



Request for Proposal (RFP) for
Selection of Consultant for Transactions Advisory Services

RFP No. GMDC/TECH-2/01/2022-23

February 2023

Gujarat Mineral Development Corporation Limited
(A Government of Gujarat Enterprise)
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Gujarat Mineral Development Corporation (GMDC)

(A Government of Gujarat Enterprise)

Khanij Bhavan, 132 ft. Ring Road, Near Gujarat University Ground,

Vastrapur, Ahmedabad- 380052 India

E-mail : metal@gmdcltd.com

Request for Proposal (RFP) for Selection of Consultant for Transactions Advisory Assignment

GMDC invites proposals for captioned activity. Interested parties can download the RFP document from GMDC website (<http://www.gmdcltd.com>) from 27/02/2023 to 20/03/2023 and submit their proposals on E-procurement website - <https://gmdc.nprocure.com> by 2:00 pm Dt.: 20/03/2023.

**Sr. General Manager (Tech 2)
GMDC**

DISCLAIMER

This RFP Document is issued by Gujarat Mineral Development Corporation Ltd (GMDC) (hereunder called "Authority"/ "GMDC") for inviting proposals from prospective parties interested in providing GMDC consulting assistance for Transactions Advisory Assignment.

This RFP is not an agreement and its purpose is to provide the prospective parties with information to assist in the formulation of their proposals. While this document has been prepared in good faith with due care and caution, GMDC does not accept any liability or responsibility for the accuracy, reasonableness or completeness of the information, or for any errors, omissions or misstatements, negligent or otherwise, relating to this Document or any other reference document mentioned, implied or referred herein. This RFP Document may not be appropriate for all persons. It is not possible for GMDC to consider the objectives, financial situation and particular needs of each Proposer who reads or uses this RFP Document. Each Proposer should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP and where necessary obtain independent advice from appropriate sources.

Proposers should carefully examine and analyze the RFP Document and bring to the notice of GMDC any error, omission or inaccuracies therein that are apparent and to carry out its own investigation with respect to all matters related to the captioned subject, seek professional advice on technical, financial, legal, regulatory and taxation matters and satisfy himself of consequences of entering into any agreement and / or arrangement relating to the captioned subject resulting from the RFP process. GMDC and its employees make no representation or warranty, express or implied, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the information contained in the RFP Document or in any material on which this RFP is based or with respect to any written or verbal information made available to any Proposer or its representative(s).

GMDC may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP Document as per its requirements. GMDC reserves the right not to proceed with the RFP process, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the RFP process further with any party submitting a Proposal. No reimbursement of cost of any type will be paid to persons, entities submitting a Proposal/Proposal.

The Proposer shall bear all costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by GMDC or any other costs incurred in connection with or relating to its Proposal, regardless of the conduct or outcome of the proposal process.

Request of Proposal (RFP) for Selection of Consultant for Advisory Services for Transaction Advisory Assignments

No.	Particular	Description
1	Introduction	<p>Gujarat Mineral Development Corporation Ltd (GMDC) is the leading Public Sector Mining and Minerals Company of the Government of Gujarat with operational experience spanning over 50 years. GMDC's product portfolio spans across mining, value added products and power. Its power portfolio includes clean energy sources such as solar and wind besides thermal power.</p> <p>GMDC is currently undergoing a transformation journey. It aims to increase the productivity and efficiency of its current mining operations on one hand. It is planning related diversifications in a number of high value projects on the other hand. GMDC is thus in the process of undertaking a number new transformation related projects and initiatives in the area of lignite, metals, cement etc for which it intends to select Consultants/ Service Providers / Suppliers (collectively the "Agencies ") through competitive and transparent procurement processes.</p> <p>In order to assist GMDC in carrying out the transactions and bid process related tasks for selecting and appointing the above-mentioned Agencies, GMDC desires to appoint qualified consultants to act as Transactions Advisor (TA). The detailed scope of work expected to be carried out by such a TA are described in the Scope of Work section.</p> <p>The received Proposals shall be evaluated as per the criteria mentioned. The Proposal meeting all pre-qualifications and qualifications criteria and which scores the highest composite score in terms of QCBS method described in this document shall be awarded the Work.</p>
2	Broad Scope of Work	<p>The primary role envisaged is assisting GMDC in conducting Transactions Advisory and Bid Process Management. The broad scope of work for the TA is as follows:</p> <ol style="list-style-type: none"> 1. Preliminary study of GMDC's existing and upcoming projects as advised. 2. Interacting with the Management to understand the current operations, future growth potentials available to the division, brainstorm on the Scope of Work for hiring of Operator/ Service Provider / Consultant.

