

ODISHA SPACE APPLICATIONS CENTRE (ORSAC)
(Dept. of Science & Technology, Govt. of Odisha)
BHUBANESWAR

CORRIGENDUM OF THE RFP No-02/2023 Dt.15.05.2023

Reference to the RFP No.02/2023 dt.15.05.2023 published in “The Sambad” and “The Times of India” dated 16.05.2023 for Selection of a Technical Manpower Service Provider by ORSAC. The Pre Bid queries has been compiled and the Tender Clause2.9 has been modified. Other terms & conditions remain unchanged.

For details, please visit <http://www.odisha.gov.in> or <http://www.orsac.gov.in>

Senior Scientist &
Administrative-cum-Accounts Officer

Pre-Bid Query Compliance for Tender No.02, Dt: 15.05.2023

SL No.	Firm Name	Paragraph No. & Paragraph Head	Content on which Clarification is sought	Clarification needed	Compliance
1	M/s Kalinga Warrior Security Services	4.1 Company Registration	Company Registration under section 1956/2013 of Company's Act.	The constitution of our firm is a partnership registered under the Partnership Act with a valid registration certificate. Will you accept or reject our bid if it is submitted? In your tender documents, point 11.13 of page 26, you said that a minor deviation will be granted subject to the fact that the overall performance of the RFP has in no way been compensated. In our case, the fundamentals of the basic part have not been deviated from. Please elaborate? It is worth mentioning that in any government tender where we are submitting analogous types of documents, they are never rejected.	Partnership Registration will also be accepted. Please submit the self certified Registration Certificate.
2		10.7 Penalty Clause	Penalty Clause	Absenteeism and attrition in any month by the hired employee are part of the running cycle of the employment history with the service sector organization. In your statement under point 5.9 of page 15, you graciously allowed 15 days for any replacement or prolonged absence. In spite of the above-approved clause, do you still impose penalties? Please elaborate?	5.9 There should not be any break in Technical Manpower Services provided due to absence of any personnel for a prolonged (not more than 15 days) period. The Service Provider has to ensure suitable replacement with stipulated qualification, experience and expertise at the earliest and within 7 days for the same. The clause is very clear, the service Provider has to provide the replacement within 7 days time Period and if not able to provide within a week time the penalty clause will be invoked, after completion of the week.
3		10.8 Performance Bank Gurantee	Performance Bank Guarantee	The Finance Department, Government of Odisha, in Office Memorandum No. 14602, dated May 20, 2021, allowed the deposit of a performance bank guarantee by a registered MSME-registered firm to the extent of 3% of the determined value. Will that reservation be applicable to an MSME account or not? Please offer further information to address this omission in your tender with the department of MSME.	All the Govt. notifications relating to MSME will also be applicable for this Tender.
4		11.1.1-Technical Bid (b) EMD	EMD	The Finance Department, Government of Odisha, in Office Memorandum No. 14602, dated May 20, 2021, exempted MSME-registered firms from EMD. Will you reject the bid if it comes with an exemption certificate and a copy of the Finance Department, Government of Odisha notification? Please offer further information to address this omission in your tender with the department of MSME.	Clarified above but the MSME certificate from Govt. of Odisha shall be for the Manpower Service Rendering else it will be placed before MSME, Department for clarification.
