

**OFFICE OF THE  
MANIPUR STATE INFORMATION TECHNOLOGY SOCIETY**  
(A Government of Manipur Undertaking)  
4<sup>th</sup> Floor, West Block, New Secretariat, Imphal-795001

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**C O R R I G E N D U M**

Imphal, the 9<sup>th</sup> July, 2020

No.52/6/2020-MSITS: Reference e-Tender Notification of even number dated 10<sup>th</sup> June, 2020, the Request for Proposal (RFP) for selection of Agency to establish and operate IT Innovation Hub in Manipur should read as detailed at **Annexure – I**.

2. Further, the timelines for submission of bids for selection of Agency to establish and operate IT Innovation Hub in Manipur has been extended as per dates below:

<b>Sl. No.</b>	<b>Description</b>	<b>Date &amp; Time</b>
i.	Last date & time of submission of bid	20.07.2020 at 3:00 PM
ii.	Date & Time for opening of Technical Bid	20.07.2020 at 4:00 PM
iii.	Date & Time for opening of Financial Bid	To be intimated
iv.	Date & Time for opening of presentation by bidders	To be intimated



**(Nambam Deben)**  
Member Secretary (MSITS)

**Copy to:**

1. Secretary to Hon'ble Chief Minister (i/c IT), Manipur.
2. Additional Chief Secretary (IT), Government of Manipur.
3. Executive Chairman, MSITS, Manipur.
4. The website Manager, DIT, Manipur.
  - To upload the notification on <https://manipur.gov.in>

## Corrigendum to RFP for Selection of Agency to Establish and operate IT Innovation Hub in Manipur

Sl. No.	Page No.	Clause Name	Clause Description	To Be Read As
1	6	4. ENVISAGED SCOPE OF ACTIVITIES	First para .....Professional Management Team	The Successful Bidder will appoint a professional management team (IT Innovation Hub, Manipur Management) <b>having a team size of AT LEAST 4 persons</b> to run the operations of the IT Innovation Hub in accordance with its proposal in the winning bid
2	12	Facilities/ Infrastructure will be provided by MSITS	Point No. 1	1. Unfurnished office space for setting up the Innovation Hub. The location will be in Imphal, Manipur. <b>Refer Floor Plan at Annexure - A</b>
3	18	Bidders Eligibility	Sl No. 1 ... Pre Qualification Criteria	The bidder (Agency) must be either a limited liability partnership, company or JV/Consortium of <b>maximum 2 parties</b> registered under the Indian Companies Act 1956/ 2013.
4	23	9. Award of Work		<p><b>10. AWARD OF WORK</b></p> <ul style="list-style-type: none"> <li>Work shall be awarded to the agencies for based on the technical &amp; financial score cumulatively. The selection would be <b>Quality - and Cost-Based Selection (QCBS)</b>.</li> <li>The scoring would be on 70% &amp; 30% for technical &amp; financial respectively.</li> <li>Each Technical Bid will be assigned a technical score out of maximum 100 marks. Only the bidders who get a <b>normalized technical score of 50% or more</b> will qualify for commercial evaluation stage. Failing to secure minimum marks shall lead to technical rejection of the bid and bidder.</li> </ul> <p>Technical scoring will be done as below:</p>

Sl no	Description	Maximum Score
<b>1</b>	Turnover: Last 03 financial years (2016-17/2017-18/2018-19) a) 4 Crores or less = 10 Marks b) More than 4 crores & upto 5 crores = 20 Marks c) Above 5 crores = 30 Marks	30
<b>2</b>	Relevant experience in Training & development, mentorship, Innovation / Tinkering Labs, entrepreneurship development Programs for Schools and Colleges. a) Less than 5 clients: 0 Marks b) 5 to 10 Client : 10 Marks c) 11 to 15 Clients : 20 Marks d) More than 15 : 30 Marks	30
<b>3</b>	Educational Qualification : (Max 8 Marks) Graduate : 6 Marks a) Post Graduate / MBA or more : 8 Marks b) Professional Certifications (any) : 2 Marks Relevant Experience : (Max 10 Marks) 4 Yrs to 6 Yrs : 6 Marks More than 6 Yrs to 10 Yrs : 8 Marks c) More than 10 Yrs : 10 Marks	20
<p><b>Note :</b> Marks will be awarded to each of the resources proposed to be placed at Imphal / Innovation Hub, based on the above criteria and</p>		

