



## **REQUEST FOR PROPOSAL (RFP)**

**For Selection of Experienced Delivery & Implementation Agency  
for the Last Mile Project (LMP)**

**11<sup>th</sup> August 2023**

**MAHATMA PHULE RENEWABLE ENERGY & INFRASTRUCTURE TECHNOLOGY LTD. (MAHAPREIT),**

A Govt. of Maharashtra Undertaking

Pinnacle Corporate Park B-501, Next to Trade Center, Bandra Kurla Complex, Bandra East, Mumbai 400051

<https://mahapreit.in> | <https://organizations.maharashtra.nextprocure.in>

## **DISCLAIMER**

The information contained in this Request for Proposal document ("RFP") or subsequently provided to Applicants (prospective bidders), whether verbally or in documentary or any other form by or on behalf of Mahatma Phule Renewable Energy and Infrastructure Technology Limited (herein after referred to as MAHAPREIT / Authority) or any of its employees or advisors / consultants, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This document is not an agreement and is not an offer by the Authority to the prospective bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in submitting their proposals (bids) pursuant to this RFP. The information contained in this RFP may not be accurate, adequate, reliable, or complete. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, reliability, and completeness of the information contained in this RFP and obtain independent advice from appropriate sources.

This RFP includes statements which reflect various assumptions and assessments arrived at by the Authority in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require to submit its proposal.

This RFP may not be appropriate for all persons, and it is not possible for the Authority and its employees, advisors, consultants to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP.

Information provided in this RFP to the Applicants is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herewith.

The Authority and its employees, advisors or consultants make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way from the selection process. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Bidder for the Project and the Authority reserves the right to reject all or any of the Bidders or Bids without assigning any reasons whatsoever.

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## 1. NOTICE INVITING TENDER

Open Tender Basis | Domestic Competitive Bidding

### Bid Document No. MAHAPREIT/REEM-07/23-24

Online bids for below mentioned work are invited by the Managing Director on behalf of MAHAPREIT Ltd, Mumbai for “**Selection of Experienced Delivery & Implementation Agency for the Last Mile Project (LMP)**”

MAHAPREIT proposes to develop, implement, and manage a project for employment generation & entrepreneurship development among the beneficiaries registered with Mahatma Phule Backward Class Development Corporation Ltd (MPBCDC), and also provide a stable last mile delivery solution for areas across Maharashtra. MAHAPREIT will procure a Delivery & Implementation Partner as an intermediary for implementation in the fronts of delivery management, loan distribution and loan repayment to beneficiaries of the LMP Project.

A Delivery & Implementation Partner will be procured who is aware of the core objectives of MAHAPREIT, wants to initiate the project towards the target communities of MAHAPREIT and has prior experience of implementing at least one such project. Hence, MAHAPREIT intends to fulfil its objectives of assisting Scheduled Cast Beneficiaries of MPBCDC through this project.

The time schedule for various bidding phases is given in the detailed e-RFP notice, which is also available on website as part of the bid document.

| Sr. No. | Name of work  | EMD AmountRs. | Period of completion | Cost of RFP Document Rs.           |
|---------|---|---------------|----------------------|------------------------------------|
| 1.      | Selection of Experienced Delivery & Implementation Agency for the Last Mile Project (LMP) | 5.00 Lakhs    | 5 years              | Rs 10,000 + 18% GST non-refundable |

RFP forms are available on Website

<https://organizations.maharashtra.nextprocure.in>

from date: 11/08/2023

**Online Request for Proposal (RFP) shall be accepted on website**

<https://organizations.maharashtra.nextprocure.in> date: 30.08.2023 up to 15.00 Hrs

All BIDDERS are hereby cautioned that the e-RFP containing any deviation from the contractual terms and conditions, and other requirements and CONDITIONAL e-RFP shall be rejected.

1. Validity Period: The offer of the Bidder shall remain valid for 180 days from the date of opening of financial Bid.
2. The post qualification process is applicable for this e-RFP and Rates once quoted shall be Negotiable.
3. The Agency / Firms participating for the first time in e- RFP will have to procure Digital Signature Certificate as well as should compulsory get themselves enrolled on e-tendering <https://organizations.maharashtra.nextprocure.in>.

4. If any assistance is required regarding e-RFP (upload and download) please contact 8879770691 and E-mails [cgm.reem@mahapreit.in](mailto:cgm.reem@mahapreit.in) MAHAPREIT Ltd. & [helpdesk@nextenders.com](mailto:helpdesk@nextenders.com)
5. All requisite information required for the submission of Offer documents is available on the above said website.
6. All rights are reserved by the Competent Authority of MAHAPREIT to reject any or all Offers in full or in part without assigning any reason or accept the offer beyond the validity period.

#### TIME SCHEDULE OF e-RFP NOTICE

| Sr. No. | Details                                     | Start Date                   | End Date   |
|---------|---|------------------------------|------------|
| 1       | Sale of Tender document & Document Download | 11.08.2023                   | 30.08.2023 |
| 2       | Last Date and time of Bid Submission        | 30.08.2023 up to 15.00 Hours |            |
| 3       | Opening of Bid                              |                              |            |
| 3 (a)   | Date and time of opening of Technical Bid   | 30.08.2023 at 16.00 Hours    |            |
| 3 (b)   | Date and time of opening of Price Bid       | Will be intimated latter     |            |

#### TIME SCHEDULE OF OPENING OF THE e-TENDER

|    |   |  |
|----|---|--|
| 1. | e-Tender No.  | MAHAPREIT/REEM-07/23-24  |
| 2. | MODE OF TENDER  | Open and e-Tender System<br>Online submission of <b>Technical Bid</b> and <b>Price Bid</b> through <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a><br>The intending Bidders are required to submit their offer electronically through this e-tendering portal.<br><b>No physical tender is acceptable by MAHAPREIT</b> |
| 3. | Date of publication RFP on websites and <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a> | 11.08.2023   |
| 4. | Date of availability to the RFP for downloading   | 11.08.2023   |
| 6. | Last Date of Sale of tender at <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a>          | 29.08.2023   |
| 7. | Date & Time of Submission of tender at <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a>  | 30.08.2023 15.00 hrs   |

|    |   |                         |
|----|---|-------------------------|
| 8. | Date and time of opening of Technical Bid | 30.08.2023 16.00 hrs    |
| 9. | Date and time of opening of Price Bid     | Will be informed latter |

At any time prior to the deadline for submission of bids, the MAHAPREIT may, for any reason, whether at its own initiative revise the bid specification. Every time the Bid Specification is revised, the revisions / amendments / revised bid specifications shall be published on website <https://organizations.maharashtra.nextprocure.in>, 7 days prior to last date of bid submission. Such revisions shall be binding on all the prospective Bidders irrespective of whether they have paid the tender fees prior to the revision or not.

