

**OFFICE OF THE TEXTILE COMMISSIONER
MINISTRY OF TEXTILES
GOVERNMENT OF INDIA**

NISTHA BHAVAN, NEW CGO BUILDING,
48, NEW MARINE LINES, MUMBAI
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TEL. NO. 22001050

EXPRESSION OF INTEREST CUM REQUEST FOR PROPOSALS

for engagement of Consultancy organization/firm/agency to carry out Impact cum Evaluation
analysis of Amended Technology Upgradation Fund Scheme (ATUFS)



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JULY,2025

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REQUEST FOR PROPOSALS

For engagement of Consultancy organization/firm/agency to carry out Impact cum Evaluation analysis of Amended Technology Upgradation Fund Scheme (ATUFS) for Textile Industries:

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NOTICE INVITING E-TENDER
TENDER NO. TS-27/2/2025-TUF(74684)

1. NOTICE INVITING E-TENDER

Ministry of Textiles had launched a scheme titled “Amended Technology Upgradation Fund Scheme” to provide one-time capital subsidy (CIS) for investments in the employment and technology intensive segments of the textile value chain keeping in view of promotion of exports and import substitution.

Office of the Textile Commissioner, Ministry of Textiles, Government of India proposes to engage a reputed consulting firm with relevant expertise and experience to carry out Impact cum Evaluation study of “Amended Technology Upgradation Fund Scheme”.

Office of the Textile Commissioner, Ministry of Textiles therefore invites online proposals under two bid system (Technical Bid and Financial Bid) from consulting firms in accordance with the RFP document.

The tender document can be downloaded from the official website of Office of the Textile Commissioner, Ministry of Textiles www.txcindia.gov.in, and Government eMarketplace – (a Central Procurement Portal)- <https://eprocure.gov.in> as per schedule given in critical date sheet. Interested applicants are requested to submit their responses online to the “RFP” through Central Public e-Procurement Portal on or before due date and time mentioned in critical date sheet with link- <https://eprocure.gov.in> or www.txcindia.gov.in. Any other mode than online will not be accepted.

The Applicant shall submit his proposal online containing details of EMD, Pre-Qualification, technical bid and financial bid online only at <https://eprocure.gov.in>.

Bidders are advised to follow the instructions provided in this RFP for the e-submission.

CRITICAL DATE SHEET:

SL. No.	INFORMATION	DETAILS (Date and Time)
1	Date of publishing EOI document	25.07.2025- 13:00 PM
2	Bid Document Download and Bid Submission Start Date	25.07.2025- 13:00 PM
3	Clarification Start Date	25.07.2025- 14:00 PM
4	Clarification End Date	05.08.2025- 04:00 PM

5	Pre bid meeting date and Place	08.08.2025 (Online/Offline Mode) At Conference Hall, 1 st Floor, Nishtha Bhavan, New CGO Building,48, New Marine lines, Mumbai -400020
6	Bid Submission End Date	25.08.2025- 16:00 PM
7	Bid Opening Date	28.08.2025- 11:00 AM

Director (ATUFS)
O/o The Textile Commissioner
Mumbai -400020

Tel. No.-022-22001050(Ext.-265)

2. DISCLAIMER:

- 1) This RFP document is neither an agreement nor an offer by Office of the Textile Commissioner, Ministry of Textiles, Government of India to the prospective Applicants or any other person. The purpose of this RFP is to provide information to the interested parties that may be useful to them in the formulation of their proposal pursuant to this RFP.
- 2) The Office of the Textile Commissioner, MOT will not be responsible for any delay in receiving the proposals. The issue of this RFP does not imply that Office of the textile Commissioner is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the services and Office of the Textile Commissioner, Ministry of Textiles reserves the right to accept/reject any or all of proposals submitted in response to RFP document at any stage without assigning any reasons whatsoever. Office of the Textile Commissioner also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted RFP Application.
- 3) The Office of the textile Commissioner reserves the right to change/ modify/ amend any or all provisions of this RFP document. Such revisions to the RFP / amended RFP will be made available in the website of Office of the Textile Commissioner, Ministry of Textiles www.txcindia.gov.in or Government eMarketplace – (a Central Procurement Portal)- <https://eprocure.gov.in>.
- 4) The Office of the Textile Commissioner, does not make any representation or warranty as to the accuracy, reliability or completeness of the information in this RFP document and it is not possible for The Office of the Textile Commissioner to consider particular needs of each party who reads or uses this document. RFP includes statements which reflect various assumptions and assessments arrived at by the Office of the Textile Commissioner in relation to the statement of work. Such assumptions, assessments and statements do not purport to contain all the information that each applicant may require. Each prospective Applicant should conduct its own investigations and analysis and check the accuracy, reliability and completeness of the information provided in this RFP document and obtain independent advice from appropriate sources. The information given is not exhaustive on account of statutory requirements and should not be regarded as a complete or authoritative statement of law.
- 5) The Office of the Textile Commissioner will not have any liability to any prospective Applicant/ Firm/ or any other person under any laws (including without limitation the law of contract and tort), the principles of equity, restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP document, any matter deemed to form part of this RFP document, the award of the Assignment, the information and any other information supplied by or on behalf of The Office of the Textile Commissioner or their employees, any Consulting Firm or otherwise arising in any way from the selection process for the Assignment. The Office of the Textile Commissioner will also not be liable in any manner whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon any statements contained in this RFP.

3. GENERAL INSTRUCTIONS TO APPLICANTS:

- 1) Office of The Textile Commissioner will select an organization in accordance with the method of selection specified. Applicants are advised that the selection of Consulting Firm shall be done through the selection process specified in this RFP. Applicants shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be given and that Client's (Office of the Textile Commissioner) decisions are final without any right of appeal whatsoever.
- 2) The Applicants are invited to submit Technical and Financial Proposals (collectively called "the Proposal"), for the services required for the Assignment. The Proposal will form the basis for grant of work order to the

selected Consulting Firm/Organization. The Consulting Firm/Organization shall carry out the assignment in accordance with the Terms of RFP.

- 3) The Applicant shall submit the Proposal in the manner specified in this RFP.
- 4) RFP must remain valid for a minimum period of 90 days of the submission.
- 5) Termination of Assignment: Client will have the right to terminate the assignment by giving 30(Thirty) days written notice.
- 6) Number of Proposals: No bidder shall submit more than one bid.
- 7) Applicant shall bear all costs associated with the preparation and submission **of its Proposal including preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Office of the Textile Commissioner or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant. The Office of The Textile Commissioner** will not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process. The O/o TxC, its employees and consultants make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
- 8) The Applicant shall hold Client's interests' paramount, avoid conflicts with other assignments or its own interests, and act without any consideration for future work. The applicant shall not accept or engage in any assignment that may place it in a position of not being able to carry out the assignment in the best interests of Client and the Project.
- 9) It is the Client's policy to require that the Applicants observe the highest standard of ethics during the Selection Process and execution of work/assignment. In pursuance of this policy, the Client:
 - a) will reject the Proposal for award if it finds that the Applicant is engaged in corrupt or fraudulent activities in competing for the work order in question;
 - b) will declare an Applicant ineligible, either indefinitely or for a stated period of time, to be awarded any contract or work order if it at any time determines that the Applicant has engaged in corrupt or fraudulent practices in competing for and in executing the work order.
- 10) Client will be entitled to forfeit and appropriate the Earnest Money Deposit as mutually agreed loss and damage payable to Client in regard to the RFP without prejudice to Client's any other right or remedy under the following conditions:
 - a) If any Applicant withdraws its Proposal during the period of its validity as specified in this RFP and as extended by the Applicant from time to time or terminates the assignment for reasons not attributable to the Client.
 - b) If the Applicant commits any breach of terms of this RFP or is found to have made a false representation to Client.
 - c) If an Applicant engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as envisaged under this RFP;
- 11) Any entity which has been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project and the bar subsists as on the date of the Proposal Due Date, would not be eligible to submit a Proposal.
- 12) An Applicant should have, during the last 3 (three) years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Applicant or its Associate.
- 13) The Office of the Textile Commissioner, may, either at its own initiative, or in response to a clarification

requested by the shortlisted Agencies, modify the conditions of this bid by way of an addendum that would be informed to all the shortlisted agencies. The Office of the Textile Commissioner may, at its discretion, extend the deadline for submission of proposals or cancel the requirement in part or in whole.

