

No. A-11016/08/CISF/2013-UIDAI

Unique Identification Authority of India

Planning Commission

Government of India

2nd Floor, Tower-1, Jeevan Bharti Building

Connaught Circus, New Delhi-110 001

Dated : 14th August, 2014

**PRE-BID CLARIFICATIONS TO TENDER ENQUIRY INVITING QUOTATIONS FOR
PROVIDING LEASED ACCOMMODATION FOR UNIQUE IDENTIFICATION
AUTHORITY OF INDIA (UIDAI)**

Reference is invited to this office Tender Enquiry No. A-11016/08/CISF/2013-UIDAI dated 22nd July, 2014 for inviting **“Quotations for providing Leased Accommodation for Unique Identification Authority of India (UIDAI)”**, the following clarifications / amendments are hereby made.

Sl. No	Clarification Sought	Reference clause	Existing Clause	Clarification / amendment
A.	Please clarify the penalty clause as you have not mention penalty clause for residential as well as barracks	Penalty Clause No. 23 Chapter-II (Conditions of Contract)	Failure on the part of the owner to provide services will attract penalty on the rates decided by the UIDAI.	Failure on the part of the owner to provide services will attract penalty on the rate of 1% (one) on the relevant contract price of the delayed/undelivered services for every week of delay or part of a week subject to the maximum penalty of 10% of the value of relevant contract price of the delayed /undelivered service.
B.	Sufficient numbers of toilets are not readily available in barrack accommodation but the same will be constructed within a short period of notice, after execution of agreement. Similar relaxation may be given in any other amenities which may not exist at the time of tender but may be made available after award of work.	Clause 27 (Newly added)	--	The bidder may provide an undertaking with the bid that in case of award of tender, all the requirements mentioned in the Chapter-3 of the Tender Enquiry (Schedule of Requirement) will be made available within 15 days before the handing over the possession of the accommodation to UIDAI. Also refer Clause No. 1.1(e), Chapter-IV, Pre-Qualification Criteria.
C.	No provision of Maintenance Charges, charged by the residential societies on monthly basis, has been found in the Tender Enquiry regarding who will borne the	Clause 1.10, Chapter-III, Schedule of Requirement (Newly added)		The bidder has to quote 'Monthly Rent' on all inclusive basis, considering all the charges levied by residential societies or government bodies, as applicable.

Sl. No	Clarification Sought	Reference clause	Existing Clause	Clarification / amendment
D.	For residential accommodation, the size/area of flat i.e. for Type I and Type-II are not available in Manesar as One Bed Room Flats are not constructed anywhere in Manesar. Minimum area of flat are 850-900 sq.ft. to 2 BHK. Please increase the size of the Flat according to actual physical position of Manesar area.	Clause No. 1 Chapter-III (Schedule of Requirement)	Clause No. 1, Chapter-III, Schedule of Requirement	Existing clause of the Tender Enquiry to prevail.
E.	In the tender enquiry, there is no provision for increase in monthly rent. Actually in Gurgaon or NCR area, rent increases after every year i.e. @ 10% or more. Please mention or include the same.	Chapter -V	Financial Bid Form	Financial Bid Form has been revised and attached as 'Annexure 'A'.
		Clause 1 of Chapter-VI:- Bid Selection Criteria	Bid Selection Criteria	Bid Selection Criteria has been revised and attached as 'Annexure 'B'.

2. The following amendments are also hereby made in this office Tender Enquiry No. A-11016/08/CISF/2013-UIDAI dated 22nd July, 2014 :-

S No.	Reference Clause/Para & Page No. of TE	FOR	READ
(a)	Clause -1 (Page No. 01)	The lease will be for an initial period of 01 year extendable for a further period of 02 years on year to year basis, subject to satisfaction of UIDAI.	The lease will be for a period of 03 years.
(b)	Clause-20 Chapter-II (Page No 10)	The period of lease shall be minimum of one year, extendable up to two years on yearly basis, subject to satisfactory performance of the contractor.	The lease will be for a period of 03 years.
(c)	Clause -1 Chapter-1, (Page No. 03)	Last date and Time for Depositing of Bids : 14 th August, 2014 by 1430 Hrs.	Last date and Time for Depositing of Bids : 25 th August, 2014 by 1430 HRS.
(d)	Clause -3 Chapter-1, (Page No. 03)	Time and Date for Opening of Bids : 14 th August, 2014 (by 1500 Hrs)	Time and Date for Opening of Bids : 25 th August, 2014 (by 1500 HRS).

