

**Additional Guidelines for Technical Bid evaluation in appointment of IT Implementing Agencies by Utilities approved in the XV Steering Committee dated 09.12.2009**

Modifications in existing guidelines for Technical Bid evaluation in appointment of IT Implementing Agencies by Utilities

**General:**

It will be ensured specifically that following things are being followed by the state power utilities:

- (i) Technical and Financial bids are opened sequentially.
- (ii) System Requirement Specifications are not deviated without approval of PFC.
- (iii) Technical score assigned to the System Integrator across the utilities should not vary substantially. (Record of Technical score assigned by each state utility to be maintained in PFC and will be put on web for access by utilities).
- (iv) Bids are not disqualified technically on flimsy grounds. Utilities are expected to seek clarification wherever possible from the bidders before rejecting them.
- (v) Approval of appropriate authorities / PFC/ MoP is taken as prescribed in guidelines and model documents.
- (vi) Advice of IT Consultants should be considered while evaluating bids, rejection of recommendation of IT Consultants must be substantiated with adequate reason and justification.

The following additional guidelines / methodology is proposed to be adopted by utility for technical evaluation of the bids for appointment of IT Implementing agencies (ITIA) so that the competition are not throttled and utilities will get better price

**Pre-LoA Guidelines**

- 1) Bidder cannot be awarded projects if total value of the award of an individual ITIA work under R-APDRP exceeds 1.5 times its cumulative Turnover for the last three (3) Financial Years or they have already been awarded 5(Five) contracts for RAPDRP projects across the country. Bidder needs to confirm the same to Utility at the time of LoA. If this condition is not met, bid will be considered non-responsive however, BG shall be returned to such bidder unconditionally.
- 2) QR in RfP is to be used by utilities along-with the toolkit only for marking purposes to decide the technical scores. Re-assessment of qualification of bidders on technical grounds by utilities is not required as empanelment was done based on the same QR in RfQ and all such bidders are qualified to take up respective roles.
- 3) Utility shall comply with the bid evaluation guidelines and give chance to bidders to clarify/comply necessary information or documentation, within a reasonable period, to rectify nonmaterial, nonconformities or omissions in the Technical Proposal related to documentation requirements prior to opening of financial proposal and before considering them technically non-responsive. It may result in more competitive bids which is in the interest of utility and R-APDRP program.

The model RFP provided to utilities also has provision (Cl 28 - 30 of ITB sec-II) for seeking clarifications from bidders.

- 4) No marks shall be awarded and the bids can not be declared non responsive on the demonstration sought by the utilities for the software functionalities.
- 5) Utilities while evaluating the Bids of ITIA shall accept the CVs submitted by the bidder, in case these CVs are the same as submitted by bidders to PFC during their empanelment process and not utilized in any of the contracts awarded by utilities as dedicated resource. The list of these CVs submitted by bidders during their empanelment will be available on the RAPDRP web site by PFC. The utility will seek confirmation from the bidder before placing LOI to ascertain the CVs submitted by them are not already engaged to other utilities under RAPDRP. In case of the same the bidder will be required to replace the CVs with equivalent or better.
- 6) Minimum qualification mark for technical score as mentioned in the RFP shall be maximum 35.

***Justification for minimum qualifying marks:*** “IT Implementing agencies (ITIAs) are duly empanelled by PFC after evaluating their technical and financial competence, but the minimum score requirement (xx out of 50) for technical proposals has been kept inter alia for evaluating the technical solution provided by the bidder in their bid, e.g. if a bidder gets low marks in Section G2 ( poor Technical solution as per SRS), his offer will certainly be cheapest and he may get qualified on financial evaluation basis only but his technical solution may not work. Therefore, keeping a minimum score requirement in technical evaluation will definitely eliminate the inferior solution. Accordingly the same shall be kept as 35 out of 50 (i.e. 70%) in the RFP by the utilities to have more number of technically qualified bids.

- 7) The evaluation of Approach and Methodology (4 marks) is subjective in nature and it is apprehended that utilities are evaluating this aspect based upon their own understanding. In view of this, the distribution of weights for technical bid evaluation shall be redistributed as follows:
  - 1) Technical solution as per SRS : 21 marks (i.e. increase by 2 marks)
  - 2) Approach & Methodology : Nil
  - 3) Project Experience : 15 marks (i.e. increase by 1 marks)
  - 4) Team Details (CV) : 6 marks (i.e. increase by 1 marks)
  - 5) Firm Details : 8 marks

The RfP and evaluation toolkit will be revised accordingly to incorporate the above changes in distribution of weights for technical bid evaluation and shall be applicable for those Utilities where RfP (including price bid) has not been finalized yet.

### **Post-LoA Guidelines**

1. Utilities must certify, after finalizing bid process and award that it had adhered to the R-APDRP guidelines & procedures laid down by MoP/ PFC from time to time, giving detailed evaluation matrix/ reasons for disqualification to PFC, the Nodal Agency.
2. In case the Bid price is higher than the sanctioned cost, Utilities shall take approval of concerned authorities for the same by submitting the proposal with justification along with DRC approval to PFC, the Nodal Agency before finalizing LoI / LoA until further guidelines are formalised. PFC will make recommendation to the Steering Committee for approval.