- 14) **Pre-Bid Meeting:** Date of Pre-Bid Meeting is mentioned in the DATE SHEET. Applicants willing to attend the pre-bid should inform client beforehand in writing and email. The maximum no. of participants from an applicant, who chose to attend the Pre-Bid Meeting, shall not be more than two per applicant. The representatives attending the Pre-Bid Meeting shall accompany them with an authority letter duly signed by the authorized signatory of his/her organization. The Pre-Bid meeting will be held on 08.08.2025 Bidders are required to notify by email the names and titles of the 2 persons attending on their behalf latest by 05.08.2025.
- 15) The prospective Bidders may also make suggestions for modification(s) in eligibility or evaluation parameters/methodology for making the bid/competition fairer and qualitatively better. Any such suggestion should be made through e-mail latest by 05.08.2025. Office of the Textile Commissioner however reserves the right to accept or reject any or all the suggestions made in this regard

4. Quality Assurance of the Evaluation Report:

Quality Assurance of the Evaluation Report: The evaluation report submitted by the successful bidder must comply with Ministry of Textiles' quality standards in order to be accepted. In case of any compromise in the quality of the deliverables, a suitable penalty would be imposed on the Successful bidder as per the provisions given in the RFP.

An indicative Ministry of Textiles' quality standard followed by Ministry of Textiles is given below. The successful bidder may include more such standards to further enhance the report quality.

- a) **Executive Summary (ES):** The Executive Summary (ES) is meant to be read by a wider audience; thus, it must be written with extreme neatness and attention to detail. It should be written with clarity, coherence, and crispness. The findings of the report should be elaborated with key statistics and recommendations following from findings. The ES should present the triangulated findings succinctly and suggest feasible policy options. The ES should be forthright in its observations, precise in its deductions, and proactive in its suggestions. ES should ideally be written in short, separate paragraphs that do not exceed five pages. All data/findings/recommendations cited from the main report needs to be properly referenced using page numbers. The evaluation questions, issues, and problems should not be over-emphasized in the ES. It should be briefly presented without detailed elaborations. The ES needs to be sharp and centered on the conclusions and suggestions emerging from the evaluation study.
- b) **Professional Language and Referencing:** The report should be written in a professional manner and in accordance with the standards of a typical double-blind, peer-reviewed publication. The report should be free from grammatical error, plagiarism and spelling mistakes. Reports that have plagiarism content of more than 20 percent will not be accepted. It must adhere to the suggested report structure, and appropriately referenced with necessary citations. Any data, diagrams, and graphs must be appropriately labeled and referenced.
- c) **Objective Findings and Recommendation:** The report should be a succinct, stand-alone document with objective language that may be used to inform decision-making. The findings should be presented clearly, providing sufficient evidence, and systematically addressing all the evaluation objectives. The recommendations should be clearly formulated and logically derived from the findings of the report. It should be clearly articulated and prioritized based on their importance and potential impact for the improvement of the scheme. The conclusions drawn must be based on survey/visit of the textile units as required in the RFP. Recommendations that lead to an increased financial burden on the government (such as those on increasing budgetary allocation) should be avoided, unless there is sound evidence emerging from the analysis that an increase may be expedient. Focus should be on resource optimization/judicious usage of resources.
- d) **Ethical Considerations and Data Protection:** Ethical considerations, such as confidentiality and data protection, and data quality, must be upheld throughout the process.

5. BACKGROUND NOTE:

- a) The Indian Textile industry occupies a unique position in the Indian economy in terms of its contribution to industrial production, employment, and exports. Despite a strong fiber and production base, this industry suffers from severe technological obsolescence and lack of economies of scale for various historical reasons.
- b) The Ministry of Textiles introduced Technology Upgradation Fund Scheme (TUFS) w.e.f 1 April 1999 in order to catalyze capital investment for technology upgradation and modernization of the textiles industry by providing specified interest reimbursement and capital subsidy for investment in upgradation of machinery. It was a credit linked scheme implemented through the notified lending agencies by reimbursement of subsidy claims of eligible investments. The Scheme was aimed at augmenting productivity, quality, investments, and employment in the textile sector
- c) The scheme was amended from time to time and implemented by different names as indicated below: -
- d) Brief of the different schemes under the TUFS

Plan period	Name of the Scheme	Period of operation	Subsidy benefits
9th& 10th Plan	Technology Upgradation Fund Scheme (TUFS)	01.04.1999 31.03.2007	5% IR
11th Plan	Modified Technology Upgradation Fund Scheme (MTUFS)	01.04.2007 28.06.2010	5% IR and 10% CIS (Only for Garment, Technical Textiles, Processing)
11th Plan	Black out period	29.06.2010 27.04.2011	The scheme was suspended during this period
11th&12th Plan	Restructured Technology Upgradation Fund Scheme (RTUFS)	28.04.2011 31.03.2013	5% IR and 10% CIS (Spinning only 4% IR, Ginning only 5% IR)
12th Plan	Revised-Restructured Technology Upgradation Fund Scheme (RRTUFS)	01.04.2013 12.01.2016	5% IR and 10% CIS for composite, Garment, Technical Textile units
After 12th Plan	Amended Technology Upgradation Fund Scheme (ATUFS)	13.01.2016 31.03.2022	10% CIS for weaving and processing segments & 15% CIS for Garmenting and Technical Textile

- e) The Amended Technology Upgradation Fund Scheme (ATUFS) was introduced on 13.01.2016 and revised on 02.08.2018 vide notification No. 6/5/2015 and subsequent amendment issued from time to time which is available on the website of Office of the Textile Commissioner, Ministry of Textiles.
- f) In order to promote ease of doing business in the country and achieve the vision of generating employment and promote exports through "Make in India" with "Zero effect and Zero defect" in manufacturing, it has been decided that the Government would provide credit linked Capital Investment Subsidy (CIS) under Amended Technology Upgradation Fund Scheme (ATUFS). The scheme would facilitate augmenting of investment, productivity, quality, employment, exports along with import substitution in the textile industry.

Amended Technology Up-gradation Fund Scheme:

Ministry modified the existing provisions of the Revised Restructured Technology Fund Scheme (RRTUFS) in terms of the benefits and the procedure for claiming the benefits and approved a new scheme called “Amended Technology Up-gradation Fund Scheme (ATUFS)”. The Scheme aimed to provide a one-time capital subsidy for investments in the employment and technology intensive segments of the textile value chain keeping in view of exports and imports substitution.

CCEA note (December 2015) while introducing ATUFS made a provision of budget allocation of ₹12,671 crores for the committed liabilities of the sanctioned cases under the previous versions of TUFS from 2015-16 to 2021-22. An allocation of ₹5,151 crores for new cases was approved under ATUFS. The scheme was effective for generation and application of UIDs for the period of seven years from 13 January 2016 to 31 March 2022.

Objectives of the ATUF Scheme:

- a) To ease of doing business in the country and achieve the vision of generating employment and exports through “Make in India” with “Zero effect and Zero defect”.
- b) To augment investment, productivity, quality, employment, exports along with import substitution in the textile industry.

Salient features of the ATUF Scheme/Norms for eligible subsidy

- a) Entities/Units registered under the Companies Act-1956 as amended time to time or LLP Act-2008 or registered under MSME Act as amended time to time or companies having IEM with DIPP or entity registered with the concerned Directorate of the State Government engaged in manufacturing of textile were eligible for ATUFS.
- b) New machinery purchased directly from the machine manufacturers, or their authorized agents, is considered for benefits under the scheme.
- c) Benefits under the scheme are available only if the eligible benchmarked machinery is purchased by availing term loan from a notified lending agency.

Every eligible individual entity is paid Capital Investment Subsidy (CIS) under the scheme on the eligible investment as per the rates and the overall subsidy cap indicated below:

Prescribed subsidy under the ATUF Scheme:

Sl. No	Segment	Rate of Capital Investment Subsidy (CIS)	CIS per individual entity
1.	Garmenting, Technical Textiles	15% on eligible machines	₹30 crore*
2.	Weaving for brand new shuttle-less looms (including weaving preparatory and knitting), processing, Jute, Silk, and Handloom	10% on eligible machines	₹20 crore*
3(a).	Composite unit/Multiple segments- If the eligible capital investment in respect of Garmenting and Technical Textiles category is more than 50% of the eligible machinery cost.	15% on eligible machines	₹30 crore*

3(b).	Composite unit/Multiple segments- If the eligible capital investment in respect of Garmenting and Technical Textiles category is less than 50% of the eligible machinery cost.	10% on eligible machines	₹20 crore*
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*In case the applicant had availed subsidy earlier under RRTUFS, he is eligible for only the balance amount within the overall ceiling fixed for an individual entity.

