



SEEPZ-SEZ AUTHORITY

**REQUEST FOR EXPRESSION OF INTEREST (REoI)
cum TERMS OF REFERENCE (ToR)**

For Providing

**Design Consultancy Services for setting up Mega Common
Facilitation Centre(CFC) at SEEPZ, Mumbai**

Date of publishing the REoI:	08/04/2022; 1500 hrs
Deadline for submission of EoI:	02/05/2022; 1600 hrs
Category of procurement:	Design Consulting Services – Firms
Tentative Duration of the Assignment:	13 months
Method of selection of consultant:	Quality and Cost Based System (QCBS)

**ISSUING AUTHORITY: Assistant Development Commissioner & Estate Manager, SEEPZ- SEZ,
Mumbai**

Postal Address: SEEPZ SEZ, MIDC Central Road,
Andheri East, Mumbai 400096.

E-Mail: dcseepz-mah@nic.in

Helpline No.: 022-28290856

Landline: 022-28294728/28294790 (From 9:30 A.M. to 6:00 P.M.)

1. Background & Objectives

The Gem and Jewellery sector comprises mostly of small and medium enterprises who cannot afford the latest machinery & technology and also cannot cope up with the frequent changes in technology individually, leading to low competitiveness and low efficiencies of the local Industry.

However, India accounts for 14 out of 15 diamonds set in Jewellery worldwide and ranks 4th in global gold Jewellery exports. To maintain competitiveness, the latest in 3-Ts (Technology, Techniques and Training) from around the world have to be made available at a single Center, namely Mega Common Facilitation Centre.

The Mega CFC will aim at providing assistance to the industry members in and around Mumbai to ensure quality, standards, cost, and efficiency. The focus shall be on Jewellery, that is, Diamond Studded Jewellery and Gold Jewellery. The proposed project will be developed on a cluster-based model to promote growth in the sector.

More details regarding the scope of work and key deliverables can be found in the Terms of Reference uploaded with this REoI.

2. Eligibility Criteria

In order to be eligible for participating in this procurement, the consultant, or a consortium / JV of consultants -

SN	Eligibility Criteria	Supporting Documents (to be Included in the EoI)	Applicability in case of a consortium / JV
1	Must be registered with the appropriate government authority as Limited company/ Private limited company/ LLP/ Partnership and shall be in the consulting services business for at least 10 years	Copy of the incorporation / registration certificate clearly indicating the nature of business.	Both must satisfy individually.
2	Must possess a valid GST and PAN	Copies of GST, PAN	Both must satisfy individually.

SN	Eligibility Criteria	Supporting Documents (to be Included in the EoI)	Applicability in case of a consortium / JV
3	Must have turnover of at least INR 5 crores and above in the last three financial years (i.e, FY 2018-19, FY 2019-2020, FY 2020-21).	Audited financial statements for the past 3 financial years. Provisional statement shall be accepted in lieu of audited FS only for FY2020-21.	Lead partner of the JV must have at least 100% of the said turnover i.e., at least INR 2 Crore in each of the three financial years.
4	<p>Must have completed</p> <p>A. at least 2 (two) projects with Government / PSU/ Private clients in the last 5 years of value INR 30 Crores and above.</p> <p>OR</p> <p>B. similar project completed with Government / PSU/ Private clients in the last 5 years of value INR 10 Crores and above in SEEPZ, SEZ or any other SEZ (Govt/ Private).</p> <p>OR</p> <p>C. at least 2 ongoing projects with minimum(architectural) consultant remuneration / order value of INR 2 crores and above</p> <p><i>*Similar project meaning experience of working in Gems and Jewellery Sector/ Industrial building with minimum built up area of 50,000 Sq Ft valued at at least INR 10 Crores inclusive of all services but not limited to architectural, civil & Structural, MEPF, landscaping, statutory</i></p>	<p>Summary of relevant experiences.</p> <p>Completion certificates issued by the clients clearly mentioning the name of the assignment, scope of work, area of the campus, value of the contract, etc. In case the scope of work is not elaborated / area of the campus is not mentioned in the completion certificate, corresponding contract agreement may be submitted.</p> <p>Letter of award/letter of intent/work order for ongoing/current projects</p>	Both must cumulatively satisfy.