				<p>average score of all resources will be considered for evaluation purpose</p> <table border="1"> <tr> <td>4</td> <td>           Presentation:            a) Understanding of Project and overall ecosystem : 5 Marks            b) Proposed roadmap for Innovation hub Manipur: 5 Marks            c) Ability to create local &amp; inter State collaborations with relevant entities and nurture Innovative ideas 5 Marks            d) Q&amp;A Clarity and confidence : 5 Marks         </td> <td>20</td> </tr> </table>	4	Presentation: a) Understanding of Project and overall ecosystem : 5 Marks b) Proposed roadmap for Innovation hub Manipur: 5 Marks c) Ability to create local & inter State collaborations with relevant entities and nurture Innovative ideas 5 Marks d) Q&A Clarity and confidence : 5 Marks	20													
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<p><b>Bid evaluation will be done as below :</b></p> <p><b>Stage 1: Technical Bids Evaluation</b></p> <p>Example (Table A)</p> <table border="1"> <thead> <tr> <th>Bidder Details</th> <th>Technical Marks Obtained (Out of 100)</th> </tr> </thead> <tbody> <tr> <td>Bidder 1</td> <td>85</td> </tr> <tr> <td>Bidder 2</td> <td>75</td> </tr> <tr> <td>Bidder 3</td> <td>80</td> </tr> </tbody> </table> <p><b>Stage 2: Normalization of marks</b></p> <p>Normalized Score = (Technical marks obtained by the Bidder under consideration/Highest Technical Marks obtained among the bidders)* 100</p> <p>Example (Table B) :</p> <table border="1"> <thead> <tr> <th>Bidder Details</th> <th>Technical Marks Obtained (Out of 100)</th> </tr> </thead> <tbody> <tr> <td>Bidder 1</td> <td><math>(85/85)*100 = 100</math></td> </tr> <tr> <td>Bidder 2</td> <td><math>(75/85)*100 = 88</math></td> </tr> <tr> <td>Bidder 3</td> <td><math>(80/85)*100 = 94</math></td> </tr> </tbody> </table>					Bidder Details	Technical Marks Obtained (Out of 100)	Bidder 1	85	Bidder 2	75	Bidder 3	80	Bidder Details	Technical Marks Obtained (Out of 100)	Bidder 1	$(85/85)*100 = 100$	Bidder 2	$(75/85)*100 = 88$	Bidder 3	$(80/85)*100 = 94$
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Based on the results of Technical evaluation, commercial bids for those bidders will then be opened who qualify ( i.e., achieve normalized score of 50% or more) in the Technical evaluation.

**Stage 3: Financial Bids Evaluation**

The financial bid amount shall be converted into financial score, while considering the commercial quote given by each of the bidders in the financial bid as follows:  
 Commercial score of a Bidder = (Lowest Financial Bid/Quote of the bidder under consideration)\* 100

Example (Table C):

Bidder Details	Commercial Quote	Calculation	Commercial Score
Bidder 1	1,30,000	(1,00,000/1,30,000)*100	77
Bidder 2	1,20,000	(1,00,000/1,20,000)*100	83
Bidder 3	1,00,000	(1,00,000/1,00,000)*100	100

**Stage 4 : Final Score Calculation through QCBS:**

The final score will be calculated through Quality and Cost Based Selection method based on the following weightage:

- Technical: 70%
- Commercial: 30%

**Combined Technical and Financial Score = (0.7\*Technical Score) + (0.3\*Commercial Score)**

Example: (Table D)

Bidder Details	Technical Score (i)	Financial Score (ii)	Final Score (70:30) (iii) = 0.7*(i) + 0.3*(ii)	Rank of the Bidder
Bidder 1	100	77	93	H2
Bidder 1	88	83	87	H3
Bidder 1	94	100	96	H1

In the above example, **Bidder 3 with rank H1** shall be declared as the successful bidder

8	26	10. Standard Forms		11. Standard Forms					
9	30	FORM TECH 1(D)	TEAM COMPOSITION FOR THE TASK ASSIGNMENT/JOBS						

Bidder(s) should list the key members proposed to be deployed including their educational qualifications, certifications, area of expertise and relevant experience in the area of expertise for the development of the proposed Assignment/job.

Name	Area of Expertise	Task Assigned	Education / Degree (Including name of Institution)	Professional Certification, if any	No. of years of experience in the area of expertise	Signature of Authorized Signatory

Note : At a later stage after award of work if any of the details provided above are found to be false / incorrect, the contract with the Agency will be terminated forthwith and the performance security deposit will be forfeited

<b>GENTS WASHROOM WASHROOM</b>	<b>CORRIDOR (162.36 Sq. ft)</b>	<b>LADIES</b>
<b>944.7 Sq. Ft</b>	<b>700 Sq. ft.</b>	<b>STAIRCASE</b>
	<b>127.05 sq. ft.</b>	<b>1330.21 Sq. ft</b>

**Fig. Floor Layout of Proposed Innovation Hub**