-layered operations. He/ She shall be responsible for planning, supervision and co- ordination with various partners, consultants for quality skill training, analyze market requirements, generate frameworks regarding quality assurance, responsible for quality assurance of all works and timely completion of the projects. 	14
(i) Qualification			Marks	2
If the qualification of the Project Manager is MBA/ PGDM/ MSW/ post graduate in management or equivalent qualification, then 02 marks, else no Mark.				
(ii) No. of Similar Projects handled			Marks	5
If the number of similar assignments handled by the Project Manager is ≥ 06 , then 05 Marks, else, proportionate marks.				
(iii) Relevant years' of Experience			Marks	5
If the relevant years of experience of the Project Manager is ≥ 10 , then 05 Marks, else, proportionate marks.				
(iv) Associated with the same company for more than 12 months			Marks	2
If the Expert manpower is associated with the same company for more than 12 months, then 02 marks, else no mark.				

2	Industry Interface & Stakeholder Collaboration Experts	1	<ul style="list-style-type: none"> • MBA/ PGDM/ MSW/ post graduate in management/ rural development or equivalent from a recognized and reputed academic institution. • 05 years of working experience in Skill Development or Cluster/ Livelihood development. • Hands on experience for conceptualization Sector specific skilling system, identifying the demand across various sectors, preparation of cluster development plan sustainability roadmap, etc. • Experience in mobilizing the Industry partners, associations, facilitating the industry interface with different skilling initiatives including mobilization and counselling activities, organizing events for industry collaboration etc. • Support to DSCs for preparation of District Skill Plan. 	9
(i) Qualification			Marks	1.5
If the qualification of the Industry Interface & Stakeholder Collaboration Expert is MBA/ PGDM/ MSW/ post graduate in management/ rural development or equivalent qualification, then 1.5 marks, else no Mark.				
(ii) No. of Similar Projects handled			Marks	3
If the number of similar assignments handled by the Industry Interface & Stakeholder Collaboration Expert is ≥ 03 , then 03 Marks, else, proportionate marks.				
(iii) Relevant years' of Experience			Marks	3
If the relevant years of experience of the Industry Interface & Stakeholder Collaboration Expert is ≥ 05 , then 03 Marks, else, proportionate marks.				
(iv) Associated with the same company for more than 12 months			Marks	1.5
If the Expert manpower is associated with the same company for more than 12 months, then 1.5 mark, else no mark.				
3	Industry Interface & Stakeholder Collaboration Experts	2	<ul style="list-style-type: none"> • MBA/ PGDM/ MSW/ post graduate in management/ rural development or equivalent from a recognized and reputed academic institution. • 05 years of working experience in Skill Development or Cluster/ Livelihood development. • Hands on experience for conceptualization Sector specific skilling system, identifying the demand across various sectors, preparation of cluster development plan sustainability roadmap, etc. 	9

			<ul style="list-style-type: none"> • Experience in mobilizing the Industry partners, associations, facilitating the industry interface with different skilling initiatives including mobilization and counselling activities, organizing events for industry collaboration etc. • Support to DSCs for preparation of District Skill Plan. 	
(i) Qualification			Marks	1.5
If the qualification of the Industry Interface & Stakeholder Collaboration Expert is MBA/ PGDM/ MSW/ post graduate in management/ rural development or equivalent qualification, then 1.5 marks, else no Mark.				
(ii) No. of Similar Projects handled			Marks	3
If the number of similar assignments handled by the Industry Interface & Stakeholder Collaboration Expert is ≥ 03 , then 03 Marks, else, proportionate marks.				
(iii) Relevant years' of Experience			Marks	3
If the relevant years of experience of the Industry Interface & Stakeholder Collaboration Expert is ≥ 05 , then 03 Marks, else, proportionate marks.				
(iv) Associated with the same company for more than 12 months			Marks	1.5
If the Expert manpower is associated with the same company for more than 12 months, then 1.5 marks, else no mark.				
4	Industry Interface & Stakeholder Collaboration Experts	3	<ul style="list-style-type: none"> • MBA/ PGDM/ MSW/ post graduate in management/ rural development or equivalent from a recognized and reputed academic institution. • 05 years of working experience in Skill Development or Cluster/ Livelihood development. • Hands on experience for conceptualization Sector specific skilling system, identifying the demand across various sectors, preparation of cluster development plan sustainability roadmap, etc. • Experience in mobilizing the Industry partners, associations, facilitating the industry interface with different skilling initiatives including mobilization and counselling activities, organizing events for industry collaboration etc. • Support to DSCs for preparation of District Skill Plan. 	9
(i) Qualification			Marks	1.5
If the qualification of the Industry Interface & Stakeholder Collaboration Expert is MBA/ PGDM/ MSW/ post graduate in management/ rural development or equivalent qualification, then 1.5 marks, else no Mark.				
(ii) No. of Similar Projects handled			Marks	3
If the number of similar assignments handled by the Industry Interface & Stakeholder Collaboration Expert is ≥ 03 , then 03 Marks, else, proportionate marks.				