6. OBJECTIVES OF EVALUATION STUDY:

- a) The Office of the Textile Commissioner proposes to engage a reputed Consulting Firm/organization with relevant expertise and experience to conduct the study to evaluate the ATUFS scheme and meet Terms of References (ToRs) approved by Ministry of Textiles for organizing the study to evaluate the ATUFS scheme.
- b) Impact cum Evaluation study of ATUFS Scheme would be done in terms of critical success factors along with bottlenecks in its implementation, modifications/rationalizations of the components, improvements to be made in implementation framework, etc. besides assessing the impact of the scheme over the period.
- c) The overarching objective of the study is to assess the impact of ATUFS scheme on the target sectors (ATUFS scheme beneficiary) during the scheme implementation period in terms of key outcome parameters, namely (a) Cost Competitiveness, Employment Generation, Quality of Product Improvement and Export Competitiveness, Impact on export textiles products (b) Investment, and Employment Generation. The selected agency will assess the outcomes of scheme implementation, find out domestic and external challenges faced by exporters affecting the performance & reason for not achieving appropriate achievement, if it is so, and make suggestions for improvement.
- d) The study will look into the following aspects (Scope):
 - 1) Develop a scoping, research methodology like and work plan for the study.
 - 2) Data collection from established data source for investment and employment evaluation and survey from industry representatives.
 - 3) Trends in Cost Competitiveness and Export Competitiveness, investment and manufacturing Capacity and employment to be analyzed before and after introduction of scheme.
 - 4) Preparation of detailed report on study findings and recommendations w.r.t impact, continuation or discontinuation of the scheme.
 - 5) Analyze if the incentives successfully lowered prices, improved affordability, and consequently, boosted demand for domestically produced goods. Recommendations regarding any change to the present tax and duty structure, with proper justifications etc.
 - 6) Any other relevant information/factors
- e) The selected agency will submit methodology and approach before issuance of work order indicating sample size, sampling techniques, data source, stakeholder engagement methods and geographic coverage etc. for this study/impact assessment.

Objectives of the evaluation Study:

(i.) Alignment with Objectives:

- a) To what extent do the schemes achieve their stated objectives
- b) Investment: How has the Amended Technology Upgradation Fund Scheme (ATUFS) facilitated augmenting of investment in the textile industry
- c) Technology Adoption: To what extent has ATUFS led to the introduction of state-of-the-art or near-state-of-the-art technology in the textile industry? The scheme is defined by the inducement of such technology, specifically benchmarked technology approved by the Technical Advisory-cum-Monitoring Committee (TAMC).

- d) Productivity/Capacity Augmentation: What has been the impact of the scheme on the present and proposed/installed capacity of the beneficiary units?
- e) Employment Generation: How much employment has been generated under the projects supported by ATUFS?
- f) Quality Improvement: Has the installation of benchmarked technology under ATUFS contributed to augmenting quality in the textile industry?
- g) Export and Import Substitution: To what degree has ATUFS assisted in exports and achieving import substitution?
- h) Machinery Utilization: Are beneficiary units adhering to the safeguard requirement to operate the subsidized machinery for a minimum period of three years? This is a key safeguard against misutilization.
- i) Reach across Segments: How effectively has ATUFS supported investment across the different eligible textile segments covered by the scheme (Weaving, Weaving Preparatory and knitting; Processing of fibres, yarns, fabrics, garments and made- ups; Technical textiles; Garment / made-up manufacturing; Handloom Sector; Silk Sector; Jute Sector)? The scheme benefit is available for benchmarked machinery covering these specific activities.
- j) Contribution to Ease of Doing Business: In what ways has ATUFS contributed to the stated objective of ease of doing business in the country
- k) Impact on Investment (including Credit support).
- l) Impact on Employment support including SC/ST/Women/Minority etc.
- m) Impact on Financial performances (Sales, Net Profit, and Average Sales Price)
- n) Impact on Beneficiaries awareness, ease of doing business and transparency.
- o) Impact on Export
- p) Impact on Cost saving/energy saving
- q) Impact on Production and Productivity
- r) Impact on quality improvement
- s) Impact on Avg. Domestic and Export Turnover
- t) Impact on MSME Industry
- u) No. of Benchmarked assets installed (Year wise, segment wise, state wise and district wise)
- v) Impact on capacity increase in manufacturing of benchmark technology level machineries in India
- w) Impact on Engagement of Key Stakeholders (Ministry, Industry, Bank, Textile Research Association and Industry Association, Textile Machineries Associations in the scheme)

(ii.) Assess Stakeholders involvement and contribution:

- a) *Intended Beneficiaries*: How effectively do the scheme has contributed in participation in the entire value chain in the textile industries and reach and impact intended beneficiaries? Are there any underserved or excluded groups?
- b) Assess the existing ecosystem that supports industry, identify gaps, issues / challenges and remedial action needed.
- c) How does the scheme the participation of entire value chain?
- d) *Implementing Agencies* -Assess the effectiveness and efficiency of Implementing Agencies (IAs) and other key stakeholders, criteria for stakeholders on boarding, coverage etc.
- e) The role of stakeholders in the scheme(s) implementation.
- f) It may be examined if larger industries have been able to become prominent players. If not, what are the primary reasons?
- g) It may also be examined if integrated value chains have come up organically in India. If not, what sort of push is required?

(iii.) Program Interventions and Activities:

- 1) How are the interventions tailored to the specific needs of the target beneficiaries?
- 2) Are the interventions holistic and comprehensive, addressing multiple aspects of the Textile sector?

- 3) Assess the effectiveness and sustainability of mobilizing efforts.
- 4) Ascertain availability of credit facilities and working capital, etc.
- 5) Assess the impact on production and technology efficiency
- 6) Assess the scheme(s) mechanism
- 7) Assess scheme(s) impact in improving state wise productivity and market share.
- 8) Identify key constraints and suggest measures for strengthening policy/schemes.
- 9) Prepare state/district /segment wise SWOT analysis

(iv.) Social and Economic Impact:

- a) How does social and Economic Impact
- b) What is the impact on livelihood (i.e. income, well-being etc)?
- c) How have the schemes contributed to employment generation and increased income?

(v.) Financial Efficiency and Management:

- a) What is the budgetary utilization for each scheme, and how is it distributed across various components?
- b) How effectively is the funding disbursed to implementing agencies and beneficiaries, and are there mechanisms to ensure transparency and accountability?
- c) Assess the cost-effectiveness of operations and fund utilization by scheme(s).
- d) Some units may be analyzed to understand how they are creating and using depreciation reserve to procure new machineries after end of life of existing machines.
- e) Import dependency on machinery may be examined.
- f) Effect of prevalent tax rate on import of machineries (IGST) may also be examined.

(vi.) Real-time data collection and monitoring:

- a) Is there any real time data-driven approach to track progress and identify areas for improvement?
- b) To assess the role, functioning, and feedback loop of monitoring & implementing authority, reliability and validity of monitoring indicators, identification of areas for improvement, including the use of technology

(vii.) Convergence, Collaboration, and Sustainability:

- a) Assess the schemes converge and collaborate with other relevant schemes and ministries to avoid duplication and ensure optimal use of resources?
- b) Are there mechanisms in place to ensure the long-term sustainability of the interventions and their impact?
- c) How can the schemes foster self-reliance among the entities?
- d) To collate international and national level bench marked Technology.
- e) Effect of various Quality Control Orders (QCO) on import of machinery may be examined with respect to its rationale and subsequent recommendations may be provided.

7) Approach and Methodology:

(1). Methodology: The evaluation methodology will be a mixed-method approach that will involve both quantitative and qualitative assessment of the data from the field survey and secondary data.

(2). Indicative Coverage and Sample Size

(i). The study involves the following-

- a. Conducting a field survey in total Beneficiaries List of Beneficiary (demographic location, gender, etc);
- b. Sample set will include 100% cases with proposed subsidy value of more than Rs. 1.00 crore in UID application and at least 50% of units which applied for subsidy value of less than Rs. 1.00 crore in UID application (Total 14389 UIDs) which comes under the nine regional offices -Ahmedabad (Gujarat),

Amritsar (Punjab), Bangalore (Karnataka), Coimbatore (TamilNadu), Guntur (Andhra Pradesh), Indore (Madhya Pradesh), Kolkata (West Bengal), Navi Mumbai (Maharashtra), Noida (Uttar Pradesh).

- c. Machinery details (benchmarked machineries list, Accessories / attachments / sample machines / spares etc);
- d. Type of unit;
- e. Sanctioned eligible amount (Capital Investment Subsidy (CIS)) & segment;
- f. sector details ((a)Weaving, Weaving Preparatory and knitting; (b) Processing of fibres, yarns, fabrics, garments and made-ups; (c) Technical textiles; (d) Garment / made-up manufacturing; (e) Handloom Sector; (f) Silk Sector; (g) Jute Sector.)
- g. List of names of the manufacturers or their authorized agents (types of machines provided (Machine Identification Code (MIC), imported and indigenous), demographic details, sector wise breakup and Year wise details)
- h. List of Lending Agencies (list of applications, Year wise details; list of Reimbursed/Sanctioned claims; list of Rejected claims; list of Application receiving date and list of sanctioned date
- i. No. of personnel employed in the existing and new unit (i.e., Skilled and Semi-Skilled and Un-Skilled, Others-Supervisory and above level, Caste wise employment-UR, EWS, OBC, SC and ST and Gender base employment- Male and Female employee) (Need to be provide in Tabulation form). In case of existing unit existing employment and New employment to be provided separately

(ii). Survey must ensure adequate coverage of textile units required in RFP.