SN	Eligibility Criteria	Supporting Documents (to be Included in the EoI)	Applicability in case of a consortium / JV
	<i>liaisoning and necessary authority approvals etc.</i>		
5	Must not be debarred / blacklisted by any procuring entity under the central government including PSUs and autonomous entities or by-state governments or by multilateral agencies such as The World Bank, Asian Development Bank, etc. in last 10 years	Self-declaration of not having been debarred / blacklisted by any of the entities mentioned in this criterion at present.	Both must satisfy individually.

3. Selection Procedure

- a. The procedure for selection of consultant shall be as detailed under the 'Manual for Procurement of Consulting Services, 2017' issued by the Ministry of Finance.
 - b. The Request for Proposals (RFP) shall be issued only to the consultants shortlisted after EoI evaluation. The shortlist comprising up to 8 consultants shall be prepared based on assessment of eligibility and relevance of consultants' past experience. Decision of the SEEPZ SEZ Authority in this regard shall be binding on all participating consultants.
 - c. Selection of a consultant from among the shortlisted firms shall be made using the QCBS method. More details regarding the evaluation criteria and weightages for technical and financial scores etc. shall be provided in the RFP document.
4. More details regarding the scope of work and key deliverables pertaining to the nature of consulting assignment can be found in the Terms of Reference document uploaded with this REoI. *It may be noted that these details are neither exhaustive nor final. The final TOR shall be included in the RFP document which shall be issued to the shortlisted consultants.*
 5. Consultants may upload their specific feedback and suggestions regarding the draft ToR along with their EoIs. SEEPZ SEZ Authority may consider the suggestions vis-à-vis its requirements but will not be bound to accept any suggestion received.
 6. For any further queries, consultants are requested to use 'seek clarifications' feature on the e-procurement portal.
 7. The EoI should be submitted along with duly filled Annexure I & II through **e-procurement portal (<https://eprocure.gov.in/eprocure/app>) only**. EoIs submitted through any other

means shall not be admissible. The deadline for submission of EoIs is 1600 hrs on 01 April 2022.

Dy. Development Commissioner,
SEEPZ- SEZ, Mumbai

ANNEXURE I – EoI Submission Form

(To be printed on Consultant's letterhead)

To,

The Development Commissioner,
SEEPZ, SEZ,
Ministry of Commerce and Industries
Government of India
Andheri (East), Mumbai 400096

Ref: Your Request for Expression of Interest (REoI) For providing Design consultancy service for setting up mega common facilitation centre at SEEPZ, Mumbai dated 08/04/2022

Sir,

We, the undersigned, declare that:

1. We have examined and have no reservations to the REoI (including Addenda issued).
2. If we are shortlisted and issued an RFP, we commit to submit technical and financial proposals in response to the RFP, adhering to the requirements stipulated therein.
3. We also declare that Government of India or any other State Government or public Sector Unit in the nature of an autonomous body has not declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive, or coercive practices or any failure/lapses of serious nature.
4. We also accept all the terms and conditions of this REoI and undertake to abide by them, including the condition that you are not bound to shortlist us or any other firm submitting their EoI in response to your Request for EoIs.

Yours sincerely,

Authorized Signatory

(Authorization for signing on behalf of the bidding company to be attached)

Full Name and Designation

ANNEXURE II - Checklist for Eol Submission

SN	Particulars	Submitted (Y/N) If submitted, provide page number	Remarks
1	Eol submission form		
2	Incorporation / Registration Certificate		
3	Copy of GST Registration Certificate		
4	Copy of PAN Card		
5	Audited financial statements for past 3 financial years		
6	Summary of relevant experiences		
7	Completion certificates / contract agreements for past projects		
8	Letter of award/letter of intent/work order for ongoing/current projects		
9	Self-declaration of not having been debarred by stipulated entities at present		

Notes:

1. Please include duly filled checklist as the first page of your Eol submission.
2. Please organize your Eol document in the same sequence as mentioned in the table above.
3. Ensure that all the pages in the Eol document are readable failing which the unreadable pages shall not be considered in Eol evaluation.