(iii) Relevant years' of Experience			Marks	3
If the relevant years of experience of the Industry Interface & Stakeholder Collaboration Expert is ≥ 05 , then 03 Marks, else, proportionate marks.				
(iv) Associated with the same company for more than 12 months			Marks	1.5
If the Expert manpower is associated with the same company for more than 12 months, then 1.5 marks, else no mark.				
5	Operation & Monitoring Skill Consultant	1	<ul style="list-style-type: none"> • MBA/ PGDM/ MSW/ post graduate in management/ rural development/ social work or equivalent from a recognized and reputed academic institution • 05 years of experience in project management/ rural management/ administration experience of working with state or national level large scale skill development/ livelihood promotion/ poverty reduction programmes. • Skill development sector specific to EOI Preparation, Life Cycle, Course Accreditation, Assessment and Certification protocols and systems, job role/ course alignment, and curriculum designing and development and conducting Tracer Studies, EOI formulation, Monitoring & Evaluation of Skilling Scheme. 	9
(i) Qualification			Marks	1.5
If the qualification of the Operation & Monitoring Skill Consultant is relevant MBA/ PGDM/ MSW/ post graduate in management/ rural development/ social work or equivalent qualification, then 1.5 marks, else no Mark.				
(ii) No. of Similar Projects handled			Marks	3
If the number of similar assignments handled by the Operation & Monitoring Skill Consultant is ≥ 03 , then 03 Marks, else, proportionate marks.				
(iii) Relevant years' of Experience			Marks	3
If the relevant years of experience of the Operation & Monitoring Skill Consultant is ≥ 05 , then 03 Marks, else, proportionate marks.				
(iv) Associated with the same company for more than 12 months			Marks	1.5
If the Expert manpower is associated with the same company for more than 12 months, then 1.5 marks, else no mark.				

3. Approach paper on methodology proposed by the consultant to carry out this assignment. The Write up should cover, in detail, how the consultant would carry out the assignment, understanding the SANKALP & Goals of JICA, detailed work plan and methodology. The methodology for each head of the proposed Terms of Reference must be described - 20 Marks

SI No	Technical Parameter	Marks
I	Coverage of Terms of Reference/ Understanding of SANKALP	10
II.	Methodology and Detailed Work Plan	10
Total		20

For this part, the consultants will have to make presentations before the Steering Committee formed for this project. The members of the Steering Committee/ special invitee will give the marks out of total marks specified above. The average marks would be considered for technical score.

Based on the ranking of consultants in technical score, the consultants scoring more than 70% are eligible for financial evaluation. In case no consultant is crossing 70% marks, the Steering Committee may decide suitably.

II. Financial Proposal

The price bids of only technically qualified bidders would be opened for further consideration.

Based on the following financial man-month quotation, each consultant would be assigned a financial score out of 100 and the weightage will be given accordingly.

The consultant (L1) who has quoted the lowest price will be given a score of 100. The consultants will be allotted score relative to the score of L1, which will be as below:

$$sf = 100 \times F_L/F$$

Where: Sf = the financial score of the Financial Proposal being evaluated

F_L = the price of lowest priced Financial Proposal

F = the price of Financial Proposal under consideration

III. Final Score and Ranking

The total score of each consultant will be calculated by weighting the score of both technical as well as financial proposal as calculated above. Based on the weighted scores, the consultant will be ranked from highest score to lowest score. The Steering Committee may award the assignment to the highest ranked consultant after negotiations as per the provisions of the RFQ cum RFP document.