(iii). Indicatively, the selection of entities within each state as per the method of random sampling. It is important to note that these numbers are indicative and it is proposed that the Successful bidder may suggest their methodology best suited to meet the objectives of the evaluation, in consultation with Office of the Textile Commissioner.

(3). Desk Research:

A comprehensive secondary research and literature review of existing studies and research already conducted upon the scheme is to be undertaken. The secondary research will also take stock of the impact of previous schemes (if any) with similar objectives.

The secondary research will imply review, collation and analysis of various sources, including but not limited to:

- National, State Level and International sector and scheme documents; guidelines, Public notice and other associated documents.
- Financial data on allocation and expenditures of schemes.
- Annual reports of Ministries, industries/councils etc.
- Previous evaluation reports/studies done at National, state, district level.
- Annual progress reports and implementation documents to assess the institutional arrangements.
- Impact Assessment of ATUFS by NITI Aayog in October -2020
- CAG reports, Parliamentary Standing Committee Reports, Survey data, etc.
- Articles/research papers of peer-reviewed journals.
- MIS/Dashboards/Admin Data/Evaluation reports of any other scheme that directly/indirectly affects the outcome of the schemes.
- Others as per suitability

8). Scope of Work:

The successful bidder hired for the Study will appoint a consultant of appropriate level who will be the contact point between the Office of the Textile Commissioner, Ministry of Textiles and the Agency.

Ensuring the highest quality of the evaluation report is the prime responsibility of the successful bidder. In doing so, the consultant shall get its report assessed by an *independent assessor*, who is not a part of the report writing team and also not an employee of the consultant. The consultant shall also get the reports edited by an experienced copy editor having substantial editorial experience with reputed publishers. The findings and recommendations of the report should be succinct, lucid, and backed by empirical evidence. The findings should flow logically from the analysis and recommendations should flow from the findings of the study.

The successful bidder is also required to prepare a detailed timeline for the completion of the study and proactively share the progress of the study with Ministry of Textiles. The successful bidder is required to bring to the notice of Ministry of Textiles any delay in the completion of the study and the mitigation strategy it has prepared for the same. The duration of the study is three months from the date of signing of the contract.

The successful bidder would undertake comprehensive research on the secondary data and extant literature on the subject. It would undertake a field survey of onsite projects, and other qualitative interviews spread across states and UT using computer-assisted personal interviews (CAPI).

The successful bidder would suggest a way forward for the scheme and assist Ministry in formulating an action plan for future as well based upon outcome of report. Action plan may include policy formulation, stakeholder consultations, and scheme guidelines and architecture as well.

(1). Broad responsibilities of successful bidder:

- a) Conduct a thorough literature review and secondary data analysis to evaluate performance of schemes at national and state levels.
- b) Conduct a thorough Primary survey and research.
- c) Finalize the approach, methodology, sampling design, tabulation and objective-wise analytical plan, with the approval of Ministry of Textiles.
- d) Finalize field plan, survey tools and CAPI with the approval of Ministry of Textiles
- e) Conduct the pilot survey and revise the survey tools based on experience from the pilot.
- f) Plan for deployment of field personnel including enumerators and supervisors.
- g) Comprehensive training of enumerator's along with a training manual. The enumerators finally chosen for the survey work should pass a screening mechanism devised by the successful bidder.
- h) Conduct full fieldwork including onsite projects survey, FGDs, KIIs, and State level qualitative notes.
- i) Submission of data quality assurance plan that include potential risk and ways to mitigate the same (such as physical back-checks, physical spot-checks, telephonic confirmation etc.).
- j) Data Analysis, synthesis and Report writing.
- k) Assist Ministry in formulating policy, scheme, architecture and manage work related to task force and arrange relevant stakeholder consultations.
- l) The successful bidder, for producing quality report, need to hire an experienced copy editor and also engage an independent assessor to review reports such as mid-term report, and draft and final evaluation report before it is submitted to Ministry of Textiles. Also, the assessment made by the independent assessor and how the successful bidder addressed the same shall be submitted by the successful bidder to Ministry of Textiles. No evaluation report should be submitted to Ministry of Textiles without it being edited

professionally by a copy editor and thoroughly assessed by an independent assessor.

(2). Detailed responsibilities of successful bidder:

The successful bidder will prepare the evaluation matrix, preferably aligned with (effectiveness, impact, efficiency, relevance, coherence, equity and sustainability) addressing the evaluation objectives in consultation with Office of the Textile Commissioner. The matrix would map evaluation objectives with indicators, their data sources, collection methods/instruments and analysis approach to ensure credible and reliable findings for each objective. The matrix should assign appropriate weightage to the evaluation objectives to reflect their relative importance in the overall evaluation. During meta-analysis and field study, inputs from the concerned ministry/department may be incorporated for fine tuning the methodology, preparation of analysis plan, listing of secondary data sources, investigator training and tool/questionnaire design.

(A). Conduct a thorough Primary survey and research:

- a) Reference Period: January 2016 to till the date of closure of bidding.
- b) Drafting the research tools and finalizing the same with approval of Ministry of Textiles team.
- c) Deployment of appropriate secure data collection and management tools for collection and maintaining confidential financial information. Adherence to ethical protocols and data confidentiality norms.
- d) Conducting primary data collection from stakeholders through fieldwork. This will involve onsite projects survey, KIIs and FGDs.
- e) Conduct of stakeholders' consultations during the course of the study. The scheme's stakeholders who will be consulted, including the following but not limited to are as follows:
 - i. Scheme Beneficiaries
 - ii. Offices and Regional Offices of Ministry of Textile
 - iii. Banks including SIDBI/IDBI/NCDC
 - iv. Textile Research Associations
 - v. Textile Industry Associations/Federations Export Councils
 - vi. Textile Machinery Manufacturer Associations

(B). Finalize field plan, survey tools and CAPI with the approval of Ministry of Textiles. Use of Computer-Assisted Personal Interview (CAPI) for Field Survey is mandatory (i.e., Collection of the survey data to be done in digital format through hand-held devices with geo-tagged images). The successful bidder shall use a Dashboard to monitor the incoming data from the field survey of the Beneficiaries.

(C) Submission of data quality assurance plan that include potential risk and ways to mitigate the same (such as physical back-checks, physical spot-checks, telephonic confirmation, etc.). A multi-pronged robust process for quality control needs to be followed during data collection. The successful bidder has to ensure data collected in field survey is of the highest quality and put in place a mechanism to ensure the same by taking the following measures, among others:

- a. The field investigators to be engaged for conducting the onsite projects study & key informant interviews/FGDs should have at least 3 years of experience in conducting similar surveys/interviews. 2-step training (classroom and then on-the-field training) should be conducted by the Successful bidder for all field investigators. The successful bidder should put in place adequate screening mechanism so that only those surveyors who attain a certain level of understanding of the questionnaire would be deployed for the field survey.
- b. 100% data collected should be validated using a validation checklist. Missing data points should be recollected.
- c. The successful bidder shall have a dedicated team that would monitor the quality of incoming data on a near

real-time basis using Dashboard and checking the online submissions and submit a report on data quality, bringing out deficiencies and mitigation strategies, every week to the successful bidder and Ministry of Textiles.