In order to give prospective Bidders reasonable time to take the revisions into account for preparing their Bids, the Authority may, at its discretion, extend the deadline for the submission of bids. Authority's decision about the extension of deadline of submission shall be final and binding on the Bidders and no correspondence shall be entertained in this regard.

Bidders may submit their queries/clarifications regarding the Bid Document, if any, in writing via email and it must be received by the Authority by the scheduled date given above. MAHAPREIT shall not be obliged to respond to any request for clarification received later than the above period. Further, the mere request for clarification from the Bidders shall not be a ground for seeking extension in the deadline for submission of bids. Authority's response will be uploaded on the tender portal, where the Bidder can see clarification/reply to query/ amendment to the Bid Documents, if any. The RFP document is available on the given websites along with the time schedule for various bidding phases. Detailed scope of the work is provided in this RFP document. MAHAPREIT reserves the right to cancel / withdraw this Invitation for Bids without assigning any reason for such decision.

These instructions to applicants are being issued for **"Selection of Experienced Delivery & Implementation Agency for the Last Mile Project (LMP)."**. The detailed scope of the work is being provided in the scope of work terms of reference (TOR).

**Executive Director (Admin)**  
**MAHAPREIT**

## **DEFINATIONS AND E-RFP DATA**

### **A. DEFINATIONS:**

#### **1.0 MAHAPREIT:**

MAHAPREIT shall mean the “MAHATMA PHULE RENEWABLE ENERGY & INFRASTRUCTURE TECHNOLOGY LTD”, MUMBAI acting through its Managing Director.

Additional Information about **MAHAPREIT**:

The Head quarter of the **MAHAPREIT** is Mumbai.

The functions and powers of the MAHAPREIT have been provided in the Memorandum of Association & Articles of Association In general, it has been entrusted with the work of accelerating the economic upliftment of the economically weaker families belonging to the Scheduled Castes.

#### **1.1 REGISTERED ADDRESS FOR COMMUNICATION**

B-501 PINNACLE CORPORATE PARK, NEXT TO TRADE CENTER, BKC (EAST) MUMBAI 400051.

#### **1.2 WEBSITE:**

Web Site means official web sites for e-tendering having following web addresses:  
<https://organizations.maharashtra.nextprocure.in>

#### **1.3 EXECUTIVE DIRECTOR**

Executive Director shall mean Executive Director of MAHAPREIT Ltd.

#### **1.4 COMPETENT AUTHORITY:**

Competent Authority shall mean the Managing Director of MAHAPREIT Ltd.

#### **1.5 CONTRACTOR:**

Contractor shall mean the firm or company who enters into contract with the MAHAPREIT LTD and shall include their executors, administrators, successors and submitted assignees.

#### **1.6 WORK:**

Work shall mean the work to be executed in accordance with the Scope of Work of Contract.

## B. RFP AT A GLANCE:

### 1.0 SUMMARY DETAILS

| Sr. No. | Particulars  | Details  |
|---------|--|--|
| 1.1     | Name of work   | <b>Selection of Experienced Delivery &amp; Implementation Agency for the Last Mile Project (LMP).</b>  |
| 1.2     | Estimated Cost.  | -  |
| 1.3     | Offer Document Cost Rs.  | <b>Rs.10,000/- + 18% GST</b>   |
| 1.4     | Earnest money (EMD)  | <b>Rs. 5.00 Lakhs/-</b>  |
| 1.5     | Mode of payment (EMD)  | RFP and E.M.D. amount shall be paid through <b>E- payment gateway.</b>   |
| 1.6     | Security Deposit   | @ 5% of the contract value in the form of BG.  |
| 1.7     | Mode of Submission of RFP  | RFP should be Submitted on-line on <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a>   |
| 1.8     | Period of Work   | 5 Years  |
| 1.9     | Contact Details of MAHAPREIT Official Address:<br><br>Email:<br><br>Phone: | 501, 502, Pinnacle Corporate Park, B Wing, 5 <sup>th</sup> floor. Next to Trade Centre BKC Mumbai<br><br><a href="mailto:cgm.reem@mahapreit.in">cgm.reem@mahapreit.in</a><br><br><a href="tel:8879770691">8879770691</a>   |
| 1.10    | Any addendum / corrigendum / cancellation                                  | Any addendum/corrigendum/cancellation of above RFP will be published on the web-site<br><a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a>  |
| 1.11    | Bid Documents  | Bid Documents consisting of, information and eligibility criteria, plans, specification and schedule of quantities of the works are available on web-site<br><a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a><br>and the set of terms and conditions of contract and other necessary documents can be seen on the web-site till last date of sale and receipt of RFP papers. Interested Bidder may obtain further information at the web-site Portal<br><a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a> |
| 1.12    | Bid Documents acceptance period  | The bid for the work shall remain open for acceptance for a period of 180 days from the last date of receipt of bids. If any Bidder withdraws his bid/ offer before the said period or makes any modification in the terms and condition of the bid, the EMD at the time of submission of RFP shall stand forfeited.   |



