

Notice Inviting Proposal [NIP]

GOA ANTIBIOTIS & PHARMACEUTICALS LTD.

(Subsidiary of GAPL Lifecare Limited, A Govt. of India Enterprise)

[CIN: U24231GA1980SGC000412]

Registered Office: Near Tuem Industrial Estate,
Pernem, Goa 403 512 India

www.gaplgoa.com

Preparation of 2020 Business Plan document

Goa Antibiotics & Pharmaceuticals Ltd. (GAPL) was incorporated in the year 1980, as a joint Venture between Hindustan Antibiotics Ltd. (HAL) Pune and Economic Development Corporation Ltd, (EDC) Govt. of Goa Undertaking. The share holdings of HAL in GAPL were transferred in favour of EDC LTD in the year 1987, with the consent of Government of India, and since then GAPL is functioning as state Undertaking of Government of Goa. In March 2014, HLL Lifecare Ltd.(HLL) a Mini Ratna PSU under the administrative control of Ministry of Health & Family Welfare, Government of India took over 74% stake in GAPL. Consequently, GAPL become a subsidiary of HLL Lifecare Ltd., and a CPSE. The remaining 26% stake is retained by EDC Limited, Govt. of Goa.

Acquisition of GAPL by HLL is a strategic step towards consolidating its presence in the Indian and overseas Pharmaceuticals market. GAPL is targeting to reach a revenue of ₹500 Crore by 2020, which is factored in the 2020 plan of HLL. To achieve this ambitious goal, assistance and guidance of consultancy firms having proven past experience in similar assignments is necessary.

GAPL invites proposals from reputed Management Consultancy Organizations /Institutions to prepare a vision 2020 Business Plan to reach a turnover of ₹500 Crores by 2020.

For further details, please visit our website or contact Company Secretary, Mr. Subramonian H, Goa Antibiotics & Pharmaceuticals Ltd. (GAPL) at subramonian@gaplgoa.com (Mobile No. 09895565384)

Chief Executive Officer

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TERMS AND CONDITIONS

Terms and conditions with respect to the Notice inviting proposal to prepare 2020 business plan, published by Goa Antibiotics & Pharmaceuticals Ltd. (GAPL) as given below.

1. The Terms of Reference [ToR] for the Bidder

The bidder has to develop a long term plan to meet the Corporate Goal of GAPL- “Emerge as a leading Pharmaceutical manufacturing company, with a turnover of ₹500 Crore by 2020, by manufacture and marketing of drugs and pharmaceuticals products. It is also required to assess the business opportunities in the domestic segment as well as in export market. GAPL currently hold presence in Allopathic, Ayurvedic and Homeopathic product manufacturing segments and retail medicine outlets. Major focus is in Government Institutional business. The report should enable GAPL to obtain funding resources from financial institutions for expansion and diversification.

The 2020 Business Plan should include, but not limited to the following:

Analysis of the exiting organization in the following areas and to arrive at strategic directions for reaching the 2020 goal:

- a. Study and analysis of exiting business covering present product mix, segments serviced, plant and machineries, QA/QC systems, Analysis of Strengths, Non Strengths, Skill gaps.
- b. Study and analysis of the external business environment, market penetration strategy, growth trends, regulatory frameworks, Government Policies.
- c. Competitor analysis, Key growth drivers, best practices, Segments showing growth and prospects, segments showing de-growth.
- d. Opportunities, emerging trends in terms of segments and geographical markets.
- e. SWOT Analysis

Preparation of Business Strategy Document covering;

- a. Short term and long term strategies, action plans to achieve the business goals.
- b. Value proposition, products and services, potential areas identified.
- c. Products, pricing, distribution, markets, entry/hold/exit strategies.
- d. Capital Expenditure requirements, assets needed for meeting the business goals, Infrastructure requirements, modernization, investment plan, investment schedule
- e. Cost benefit analysis, risk factors.

- f. Resource requirement and funding plan - Financing structure, sources, equity, term loans, investment by strategic partners, proposal for availing assistance from financial institutions, strategic investors, business alliance, technology partnership.
- g. 10 year financial projections including Balance sheet, P&L, segment wise revenue projections, key financials like NPV, IRR.
- h. Sources for technology, machineries, tie ups, business alliance, leveraging the inter subsidiary/holding company strengths.
- i. Implementation plans, schedules, milestones.