(D). Data Analysis, synthesis, and Report writing

- a. The Office of the Textile Commissioner, Mumbai, implementing the scheme, shall provide all the requisite data/reports/information, etc. to the successful bidder.
- b. Preparation of Inception report including analysis and data collection plan.
- c. Submission of fortnightly progress reports.
- d. Incorporation of Ministry of Textiles' concurrent feedback into the workflow.
- e. Data analysis and submission of cross-tabulations/summarizations
- f. Conducting stakeholder consultations.
- g. Preparation of draft report and presentation: Evaluation report should be written in a very logical and coherent manner; and the evaluation report should be of high quality with thorough intellectual rigor. Report should draw inference from international experience on similar initiative/schemes and also record best practices across States/UTs in India.
- h. Findings and Recommendations should be brief and have to be substantiated with relevant quantitative data. The findings should follow logically from the analysis in the report and recommendations should flow from findings of the study.
- i. Submission of final report (as mentioned in the indicative report structure), with detailed recommendations along with presentation and dissemination of the key findings. Also, submitting raw and clean survey data (in soft copy such as .xls, .dta and do files, if any), tabulations, etc.
- j. Dissemination of key findings to the concerned stakeholders through debriefing sessions.
- k. All the reports are required to be submitted in hard copy (10 copies) and in soft copy, together with relevant intermediate work product like excel sheets, data sets, and financial models developed. An executive summary of the Final Evaluation Report is also required to be submitted separately. In addition to the reports, for further analysis, verified raw data in soft copy should also be shared with Ministry of Textiles. This will include detailed transcripts of Key Informant Interviews. A summary report not exceeding 15 pages is required to be provided by the successful bidder.
- l. The final report, summary report and final PPT be submitted in bilingual format (English and Hindi)

9) Indicative Report Structure:

The Final Evaluation Reports should be crisp and should cover the following aspects:

- 1) Executive Summary
- 2) Introduction
- 3) Sectoral and Schematic Overview
- 4) Study Objectives
- 5) Study Approach & Methodology (Brief discussion in the main report. The details would go in the appendix):
explanation of Statistical and Data Analysis techniques used
- 6) Literature Review
- 7) Findings from Secondary research and secondary data
- 8) Findings from Primary Survey and Primary Data Analysis
- 9) Triangulation of findings from Secondary and Primary data
- 10) Overall Findings and Recommendations

- 11) Way Forward
12) References & Appendices

The successful bidder is expected to elaborate on the indicative report structure given above and submit a detailed report structure in the inception report for approval from Ministry of Textiles.

10. List of Stakeholders to be consulted:

A detailed list of stakeholders to be interacted with during the key informant interviews, facility and onsite surveys to be formulated by the successful bidder in consultation with Ministry of Textiles.

11. Payment Terms, Deliverables and Timelines:

Consultancy charges to be paid in the following manner:

Sr. No.	Particulars	Percentage
i	Advance Inception report approved by the Authority	20%
ii	Mid-Term Report approved by the Authority	20%
iii	Draft Evaluation Report approved by the Authority	20%
iv	Final evaluation reports approved by the Authority (Should be submitted within one week from the date of communication of suggestions, if any, by office of the Textile Commissioner)	40%

Deliverables and Timeline:

The deliverables and timelines of the study are given below:

S. No.	Deliverables	Description	Timeline for submission of Report
1.	Inception report and presentation	<p>Inception report should include:</p> <ul style="list-style-type: none"> • Scope and methodology • A detailed sampling strategy with the selection of districts, and criteria for such sample selection in detail • Detailed evaluation matrix mapping evaluation objectives with indicators, probable data sources, and evaluation methods (from both primary and secondary data sources) • Detailed stakeholder mapping • Plan for pilot • Field movement plan (Indicative) • Draft questionnaires and discussion guides 	

S. No.	Deliverables	Description	
		<ul style="list-style-type: none"> • Data/ information analysis software for both quantitative and qualitative research • Details of CAPI questionnaire development • Quality control mechanism • Survey Team structure • Training plan for the survey team • Analysis plan with an objective-wise mapping of questions and the analysis it intends to do based on such collected data (including cross-tabulation, and statistical tools that would be used for the study) • Perceived risks/ limitations and mitigation plan • Literature review and gap analysis • Findings from the secondary research • Detailed report structure • Findings from initial consultations with concerned divisions and Ministry of Textiles. 	
2.	Mid-term report and presentation	<p>Mid-term report should include:</p> <ul style="list-style-type: none"> • Analysis of the preliminary data collected and learnings from the field survey • Preliminary data analysis and tabulation • Report on the pilot of tools and learning from the same • Changes in the research tools after piloting, if any • Report of training/orientation conducted before field survey • The report on working of the data quality monitoring process put in place by the successful bidder • SWOT Analysis • Limitations of the study 	
3.	Raw and Cleaned data from Primary Survey	Cleaned, coded, and validated quantitative data in spreadsheet format (such as excel).	

4.	Draft evaluation Report and presentation	Draft evaluation report to follow the indicative report structure with focus on: Succinct Executive Summary • Findings from Primary Survey and primary data analysis • Triangulation of findings from Secondary and Primary data Overall Findings and Recommendations	
5.	Final Evaluation Report and presentation	Final evaluation report to incorporate comments/suggestions obtained from Ministry of Textiles	
Presentations and sub-reports on primary data collection, data quality check, secondary research, best practices compendia, etc. as and when requested by Office of the Textile Commissioner			

Note: Sub-reports and summary reports may be sought and should not exceed 15 pages. Presentations should also be brief with around 10 main slides.

Timeline for the evaluation study is three (3) months from the acceptance of terms and conditions of LoA.

All the reports are required to be submitted in hard copy in triplicate and in soft copy. In addition to the reports, for further analysis in future, verifiable raw data in soft copy should also be shared with Ministry of Textiles. This will include detailed transcriptions of key informant interviews and focus group discussions as well as raw data from onsite projects surveys in MS Excel/CSV format.

12). MINIMUM ELIGIBILITY CRITERIA:

- a) Technically qualified and financially sound Consultancy firms/organizations having experience and expertise of providing consultancy service to textile sector may apply.
- b) The firm should be registered under Companies Act or Society Registration Act or LLP Act, and have minimum 5 years of experience. The firm should not be blacklisted by any central/PSU in India. The agency should have an average turnover of minimum Rs.5 crore for 3 years in last 5 years must be provided in **Annexure-A**. The firm should have adequate work experience in India must be given in **Annexure- B**. The bidder will have to submit credentials and documents in support of their experience of working with the textile sector.
- c) Bidder should have experience of providing consultancy service/evaluation of study to at least 5 agencies (Government/ PSU/ autonomous body) Consortium and tie-ups are not allowed.

13) Preparation of proposal:

- a) Applicants are requested to submitted their proposal in the formats provided in this RFP. Office of The Textile Commissioner will evaluate only those Proposals that are received in the specified forms and complete in all respects.
- b) The technical proposal should provide the documents prescribed in this RFP. No information related to financial proposal should be provided in the technical proposal. This may lead to rejection of proposal.
- c) The Proposals must be digitally signed by the Authorized Representative (the “Authorized

Representative”) as detailed below:

- i) by the proprietor in case of a proprietary firm;
- ii) by a partner, in case of a partnership firm and/or a limited liability partnership; or
- iii) by a duly authorized person, in case of a Limited Company or a corporation;

d) Except as specifically provided in this RFP, no supplementary material will be entertained by the Client, and the evaluation will be carried out only based on Documents received by the closing time of Proposal Due Date. Applicants will ordinarily not be asked to provide additional material information or documents after the date of submission, and unsolicited material. However, for the avoidance of doubt, the Client reserves the right to seek clarifications in case the proposal is non- responsive on any aspects.

14) Technical Proposal – Standard Forms: Technical proposal documents has to be uploaded in scanned form as given below format:

CHECKLIST OF REQUIRED FORMS: -

FORM	DESCRIPTION	Submitted (Yes/ No), mention page no. of the proposal with remark, if any
TECH -I	Technical Proposal Submission Form.	
TECH-2	Consultant’s Organization and Experience.	
TECH-3	Description of the Approach and Methodology	
TECH-4	Team Composition, Key Experts Inputs, and attached the detail	

FORM- TECH-I
Primary Procurement - Framework Agreement for Consulting
Services
TECHNICAL PROPOSAL SUBMISSION FORM

To

Director (ATUFS),
O/o The Textile Commissioner
Ministry of Textiles, Govt. of India,
Nishtha Bhavan, New CGO Bldg.,
48, New Marine Lines, Mumbai, Maharashtra – 400020

RFP dated [date] for selection for [name of assignment]

Sir,

With reference to your RFP Document dated [date], we, having examined all relevant documents and understood their contents, hereby submit our Technical Proposal for selection as [name of assignment]. The Proposal is unconditional and unqualified.

We are submitting our Proposal as [name of the applicant].

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate in accordance with the RFP. Our Proposal is binding upon us, subject only to the modifications resulting from negotiations in accordance with the RFP.

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

1. We acknowledge that Client will be relying on the information provided in the Proposal and the documents accompanying the Proposal for selection of the Consulting Firm, and we certify that all information provided in the Proposal and in the supporting documents is true and correct, nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of appointment as the Consulting Firm for the aforesaid Project.
3. We shall make available to Client any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. We acknowledge the right of Client to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We certify that in the last 3 (three) years, we have neither failed to perform on any assignment or contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project, assignment or contract by any public authority nor have had any assignment or contract terminated by any public authority for breach on

our part.

6. We declare that:

a) We have examined and have no reservations to the RFP, including any Addendum issued by the Authority;

b) We do not have any conflict of interest in accordance with the terms of the RFP;

c) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with Client or any other public sector enterprise or any government, Central or State; and

d) We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

7. We understand that you may cancel the selection process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consulting Firm, without incurring any liability to the Applicants.