|                         |   |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
|-------------------------|---|--|-------------------------|--|------------|---|-----------|------------|-------------|--------------------------------------|--------------|--------------|---------------|-------------|
| 1.13                    | Other details   | Other details including details of Portal Registration, Submission of bid, Resubmission and withdrawal of bid can be seen in the bidding documents which is available in web-site <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a>  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| 1.14                    | Documents to be uploaded  | <p>The PDF copies of original Documents should be uploaded on above mentioned web-site as per Para of this RFP Booklet and should be produced in the verification on demand after opening of the Technical Bid.</p> <p>The Bidders who participated in the on-line bidding can witness opening of the bid from any system logging on to the portal <a href="https://organizations.maharashtra.nextprocure.in">https://organizations.maharashtra.nextprocure.in</a> away from opening place. The bids can only be opened by the pre-designated officials only after the opening time mentioned in the bid. In the event of the specified date of bid opening being declared a holiday the bid will be opened at the appointed time and transaction in the next working day.</p> |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| 1.15                    | RFP Acceptance Authority  | Chairman and Managing Director, MAHAPREIT  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| 1.16                    | Account Details.  | <table><tr><td colspan="2">Bank details are below.</td></tr><tr><td>Party Name</td><td>Mahatma Phule Renewable Energy and Infrastructure Technology Limited.</td></tr><tr><td>Bank Name</td><td>ICICI Bank</td></tr><tr><td>Bank Branch</td><td>MIDC, Andheri (East) Mumbai 400 049.</td></tr><tr><td>Bank A/c No.</td><td>054405500470</td></tr><tr><td>I.F.S.C. Code</td><td>ICIC0000544</td></tr></table>   | Bank details are below. |  | Party Name | Mahatma Phule Renewable Energy and Infrastructure Technology Limited. | Bank Name | ICICI Bank | Bank Branch | MIDC, Andheri (East) Mumbai 400 049. | Bank A/c No. | 054405500470 | I.F.S.C. Code | ICIC0000544 |
| Bank details are below. |   |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| Party Name              | Mahatma Phule Renewable Energy and Infrastructure Technology Limited. |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| Bank Name               | ICICI Bank  |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| Bank Branch             | MIDC, Andheri (East) Mumbai 400 049.                                  |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| Bank A/c No.            | 054405500470  |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |
| I.F.S.C. Code           | ICIC0000544   |  |                         |  |            |   |           |            |             |                                      |              |              |               |             |

## 2. ABOUT MAHAPREIT

The Mahatma Phule Backward Class Development Corporation Ltd (MPBCDC) is set up by the Govt. of Maharashtra as on 10-Jul-1978 for the economic upliftment of scheduled castes and Nav-Buddhas. MPBCDC is known for its pioneering and innovative welfare-oriented programs and schemes for the backward class communities. Mahatma Phule Renewable Energy and Infrastructure Technology Ltd (MAHAPREIT), a subsidiary of MPBCDC is incorporated under the Company's Act 2013 on 12-Apr-2021.

MAHAPREIT aims to deal with climate change issues in accordance with Ministry of New and Renewable Energy (MNRE) schemes / policies or Ministry of Power or any such department of Govt. of India (GoI) and its PSU / companies and allied activities required for such business. The company undertakes task of socio-economic and educational upliftment of the Scheduled Castes and Backward Classes in the State of Maharashtra and implement schemes and programs of any department or agency of such department of GoI and its agencies and Govt. of Maharashtra (GoM) for all entrepreneurship and skill development to achieve or fulfil any objects of the company.

The objects include, but are not limited to, forward / backward linkage integration, setting up of business by startups by persons of weaker class or scheduled caste by making available funding, financing and accounting systems, secretarial practices and audit supports system, legal framework and all incubation support ecosystem to make them self-sustainable entities or groups of entrepreneurs or companies.

MAHAPREIT is exploring various innovative technologies on EV charging, battery storage solutions, solar parks, solar hybrid projects, rooftop solar, e-mobility solutions, green hydrogen technologies and related projects, waste to energy projects, climate change and environment related projects, energy audit and conservation, skill development projects, affordable housing, ready-mix concrete and various infrastructure projects, mine backfilling, bio-CNG, biomass to energy projects, carbon footprint and carbon capture projects and other socio-economics projects.

### 3. PROJECT BACKGROUND & CONTEXT

The Government of Maharashtra has been working towards its vision of harnessing the latent potential of the youth and economically backward classes of Maharashtra to make them self-reliant by providing them self-employment and entrepreneurship avenues through various schemes and contribute to the development of the state. Additionally, the government is also pursuing green energy initiatives to promote the adoption of Electric Vehicles in the state. Various stakeholders are working in isolation to meet overlapping objectives, but in the absence of an integrated platform, they are realizing sub-optimal outcomes.

On the other hand, owing to the much-improved access to mobile internet connectivity and its adoption by the masses of India, there has been a jump in usage of e-commerce platforms not only in urban but also in semi-urban and rural areas. The last mile supply chain connectivity in many Talukas across the state is constrained impacting the delivery reach of the e-commerce companies. There is a growing need to significantly augment the last mile connectivity in these Talukas with the establishment of a sustainable delivery mechanism.

Additionally, the vehicle manufacturing companies in India are focusing on Electric Vehicles (EVs) as they realize that there will be a significant switch to EVs over the coming decade. They have established in dealer network in urban areas and are looking to expand their reach to semi-urban and rural areas along with supporting infrastructure and are looking for government schemes and incentives to expedite this.

To bridge the above-mentioned gaps, a Last Mile Project (LMP) is conceptualized as a delivery platform that lies at the intersection of the overlapping objectives of various stakeholders –

- Addresses the financing requirements of youth / socially backward beneficiaries looking for entrepreneurship / self-employment opportunities
- Provides an ideal avenue for various suitable government schemes to deploy their budgetary allocation to the intended socially backward beneficiaries
- Enables capacity building for last mile supply chain for e-commerce and EV manufacturing companies

By attaching the right government financing schemes, the economically backward beneficiaries will be able to secure the financing required for the setup. Also, by providing an assured revenue stream by tying-up the beneficiaries with suitable e-commerce and other organizations, the operating viability of the project is established to a large extent. This will ensure that the entrepreneurial support to these beneficiaries is not just for setting up the venture, but to also ensure continuity and sustenance of the same.