2. Eligibility Criteria

- a) Bidder should be a reputed Management Consultancy Organization/Institution having at least seven years (7) experience in business analysis, strategy development assignments and preparation of business plans, detailed project reports for Public Sector Undertakings, Joint Ventures formed by PSUs and Leading MNC/ Private sector organizations in Pharmaceutical sector.
- b) Bidder should have an established office at Mumbai/Delhi/Chennai/Bangalore and shall have professional manpower strength of not less than twenty five (25).
- c) Annual Turnover of the Bidder from management consultancy should not be less than ₹10.00 Cr. (average) for the last 3 consecutive financial years (2013-14, 2014-15 & 2015-16) to be duly certified by practicing Chartered Accountancy firm/auditor.

3. Earnest Money Deposit (EMD):

INR 50,000/- (Rupees Fifty Thousand only) as Earnest Money is to be submitted along with the bid documents in the form of Demand Draft drawn from a scheduled bank in favour of Goa Antibiotics & Pharmaceuticals Ltd.

Earnest Money of the unsuccessful bidders shall be refunded without any interest accrued within one month of finalization of the bid.

4. EVALUATION OF PROPOSALS

4.1 Evaluation of Technical Bid

In the first stage, the Technical Bid of the bidder will be evaluated. Bidder is requested to provide the following information with necessary supporting documents.

- i) Bidder's identification data as per enclosed **Form – I**.
- ii) Details of Similar assignment/studies completed during past three years as per enclosed **Form– II**.
- iii) Assignments currently being handled by the Bidder regarding the preparation of Business Plan for Pharmaceutical companies to be furnished as per enclosed **Form – III**.

Bidder shall also submit the below-mentioned documents along with the prescribed application.

- i) List of similar assignments carried out during last 3 years ending on June 2012 with copies of Letter of Appointments and Completion Certificate etc. issued by the clients indicating time/financial over run, if any.
- ii) Audited Annual Accounts for last 3 financial years (including Balance Sheet and Profit & Loss Account) i.e. (2013-14, 2014-15 & 2015-16).
- iii) Copy of Registration of Service Tax/ Income Tax Clearance Certificate (ITCC)/PAN Number and Memorandum/Articles of Association, Certificate for firm, partnership deed, trust deed or equivalent documents.
- iv) List of qualified and experienced key personnel of the Bidder for designing /study as well as execution along with complete bio-data and exact nature and duration of their experience shall be furnished.
- v) Organization chart of Bidder's firm, showing delegated authority of the Key Persons proposed to be deployed in the project/work.
- vi) Copies of performance/experience Certificates issued by clients, establishing the Bidder's credibility of timely completion of similar assignments successfully, shall be furnished.

Bids submitted with incomplete details and without supporting documents as detailed above will not be considered and are liable to be rejected.

On the basis of the information criteria stated above the technical evaluation of the bidder would be done as given below:

Criteria	Score
Experience in preparation of reports for similar assignments [Average of last 3 years]	
NIL assignments	00
1-2 assignments	10
3-5 assignments	15
6 or more assignments	20
Experience in Pharmaceuticals/Healthcare sector	
Experience in completions of assignments with PSUs	
1 to 3 PSUs	10
3 or above PSUs	15
Experience in assignments with MNC/Private Sector in Pharmaceuticals Sector	
1 to 3 for companies having turnover >Rs 500 Cr	10
3 or above companies having turnover >Rs 500 Cr	15
Professional manpower	
Below 25	00
25 to 35	10
36 or above	15
Turnover as Management Consultancy (average) for last 3 consecutive financial years (2012-13, 2013-14 & 2014-15)	
Below Rs.10 Cr.	00
Rs.10 Cr. to Rs. 20 Cr.	05
Rs.20 Cr. to Rs. 30 Cr.	10
Above Rs. 30 Cr	15
Approach, time frame, submission of final report	
> 12 weeks	00
<12 weeks but not > 10 weeks	10
<10 weeks	20
Maximum Score	100
Minimum Qualifying Score	60

Based on the technical criteria, Bidders meeting these requirements will be technically qualified for opening financial bid. The Bidder shall be selected based on evaluation of their Technical and Financial Bids based on Quality & Cost Based Selection.

Only those parties whose Technical Proposals score at least 60 marks out of 100 shall qualify for further consideration, and shall be ranked from highest to the lowest on the basis of their Technical Score (TS).

4.2 Evaluation of Financial Bid

In the second stage, the financial evaluation will be carried out as per this Clause. Each Financial Proposal will be assigned a financial score (FS). The format for submission of financial bid is enclosed as **Form IV**.

For financial evaluation, the total cost indicated in the Financial Proposal will be considered.