8. We certify that in regard to matters other than security and integrity of the country, we or any of our affiliates have not been convicted by a court of law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.

9. We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a court of law for any offence committed by us or by any of our affiliates. We further certify that neither we nor any of our consortium members have been barred by the central government, any state government, a statutory body or any public sector undertaking, as the case may be, from participating in any project or bid, and that any such bar, if any, does not subsist as on the date of this RFP.

10. We further certify that no investigation by a regulatory authority is pending either against us or against our affiliates or against our CEO or any of our Partners/Directors/ Managers/ employees.

11. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by Client in connection with the selection of Consulting Firm or in connection with the selection process itself in respect of the above-mentioned Project.

12. We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall we have any claim or right of whatsoever nature if the Project is not awarded to us or our proposal is not opened or rejected.

13. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall be binding on us.

14. We agree and undertake to abide by all the terms and conditions of the RFP Document.

,

Yours sincerely,

Authorized Signature

[In full and initials]:

Name and Title of Signatory:

Name of Firm: Address:

Telephone:

(Name and seal of the Applicant/Member in Charge):

FORM TECH-2

CONSULTANCY FIRM'S/ORGANIZATION AND EXPERIENCE

Form TECH-2: a brief description of the Consultancy organization and an outline of the recent experience of the Consultancy that is most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the names of the Consultant's Key Experts and Subconsultants who participated, the duration of the assignment, the contract amount (total and, if it was done in a form of a joint venture or a sub-consultancy, the amount paid to the Consultant), and the Consultant's role/involvement.

A - Consultant's Organization:

1. Provide here a brief description of the background and organization of your company, and – in case of a joint venture – of each member for this assignment.
2. Include organizational chart, a list of Board of Directors, and beneficial ownership. The successful Consultant shall also provide additional information on beneficial ownership, using the Beneficial Ownership Disclosure Form.

B - Consultant's Experience:

1. List only previous similar assignments successfully completed in the last five years with supporting documents.
2. List only those assignments for which the Consultant was legally contracted by a client as a company or was one of the joint venture members. Assignments completed by the Consultant's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant, or that of the Consultancy firm's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The consultancy firm should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by the Procuring Agency.

Yours sincerely,

Signature of the Firm with Seal

Name:

Designation:

FORM- TECH-3

**DESCRIPTION OF APPROACH AND METHODOLOGY IN RESPONDING TO THE
TERMS OF REFERENCE**

Technical Approach, Data Collection and Methodology.

{Please explain your understanding of the objectives of the Framework arrangement and typical assignments as outlined in the Terms of Reference (TORs), the technical approach, data collection and the methodology and organization (by applying a team of Key and Non-Key Experts) you would adopt for implementing the tasks (including, as required in the TOR,) to deliver the expected output(s). Please do not repeat/copy the TORs in here.}

Yours sincerely,

Signature of the Firm with Seal

Name:

Designation:

FORM- TECH-4

TEAM COMPOSITION, ASSIGNMENT, AND EXPERTS' INPUTS FOR THE ASSIGNMENT

Sr. No.	Type of Person Employed	No. of Person Employed
1	Total no. of persons employed for the work	
2	No. of Teams (Regional offices wise)	
3	No. of Members in a Team	
4	No. of Team leader	
5	No. of Expert assigned for the work	

Yours sincerely,

Signature of the Firm with Seal

Name:

Designation:

15 Financial proposal:

While preparing the Financial Proposal, Applicants are expected to consider the various requirements and conditions stipulated in this RFP document. The Financial Proposal should be a lump sum Proposal inclusive of all the costs including all taxes associated with the Assignment. While submitting the Financial Proposal, the Applicant shall ensure the following:

- (i) All the costs associated with the Assignment shall be included in the Financial Proposal. These shall normally cover remuneration for all the personnel (Expatriate and Resident, in the field, office, etc.), accommodation, air fare, transportation, equipment, printing of documents, secondary and primary data collection, etc. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption and shall be final and binding. In case any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.
- (ii) The Financial Proposal shall include all the expenses and tax liabilities and cost of insurance (if any) specified in the work order, levies and other impositions applicable under the prevailing law. For the avoidance of doubt, it is clarified that all taxes shall be deemed to be included in the cost of Financial Proposal. Further, all payments shall be subjected to deduction of taxes at source as per Applicable Laws.
- (iii) The proposal should be submitted as per prescribed forms.
- (iv) Applicants shall express the price of their services in Indian Rupees only.

Financial Proposal - Standard Forms:

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal in FIN-I Form which is given below:

FORM- FIN-I

Primary Procurement - Framework Agreement for Consulting
Services

FINANCIAL PROPOSAL SUBMISSION FORM

Date:

Place:

To

Director (ATUFS),
O/o The Textile Commissioner
Ministry of Textiles, Govt. of India,
Nishtha Bhavan, New CGO Bldg.,
48, New Marine Lines, Mumbai,
Maharashtra - 400020

Dear Sir,

Subject: Services for [name of assignment].

We, the undersigned, offer to provide the services for [name of assignment] in accordance with your Request for Proposal dated [date] and our Proposal. Our attached Financial Proposal is for the sum of **[amount(s) in words and figures] (including of GST)**.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from arithmetic correction, if any, up to expiration of the validity period of the Proposal, i.e. [date].

We undertake that, in competing for (and, if the award is made to us, in executing) the above assignment, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

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

Yours sincerely,

Authorized Signature

[In full and initials]:
Name and Title of Signatory:
Name of Firm:
Address:

16 Proposal Evaluation:

- i. As part of the evaluation, the Pre-Qualification Proposal submitted shall be checked to evaluate whether the Applicant meets the prescribed Minimum Qualification Criteria. Subsequently the Technical Proposal submission, for Applicants who meet the Minimum Qualification Criteria (“Shortlisted Applicant”), shall be checked for responsiveness in accordance with the requirements of the RFP and only those Technical Proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this RFP document. The Committee constituted for impact cum evaluation of ATUFS. The Office of the Textile Commissioner will be responsible for opening and evaluation. The Committee will recommend technically qualified bids for further consideration.
- ii. A Proposal will be considered responsive at each stage as under: - .

Pre-Qualification: - The client will satisfy itself that the applicants meet the minimum qualifications prescribed before evaluating technical and financial proposals related minimum eligibility criteria to be submitted with supporting documents.

Technical Proposal: -The Technical Proposal should be received in the form specified by the Proposed Due Date including any extension thereof in terms hereof; without any condition or qualification; and not being non-responsive in terms hereof.

Financial Proposal: -The Financial Proposal should be received as specified in RFP by the Proposed Due Date including any extension thereof in terms hereof; without any condition or qualification; and not being non-responsive in terms hereof.

Right to Reject any or all Proposal: -The Client reserves the right to reject any Proposal which is non-responsive and unsuitable as per important aspects and terms mentioned in RFP and no request for alteration, modification, substitution or withdrawal will be entertained by the Client in respect of such Proposals.

Final selection: The final selection of the bidder would be based on QCBS (Quality- Cum Cost Based Methodology). The selection procedure would be based on QCBS basis and the weightage of Technical and financial score may be fixed at 70:30 in accordance with the manual of consultancy & other services.

17 Normalization process for financial scores:

The lowest financial proposal (Fm) among the technically qualified bids will be taken as the base/reference and will be given a Financial Score (Sf) of 100 marks. The financial scores of the other Financial Proposals will be determined using the following formula:

[$Sf = 100 \times Fm/F$], in which Sf is the financial score, Fm is the lowest price, and F is the price quoted in the financial proposal (in INR) under consideration.

The combined score shall be based on Quality cum Cost based Selection (QCBS). Proposals will be ranked according to their combined technical and financial scores using the weightage given to the Technical and Financial proposals @70% and @30% respectively.