		<ol style="list-style-type: none"> 3. Defining the milestone-based Scope of Work for the desired work in consultation with GMDC Management and defining the allocation of time to achieve each milestone. 4. Assisting the Management in defining evaluation criteria / matrix for short listing of the bidders 5. Preparation of the RFQ/RFP document along with draft contract. 6. Assist in short listing of bidders on objective parameters, to whom the tender invitation may be sent/ floated. 7. Managing the pre-bid interaction, clarification, changes and corrigendum, if any. 8. Inviting prospective bidders for making presentations to GMDC on their Responses, if required. 9. Assisting the Management in assessment of the different bids based on the adopted evaluation criteria. 10. Presenting a comparative analysis of the different bids, to GMDC with recommendations. Ranking each of the bids based on the above-mentioned comparative analysis. 11. Assisting GMDC in selection of the bidder as per bid evaluation criteria agreed upon with GMDC OR as per RFP/RFQ. 12. Assist in discussion on the terms and conditions of the engagement letter between GMDC and selected bidder and representing GMDC's point of view /opinion before the selected bidder, if required. 13. Assisting in finalizing the terms of the Draft Contract to be signed with selected bidder. 14. Assisting in issuance of final engagement letter to selected bidder. 15. Assist in closure of the agreement with the selected bidder.
3	Submission of Request of Proposal	<ol style="list-style-type: none"> (i) Technical Proposal: In the form of sealed Physical Submission Documents supporting Technical Capabilities & Experience as mentioned herein in the form of sealed envelope clearly marking the same as "Technical Proposal " (ii) Price Proposal: In the form of only online submission of Price Proposals (on https://www.gmdc.nprocure.com) quoting the Price for providing Proposal Process Management Services as per Primary Scope of Work in format provided in RFP. Price Proposals made offline shall lead to rejection of the proposal. A proposal format (only for guidance) is placed at Annexure 3.

4	Pre – bid Queries	Any queries relating to the RFP can be sent by e-mail to metal@gmdcltd.com by 5.00 pm on or before 06/03/2023. GMDC shall endeavour to answer all queries received and put them in the GMDC website and the E-procurement website (on https://www.gmdc.nprocure.com).
5	Pre-bid Meeting	At Corporate office, Ahmedabad on 09/03/2023 at 12.30 Hours.
6	Pre -Qualifications Criteria	As per Annexure I
7	RFP Validity Period	180 days from the submission date
8	RFP Fee	The Proposer shall submit Rs. 5,000/- plus 18% GST = Rs 5,900/- in form of Demand Draft drawn on a Scheduled Bank in favour of "Gujarat Mineral Development Corporation Ltd." payable at Ahmedabad as non-refundable RFP Fee along with submission of the Technical Proposal.
9	Earnest Money Deposit (EMD)	<p>The Proposer shall submit Rs. 10,000/- as EMD in form of Demand Draft drawn on a Scheduled Bank in favour of "Gujarat Mineral Development Corporation Ltd." payable at Ahmedabad along with the Technical Proposal. Such EMD may be forfeited for frivolous or fraudulent Proposals or those that pull out before the end of the process of selection. EMD shall be refunded to all proposers at the end of the RFP process.</p> <p>Relaxation/exemption in terms of submission of EMD is granted to the bidder who is holding valid MSME registration Certificate issued under the MSME Act, 2006 on the date of submission of Tender.</p>
10	Right of Authority to accept or reject any RFP	The Authority reserves rights to accept or reject any or part of any RFP/ entire RFP or all the RFPs without assigning any reason thereof and / or not to proceed ahead in the RFP process at any stage without assigning any reason thereof.
11	Evaluation of Offers	The process of Evaluation of Proposals will be as per QCBS method described in Annexure 2.
12	Technical Proposal Documents to be submitted	<ul style="list-style-type: none"> (i) Details of Proposer in terms of Name of the Party, Name of Executive who will head the project, Registration details of the firm including proof of registration of firm such as (Certification of Incorporation of Company OR GST Registration as applicable (ii) Address of the office including Registered office. (iii) Firm profile/capability statement if any (iv) Project Reference Documents to showcase experience of similar assignments (v) CA certificate showing average annual turnover as required (vi) Short CV of the Team as required under qualifications. (vii) Any other document/information which enhance credentials (viii) Copy of this RFP signed on all pages. (ix) Demand Drafts for RFP Fee and EMD