5		11.1.1 Technical Bid	Work order	According to Annexure 1, Section 13 of Page 31, the bidder is required to enclose the work order of the state government department for evaluation. If anyone submits an interstate government order, will you accept or reject it? Because the majority of bidders will place orders with the interstate government, PSU, or Pvt. Ltd. company merely to entice the tender. Could you please request that the bidder submit for review a work order created in the state rather than one generated overseas for evaluation?	All the Govt. orders will be verified by ORSAC. The orders from Govt. of India /PSUs/ Autonomous Bodies of Govt/ State Govts will be taken into consideration. But all the orders will be verified with the concerned Authorities.
6		Schedule of Events	Schedule of events	The address of the authority has been provided, but the mode of submission of the bid is missing. Which mode of submission of bid documents should we utilize? Whether by speed post, regular post, courier or drop box could you please elaborate?	Modes of the submission of Bids are as below. Post/Personal/Courier. But the Bids received after stipulated Date and time will be rejected.
7		11.1.1-Technical Bid (e)IT Return	Copy of IT Return for last 3 years ie 2021-22, 2021-22 & 2022-23	As the financial year 2022-23 has just ended recently, it is not possible to file income tax return so early.so will you accept last 3 financial year upto 2021-22?	Yes, it is accepted. But those can submit last three years, will also be accepted.
8		Which Mode of Submission		Which mode of submission should we utilize for submission of Tender Documents? Could you please elaborate?	Clarified above.
9	M/s Atreya Associates	11.1.1-Technical Bid (b) EMD	b) Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One lakhs only).	Is it possible to waive the EMD fee for entities falling under the MSME Small category?	Clarified above.
10		11.1.1-Technical Bid(m) Labour License	a) Labour License.	While we have a manpower count of over 300 individuals distributed across various projects, it is essential to adhere to the labor department's license regulations, which state that obtaining a license is necessary only if a single work order exceeds 50 manpower.	It is mandatory, otherwise you have to submit an undertaking that the Firm will submit the Labour License in 15 days time period of receipt of work order. Again failing to supply the work order is to be cancelled and the 2nd bidder will be offered the Work Order. But the mark assigned against the clause will not be awarded, those who will not be submitting the Labour License.
11		4.3 Annual Turn over and Taxation	Service Provider should have a Minimum annual turnover of Rs. 2.0 crore per year (Income Tax returns or Audited Financial statements of last three years with PAN or such other relevant documents required as proof), in the field of Providing Manpower Services for last 3 years. He should attach relevant documents, Purchase Order copies, service satisfaction certificates, etc. with technical bid. Separate Turn-over should be provided in the field of "Scientific/Technical Manpower Services.	Average Turnover of last 3 years is less in the financial year 2021 due to covid, also M/s People Process Teck have 33 months experience, therefore it is requested to allow us to participate in the Bid.	Already explained, the average turnover of last three years will be taken into account.