Final Score = (70% x Technical Score) + (30% x Financial Score)

The bidder scoring the highest marks shall be declared as L1

18 Evaluation Criteria:

- The Bids would be evaluated on a Technical cum Financial Evaluation methodology.
- Technical bids of only those consultants will be evaluated who meet the basic qualification criteria.
- Technically qualified bidders will be intimated in advance and would be required to make a presentation.
- The technical score will be evaluated as per the following parameters

S. No	Evaluation Criteria	Marks	Max. Marks
1	Past Experience of the Firm (No. of years of existence of the firm)	05-10 years = 03 marks More than 10 years= 5 marks	5
2	<u>Experience of the firm in similar assignments:</u> Evaluation and monitoring / assessment studies done in past for Government/multilateral bodies schemes/programs. Proven track record in textile export studies or policy impact analysis.	05-10 Studies = 12 marks More than 10 studies = 20 marks	20
3	Financial Strength Average annual turnover of any best three years out of last five years in (Consulting Business)	From Rs.5 Crore to Rs 10 Crore = 6 Above Rs 10 Crore to 25 Crore = 7 Above Rs 25 Crore = 10	10
4	Presence in states as on date by having own office (proof of office or operations must be attached)	5 to 8 states=3 marks more than 8 states=5 marks	5

Methodology and Understanding ToR			
5	<p>Educational and professional background of the agency/their personnel including experience of working in textiles and allied sector specifically with Government bodies.</p> <p>Educational Background:- Preference will be given to Degree in Textile Technology/Engineering/Business/Trade/Economics/Law and special training in trade policy/textile production and compliance.</p> <p>Professional Background: Preference will be given to experience in textile sector, trade policy or government scheme.</p> <p>Marks will be divided into EQ and professional experience.</p>	Comparative assessment to be done by the Evaluation Committee	10
6	Technical Approach and methodology including sampling technique, analytical tools usage, questionnaires, etc.	Assessment to be done by evaluation committee based on submitted technical bid and presentation.	30
7	Work Plan and manpower deployment Team should be multi-disciplinary (engineering/textile/trade/economics/R&D/data analysis etc.)	Criteria are adequacy and appropriateness of the proposed methodology and work plan with respect to Terms of Reference and presentation.	20
Total			100

Financial bids of only those agencies scoring 60 marks and above in technical evaluation shall be considered for financial evaluation. In case, none of the agencies score more than 60 marks, the evaluation committee may choose to reduce the minimum score criteria as per its own discretion.

19 Submission, receipt and opening of proposals:

- i. The Authorized Representative of the Applicant should authenticate EMD Details, Pre- qualification, Technical and Financial proposal using signatures. The Authorized Representative's authorization should be confirmed by a written power of attorney as per The Power of Attorney Act, 1882 by the competent authority accompanying the Proposal.
- ii. The Applicant shall submit his proposal online containing details of EMD, Pre- Qualification, technical bid and financial bid.
- iii. After the deadline for submission of proposals the Pre-Qualification Proposal shall be opened by the Evaluation Committee to evaluate whether the Applicants meet the prescribed Minimum Qualification Criteria. The RFP details, Technical and Financial Proposals, shall remain sealed.
- iv. After the Proposal submission until the grant of the work order, if any Applicant wishes to contact the Client on any matter related to its proposal, it should do so in writing at the Proposal submission address. Any effort by the firm to influence the Client during the Proposal evaluation, Proposal comparison or grant of the work order decisions may result in the rejection of the applicant's proposal.

20. Reporting:

- 1) The Successful bidder will work closely with the Authority. The Authority has established a committee to enable conduct of this assignment. The designated officer of the office of the Textile Commissioner will play a coordinating role in dissemination of the Successful bidder's outputs, facilitating discussions, and ensuring required reactions and responses to the Successful bidder.
- 2) The Successful bidder may prepare Issue Papers highlighting issues that could become critical for the timely completion of the Project and that require attention from the Authority.
- 3) The Successful bidder will make a presentation on the inception report, mid-term report and draft evaluation report for discussion Office of the Textile Commissioner. This will be a working document. The Successful bidder is required to prepare and submit a weekly update that includes and describes, inter alia, general progress to date; data and reports obtained and reviewed; conclusions to date, if any; concerns about availability of, or access to, data, analyses, reports; questions regarding the TOR or any other matters regarding work scope and related issues; and so on. The Successful bidders' work on the TOR tasks should continue while the report is under consideration and is being discussed.
- 4) Regular communication with the Office of the Textile Commissioner and the authorized representative of successful bidder is required in addition to all key communications. This may take the form of telephone/teleconferencing, emails, faxes, and occasional meetings.
- 5) The Deliverables will be submitted as per schedule provided in this RFP.

21. RFP Terms & Conditions:

- a) **Conflict of Interest:** The successful bidder will not receive any remuneration in connection with the assignment except as provided in the contract. The Agency and its affiliates shall not engage in activities that conflict with the interest of the client.
- b) **Intellectual Property Rights (IPR):** The IPR, namely any patent, copyright, trademark, trade secret or other intellectual proprietary right, of all the database, programs, source-code, reports, Formats etc. would solely vest with the Office of the Textile Commissioner.
- c) **Confidentiality and Non-Disclosure:** The data provided by the Office of the Textile Commissioner should be kept confidential. Any portion or part of the data should not be produced/ published or sold to others. The right to prevent unauthorized disclosures shall solely vest with the Government.
- d) **Arbitration Clause:** Should any dispute of difference arise concerning the subject matter of these presents or any covenant or thing herein contained or otherwise arising out of this lease, the same shall be referred to Arbitrator to be appointed by the Government of India and the decision of such Arbitrator shall be conclusive and binding on the parties hereto. The provisions of the Arbitration Act 1996 or any statutory modifications thereof for the time being in force shall apply to such arbitration.
- e) **Earnest Money Deposit (EMD):** EMD (refundable) in the form of a Demand Draft/Bankers' Cheque, from any scheduled commercial bank in India to be drawn in favor of "REGIONAL PAY AND ACCOUNTS OFFICE (TEXTILES), Mumbai, payable at Mumbai, for the sum of Rs.5,00,000/- (Rupees Five lakh Only) shall be required to be submitted by each Applicant before the date of opening of bid on the address below- Office Address-

**OFFICE OF THE TEXTILE COMMISSIONER
MINISTRY OF TEXTILES
GOVERNMENT OF INDIA
NISTHA BHAVAN, NEW CGO BUILDING,
48, NEW MARINE LINES, MUMBAI
MAHARASHTRA- 400020**

- 1) The physical copy of EMD should be submitted on or before bid submission end date and time. The scanned copy of EMD must be uploaded on <https://eprocure.gov.in>. Validity of EMD should be for 90 days from the last day of submission of bid.
 - 2) Bids received without the specified Earnest Money Deposit/Bid Security will be summarily rejected.
 - 3) Client will not be liable to pay any interest on Earnest Money Deposit. Bid security of pre-Qualified but unsuccessful Applicants shall be returned, without any interest, within one month after grant of the work order to the Selected Applicant or when the selection process is cancelled by Client. The Selected Applicant's Earnest Money Deposit shall be returned, without any interest upon the Applicant accepting the work order and furnishing the Performance Security in accordance with provision of the RFP and work order.
- f) **Performance Guarantee:** The successful bidder would be required to submit (and keep active for the life of the project) a performance guarantee (by way of Bank Guarantee) for 5% of contract value for successful performance of the activities in the contract.
- g) **Meetings:** The Authority may review with the Successful bidder, any or all of the documents and advice forming part of the Consultancy, in meetings and conferences which will be held at the Authority's office. No TA/DA is applicable at the part of the Authority
- h) Evaluation and approval:**
- a). The Evaluation Committee (EC) will evaluate and approve the draft report. The committee may provide their comments / suggestions on the draft report. The consultant will be expected to incorporate such comments / suggestions in the report.
 - b). The report will be treated as final after acceptance by the EC.
- i) **Timeframe:** The consulting agency will be expected to complete their evaluation / assessment and submit a report on findings within three (3) months from the date of award of contract. For any delay beyond that appropriate penalty shall be imposed at 1% (one percent) of the contract value per week for the first week and 2% (two percent) per week thereafter.
- j) **Confidentiality:** Information relating to evaluation of proposals and recommendations concerning grant of the work order shall not be disclosed to the applicants who submitted the proposals or to other persons not officially concerned with the process, until the winning firm has been notified that it has been given the work order.
- k) Clarification and amendment of RFP documents:**
- 1) Applicants may seek clarification on this RFP document. Any request for clarification must be uploaded on <https://eprocure.gov.in>. The Client will endeavor to respond to the queries prior to the Proposal Due Date.
 - 2) At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the RFP documents by amendment. All amendments/ corrigenda will be posted only on e-procurement website. To afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Client may at its discretion extend the Proposal Due Date.
- l) **Dispute Resolution:** If any dispute or difference of any kind whatsoever arises between the parties in connection with or arising out of or relating to or under this RFP, the parties shall promptly and in good faith negotiate with a view to its amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of thirty (30) days from the date on which the above-mentioned dispute or difference arose, such dispute or difference shall be finally settled by O/o The Textile Commissioner, whose decision shall be final.
- m) **Right to Terminate:** The Office of the Textile Commissioner, 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.

n) Miscellaneous:

- 1) The study outputs shall remain the property of the Authority and shall not be used for any purpose other than that intended under these Terms of Reference without the permission of the Authority. The Consultancy shall stand completed on acceptance by the Authority of all the Deliverables of the Successful bidder and execution of the Agreement. The Consultancy shall in any case be deemed to be completed by mutual consent of the Authority and the Successful bidder.
- 2) The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Mumbai shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.
- 3) The Client, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:
- 4) Suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
- 5) Consult with any Applicant in order to receive clarification or further information.
- 6) Retain any information and/or evidence submitted to the Client by, on behalf of and/or in relation to any Applicant; and/or
- 7) Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Applicant.
- 8) It shall be deemed that by submitting the Proposal, the Applicant agrees and releases the Client, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations here under, pursuant hereto and/or in connection herewith and waives any and all rights and/ or claims it may have in this respect, whether actual or contingent, whether present or future.
- 9) All documents and other information provided by Client or submitted by an Applicant to Client shall remain or become the property of Client. Applicants and the Consulting Firm are to treat all information as strictly confidential. Client will not return any Proposal, or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the Applicant to Client in relation to the assignment shall be the property of Client.
- 10) The Client reserves the right to make inquiries with any of the clients listed by the Applicants in their previous experience record.
- 11) The Client will endeavor to follow the schedule mentioned in critical date sheet.
- 12) The eligible bidders will be required to make a presentation before Committee. Information from the presentation will also be used as part of the technical evaluation process. Based on the presentation, the final marks on the "Project Methodology & Approach" and Presentation of the Criteria would be awarded by the Office of the Textile Commissioner. The proposal of applicant bidders who will not come for presentation on their bid before Evaluation Committee shall summarily be rejected.
- 13) The selected Agency will sign an Agreement with the Office of the Textile Commissioner for rendering satisfactory services and completion of the projects in a time bound manner. The Agreement shall include provisions for taking performance guarantee, damages for delay are finalized by the Office of the Textile Commissioner

22. Limitation of Liability:

- a) There shall be no such limitation in case of the Consulting Firm (CF) gross negligence or willful misconduct.
- b) The liability to the employer shall in no case be limited to less than the total payments expected to be made under the agency's contract, or the proceeds the agency is entitled to receive under its insurance, whichever is higher.
- c) Any such limitation shall deal only with the agency's liability towards the employer and not with the Agency's liability toward third parties.
- d) The Agency shall indemnify the Government and hold it harmless from any loss, claim or damage to persons or property, arising out of this Agreement, the System or the Services provided, including Attorney's fees, to the extent that such loss, claim or damage is caused by the intentional Acts of Agency or from Agency breach of any term of this Agreement.
- e) In the event of Successful Bidder fails to execute the project as stipulated in the delivery schedule, or breaches Service Level Agreements (SLAs) which leads to termination, the Office of the Textile Commissioner reserves the right to procure the similar services from the next eligible bidder or from other alternate sources at the risk, cost and responsibility of the Consulting Firm. Before taking such a decision, the Office of the Textile Commissioner serve 30 days advance notice in writing to the agency. Penalty may be imposed for delayed period @1 % of the contract value per week for the first week and @2% per week thereafter for the delayed period.
- f) In case of any deviation in execution of the study as per the defined terms and conditions the Office of the Textile Commissioner reserves the right to deduct an amount equivalent to percentage of major deviation of the project cost as derived by the Office of the Textile Commissioner or the decision of Office of the Textile Commissioner will be final.
- g) In the event of any discrepancy is observed in the data collected and presented in the report during the quality checking of data, the Office of the Textile Commissioner reserves the right to deduct an amount equivalent to percentage of major discrepancy from the data collection component of the project cost as derived by the Office of the Textile Commissioner or the decision of Office of the Textile Commissioner will be final.

23. Interpretation and Severability:

- 1) Wherever possible, each clause shall be interpreted in such a manner as to be effective and valid under every applicable law, but if any clause pertaining to this agreement shall be prohibited by or invalidated under such law, such clause shall be ineffective to the extent of such prohibition or invalidity without invalidating or nullifying the remainder of such clause or other clauses.
- 2) It is agreed that the terms and covenants contained herein shall prevail over any other order or correspondence that might have been issued earlier. This shall constitute the entire agreement with the Agency and shall over-rule all previous correspondence, if any, which is inconsistent herewith.
- 3) Governing Law and Jurisdiction: This agreement shall be governed by the Laws in India. Disputes, if any, should be addressed under the jurisdiction of Mumbai only.
- 4) Agreement Signing: The selected Agency will sign an Agreement with the Office of the Textile Commissioner for rendering satisfactory services and completion of the project in a time bound manner. The Agreement shall include provisions for taking performance guarantee, damages for delay or award for early completion besides other clauses as are finalized by the Ministry.
- 5) Agreement Cancellation: In the event of Consultancy firm willfully not commencing the work within 30

working days after the stipulated period, Office of the Textile Commissioner at its sole discretion shall cancel the agreement in writing and the Agency shall refund the advance payments within 10 days to the Office of the Textile Commissioner along with interest@ 18% p.a.

- 6) Interpretations to understand legal and contractual interpretation, as under:
 - a) The singular includes the plural and vice versa, and a gender includes other genders.
 - b) A reference to a clause, paragraph, schedule or annexure is to a clause or paragraph of, or schedule or annexure to, this Contract, and a reference to this Contract includes any schedule or annexure.
 - c) A reference to time is to the time in the place where the obligation is to be performed.
 - d) If the Successful bidder is a Company/LLP/Society/Association, the Successful bidder enters the Contract with warrant that it has the power to perform its obligations under this Contract.

24. Submission of Tender:

The tender shall be submitted online covering EMD, Pre-Qualification, technical bid and financial bid only at CPPP portal with link <https://eprocure.gov.in>. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. Any other mode of submission will not be entertained other than online mode (<https://eprocure.gov.in>).

Fee: Scanned Copy of EMD.

Pre-Qualification: Scanned copy of Pre – Qualification Proposal Submission Form; Scanned copy of Self-certification of Operation for minimum 5 years and not being blacklisted; Scanned copy of Average Annual Turnover; Scanned copy of Format for highlighting relevant experience

Technical bid: Scanned copy of Format for Power of Attorney for Authorized representative; Scanned copy of Technical Proposal Submission

Financial bid: Scanned Copy of Financial Proposal to be uploaded online at e-procurement portal

Annexure -A

FINANCIAL INFORMATION

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	Financial Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
i. Annual Turnover (In Lakh)					
ii. Profit / Loss					
iv. Average Annual Turn over					
iii. Certified by					

II. Certifying that Consulting Firm has not been blacklisted by any Central/ State/ Public Sector undertaking in India or outside India

III. The following certificates are enclosed:

- (a) Current Income Tax Clearance Certificate / Profit & Loss account as submitted to income tax Department.
- (b) Latest Solvency Certificate from bankers of Applicant.
- (c) Copy of the PAN card to be submitted
- (d) GST registration certificate.
- (e) Consulting Firm has not been blacklisted by any Central/ State/ Public Sector undertaking in India

Signature of Chartered accountant with seal

Name:

FR No.:

Signature of Firm with seal &

Signatory Name:

Designation:

Annexure -B

7y6=-; DURING THE LAST FIVE YEARS ENDING 31.03.2025

S I . N o	Name of the work /project and location	sponsoring organization	Cost of work	Date of commencement as per the contract	Stipulated date of completion	Actual date of completion	Name & Address /Phone no of officer to whom reference may be made.	R e m a r k s

Note: Supporting documents has to be provided for the above work.

Authorised Signatory

Signature of Firm with seal
Signatory Name:
Designation:

Annexure: C

Format for Power of Attorney for Authorized Representative (Company/Firm Letter Head)

Know all men by these presents, We, [name of organization and address of the registered office] do hereby constitute, nominate, appoint and authorize Mr. / Ms. [name], son/ daughter/ wife of [name], and presently residing at [address], who is presently employed with/ retained by us and holding the position of [designation] as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”), with power to sub- delegate to any person, to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for and selection as Consulting Firm for [name of assignment], to be developed by Office of the Textile Commissioner(the “Authority”) including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority and undertakings consequent to acceptance of our proposal and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us until accepting the work order with the Authority.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, [name of organization], THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS [date in words] DAY OF

[month] [year in ‘yyyy’ format].

For [name and registered address of organization] [Signature] [Name] [Designation] Witnesses:

1. [Signature, name and address of witness]

2. [Signature, name and address of Witness] Accepted Signature] [Name] [Designation]

[Address] Notes:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under seal affixed in accordance with the required procedure.
2. Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed The Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.

Scanned copies of the **Demand Draft/Bankers’ Cheque/ Bank Guarantee**

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal and Gem portal may be obtained at: <https://eprocure.gov.in>.

Gazette Notification of the Scheme and format of agreement to be attached.

