

Corrigendum No.1**Sub: Clarification for queries of bidders & Amendment No 01-reg.****Ref: Tender Reference Number: ICSIL/08/105/2020-21/EPF-ESIC ; dated 26/02/2021 for Tender for Appointment of Consultant for EPF, EPS and ESIC related work of ICSIL****1. Clarification for queries of the bidders (Sl. No. 01-08):**

SN	Tender Reference	Clause	Query (-ies) from bidders	Clarification/Modification
1.	Pg. 04, Section-1, Eligibility Criteria, Pt. 1	The bidder should be registered as a company in India as per Companies Act 1956/Indian Partnership Act 1932/Indian Registration Act 1908/Chartered Accountants Act 1949/Cost Accountant Act 1959 or amended as on date and should have competent team of professionals, in operation since the last 10 years preceding the date of publication of this notice. The certificate of Incorporation issued by the Registrar of companies along with copies of Memorandum and Articles of Association are to be submitted along with Technical bid.	I. Section 1: Eligibility Criteria Paragraph 1 [ref. to pg no. 4 of the Tender Document] of the Eligibility criteria nowhere provides for the participation of Proprietary firms as a Bidder. We, P.K. Agarwal & Associates, is a law firm dealing exclusively in Labour Laws including consultancy services related to EPF, EPS & ESI and we are a proprietary firm. Since there is no specific mention of a Proprietary firm, it creates confusion whether a proprietary firm is eligible to participate or not. Therefore, it is requested to also consider a Proprietary firm for this tender as there are several Proprietary firms and Advocates including us are indulged in consultancy services related to EPF, EPS & ESI and non-inclusion would result in injustice. Further, this will also eliminate several eligible firms.	The bidder should be :- a) A company in India as per Companies Act 1956/Indian Partnership Act 1932/Indian Registration Act 1908/Chartered Accountants Act 1949/Cost Accountant Act 1959 or amended as on date and should have competent team of professionals, in operation since the last 10 years preceding the date of publication of this notice. The certificate of Incorporation issued by the Registrar of companies along with copies of Memorandum and Articles of Association are to be submitted along with Technical bid. Or b) A Proprietary Firm and should have competent team of professionals, in operation since the last 10 years preceding the date of publication of this notice. This firm should submit Balance Sheet for past 10 years preceding the date of publication of this notice.
2.	Pg. 04, Section-1, Eligibility Criteria, Pt. 3	Company should have valid Copy of PAN Card, Service Tax Registration/GST Registration, etc	Paragraph 3 [ref. to pg no. 4 of the Tender Document] of the Eligibility criteria provides that " <i>Company should have valid copy of PAN Card, Service Tax Registration/ GST Registration etc.</i> ". This paragraph again focusing on a Company's criteria. Therefore, in reference to our query no. 1, it is requested to consider "PAN card of Proprietor" as documentary proof of a Proprietary firm or even MSME Certificate could be included.	Company should have valid Copy of PAN Card, Service Tax Registration/GST Registration, etc. In case of Proprietary firms valid copy of PAN Cards of Proprietor/Company to be provided. MSME certificate, if any, are to be submitted along with Technical bid.
3.	Pg. 05, Section-1, Eligibility Criteria, Pt. 10	Number of Qualified staff having minimum qualification of B.Com/Inter CA /Inter CMA with at least one year of post qualification experience. Self	Paragraph 10 [ref. to pg no. 5 of the Tender Document] requires a minimum qualification of the staff to be B.Com/Inter CA/ Inter CMA. It is reiterated there are 'n' number of legal firms and advocates including us, who are engaged in the kind of services required by you. These law firms and	Number of Qualified staff having minimum qualification of B.Com/Inter CA /Inter CMA/ Graduate/Post Graduate with at least one year of post qualification experience. Self declaration by the Managing Director/Partner /