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12	M/s People Process Teck	11.1.1-Technical Bid (b) EMD	b) Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One lakhs only).	Our Organisation is a MSME registered firm should we have to deposit the EMD of Rs. 1,00,000.00	Already explained.
13		2.8 Basis of OMR Estimation	A. The manpower supply firm requires 3 Persons having basic business managerial & office management skills to manage the man power deployment management for 93 persons, deployed the firm at ORSAC, Approx. @ One Man per 30 Persons to be deployed. B. Annual cost of Wages cum Opportunity Cost of these 3 persons in manpower Supply Business is Approximately @ Rs. 50,000/- / PM = Approx. Rs. 18.00 lakhs including EPF and ESI and other taxes. C. Required Office Space @ 100 Sq. Feet / Persons = 300 Sq. Feet D. Office Rent including Electricity, Telephone, Computers, Internet etc. @ Rs. 125/ Sq. Feet / Month (Market Rate) = Approx. Rs. 4.5 lakhs per Year. E. Cost of capital: Interest towards PBG @ 5% = Approx. Rs 1.10 lakhs F. Total Estimated Cost of Managing Manpower Supply = B+D+E = Rs. 23.6 lakhs Approx. 8.00 % of Rs. 295.0 lakhs. Above estimate may be at variance with actuals.	OMR which will be fixed for one year or three year.	As per the actual salary to be paid to the outsourced employees, accordingly service charge is to be paid based on the percentage decided through this Tender Process. The OMR is decided based on the salary disbursed for the last month. This percentage is decided based on the logic given in the clause. But as per the Govt. notification the service charge shall be within 3.85 % to 7.00%. 11.14 EVALUATION OF PRICE / FINANCIAL BID: The Financial Evaluation Criteria is changes as below. The QCBS evaluation will be adopted as mentioned in the Tender. The estimated Service charge is determined by ORSAC as 6%. The minimax criteria remains valid where Bidder may quote 10% Plus or Minus of 6% i.e the range is 5.4% - 6.6%. The Bidder quoting less or more than the range is to be rejected
14		Schedule of Events/ Estimated Value of Tender	Estimated Value of the Tender Rs. 295.00 Lakhs Per Year	The Consultant understands that the amount is exclusive taxes, ESI and EPF.	Yes.
15		2.4 Approved Monthly Technical Manpower	2.4 Approved Monthly Technical Manpower Engagement Rate as fixed by ORSAC, expected number of engagements / hiring through manpower supply agency / agencies and expected annual wage to be paid by ORSAC excluding ESI, EPF & GST is as under	The Consultant would like to know whether the recruitment will happen in one go or will happen in phases as there will be cost implications if the recruitment has to be done in phases.	Already outsourced employees are there in ORSAC as mentioned in Tender. These Manpower will be passed to the new Agency. If any new Technical People required by ORSAC, the same will be informed to the Agency.
16		2.8 Basis of OMR Estimation	A. The manpower supply firm requires 3 Persons having basic business managerial & office management skills to manage the man power deployment management for 93 persons, deployed the firm at ORSAC, Approx. @ One Man per 30 Persons to be deployed. B. Annual cost of Wages cum Opportunity Cost of these 3 persons in manpower Supply Business is Approximately @ Rs. 50,000/- / PM = Approx. Rs. 18.00 lakhs including EPF and ESI and other taxes. C. Required Office Space @ 100 Sq. Feet / Persons = 300 Sq. Feet D. Office Rent including Electricity, Telephone, Computers, Internet etc. @ Rs. 125/ Sq. Feet / Month (Market Rate) = Approx. Rs. 4.5 lakhs per Year. E. Cost of capital: Interest towards PBG @ 5% = Approx. Rs 1.10 lakhs F. Total Estimated Cost of Managing Manpower Supply = B+D+E = Rs. 23.6 lakhs Approx. 8.00 % of Rs. 295.0 lakhs. Above estimate may be at variance with actuals.	Basis of OMR estimation does not indicate recruitment cost (publication of advertisement in newspapers, shortlisting of applications, prepare list of candidates, conducting first round of telephonic or online interviews, written test, arrange venue for conducting written test, etc.). The space mentioned to be taken on rent is only for 3 team members. The consultant understands that the 93 personnel to be recruited will be working from ORSAC office or a separate office will be rented. Kindly confirm whether the understanding is correct.	ORSAC can not pay for your entire Office Space. The minimum number of People required to manage are taken into calculation. Please refer Govt. of Odisha order where it is stipulated the range as 3.85 to 7.0 percentage and ORSAC estimated the service charge as 6% based on the logic given in the Tender, which also matches with Govt. published rate.
17		2.11 Working Hours	All Technical Manpower will be required to work during normal ORSAC Office hours starting from 1000 hrs to 1700 hrs for all working days of a month. In exigencies and whenever required, the deployed Technical Manpower are required to work beyond Office hours and on Holidays. In case of absence of Technical Manpower during these working days, there shall be a pro-rata reduction for each day of absence out of their monthly emoluments. No overtime or Extra time charges are allowed.	The consultant understands that ORSAC's norms for leaves (casual and sick) and gazetted holidays would be applicable to all the Technical Manpower that would be deployed under the project. Kindly confirm.	The clause in the Tender remains unchanged. The office hour may be read as 10:00 AM to 5:30 PM. The employees are required to work till extended hours as and when required without any additional reimbursement. The employees are also required to work in holiday if required. The official hour may change as per the State Govt. notification.