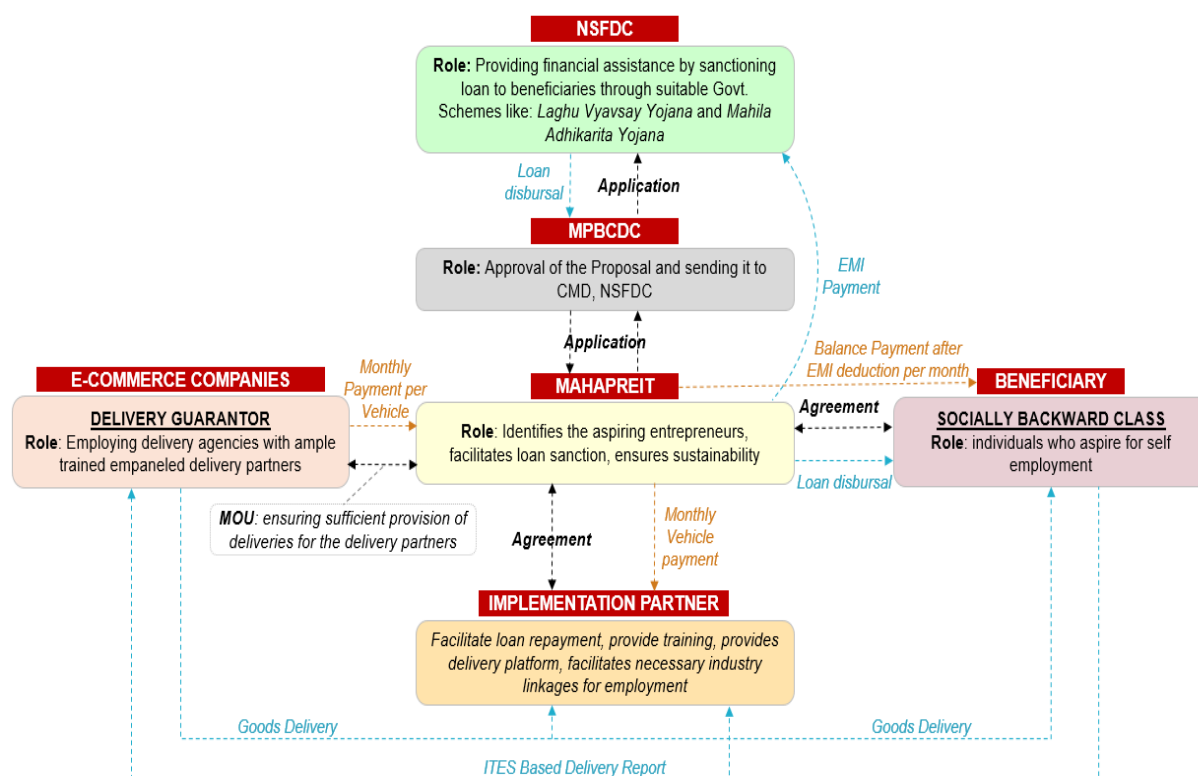
The Authority aims to impact ~2,000 beneficiaries from economically backward classes and may increase to 5000 over 5 years and develop them into self-employed entrepreneurs. The total number will depend on the ability of the selected bidder to onboard interested beneficiaries.

MAHAPREIT wishes to procure a Delivery & Implementation Agency for planning, implementation, and monitoring of the project, who is cognizant of the core objectives of MAHAPREIT, has a vision of working for the upliftment of the targeted beneficiaries, and has prior demonstrated experience of implementing at least one such project.

Specifically, the Implementation Agency is required to develop a platform which will –

1. Onboard the beneficiaries from economically backward sections at taluka level
2. Facilitate the beneficiaries to get the financing under identified schemes
3. Tie-up with EV manufacturing companies to ensure lowest acquisition cost of an EV
4. Tie-up with e-commerce and other companies to ensure minimum deliveries for sustenance
5. Facilitate the loan servicing is done by the beneficiaries through an escrow-like mechanism

### Last Mile Project Concept Schematic



## 4. SCOPE OF WORK

- **Onboarding of interested beneficiaries**
  - Onboard interested beneficiaries from the database of beneficiaries available with MAHAPREIT through workshops and other awareness programs.
- **Tying-up with Electric Vehicle Manufacturers**
  - Tie-up with suitable 3-wheeler EV manufacturers for operations in Maharashtra, to secure timely allotment of delivery vehicles to the beneficiaries.
  - Facilitation in EV procurement including technical evaluation, vehicle body specifications, modifications required, if any.
  - Negotiate prices for bulk-purchase of EVs from the manufacturers.
- **Facilitating availing of financing**
  - Facilitate availing of loans by the beneficiaries through the schemes under Mahatma Phule Backward Class Development Corporation (MPBCDC) schemes and other eligible schemes meant for backward classes.
  - Assist the beneficiaries through the application procedure and paperwork to avail the loan and the associated follow-up.
- **Tying-up with e-commerce and other companies**
  - Tie-up with top e-commerce companies in Maharashtra and enter into contracts to ensure the availability of daily deliveries for sustenance of the project.
  - Negotiate fitting payment terms for the beneficiaries for the project to be feasible.
  - MAHAPREIT expects that the selected bidder will be able to tie-up with at least one company for delivery orders and get beneficiaries ready to fulfill those orders within 6 months of signing of agreement, and thereafter onboard more companies and beneficiaries. Payments to agency is on a revenue share basis and it's in the interest of the agency to tie-up as many companies and beneficiaries as possible.
- **Facilitating loan servicing**
  - Coordinate the creation of escrow accounts for beneficiaries through which the guaranteed revenue will flow, and loan servicing will be ensured before other payouts.
  - Assist the beneficiary and the banks through the process and paperwork of setting up and operating such escrow accounts.
- **Platform Development**
  - Create a delivery platform which will be easy to understand and operate for the beneficiaries for daily implementation of delivery allocation, delivery completion and real-time reporting of the same.
  - Maintenance and modification of the platform as per varying requirements of the project.
  - Setup a helpline for beneficiary facilitation and support.
- **Project Management Office**
  - Setup a Project Management Office to ensure seamless management of delivery operations with appropriate dashboards for management review.