		Authority retains right to call for any clarification or missing documents from any proposer. All documents should be signed by the Authorised signatory.
13	Last Date of receipt of RFP	<p>Technical Proposal shall be submitted in hard copy on or before 20/03/2023 till 14:00 hrs to following address.</p> <p>Sr. General Manager (Tech 2 – Metal Division), Gujarat Mineral Development Corporation, Khanij Bhavan, 132 ft. Ring Road, Nr Gujarat University Ground, Vastrapur, Ahmedabad- 380052 India</p> <p>Price Proposal shall be submitted online only (on https://www.gmdc.nprocure.com) on 20/03/2023 till 14:00 hrs</p>
14	Appointment	The appointment shall be for a period of two years and the agency will have to carry out the work of transaction advisory at the rates accepted during the period. Period of contract shall be extendable by additional one year with escalation of 5% in the rates.
15	Payment Terms	<p>The payment to the successful proposer shall be made as follows:</p> <p>50% : On completion of preparation of RFP/RFP Document and release of the same inviting bids</p> <p>50%: On completion of Bid process after signing of the Agreement with the selected party.</p>
16	Conflict of Interest	The Bidder shall not have conflict of Interest. The Bidder shall be disqualified/become ineligible from providing, good, works or services for any project resulting from the scope of this RFP.

Annexure 1: Pre-Qualification Criteria

Sr.	Description	Document to be uploaded (As Applicable)
1	The Proposer shall be a legally registered entity as per applicable regulations and laws. (Proposer can be a Proprietor/ Partnership firm/LLP/Pvt Ltd / Limited company. Joint Venture/ Consortium shall not be allowed)	<ol style="list-style-type: none">1. Incorporation certificate for Companies2. Partnership Deed for partnership firms3. Any Business Registration / statutory registration required to operate the business in India like Udyan / MSME Certificate / GST / Shops and Establishment Act for Proprietorships4. GST Registration5. Details, address, telephone numbers and contact person name must be provided on letterhead.
2	The Proposer should have an experience in Transactions Advisory in at least two projects over last seven years (2016-17, 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, and 2022-23) proved through minimum 2 (two) completed assignments. Projects under progress shall not be considered.	Should enclose a list of project references, with Work Order / Work Certificates/Contracts or Other relevant verifiable evidence to prove experience in two projects. Proposers should also provide address, email id and telephone number of customers. Projects done as sub-consultant are admissible.
4	The average annual audited turnover of firm shall be minimum INR 100 lakh from consultancy services for last three financial years (2019-20, 2020-21, 2021-22)	Certificate by Auditor Chartered Accountant showing average annual audited Turnover from Consultancy Work should be Rs 100 (One Hundred) Lakh without GST for last three years.

Annexure 2: Evaluation of the RFP

1. Evaluation of Technical and Price Proposals

- GMDC shall only examine and evaluate only those Technical Proposals which are received in time and accompanied by stipulated EMD and RFP Fee. Technical Proposals need to have been received in time physically at the stipulated address.
- The Technical Proposals shall be evaluated to assess whether the Proposer is meeting the Pre-Qualification (PQ) Criteria. Only Proposals meeting PQ will be taken to the next stage of technical Proposal evaluation for determining the Technical Score.
- GMDC shall examine and assign a Technical Score (TS) to each pre-qualified Technical Proposal as per Technical Marking System provided in next section.
- The Proposals of the Proposer determined to be responsive, meeting Pre-Qualification criteria and securing minimum score of 60 in **Technical Score** shall be declared Technically Qualified Proposals (the "Qualified Proposals"/ "Qualified Proposer").
- The Price Proposals of only Qualified Proposals shall be opened. Evaluation of Price Proposals of only Qualified Proposals shall be carried out and a Price Score shall be assignment as per formula provided below.

$$\text{Price Score (PS)} = 100 \times L1/Ln$$

Where;

L1 is the Consulting Fees quoted by the Lowest Proposer

Ln is the Consulting Fees quoted by Proposer being evaluated.