GAPL will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the bidder to be compensated and the liability to fulfill its obligations as per the TOR within the total quoted price shall be that of the Consultant. The lowest financial proposal (LF) will be given a financial score (SF) of 100 points. The financial scores of other proposals will be computed as follows:

$$FS = \frac{100 \times FP}{LF}$$

(FP = amount of Financial Proposal of the applicant)

4.3 Combined and Final Evaluation

Proposals will finally be ranked according to their combined technical (ST) and financial (FS) scores as follows:

$$CS = (ST \times Tw) + (SF \times Fw)$$

Where CS is the combined score, and Tw and Fw are weights assigned to Technical Proposal and Financial Proposal that shall be **0.60 and 0.40** respectively.

5. Performance Guarantee

After selection, the successful bidder shall submit an irrevocable PERFORMANCE GUARANTEE of 10% (Ten percent) of the order value for proper performance of the DPR, (not withstanding and / or without prejudice to any other provisions in the contract) within 15 days of issue of letter for award of the work. This guarantee shall be in the form acceptable to GAPL. This Guarantee should be furnished by a Nationalised Bank and should be directly sent to GAPL by the issuing Bank under Registered Post.

The performance guarantee shall be initially valid up to the time-line prescribed for submission of DPR plus 60 days beyond that. In case the time for completion of work gets extended, the bidder shall get the validity Performance of performance guarantee extended to cover such extended time for completion of work. After recording of the completion certificate for the work by GAPL, the performance guarantee shall be returned to the bidder.

6. Deliverables, Timeline and Payment schedule

Sl. No.	Deliverable	Time-line from acceptance of work order	Payment schedule
1.	Submission of 2020 Business Plan/report by Consultant with Executive Summary after detailed discussion with Client	21 days	10%
2.	Submission of first draft by Consultant	45 days	25%
3.	Feedback from GAPL	55 days	
4.	Incorporate suggestions and presentation of Final 2020 Business Plan/report.	65 days	35%
5.	Acceptance of 2020 Business Plan by GAPL	80 days	30%

7. Liquidated Damages

In the case of delay of agreed schedule of 2020 Business Plan, GAPL will be entitled to recover from the successful bidder liquidated damages @ 0.5% of total consultancy charges per week of delay or part thereof subject to a maximum of 5% of the consultancy charges. The payment or deduction of such damages shall not relieve the bidder from the contractual obligation to complete the balance portion of the work thereof in time as stipulated in the contract.

8. Amendment to Notice Inviting Proposals [NIP]

GAPL reserves right to modify the Notice inviting Proposal by “Amendment” for any reason whatsoever at any time prior to the last date of submission of Bid. The “Amendment” along with this NIP shall thereafter become part of the Bid document.

After the last date of submission of Bid, the bidder (s) will not be allowed to modify it.

GAPL reserves right to accept or reject any or all bids or any part of the bid without assigning any reason whatsoever and it shall not be liable for any compensation to expenses/loss incurred by the bidder in the process in whatever manner it may be.

9. Date and time for submission of bids

Interested parties may submit their proposals by the due date i.e. **26th November, 2016 latest 15.30 hrs** at the address given below. GAPL shall not be responsible if the Notice Inviting Proposal is delayed in transit and not received by the prescribed date and time.

GOA ANTIBIOTIS & PHARMACEUTICALS LTD.
(Subsidiary of GAPL Lifecare Limited, A Govt. of India Enterprise)
Near Tuem Industrial Estate, Tuem, Pernem, Goa
403 512 - India

10. Right to withdraw Notice Inviting Proposal [NIP]

GAPL reserves right to withdraw the notice inviting proposal or reject any proposal or without assigning any reasons whatsoever.

11. Submission of Bids

The bidder shall prepare and submit Technical and Financial Bids in original duly signed and sealed by the Authorised representative of the Bidder. Bidder must use the enclosed proforma to provide information in order to be evaluated as per terms and conditions of this Notice.

The authorised representative of the Bidder must affix complete signature by hand on the bid documents, failing which the bid be rejected.

12. Bid Validity

The required validity of the “Bid offer” is for a period of not less than six (6) months from the last date for submission of the bid.

13. Subletting or Assigning of Contract

The bidder is not allowed to sublet, assign, transfer, or otherwise sub contract the work, without obtaining prior written consent of GAPL.

14. Timeline of Bidding Process

The time-line of bidding process is stated below:

Event	Date
Date of publishing the NIP	28.10.2016
Due date for submission of bids	26.11.2016
Opening of Technical Bid	26.11.2016
Opening of Financial Bid	02.12.2016

15. Confidentiality

The Bidder and their personnel shall not disclose any propriety or confidential information relating to the proposal to anyone without the prior written consent of GAPL.