 Scientist 'E' & AAO
 Odisha Space Applications Centre
 Bhubaneswar

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18	M/s Sutra Consulting Pvt. Ltd.	2.13 Continuous Services and Replacement	Service Provider has to ensure that the Technical Manpower services are provided efficiently without any break/disruption. The Service Provider shall ensure supply of Technical Manpower without discontinuity during the period of service contract for executing the contract in its totality. In case the service provider is unable to provide substitute Technical Manpower of similar expertise, pro-rata amount will be deducted for each day of absence.	The Consultant would request for 45 days time to replace Technical Manpower as the process of recruitment will need time and the selected professionals will need to serve a notice period of at least one month before joining.	The clause in the Tender remains unchanged.
19		2.16.3 Selection criteria for Technical Manpower	After initial screening and short-listing (based on the criteria defined by ORSAC) at the Service Provider's level, the Service Provider in consultation with ORSAC will arrange for a Technical Proficiency Test of Technical Manpower. ORSAC decision will be final and binding on Service Provider. Proficiency Test will be conducted by a Five Member Committee headed by the concerned PI and approved by the Competent Authority.	The Consultant understands that the Proficiency Test will be the final test for selection of candidates for the specified positions. No other test needs to be undertaken prior to that. Kindly confirm.	Please read the clause, it is very clear. Did not require further clarification.
20		3.7 Depute the Manpower	3.7The Service Provider will depute the manpower within two weeks/one month of the issue of the Work Order.	The Consultant would request to increase the period from 1 to 2 months as finalization of selection procedure in consultation with ORSAC, publication of advertisement, shortlisting of candidates, etc., will need good amount of time.	The clause in the Tender remains unchanged.
21		4.3 Annual Turn over and Taxation	Service Provider should have a Minimum annual turnover of Rs. 2.0 crore per year (Income Tax returns or Audited Financial statements of last three years with PAN or such other relevant documents required as proof), in the field of Providing Manpower Services for last 3 years. He should attach relevant documents, Purchase Order copies, service satisfaction certificates, etc. with technical bid. Separate Turn-over should be provided in the field of "Scientific/Technical Manpower Services.	The Consultant understands that providing Manpower Services includes deployment of Technical Team in any of the projects such as Technical Support Agency/PMU/PIU/PMC or similar and not necessarily an HR assignment. The Consultant would request to increase the Man Power Services for last 3 Years to 20 years or more since inception of the organization.	The average annual turnover (Audited Financial Statements/Income Tax Returns) of last three years will be considered for this Tender for evaluation as the Tender criteria.
22		4.4 Technical Staff Strength	Service Provider must have a Minimum existing Technical Staff strength of at least 20 (twenty) persons. Service Provider has to provide the list of regular Technical Manpower with their qualifications, experience etc. along with the technical proposal. The list of regular employees available with Service Provider for similar Contracts has to be clearly listed separately.	The Consultant understands that the Technical Staff means experts/team members working in the different projects across the country. Kindly confirm whether our understanding is correct?	This clause tells about the pool of Technical Manpower available with the Service Provider. The List of the Technical Manpower deployed in other Govt. Offices may please be provided for evaluation.
23		4.5 and 4.5.1 Office Facilities	Service Provider should have the following minimum facilities at his establishment to support the Technical Staff of at least 50 persons. Professional Office set-up, Laptop /Desktop computer with net facility, means of communication like landline, fax etc. along with professionally managed staff of at least 50 persons.	To provide space for 50 personnel along with other facilities as specified in clause 4.5.1 is huge. The Consultant would suggest allowing rent out a separate space for the team of 50 in case they cannot be accommodated in ORSAC office. The budget for renting out space can be added to OMR. But in that case the maximum limit set for OMR may exceed. Please confirm whether that is acceptable.	Please read the clause, it is very clear. Did not require further clarification.
24		4.10 Non-Black Listed Company & Pending Criminal Cases	Service Provider's Company should not have been banned or black-listed by any agency including Government/ Public Sector / Financial Institutions / Court. No Criminal Cases must be pending against the Service Provider or it's Owners.	The Consultant understands this means the company should not be banned or black listed as on date of submission of tender.	Please read the clause, it is very clear. Did not require further clarification.
25		4.11 Inspection of Company by ORSAC	EO/AAO or nominated officers of ORSAC shall visit the Service Provider's business premises for verification of information related to work orders/space/manpower etc. and other infrastructure facilities claimed. The technical bid of Service Provider, who is not able to substantiate/satisfy the technical requirements laid down in this tender is liable to be rejected.	The Consultant would like to know how this will be done incase the Technical Manpower are deployed in various offices in different cities of the country.	The consultant shall have an Office at Bhubaneswar, if it is an outside Agency. ORSAC official will visit the local Offices for verification.
26		4.14 License from District Labour officer	4.14License from the District Labour Officer, for supplying the Manpower Service.	The Consultant has recruited Technical Manpower for reputed societies like BRLPS, MSRLM, OLM etc and the license was never required. Therefore, it is suggested to waive off this condition.	It is required in Government establishment. It is also clarified in the earlier clause.