▪ **Training of beneficiaries:-**

- Training of beneficiaries to make them ready to take up deliveries, including understanding of the order and fulfilment system, understanding of vehicle operations, understanding of fixed and variable payments under the program, etc. For avoidance of doubt the training should be in conformity with the guidelines on Skill Development Programmes of Special Central Assistance to Scheduled Caste Sub Plan (SCA to SCSP) published by Ministry of Social Justice & Empowerment, Govt of India (<https://socialjustice.gov.in/writereaddata/UploadFile/Guidelines-SCA%20to%20SCSP.pdf>)

**OR**

MPBCDC training scheme funding by State Govt. or Central Agency.

## 5. ELIGIBILITY CRITERIA

Bidding Entity should be a company incorporated under the Indian Companies Act 2013 or a legal entity registered in India. The firm must be existence for at least 5 years. Proprietorship, partnership firms or any other type of legal entities (other than a company) are not permitted to participate in the RFP. Joint Ventures / Consortium are not permitted to participate in this RFP. Sub-contracting is not permitted, however, Selected Bidder can tie-up with relevant vendors to deliver on the scope of work.

The Bidder shall have a good track record and should not have been blacklisted / debarred for participating in any tender issued by the Authority, any government / semi-government organization in India / multilateral agencies as on date of submission of the bid. The Bidder shall submit an affidavit declaration to that effect. The contract would be terminated if such declaration is found incorrect at a later date.

The Bidder should not have any conflict of interest. The Selected Bidder should provide transparent, professional, objective, impartial service and hold the Authority's interest paramount with utmost integrity. The Selected Bidder shall not deploy former contractual employees who have served the Authority. The Selected Bidder shall not downstream or outsource any part of the scope of work to any other agency without the prior written approval of the Authority.

In view of the conflict of Interest, if any Bidder has any of its directors or key management personnel related to any director or key management personnel of the Authority, then such Bidder shall be barred from participating in the tender. Non-disclosure of such a relation will lead to termination of the Selected Agency if such relation is found at a later date.

### **Technical Eligibility Criteria**

- Bidder should have experience of at least one year in any delivery business.
- Bidder should have gainfully employed at least 300 personnel in similar projects.
- Bidder must have onboarded beneficiaries from backward classes in similar projects previously and should have managed them for at least one year.
- In addition to the above, the following criteria shall be preferable, although not mandatory:-
  - i. Bidder should have handled significant no. of deliveries in one year in similar projects.
  - ii. Bidder should have serviced significant no. of PIN codes for deliveries in similar projects.
  - iii. Bidder should have delivery tie-ups with companies in similar projects.
  - iv. Bidder should have sourcing tie-ups with electric vehicle manufacturers in similar projects.
  - v. Bidder should have managed beneficiary loan servicing in similar projects.

Certificates from relevant counterparties are required to be furnished to prove the above. In cases where counterparty certificate is not available, Statutory Auditor certificate to be furnished.

### **Financial Eligibility Criteria**

- Minimum 3-year average annual turnover of Rs 10 Cr for the preceding three financial years (FY20, FY21, FY22)
- Minimum net worth of Rs 50 Lakh as of 31-Mar-2022

Statutory Auditor certificate along with audited financials are required to be furnished to prove the above. Technical and financial credentials of the immediate / ultimate parent will be considered for the above criteria as long as such parent holding controlling, majority stake in the Bidding Entity.

## 6. BID EVALUATION METHOD

- The bid evaluation will be done under **Qualification + Lowest Bid (Q+L1) method**. **The Agency must score at least 70% of marks (or 70 marks out of 100 marks) in the technical scoring** in order to qualify for the consideration of its financial bid. Of all the qualified Agencies post technical qualification, **the Agency with the lowest financial bid will be selected as the Implementation Agency for the project.**
- Technical Scoring criteria is given in the table below.
- **The single bid parameter for Financial Bid / Quote is the Fee in Percentage to be charged on the Gross Revenue generated through the project.** The percentage would remain fixed for the entire tenure of the project.
- The Financial Bid / Quote shall not be mentioned anywhere in the bid submission except in the excel form given for the financial bid. If the financial bid is mentioned in any other place, then the bid will be disqualified.
- The Selected Bidder shall be the Bidder with the lowest financial bid. The second-ranked Bidder shall be kept in reserve and maybe invited at the discretion of the Authority for negotiations in case the first-ranked Bidder withdraws or fails to comply with the requirements specified.
- In the event that more than one Bidder has the same lowest financial bid, then the Bidder with the highest Technical Score will be chosen. If there still is a tie, then the Bidder with the highest Turnover will be chosen.



### **Technical Scoring Criteria**

| SN | Criteria   | Total 100 Marks   |
|----|--|---|
| 1  | No. of deliveries handled in similar projects  | Up to 1 lakh = 11 marks<br>>1-2 lakh = 13 marks<br>>2 lakh = 15 marks   |
| 2  | No. of e-commerce and other companies tied-up with in similar projects for deliveries  | Up to 5 = 16 marks<br>>5-7 = 18 marks<br>> 7 = 20 marks   |
| 3  | No. of states in which similar projects have been undertaken   | 1 = 8 mark<br>2 = 9 marks<br>>=3 = 10 marks   |
| 4  | No. of PIN codes serviced in similar projects  | Up to 100 = 8 mark<br>>100-200 = 9 marks<br>>200 = 10 marks   |
| 5  | No. of EV manufacturers tied-up with in similar projects   | 1 = 8 mark<br>2 = 9 marks<br>>=3 = 10 marks   |
| 6  | Quantum of financing tie-up for delivery vehicles in similar projects  | Up to 6.75 Cr = 3 mark<br>> Rs 6.75 – 13.50 Cr = 4 marks<br>> Rs 13.5 Cr = 5 marks                            |
| 7  | No. of personnel gainfully employed on similar project   | Up to 400 = 11<br>400 – 500 = 12<br>> 500 = 13<br>Additional 2 marks for backward class beneficiaries onboard |
| 8  | Additional marks if the Bidder has operated with EVs for > 80% of its deliveries   | 5 marks   |
| 9  | Presentation on approach & methodology (Covering understanding of scope, approach & methodology, work plan & timelines, key personnel, etc.) | 10 Marks  |

Certificates from relevant counterparties are required to be furnished to prove the above. In cases where counterparty certificate is not available, Statutory Auditor certificate to be furnished.

