

**REPORT/PROCEEDING FOR TECHNICAL EVALUATION OF RFP SUBMITTED
FOR HIRING OF CONSULTANT FOR CONDUCTING FUNCTIONAL REVIEW
OF FORESTRY INSTITUTIONS IN HIMACHAL PRADESH**

1. The final meeting of Committee constituted for evaluation of Request for Proposal (RFP) for Hiring of **Consultant for conducting Functional Review of Forestry Institutions in Himachal Pradesh** was held on 05th September, 2024 (11.30 AM) in the meeting hall of IDP project under the Chairmanship of Sh. Hitender Sharma, Dy. Director Admin, IDP- Solan.

The following members of committee were present in the meeting:-

- I. Sh Tej Prakash, Assistant Director (Capacity Building)
- II. Sunil Kashyap, SMS (Procurement), IDP-Solan
- III. Shalini Chauhan, SMS (Forestry), IDP-Solan

The members present in the meeting were welcomed by the Chairman.

2. In response to the RFPs issued dated 1st July 2024 to the shortlisted firms, out of six firms, five (5No.) firms had submitted their proposal within the stipulated time:

- I. **TERI, Delhi**
- II. **ERNST & Young Chandigarh (RO), US**
- III. **EPTISA, Kolkata (RO) Spain**
- IV. **TARU, Delhi**
- V. **Lochan &CO., Delhi**

3. RFPs of the firms were opened by the Committee on 8th August 2024 one by one in the presence of representatives of two firms after due verification of sealed cover, separate sealed envelopes for technical and financial bid and pen drive with soft copy of the RFP.

4. The committee has evaluated the technical proposals as per the evaluation criteria and awarded points as per RFP issued.

5. Based on the scoring criteria the following firms were found eligible for further financial evaluation (above 70 marks):

- I. **ERNST & Young Chandigarh (RO), US**
- II. **EPTISA, Kolkata (RO) Spain**
- III. **TARU, Delhi**
- IV. **Lochan &CO., Delhi**

6. The details of firm that was found to be ineligible during the technical evaluation and the reasons for the same are apprehended below:

- I. **TERI, Delhi:** The firm could not obtain the minimum technical points required to qualify for the financial evaluation stage.

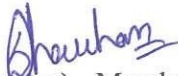
Meeting ended with vote of thanks to all by the Chairman.



Assistant Director (Capacity Building) – Member



SMS (Procurement) – Member



SMS (Forestry) - Member Secretary



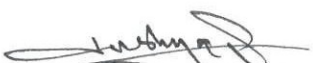
Chairman
Deputy Director
HP-IDP

Technical Score Sheet: For Consultant/Firm for Conducting Functional Review of Forestry Institutions in Himachal Pradesh

Sr.	Criteria/Sub-Criteria and point system for the evaluation of the FTPs	Max Points	Points Awarded to Consultants				
			TARU	TERI	EPTISA	E&Y	Lochan & Co.
I)	Specific Experience of the Consultant (as a firm) relevant to the Assignment						
a)	One project related to Organizational Functional Reforms (!0 Marks), additional 2.5 marks each for similar nature assignment (Maximum Marks-5)	15 Points	10.5	8.75	7	13.5	8.75
b)	One project related to Organizational Functional Reforms in Forestry Sector (!0 Marks), additional 2.5 marks each for similar nature assignment (Maximum Marks-5)	15 Points	10.5	7	11.25	13.75	8.75
	Total (a+b)	30 Points	21	15.75	18.25	27.25	17.5
II)	Adequacy and quality of the proposed methodology and work plan w.r.t. TOR						
a)	Technical approach and Methodology	15 Points	10.5	6	10.5	13.5	10.5
b)	Work Plan	10 Points	7	7	9	9	9
c)	Organization & Staffing	5 Points	3.5	3.5	4.5	4.5	3.5
	Total (a+b+c)	30 Points	21	16.5	24	27	23
III)	Key Experts qualification and competence for the assignment:						
a)	Qualification	8.4 Points	7.06	5.62	6.56	7.04	7.06
b)	Experience on Similar Nature Assignments	31.6 Points	25.64	19.48	22.12	28.12	25.64
	Total(a+b)	40 Points	32.7	25.1	28.68	35.16	32.7
	Grand Total (I+II+III)		74.7	57.35	70.93	89.41	73.2
	Rank Order		II	NQ	IV	I	III

Total Marks: 100


Assistant Director (Capacity Building) – Member


SMS (Procurement) – Member


SMS (Forestry) - Member Secretary


Chairman
Deputy Director, HP-IDP