16. Limitation of Liabilities

GAPL shall in no way be responsible for any liabilities arising out of the Bidder's contractual obligation with their personnel, experts, engineers, sub-contractors, licensors, collaborators, vendors, subsidiaries or any persons.

17. Force Majeure

Any delay or failure in the preparation of 2020 Business Plan by the Party hereunder shall be excused if and to the extent caused by the occurrence of a Force Majeure. For purposes of this assignment, Force Majeure shall mean a cause or event that is not reasonably foreseeable or otherwise caused by or under the control of the Party claiming Force Majeure, including acts of God, fires, floods, explosions, riots, wars, hurricane, sabotage terrorism, vandalism. accident, restraint of government, governmental acts, injunctions, labor strikes, other than those of Seller or its suppliers, that prevent Seller from furnishing the materials or equipment, and other like events that are beyond the reasonable anticipation and control of the Party affected thereby, despite such Party's reasonable efforts to prevent, avoid, delay, or mitigate the effect of such acts, events or occurrences, and which events or the effects thereof are not attributable to a Party's failure to perform its obligations.

18. Conditions on Termination of contract

GAPL shall have right to terminate this contract in part or in full under any of the following circumstances:-

- a) When the Bidder fails to deliver the project within the stipulated date and time.
- b) When the consultant has been found to have made any false or fraudulent declaration or statement to get the contract or he is found to be indulging in unethical or unfair practices.
- c) In the event of non-performance / or unsatisfactory performance by the Bidder
- d) When both parties mutually agree to terminate the contract.
- e) Any special circumstances, which must be recorded to justify the cancellation or termination of the contract.

In the event of such termination, the Bidder shall reimburse to GAPL the consideration paid till then by GAPL to the Bidder.

19. Legal jurisdiction

The matter relating to any dispute or difference arising out of this Notice inviting Proposal and subsequent contract awarded based on the Notice inviting Proposal, if any, shall be subject to the Competent Court of Law within Goa.



Proposal to prepare 2020 Business Plan

(This should be furnished on the letterhead of the applicant)

To

Dear Sir,

We hereby submit our proposal together with information and documents mentioned in the Notice Inviting Proposal [NIP] published by GAPL on..... for preparation of vision 2020 Business Plan to achieve a turnover of ₹500 crores by 2020.

The name and position of person who may be contacted for further information, if required, is as follows:

Name : Designation: Address :

Phone:

e-mail:

We declare that the statements made and information provided in the duly completed application are completed, true and correct in every detail.

Date:_____

(Authorized Representative of Bidder)

Place:_____

Bidder's Identification Data

I IN CASE OF PARTNERSHIP

- i) Name of partners
- ii) Reference of partnerships registration
- iii) Date of establishment of Firm
- iv) Copies of partnership deed, if any
- v) Name of Registered Company with Reg. No.

II. IN CASE OF LIMITED LIABILITY PARTNERSHIP

- i) Name of Designated partners
- ii) Date of establishment of Firm
- iii) Certified Copies of LLP agreement
- iv) Certificate of LLP Incorporation

III. IN CASE OF COMPANY LIMITED BY SHARES

- i) Amount of paid-up capital
- ii) Name of Directors
- iii) Certified copies of Memorandum, Articles of Association and Certificate of Incorporation of the Company.

Signature of authorized

Representative of Bidder

Form II

Details of Similar assignment/study completed during past three years

Sl. No.	Brief description of work/study	Fees	Value of work/study	Scheduled Completion Time in Months	Actual Completion Time in Months	Date/ Year of Completion	Address of the Client & name of Officer – in charge with Phone No.
1	2	3	4	5	6	7	8

Signature of Authorized
Representative of Bidder

Note :a. Attach separate sheet if necessary

b. Completion Certificate from Clients to be attached.

Details of Current Assignments in Hand

S. No.	Address of Client & name of Officer – in charge with Phone No.	Brief description of work/study Undertaken by the Bidder	Fees	Value of work/study	Date of commencement	Scheduled Completion Time as on date	Percentage completion as on date	Expected date of completion	Present status of the project
1	2	3	4	5	6	7	8	9	10

Certified that the above information is correct.

Signature of Authorized representative

Note : Attach separate sheet, if necessary

Note : Letter of award/certificate issued by the client is to be attached.

FINANCIAL BID

Sl. No.	Description	Consultancy Charges In Indian ₹	
		Figures	Words
1.	All inclusive charges for scope of services of the consultant in accordance with the ToR and other details covered in this document		
2.	Service tax as applicable		
	Total Consultancy Charges (1+2)		

Signature of Authorized

Representative of Bidder