3. All other terms and conditions of the Tender Enquiry shall remain unchanged.

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Chapter-V**FINANCIAL BID FORM**

Address of the house/ flat offered on lease

- (a) Type I/01 BHK :
- (b) Type II/01 BHK :
- (c) Type III /02BHK :
- (d) Type III/03 BHK :

(i) For Flats

S No.	Particulars	Type 1/ 01 BHK	Type II/ 01 BHK	Type III/ 02 BHK	Type IV/ 03 BHK
1.	(a) Monthly Rent Per Unit (in Rs.) for 1 st Year				
	(b) Monthly Rent Per Unit (in Rs.) for 2 nd Year *				
	(c) Monthly Rent Per Unit (in Rs.) for 3 rd Year *				
2.	Number of Units Offered				
3.	(a) Total Annual Rent (All Inclusive) for 1 st Year [i.e. SNo. 1(a) x 2 x 12 months] (in Rs.)				
	(b) Total Annual Rent (All Inclusive) for 2 nd Year [i.e. SNo. 1(b) x 2 x 12 months] (in Rs.)				
	(c) Total Annual Rent (All Inclusive) for 3 rd Year [i.e. SNo. 1(c) x 2 x 12 months] (in Rs.)				

Note * - Annual Increase in Rent shall not exceed 10% of the previous year rent.

(ii) For Barrack Accommodation

S No.	Particulars	AMOUNT (IN RS.) ALL INCLUSIVE
1.	(a) Monthly Rent Per Sq. Meter for 1 st Year	
	(b) Monthly Rent Per Sq. Meter for 2 nd Year *	
	(c) Monthly Rent Per Sq. Meter for 3 rd Year *	
2.	Total Area Offered	
3	(a) Total Annual Rent (All Inclusive) for 1 st Year [i.e. S. No. 1(a) x 2 x 12 months]	
	(b) Total Annual Rent (All Inclusive) for 2 nd Year [i.e. S. No. 1(b) x 2 x 12 months]	
	(c) Total Annual Rent (All Inclusive) for 3 rd Year [i.e. S. No. 1(c) x 2 x 12 months]	

Note * - Annual Increase in Rent shall not exceed 10% of the previous year rent.

Notes

- (1) There should be no overwriting or alterations in the above quoted rates.
- (2) The above rates of monthly rent at Sl. No. 1 shall be valid during the currency of entire period of lease agreement and shall not be altered by the house/ flat owner on any ground whatsoever.
- (3) UIDAI will not be bound to pay extra on account of any increase in any tax/duties levied by Government authorities during the currency of the lease deed.
- (4) Only one rate shall be quoted for each category in the Financial Bid (Type of Accommodation). Overwriting of prices should be avoided and in case any correction is done, the same must be countersigned.

2. Evaluation of Financial Bid

- 2.1. In each category/type of accommodation, 200 marks will given to the bidder with lowest monthly rent per unit in case of flats and per sq. meter in case of Barrack Accommodation.
- 2.2 The other bidders will be awarded marks in the ratio of their financial quotes vis-à-vis lowest financial quote as stated in para 2.1

Chapter-VI – Bid Selection Criteria

1. **Bid Selection Criteria** - The broad guidelines for selection of bids will be as follows:

1.1 For each category or type of accommodation, selection/evaluation procedure will be followed as per para 1.2 to 1.10 of this chapter.

1.2 The evaluation will be based on **Combined Quality cum Cost Based System (CQCCBS)**.

1.3 The evaluation shall be done in two parts in the following manner:-

(a) **Technical Evaluation** – It shall be done as per chapter –IV. This part shall have 70% weightage.

(b) **Financial Evaluation** – The financial bid of the qualified bidders shall be opened after the Technical Evaluation and **this portion shall be given 30% weightage**.

1.4 The Financial Bids shall be evaluated by the Purchaser for completeness and accuracy. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words shall prevail.