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27	Das Security Services	11.1.1Part-I: Technical Bid:		CMMI L3 Certificate- We request ORSAC kindly incorporate quality certification of CMMI L 3, so that the Quality vendors will Participate in this tender	The Vendor may submit the Certificate but it cannot be made mandatory.
28		11.1.1 EVALUATION OF TECHNICAL BID		Presentation for Strength of Vendor- Requesting to ORSAC Kindly add some marks in Technical Presentation, so that it will help's for the Technical evaluation	The modified marking scheme is given below.
29	Ekansh Concepts	Clause 4.2 Local Presence and Office Set-up:		Local Presence and Office Set-up: The Service Provider must have a full-fledged Registered Business Establishment I Office in Bhubaneswar to manage the business of deployment of Manpower in and Around Bhubaneswar. Service Provider should provide all local contact information like address, landline phone, fax, mobile numbers, email-ID and Geotagged Photographs etc. Any make shift or residential space shown as Office shall lead to disqualification to participate in this tender. For this purpose the office of the parent company/sister concerns shall also be considered.	Already clarified.
30	Luminous Infoways Pvt. Ltd.	11.1.1Part-I: Technical Bid:		CMMI LV3 Certificate We request to kindly incorporate quality certification of CMMI LV3 as the RFP requires Technical Manpower	Already clarified.
31		11.1.1 EVALUATION OF TECHNICAL BID		Presentation for Vender Strength Requesting to add Technical Presentation of the bidders showcasing their expertise and strength for more qualitative bidding process. The same presentation should be values under technical scores and incorporated in the QCBS Method	Already clarified.

EVALUATION OF TECHNICAL BID Technical Marks Scoring Sheet

SL No.	Parameters	Total Marks	Scoring Criteria
01.	Experience in providing Technical Manpower to Govt. Organization (minimum for 3 years)	10	3-4 years =5 4-5 years =7 More than 5 years =10
02.	No. of Govt. Organization / Large Corporate Organizations*/PSU served (minimum one)	10	1-2 =5 3-4 =7 More than 4=10
03.	No. of similar Technical Manpower deployed in last three financial years (minimum 20 nos.)	25	3-4 years =15 4-5 years =20 More than 5 years=25
04.	Annual Turnover of minimum 2.0 crore	10	2-3crores =06 3-4crores =08 More than 4 crores=10
05.	System Generated from EPF & ESI Portals and self-signed Consolidated statements of EPF and ESI payments, for last one	10	10 0 (Zero) if it doesn't meet the criteria
06.	Local office at Bhubaneswar	10	10 0 (Zero) if it doesn't meet the criteria
07.	Presentation (Execution Plan, Proposed Facilities to be Provided to the Outsourced Employees, Plan to meet Urgent Requirements, Day to day Management, Local offices & Manpower, EPF, ESI and Salary Slip, Proposed Best Practices to be adopted/ any other best practices already adopted	25	Execution Plan-5 Facilities to be P to the Outsourced Employeess-5 Day to day Manager-5 EPF, ESI and Salary, TA-5 Proposed Best Practices to be adopted-already adopted

[Handwritten Signature]
25/5/23

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