

**No.D.21018/55/2022-TOUR
GOVERNMENT OF MIZORAM
TOURISM DEPARTMENT
MIZORAM:AIZAWL**

Dated Aizawl, the 2nd August 2023

NOTICE

It is hereby informed to all concerned that Outsourcing of Tourist Lodge, Zawlnuam shall be evaluated through marks scored in Technical Bid and Financial Bid through QCBS marking system with a total mark of 100 for which illustration is attached in the Annexure

**Sd/-V LALENGMAWIA
Joint Secretary to the Government
Tourism Department**

Memo No.D.21018/55/2022-TOUR

Dated Aizawl, the 2nd August 2023

Copy to:

1. PS to Minister, Tourism/Chairman, MTDA
2. Director, Tourism Department for information
3. Notice Board



**(V LALENGMAWIA)
Joint Secretary to the Government
Tourism Department**

ANNEXURE

1. BID EVALUATION

1.1 System of selection

a) Quality & cost based selection under two bid systems shall be followed where the tendering evaluation shall be done on weightage with 70% to technical evaluation and 30% for financial evaluation.

b) The Bid Evaluation Committee appointed by the Department shall regulate bid opening and bid evaluation process.

c) Technical bid (Un-Priced Bid) shall be opened as per schedule indicated in the tender document. The date fixed for opening of technical bid, if subsequently declared as holiday, revised date of schedule shall be notified. However, in absence of such notification, the technical bid shall be opened on next working day at same time.

d) The financial bids (Price Bid) of only those applicants, whose technical bids are qualified, shall be opened. The date, time and venue of opening of the financial bids shall be intimated to the technically qualified applicants during the technical evaluation process.

e) After opening of the technical bids and verifying the required documents,, the technical bids shall be evaluated to ensure that the applicants meet the essential criteria as specified in the tender document.

f) Applications/bids shall be declared as valid or invalid/rejected based on the preliminary scrutiny of documents etc. However, detailed evaluation for marking/scoring purpose shall be done only in respect of valid Bid.

g) No applicant shall contact the Department on any matter relating to his application from the time of the application opening till the time of issue of letter of intent. All applicants are strongly advised to furnish all material information in the application itself.

h) Any effort by an applicant to influence the Department in its decisions on application evaluation, application comparison or award of contract decision shall result in rejection of the application.

i) Where the application has been signed by the authorized representative on behalf of the applicant concern/agency, the applicant shall submit a certificate of authority and any other document consisting of adequate proof of the ability of the signatory to bind the applicant to the contract. (Tourism Department may out-rightly reject any application, which is not supported by adequate proof of the signatory's authority).

j) No alteration shall be made in any of the terms and conditions of the application document by scoring out. In the submitted application, no variation in the conditions shall be admissible.

1.2. Technical Bid Evaluation

a) The technical bids shall be evaluated based on the available documents submitted by the applicant. To assist in the examination, evaluation, and comparison of the bids, and qualification of the applicants, the Department may, at its discretion, ask any applicant for a

clarification of his bid. Any clarification submitted by an applicant that is not in response to a request by the Department shall not be considered. The request of Department for clarification and the response shall be in writing only.

b) If an applicant does not provide clarifications of his bid by the date and time set in the request of Department for clarification, his bid may be rejected.

c) The Bid Evaluation Committee/Department reserves right to cross-check the correctness of data provided by the applicants by making necessary enquiries with the concerned agencies and/or by site visits as deemed fit.

d) The technical bid evaluation shall be done based on the following criteria (each applicant shall be assigned different marks out of a total of 100 marks):

Sl.No	Criteria			
A	Total years of experience in the field of restaurants, hotels, homestay, tourism services as on date (maximum marks under this parameter 20 marks)	3-5 years	5-10 years	>10 years
		10 marks	15 marks	20 marks
B	Financial Soundness in the Business of providing housekeeping services (determined Bank balance as on date of May 2023) (maximum marks under this parameter 20 marks)	Below Rs.5000	Rs.5000 – Rs.10000	Rs.10000 – Rs.50000
		10 marks	15 marks	20 marks
C	Total number of personnel to be deployed (determined from Form Annexure 1-A) (maximum marks under this parameter 20 marks)	2-5	6-10	11-15
		10 marks	15 marks	20 marks
D	Marketing/Promotional Strategy (determined from Form Annexure 1-A) (maximum marks under this parameter 20 marks)	Good	Very Good	Excellent
		10 marks	15 marks	20 marks
E	IT/Digitization Plan & Skilling & Capacity Building Plan (determined from Form Annexure 1-A) (maximum marks under this parameter 20 marks)	Good	Very Good	Excellent
		10 marks	15 marks	20 marks
	TOTAL			100 marks

e) An applicant should mandatorily secure a minimum of 70% marks (i.e. 70 marks out of total 100 marks as per marking/scoring table above) in technical evaluation in order to be a qualified applicant/bidder for being eligible for technical weightage and subsequently for opening of financial bids. If none of the applicant reaches the cut-off of 70 marks, the Bid Evaluation Committee may consider the top five scorers as technically qualified bidder or any other cut-off marks as deemed fit in the interest of the department.