### **Payout Mechanism for Implementation Agency**

- A master Escrow Account will be created common for all beneficiaries.
- The following deposits shall be made -
  - i. Financing obtained under various schemes for purchase of EV
  - ii. Revenue from e-commerce and other companies deliveries will get deposited
- The withdrawals shall be as per the following payment waterfall sequence every month -
  - i. Statutory payments under various laws and regulations
  - ii. Loan servicing for the financing obtained
  - iii. Fixed payout to the Beneficiary of Rs 15,000 per month from which the beneficiary will cover his / her operational costs and for sustenance; this amount will escalate at 5% year-on-year over the project period
  - iv. Fee payout to the Implementation Agency to be calculated as the Gross Revenue for the month multiplied by the Fee % quoted at the time of the Bid, subject to a maximum of the Residual Revenue after loan servicing and fixed payout to beneficiaries
  - v. Balance if any shall be the Variable Payout to the Beneficiary

- Implementation Agency is required to tie-up guaranteed deliveries in advance such that loan servicing and fixed payout to beneficiary is ensured.
- Payment workings at the end of every month will be done by the 5<sup>th</sup> of the subsequent month by the Implementation Agency and the payout will happen by the 15<sup>th</sup> of the same month after proper approvals from the Authority.

## 7. INSTRUCTIONS TO BIDDERS

- The documents provided by the Authority pursuant to this RFP as modified, altered, amended, and clarified from time to time by the Authority with the purpose of facilitating bidders to submit their bids and thereby enabling the Authority in the selection of a successful bidder for the assignment collectively are termed as the "Bidding Documents".
- The Bid / Proposal shall be valid for a period of not less than 180 days from the Proposal Due Date (the "PDD"). In exceptional circumstances, prior to the expiry of the original proposal validity period, the Authority may request the firms to extend the period of validity for a specified additional period. The request for the extension shall be made in writing. However, firms will not be permitted to modify their proposals submitted already.
- Tender forms are available on tender portal <https://organizations.maharashtra.nextprocure.in> and bid submission is required to be done online on the same portal.
- If any assistance is required regarding the submission process, you may contact CGM (IT) at 022-26200351/62028527 or [cgm.it@mahapreit.in](mailto:cgm.it@mahapreit.in) and [helpdesk@nextenders.com](mailto:helpdesk@nextenders.com).
- All rights are reserved by the Authority to reject any or all Bids in full or in part without assigning any reason or accept the offer beyond the validity period.
- Unsuccessful Bidder's EMD will be discharged/returned/released as promptly as possible, but not later than one month beyond the validity of the bid.
- Information relating to the examination, clarification, evaluation and comparison of submitted Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any effort by a Bidder to influence the Authority's processing of Bids or award decisions may result in the rejection of their Bid.
- The Bidder shall be liable and responsible for payment of income tax and all other taxes that applies to various activities as per the scope of work and shall keep the Authority harmless against any claim / liabilities and outgoing in this regard.
- Prices quoted by the Bidder, shall remain firm and fixed and valid till completion of the Contract and will not be subject to variation on any account unless any price escalation/variation is allowed elsewhere in the Tender Document. The Bidder shall quote the prices in 'figures' & words. There should not be any discrepancy between the prices indicated in figures and the price indicated in words.

### 7.1 Language of bid:-

The bid prepared by the Bidder and all correspondence, drawing(s), document(s), certificate(s) etc. relating to the Bid exchanged by Bidder and MAHAPREIT shall be written in English language only. In case a document, certificate, printed literature etc. furnished by the Bidder in a language other than English, the same should be accompanied by an English translation duly authenticated by the Indian Chamber of Commerce, in which case, for the purpose of interpretation of the Bid, the English translation shall govern.

**7.2 Award:-**

Subject to all terms and conditions of RFP/Tender documents MAHAPREIT will award the Contract to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined as the lowest if bidder, is determined to be qualified to satisfactorily perform the Contract.

**7.3 Arbitration:-**

In the event of failure to resolve dispute/ differences related to Contract/Agreement and relating to interpretation of the clauses therein the parties are hereby agreed for its resolution / Adjudication etc. by referring it to the Institutional Arbitration established /recognized by the State Govt/Central Govt. and the dispute can be get resolved within the framework of the Arbitration Act 2015 and in terms of rules and regulations of such institutional arbitration such as Mumbai center of Arbitration etc.

**7.4 Jurisdiction of the contract:-**

The laws applicable to this contract shall be the laws in force in India. In courts of Mumbai, India shall have exclusive jurisdiction in all matters arising under or on account of this agreement / contract / work order.