Thus, L1 shall get 100 Price Score and others shall get proportionate price score. For instance, the Proposer quoting double the L1's price shall get Price Score of $100 \times 1/2 = 50$ and so on.

- The Technical Score and Financial Score obtained by the Proposer shall be combined as per the formula provided below in 80:20 ratio of Technical to Price Score. The Proposer achieving "Highest Composite Score" shall be generally declared as Preferred Proposer (the "Preferred Proposer") and considered for award after following the due process.

$$\text{Composite Score (CS)} = [\text{Technical Score (TS)} \times 80\%] + [\text{Price Score (PS)} \times 20\%]$$

2. Technical Score Criteria

The Technical Score of the Proposer shall be evaluated as per Technical Score system provided hereunder under the following terms and conditions:

- a) Project References are relevant for mandates assigned completed over only last seven years (relevant years are 2016-17, 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, 2022-23). Providing dated supporting evidence for any Project References is a must using mandate letters /Contract Extract/Completion Letter/Work Certificates. Phone number and email of customer to be supplied for possible verification.

- b) The Project References cited for one section can be considered/repeated for other sections. References under each section need to be named/pointed out clearly.
- c) The proposers can be called for making a presentation for the approach and methodology section as the sole discretion of GMDC if so required.

No.	Marking Heads	Max Marks
A	Organisational Experience in last seven years (relevant years are 2016-17, 2017-18, 2018-19, 2019-20, 2020-21, 2021-22, 2022-23)	45
A1	Experience in Transactions Advisory / Bid Process Management: Number of Projects References for Transactions Advisory / Bid Process Management <i>Per Project Reference: 2 Marks</i> <i>Max Projects: 15</i>	30
A2	Experience in Transactions Advisory / Bid Process Management in Mining Sector (Mining Companies/Mining Regulator) <i>Per Project Reference: 2 Marks</i> <i>Max Projects: 5</i>	10
A3	Experience in PMC: Extended Service Coverage in terms of Project Reference in Project monitoring / Project Management Consulting <i>Per Project Reference: 2.5 Marks</i> <i>Max Projects: 2</i>	05
B	Organisational Strength	25
B1	Professional Manpower: Team of 3 professionals with profile as described below with relevant qualifications. (Marks are individual for each position) 01. Senior Management Professional with 20 years' relevant experience: 9 marks (MBA/CA/Equivalent) 02. Mid-level Management Professional with 15 years' relevant experience: 7 marks(MBA/CA/Equivalent) 03. Professional with 2 years' experience including in Proposal Process Management / Transactions Advisory: 4 marks (Min. Post Graduate)	20
B2	Operational Office in Ahmedabad Yes : 5 Marks No : 0 Marks	5
C	Approach and Methodology for Proposed Work as showcased through a submitted presentation (not more than 15 slides)	30
C1	Appreciation of the requirements of GMDC	10
C2	Procurement methods for hiring service providers in public sector	10
C3	Case Study examples (at least two)	10
	Total	100
	Qualifying Marks	60

**The Project References cited for one section can be considered for other sections. References under each section need to be named/pointed out clearly.*

Annexure 3: Format of Online Price Proposal

(To be submitted online only on 20/03/2023 upto 14.00 hours.)

Date:

To

Sr. General Manager (Tech 2)

Gujarat Mineral Development Corporation Ltd

Ahmedabad

Sub: Request of Proposal for Selection of Consultant for Advisory Services for Transaction advisory assignments

Dear Sir,

We have examined the RFP conditions. Our Consultancy fees for the captioned assignment shall be as under:

Work	Amount (In figures) without GST
Consultancy Fees Amount per Transaction Advisory / Proposal Process Assignment	

Man day Rate for Professional for Post Award monitoring work if required:

Type of Manpower	Rate per Man Day without GST
Senior Professional (Min Exp 20 yr)	
Mid level Professional (Min Exp. 15 yrs)	
Junior Professional (Min Exp 2 yrs)	

Notes:

- Evaluation shall be based only on of Consultancy Fees Amount per Transaction Advisory / Proposal Process Assignment only. Manpower Rates are requested for post award inputs/monitoring if required.
- The above Consultancy fee is exclusive of GST. The applicable GST shall be paid to Bidder over and above this amount at the prevailing GST rates.

Assuring best of our services,

Yours Sincerely,

Sign of Authorised signatory