1.5 The Net Present Value (NPV) of the prices quoted in the Financial Bid submitted by the bidder, it will be calculated based on the method and formula as described below:-

For NPV Calculation purpose, Annual Rate of Discounting (i) = 9%

- Value 1 = Total of the Annual Rent per Unit (for flats) for 1st Year or Total of the Annual Rent per Sq. Meter (for Barracks) for 1st year quoted by the Bidder (As per Chapter V, Sr. 3(a) for Flats or Barracks, as applicable).
- Value 2 = Total of the Annual Rent per Unit (for flats) for 2nd Year or Total of the Annual Rent per Sq. Meter (for Barracks) for 2nd year quoted by the Bidder (As per Chapter V, Sr. 3(b) for Flats or Barracks, as applicable).
- Value 3 = Total of the Annual Rent per Unit (for flats) for 3rd Year or Total of the Annual Rent per Sq. Meter (for Barracks) for 3rd year quoted by the Bidder (As per Chapter V, Sr. 3(c) for Flats or Barracks, as applicable).

$$\text{NPV} = \text{Value 1} + \frac{\text{Value 2}}{(1+i)} + \frac{\text{Value 3}}{(1+i)^2}$$

1.6 The NPV, computed as above, shall be used by the Purchaser for the purpose of financial evaluation of bids.

1.7 Based on the Evaluation Criteria mentioned in the following clauses, a financial score (S_F) shall be assigned to each Bid.

1.8 Financial Bid Score (S_F) for each Bid shall be computed as follows:-

$$(S_F) = 200 \times (PL / P)$$

Where :

- P is the Total Bid Price quoted (NPV value as described above) in the Bid under consideration.
- PL is the Value of Lowest Financial Bid (NPV value as described above)

(c) The overall grading of the bidder shall be calculated as under:-

$$\text{For Technical Scores (Ts)} = \frac{0.7 \times \text{Marks obtained in Technical Evaluation}}{\text{Highest Mark obtained in Technical Evaluation}} \times 100$$

$$\text{Financial Scores (Fs)} = 0.3 \times \text{Financial Bid Score of Bidder (S}_f\text{)}$$

$$\text{Total Score} = \text{Technical Scores (Ts)} + \text{Financial Scores (Fs)}$$

Worked Example

		Case-1		Case-2
	Discounting %	9.00%		Discounting % 9.00%
	Value 1	400		Value 1 250
	Value 2	50		Value 2 150
	Value 3	90		Value 3 150
	Total quoted value	540		550
Year 1	(Value 1)	400	Year-1 Value Quoted by the Bidder	250
Year 2	(Value 2)/((1+i)^1)	46	Year-2 Value Quoted by the Bidder	138
Year 3	(Value 3)/((1+i)^2)	76	Year-3 Value Quoted by the Bidder	126
	Total quoted (NPV = (Value 1) + (Value 2)/((1+i)^1) + (Value 3)/((1+i)^2))	522		514
	Commercial Scoring			
	Lowest NPV	514		
	Case-1 Commercial Score	197	Commercial Score (Lowest NPV Value/Bidders Total Quote NPV Value)	
	Case-2 Commercial Score	200	Commercial Score (Lowest NPV Value/Bidders Total Quote NPV Value)	
	QCBS Score			
		Case-1	Case-2	
	Technical score (stage 1 and 2)	150	155	Assumed
	Commercial Score	197	200	
	Ts = 0.7*Technical + 0.3*Commercial	164	168.5	
		H2	H1	

1.9. The Bid, that obtains the highest Total Score (Ts) Value, will be rated as the Best Evaluated Bid (H1) in each category and issued a notification of award.

1.10 The Purchaser (UIDAI) also reserves the right to do Apportionment of Quantity and award the contract to multiple bidders in a category or type of accommodation. If it is convinced that successful bidder in a particular category is not in a position to offer full quantity of space in stipulated time. UIDAI, to meet its requirement in a particular category, may award the contract for balance space/units to H2, H3, H4 and so on in that order and for this purpose call upon H2, H3, H4 and so on in that order in the relevant category to negotiate for bringing their financial quote at par with the H1 in case the financial quote of H2 is higher than H1.