**Checklist of Documents to be Submitted**

- Receipt of Tender Document Fee paid and EMD paid
- Scanned copy of Power of Attorney authorizing representative to act on behalf of the firm
- Scanned copies of the Incorporation Certificate, PAN, GST registration
- Scanned copies of the Statutory Auditor certificate certifying the turnover and net-worth along with audited financial statements
- Scanned copies of certificates from counterparties to prove the technical eligibility and to prove the eligible projects for technical scoring
- Scanned copy of all the prescribed Technical Forms duly signed and seal on company letterhead
- Scanned copy of the RFP along with response to pre-bid queries and all addendums with initials on all pages
- All documents to be self-attested by the Power of Attorney holder

### Annexure 1: Pre-Bid Query Format

Bidders may send their pre-bid queries in the following format in MS Excel:

|           |                                  |                        |                        |
|-----------|----------------------------------|------------------------|------------------------|
|           | Organization Name:               |                        |                        |
|           | Tender No:                       |                        |                        |
|           | Tender Title:                    |                        |                        |
| <b>SN</b> | <b>RFP Clause &amp; Page No.</b> | <b>Existing Clause</b> | <b>Query / Remarks</b> |
|           |                                  |                        |                        |
|           |                                  |                        |                        |
|           |                                  |                        |                        |
|           |                                  |                        |                        |
|           |                                  |                        |                        |

## Annexure 2: Technical Proposal Covering letter

< on company letterhead >

To,  
The Executive Director,  
Mahatma Phule Renewable Energy & Infrastructure Technology Limited (MAHAPREIT)  
Pinnacle Corporate Park B-501, Bandra Kurla Complex, Bandra East, Mumbai 400051

Ref: RFP Reference No. \_\_\_\_\_

**Sub: Submission of Technical Proposal in response to the RFP for Selection of Delivery & Implementation Agency for the Last Mile Project**

Dear Sir,  
Having examined the RFP document, we, the undersigned, herewith submit our proposal in response to the above-mentioned RFP for Selection of Experienced Delivery & Implementation Agency for the Last Mile Project.

We have read the provisions of the RFP document and confirm that we accept these. We further declare that -

- We agree to abide by this proposal, consisting of this letter, the detailed response to the RFP and all attachments.
- We are not involved in any litigation that may have an impact of affecting or compromising the delivery of services as required under this project, and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
- There is no conflict of interest in the services that we will be providing under the terms and conditions of this RFP.
- All information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification.
- We understand that you are not bound to accept any or all the proposals you receive.
- We qualify and fulfil all the eligibility criteria mentioned in the RFP.
- We agree for unconditional acceptance of all the terms and conditions set out in the RFP.
- In case the Contract is awarded to us, we shall submit the Performance Security Bank Guarantee within 15 business days of issuance of the Letter of Intent to us.

**Bidding Entity Profile:**

|   |  |
|---|--|
| Name of Bidding Entity                    |  |
| Address                                   |  |
| Name, Designation of contact person       |  |
| Email ID, Phone No. of the contact person |  |

We hereby declare that our proposal submitted in response to this RFP is made in good faith, and the information contained herein is true and correct to the best of our knowledge and belief.

Sincerely,  
Authorized Signatory  
Name & Designation:  
Date:  
Sign & company seal:

### **Annexure 3: Statutory Auditor Certificate**

< on Statutory Auditor letterhead >

#### **TO WHOMSOEVER IT MAY CONCERN**

I certify the turnover and net worth of < name of Bidding Entity > having its registered office at < address > as follows -

| Financial Year       | Turnover in Rs Cr | Net Worth in Rs Cr |
|----------------------|-------------------|--------------------|
| FY 2019-2020         |                   |                    |
| FY 2020-2021         |                   |                    |
| FY 2021-2022         |                   |                    |
| Average of the above |                   |                    |

Place:

Date:

Name & Membership No.:

Signature & Seal:

UDIN:

Note:

Figures in the table above should be in Rs Crores in two decimal points.

Audited financial statements of the Bidding Entity to be submitted along with this Certificate.

## Annexure 4: Experience Certificates

The following information to be provided for each eligible assignment in the format below along with supporting counterparty certificates and work orders -

|   |  |
|---|--|
| Project title:  |  |
| Project area:   |  |
| Location:   |  |
| Name & address of the client:                               |  |
| Year/duration:  |  |
| Brief description of the project:                           |  |
| Scope of services rendered:                                 |  |
| No. of delivery personnel onboarded:                        |  |
| No. of deliveries handled:                                  |  |
| States in which the operations have been undertaken:        |  |
| No. of PIN codes serviced by deliveries:                    |  |
| Gross Revenue generated from the project:                   |  |
| E-Commerce and other companies tied-up with for deliveries: |  |
| EV manufacturers tied-up with:                              |  |
| Quantum of financing tied-up for delivery vehicles:         |  |
| No. of from backward class beneficiaries onboarded:         |  |
| Amount of loan sanctioned for the beneficiaries (if any):   |  |
| Duration of loan servicing by the beneficiaries:            |  |

Authorized Signatory

Name & Designation:

Date:

Sign & company seal:

## Annexure 5: Financial Bid Format

### Price Schedule (Price Bid)

(To be submitted separately in the price bid envelop of e-Tender portal)

**Particulars of work :-** Selection of Experienced Delivery & Implementation Agency for the Last Mile Project (LMP).

**RFP No:-** MAHAPREIT/REEM-07/23-24

**Bidding Entity Name:-** \_\_\_\_\_

**City:-** \_\_\_\_\_

| Sr. No. | Name of work   | Revenue Sharing %  |
|---------|--|--|
| 1       | Selection of Experienced Delivery & Implementation Agency for the Last Mile Project (LMP). | <div style="text-align: center;">_____</div> <div style="text-align: center;">(In figure)</div> <div style="text-align: center;">-----</div> <div style="text-align: center;">(In words)</div> |

**1. Goods and Service Tax:- (inclusive / Exclusive)** \_\_\_\_\_  
**Percentage of GST** \_\_\_\_\_

**Date :-** \_\_\_\_\_

**Signature & Seal of the Bidder** \_\_\_\_\_

**Name of Authorized Signatory** \_\_\_\_\_

**Designation of Authorized Signatory** \_\_\_\_\_

**Legend:-**

Input by Bidder



### **Annexure 6: Power of Attorney**

(to be executed on non-judicial stamp paper of Rs 500 duly notarized)

KNOW ALL MEN BY THESE PRESENTS, that we, \_\_\_\_\_, a Company incorporated under the Indian Companies Act 1956 / 2013, having its registered office at \_\_\_\_\_, do hereby irrevocably constitute, appoint and authorize Mr / Ms \_\_\_\_\_ having Aadhar Card No. \_\_\_\_\_ residing at \_\_\_\_\_, who is presently employed with us and holding the position of \_\_\_\_\_, as our true and lawful Attorney, to do in our name and on our behalf, prepare, make, sign and submit the bid proposals and other documents and undertakings to be executed and delivered by us, and to do all such acts, deeds and things as are necessary or required in relation to the tender issued by MAHAPREIT vide RFP Reference No. \_\_\_\_\_ for selection of Delivery & Implementation Agency for the Last Mile Project.