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		declaration by the Managing Director/Partner / Proprietor should be enclosed	advocates are doing exceptionally well in this field having top tier companies as their clients. Also, there is no mandate of qualification required under law to engage in the services discussed here. Therefore, we request you to kindly consider, amend such specific bars on qualifications, not only B. Com but include other graduates/post-graduates to enable firms like us to participate.	Proprietor should be enclosed
4.	Pg. 16, Section-4, Special Condition, Evaluation Criterion Pt. 1	1- No. of years of Firm/Company (minimum 10 years)	II. Section 4: Special Condition ---> Evaluation Criterion [ref. to pg. 16 of Tender Document] – 4. Criteria 1 provides for the points pertaining to No. of years of Firm/Company (minimum 10 years) and Copy of Certificate of Incorporation has been asked to furnish as a supporting document in this regard. Since a proprietor is not required to register his/her firm with the Registrar of Companies, it would be impossible to furnish such document in his/her support. It is therefore requested to clarify and let us know what document a Proprietary firm can furnish in support of this.	No. of years of Firm/Company/Proprietor(minimum 10 years) *Proprietary Firm should submit a copy of balance sheet for past 10 years as a documentary proof.
5.	Pg. 16, Section-4, Special Condition, Evaluation Criterion Pt. 2	No. of qualified registered partners/Directors (minimum four)	5. Criteria 2 provides for the points pertaining to No. of qualified registered partners/ Directors (minimum four). Since there are no Partners/ Directors in a proprietary firm, therefore, please clarify what document could be furnished in support of this.	Deleted this clause and Modified Section-4 EVALUATION CRITERION is enclosed.
6.	Pg. 28, Section-10, Annexures (Annexure -I), Pt. 7	7- Details of work experience with proof(Also attach list of present and past Clients) a) with Govt. bodies/PSUs b) with any other company	III. Section 10: Annexures [ref. to pg. 28 of Tender Document] 6. Work Experience with proof- Point 7 of Annexure -I under section 10 requires details of work experience with proof. We request you to kindly clarify the scope of work experience proofs required.	Similar work experiences required as per Scope of work vide section 6 of NIT Documents. The firm must enclose Work order/Purchase order from client with successfully completion certificate.
7.	Pg. 31, Section-10, Annexures (Annexure -IV)	Declaration that the bidder has not been blacklisted	7. In Annexure-IV [ref. to pg. 31 of Tender Document] for "Declaration that the bidder has not been blacklisted", we wish to clarify what is "RFP Notification no".	"NIT Notification No." read in place of "RFP Notification No."
8.	Pg. 28, Section-10, Annexures (Annexure -I), Pt. 9,12	9. Details of Firm / Company : a)Numberof proprietors/Directors/Partners of the Firm / Company 12- Details of proprietor or partners or Directors i.e. their names, address, telephone numbers,	Even though the term "Proprietary firm" is not included in the eligibility criteria, other parts of the tender document do include this term. For example Section 10: Annexures on pg. 28 which provides for the description of the works, point no. 9 provides for "number of proprietors"; point no. 10 also asks whether you are a proprietor for the purpose of Constitution of the Firm; point 12 also asks for details of proprietor etc.	Proprietary firms are included.

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		CV	Therefore, such inconsistency has created a lot of confusions on whether a proprietary firm is really eligible to participate; if yes then qualification parameters require modifications and clarifications.	

2. Amendment No. 01 in the NIT (Sl. No. 09):

S.No	Tender Reference	Clause	Amended Clause
09	Pg. 4, Section-1, Eligibility Criteria, Pt. 8	<p>The Bidder should have Experience of having successfully completed similar work/services during the last 3 years ending 31st May 2020 as per following: -</p> <p>Three similar work orders each costing not less than the amount of Rs. 6.5 lakh each</p> <p>OR</p> <p>Two similar work orders each costing not less than the amount of Rs. 8 lakh each.</p> <p>OR</p> <p>One similar work order `` costing not less than the amount of Rs. 13 lakhs</p>	<p>The Bidder should have Experience of having successfully completed similar work/services during the last 3 years ending 31st January 2021 as per following: -</p> <p>Three similar work orders each costing not less than the amount of Rs. 6.5 lakh each</p> <p>OR</p> <p>Two similar work orders each costing not less than the amount of Rs. 8 lakh each.</p> <p>OR</p> <p>One similar work order `` costing not less than the amount of Rs. 13 lakhs</p>

SECTION-4
SPECIAL CIONDITION

2. EVALUATION CRITERION

Sr. No	Particulars	Points per criteria	Total Points per criteria	Response by bidder	Supporting documents required
1	No. of years of Firm/Company/Proprietor(minimum 10 years)	-5 Points for minimum period of 10 years. -Additional 1 point per Year.	10		Copy of Certificate of Incorporation and Proprietary firms should submit a copy of balance sheet for past 10 years as a documentary proof.
2	Minimum 5 No. of Qualified staff (Minimum qualification B.Com / Inter CA/CMA/Graduates/Post-Graduates	-5 points minimum for 5 qualified staff -Additional 1 point per qualified staff	10		Self declaration by the Managing Director/Partner/Proprietor of the firm/company.
3	Minimum experience of qualified key professional at least 5 year	-2 point minimum for 5 year experience -Additional 1 point per year	5		Self declaration by the Managing Director/Partner/Proprietor of the firm/company.
4	Experience of EPF/ESIC consultant's assignment in Central / State Govt. PSU/ Departments and other Company where as minimum 2500 no. of employees outsourced for a period of more than Three Year.	20 point per assignment	40		Work Order and copies of completion certificate / proof of final payment received.ending 31st January 2021
5	Average Annual Financial Turnover during the last three years, ending 31st March 2020, should be at least Rs.8 Lakh from the business of consultancy.	10 Points for minimum. Additional 5 points per 5 Lakh average turnover	20		Statement of Profit and Loss duly audited stating Membership no. of such auditor/firm for FY 2019-20, 2018-19 and 2017-18.
6	Minimum 3 years of experience in field of EPF, EPS & ESIC.	10 Points for minimum experience. Additional 1 point per Year	15		Documentary evidence required.

Note:-Professional firms which obtain at least 70% marks based on the technical parameters would be considered for opening financial bids for selection of bidder based on the lowest commensurate fees quoted by the professional firm.