f) The total marks obtained by an applicant/bidder in the technical bid (as per marking/scoring table above) shall be allocated 70% of technical weightage and the financial bid shall be allocated 30% of the financial weightage, and thereby making a total of 100% weightage for the complete bidding.

g) Illustration 1 (for technical weightage) If an applicant has secured 80 marks out of the total 100 marks in technical evaluation after following marking table above, his technical evaluation score/marks shall be: **56 i.e. {mark scored in technical bid x 70% weightage/100 (80 x70%)}**

h) The applicant who qualified in the technical evaluation stage shall be intimated for opening of financial bids. Tender committee/department shall intimate the qualified applicants, the date & time for the financial bid opening during the technical evaluation process/technical bid opening day.

1.3 Financial Bid (Price Bid) Opening & Evaluation Procedure

a) The financial bids of all the technically qualified applicants shall be opened on the notified date and time in the presence of technically evaluated applicants/authorized representatives.

b) The price quoted by the respective applicants/bidders shall first be scrutinized/checked for compliance with the prescribed minimum wage calculations, other workable costs & service charges etc.

c) Mere becoming the highest bidder, prior to financial bid scrutiny shall not give any right to the lowest bidder to claim that he is successful in the bidding process. The successful bidder shall be decided only after following due procedure explained in subsequent paragraphs.

d) The financial evaluation shall be carried out and financial bids of all the technically qualified applicants/bidders shall be given 30% of weightage.

e) The applicant/bidder with the highest bid price (H1) shall be assigned full 30 marks (i.e. 30% x 100) and his total scores of the bid shall be as per Illustration below:

Illustration 2 - If the applicant/bidder at Illustration 1 is H-1 Bidder and quoted bid price **Rs.150000/- for being H-1, then his total marks shall be 86 i.e. [56 (Technical marks) + 30 (Financial marks)]**

f) The financial scores of the other applicants/bidders (i.e. H-2, H-3...and so on) shall be computed as under and as explained at Illustration below:

Illustration 3

30 x Quoted bid price value (by H-2 OR H3...)/Highest bid price value (H-1 Price)

Illustration 4

If the applicant/bidder is H-2 applicant (in Price bid) with quoted bid price Rs.140000, therefore 30% being the weighted value, the financial scores for H-2 shall be computed as under 30 x Quoted bid price value (by H-2 divided by Highest Price Bid. Therefore, H-2 bidder shall have total score of 83.50 (if scored 56 in Technical score + 28.00 Financial score)

$\frac{30 \times \text{Rs.140000 (Quoted price bid H2)}}{\text{Rs.150000 (H1)}} = 28.00 \text{ (Financial Score)}$

Therefore, H-2 bidder shall have total score of 84.00 (56 Technical score + 28.00 Financial score)

H-1 score will be:

$\frac{30 \times \text{Rs.150000 (Quoted price bid H1)}}{\text{Rs.150000 (H1)}} = 30 \text{ (financial Score)}$

Therefore, H-1 bidder shall have total score of 86 (56 Technical score + 30 Financial score)

g) The applicants/bidders' ranking shall be arranged depending on the marks obtained by each of the applicant both in technical evaluation and financial evaluation together.

h) The applicant meeting the essential criteria and with the highest marks/rank (i.e. the total of technical evaluation marks and financial evaluation marks) shall be deemed as the successful applicant/bidder and shall be considered successful bidder for further processing.

2. Dealing with tender application when there is a "Tie"

In case of a tie for successful bidder, applicant having higher financial scores shall be considered as successful bidder. In case of applicants having same technical as well as financial scores, the Department may conduct draw of lots to declare successful bidder. Decision taken by the Department, in this regard, shall be binding and final to all the applicants

Further, without affecting the sanctity of the above criteria, the Department reserves rights to relax any condition of eligibility criteria qualifying the application(s) based on merit of each case and if the situation so warrants in the interest of the Department.

The results of the tender process shall be communicated in writing to the successful applicant and shall be put up in portal tourism.mizoram.gov.in