AND, we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

Signature & Company Seal,  
Name & Designation of the Signatory  
Duly authorized by the Board to issue such Power of Attorney vide Board Resolution \_\_\_\_\_  
dated \_\_\_\_\_

Accepted  
Signature of Attorney,  
Name, designation, address of the Attorney

Signature & stamp of the Notary,

Witness –

1. Name & signature
2. Name & signature

Note: The mode of execution of the power of attorney should be in accordance with the procedure laid down by the applicable law and the charter documents of the executant and the same should be under the Common Seal of the executant affixed in accordance with applicable procedure. Scanned copy of the aforesaid Board Resolution to be enclosed.

### **Annexure 7: Undertaking Format**

< on company letterhead >

I/We of M/s \_\_\_\_\_, Bidding Entity for RFP for Selection of Delivery & Implementation Agency for Last Mile Project, towards RFP Reference No. \_\_\_\_\_ issued by the Executive Director, MAHAPREIT, B-501 Pinnacle Business Park, Bandra Kurla Complex, Bandra East, Mumbai 400051, do hereby undertake that I/we agree to unconditionally accept all the terms and conditions mentioned in the tender documents.

Further we have noted that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks/conditions in the Price Bid and the same has been followed in the present case. In case this provision of the tender is found violated at any time after opening of the Financial Bid, I/we agree that the tender shall be summarily rejected and MAHAPREIT shall, without prejudice to any other right or remedy, be at liberty to forfeit the full Earnest Money Deposit.

We also hereby confirm and declare that we are not blacklisted or debarred by any government department or its agencies including Central / State Level Public Enterprises, Public Sector Undertakings, or any other government / semi-government agencies for which we have undertaken projects in the past.

Authorized Signatory,  
Name & Designation:  
Date:  
Sign & company seal:

## Annexure 8: Licence Agreement Format

< To be executed on non-judicial of Rs 500 stamp paper duly notarized and stamped in accordance with the Stamp Act of the Government of Maharashtra >

This Agreement is made on the day of the month of and executed at \_\_\_\_\_ between on the one hand, Mahatma Phule Renewable Energy and Infrastructure Technology Ltd. (MAHAPREIT) incorporated under the Company's Act 2013(18of 2013) on 12/04/2021, having its Office at (-----), hereinafter referred to as the 'Client' on the one part, represented by \_\_\_\_\_ (name and designation of representing officer), which term shall, unless excluded by or repugnant to the context, be deemed to include its representatives, successors and assignees.

AND

Company having its registered/corporate office at \_\_\_\_\_ represented by \_\_\_\_\_ (name and designation of representing officer) on the other part (Hereinafter called "Implementation Agency") which term shall, unless excluded by or repugnant to the context, be deemed to include its representatives, successors and assignees.

### **WHEREAS;**

MAHAPREIT thus published an E-tender seeking Request for Proposal (hereinafter referred as 'RFP') dated 6<sup>th</sup> March 2023 for "For Selection of Experienced Delivery & Implementation Agency for the Last Mile Project" to fulfil its objectives of assisting Socially Backward Communities (SBCs) through this project.

The Agency is being an eligible bidder is called upon by MAHAPREIT as an intermediary for implementation in the fronts of delivery management, loan distribution and loan repayment to beneficiaries of the LMP Project bases on the requisite qualification, professional skills, experience and understanding and ability to perform the role of Implementation Agency as required in the RFP and as mentioned in this Agreement.

The Preferred Bidder has undertaken to ensure that the Lessee shall duly discharge its obligations under this Agreement and implement the Project and has joined in and is executing this Agreement as a Confirming Party to the arrangement envisaged and detailed herein under and agrees to undertake and comply with the terms and conditions hereof as binding terms.

### **NOW THIS AGREEMENT WITNESSETH AND THE PARTIES HEREBY AGREE AS FOLLOW:**

1. The Agreement shall come into effect on the date of issue of Work Order (Effective Date).
2. This Agreement shall remain in force for a period of 5 years and shall continue until all of the Services are completed, unless terminated earlier subject to the provisions of this Agreement. The milestones for the implementation shall be discussed and finalized with the selected bidder.
3. This Agreement, and all other agreements and documents forming part of or referred to in this Agreement are to be taken as mutually explanatory and, unless otherwise expressly provided elsewhere in this Agreement, the priority of this Agreement and other documents

and agreements forming part hereof or referred to herein shall, in the event of any conflict between them, be in the following order:

- a. This Agreement;
- b. The Appendices to the Agreement;
- c. Any Supplementary Agreements to this Agreement;
- d. The Lol issued to the Preferred Bidder;
- e. Written addenda to the RFP;
- f. Written clarifications to the RFP;
- g. The RFP;
- h. The Preferred Bidders Bid

IN WITNESS WHEREOF THE PARTIES HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS OF THE DAY, MONTH AND YEAR FIRST ABOVE WRITTEN.

*Signature and stamp of Notary of the place of execution*

For and on behalf of the MAHAPREIT,

---

Authorized Signatory, Designation, MAHAPREIT (Sign & Seal)

For and on behalf of the Implementation Agency,

---

Project Manager & Authorized Signatory, Implementation Agency (Sign & Seal)

Witnesses:

1

2

**END OF DOCUMENT**