



सत्यमेव जयते

GOVERNMENT OF INDIA

MINISTRY OF ELECTRONICS & INFORMATION TECHNOLOGY

AWARD OF WORK FOR CONDUCTING

STUDY ON BEST REGULATORY PRACTICES IN THE AREA OF SAFETY TESTING

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EXPRESSION OF INTEREST

## EoI No. 37 (11)/2018-IPHW- 16-07-2020

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**1. INTRODUCTION**

- a. Ministry of Electronics & Information Technology (MeitY) has notified “**Electronics and Information Technology Goods (Requirement for Compulsory Registration) Order, 2012**” on 3<sup>rd</sup> October, 2012 mandating Indian safety standards under the Compulsory Registration Scheme of Department of Consumer Affairs (DoCA). The products are covered under the CRO in a phased manner. Presently 56 product categories are covered in the CRO and the Order has come into effect for 44 products categories. As per the provision of the Order, for the notified goods the manufacturer has to seek registration from BIS based on testing of the product at the BIS recognized lab before sale/import in India.
- b. The Order applies equally to Domestic and Overseas produced products for sale into Indian markets.
- c. The purpose of this Expression of Interest (EoI) is, therefore, to seek the services of a reputed organization to carry-out a study to have an in-depth knowledge on the best regulatory practices prevailing in the world in the area of safety testing and modalities of their implementation.
- d. Survey may be scattered to developed and developing countries implementing the safety regulations.

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### **2. NOTICE INVITING EoI**

- a) Ministry of Electronics & IT invites expression of interest from agencies / companies desirous of and having proven track record of having conducted similar market studies.
- b) Interested Agencies / Companies who meet the criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover along with the covering letter duly signed by an authorized signatory and a Bid Security fee of Rs. 15,000/- (Rs. Fifteen Thousand Only) in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial Banks or payment online in an acceptable form, safeguarding the purchaser's interest in all respects, drawn in favour of **"Pay & Accounts Officer, MeitY"** payable at New Delhi.
- c) Government Agencies/organizations need not to submit bid security. However, as per the provision of GFR 170 (iii), they have to submit a declaration as per the Annexure-II along with their proposal.
- d) The Expression of Interest may be submitted on or before 15-09-2020 by 17:30 at the following address:  
  

**Shri Saurabh Ranjan**  
Scientist'C'  
Ministry of Electronics & Information Technology, Room No.  
2283, Electronics Niketan, 6, CGO Complex, Lodi Road, New  
Delhi - 110003
- e) Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.
- f) The EoI submitted by telegram / fax / e-mail etc shall not be considered. MeitY shall not be responsible for any postal delay or non-receipt / non- delivery of the documents. No further correspondence on the subject will be entertained.

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### **3. CRITICAL INFORMATION**

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

<b>S. No.</b>	<b>Information</b>	<b>Details</b>
1.	EoI No. and Date	<b>37 (11)/2018-IPHW- 16-07-2020</b>
2.	Last date for submission of written queries for clarifications	<b>14-08-2020</b>
3.	Release of response to clarifications on <a href="http://www.MeitY.gov.in">www.MeitY.gov.in</a>	<b>31-08-2020</b>
4.	Last date for submission of EoI proposal	<b>15-09-2020</b>
5.	Address at which proposal in response to EoI is to be submitted	Shri Saurabh Ranjan Scientist 'C' Ministry of Electronics & IT, Room No. 2283, Electronics Niketan, 6, CGO Complex, Lodi Road, New Delhi – 110 003
6.	Opening of responses / EoI	<b>30-09-2020</b>

**4. ELIGIBILITY CRITERIA**

The invitation of bids is open to all entities registered in India who fulfil the criteria as specified below:

- a) **Incorporation** - The bidder agency should be a company registered under Indian Companies Act 1956. The company / agency should have been in existence for a period of at least 5 years on the date of application as evidenced by the Certificate of Incorporation issued by the Registrar of Companies, India.
- b) **Expertise** - Agencies with experience and proven track record of having conducted similar studies. A statement of work done or such projects undertaken in the past need to be submitted with EoI. The agencies should have domain knowledge in the area of technical regulation, conformity assessment and the safety regulation prevailing in the world especially in the developed and developing countries. Market studies based on surveys conducted would qualify for the requirement of this work.
- c) **Relaxation** - The work being of exclusive nature, if bids received are limited in numbers, the competent authority may relax one or may of the eligibility criteria at its discretion.

**5. SCOPE OF WORK**

**1. Legal framework: - Empowering Act/Regulation**

- a. Regulatory body i.e. custodian of Act or nodal/Sectoral Ministry for Electronics items.
- b. Delegation of power to different Government agencies at different level.
- c. Co-operation and co-ordination between Government regulatory systems.
- d. Resources and power available to the agency/Regulator sanction/Penal provision.
- e. Regulatory sanctions / penal provision.
- f. Regulations on second hand goods.
- g. Short term measures available for immediate situation for public health/safety. Such as consumer protection on import.
- h. Applicability of safety regulations on old goods which are applicable for new goods.

**2. Standards/Regulations:-**

- a. Type of standards notified i.e. National, IEC etc.
- b. Criteria for Regulation: -.
- c. Type of Notification for coverage of products i.e., HS code wise (at 2, 4, 8 digits) products category, or standards wise are whole standards are notified or essential parameters.
- d. Harmonization of standards.
- e. Standards setting body.

**3. Conformity Assessment:-**

- a. Type of Conformity Assessment Scheme.
- b. Conformity Assessment for second hand goods.
- c. Conformity Assessment at border points for imported goods for customs clearance.
- d. Mutual Recognition Agreements for acceptance of results.
- e. Accreditation of CAB.
- f. Acceptance of test reports as per other types of standards i.e. IS, EN, UL etc.

**4. Systems:-**

- a. Transparency: - All related information available for public/ stakeholder.
- b. Consistency: - Overlap/conflict/complement between different regulations.
- c. Feedback system.

**5. Coverage of goods:-**

- a. Risk calculation/Hazard database.
- b. Identification of product.

**6. Surveillance:-**

- a. Type of surveillance i.e. Regular surveillance, Random surveillance, Market surveillance
- b. Planning of surveillance.
- c. Cost of surveillance, who will bear the cost
- d. Surveillance of made to order goods.
- e. Surveillance at Border points.

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- f. Sampling plan at border point (are goods on hold till surveillance completed).
- g. Full testing/partial testing under surveillance.
- h. Treatment of non-compliant goods i.e. destroying / re-export.
- i. Impact assessment

**7. Effectiveness of regulations:**

- a. Performance indicators.
- b. Goals achieved.
- c. Corrective and preventing measures adopted.
- d. Cost vs. Quality/safety.

**8. Strategy for:-**

- a. Education.
- b. assistance.
- c. Presentation/promotion/ economic incentive.

9. Convenient assistance (Mandatory infrastructure) for compliance of regulations.

10. The above parameters are illustrative and not exhaustive the study to be conducted for at least Ten (10) countries for both developed (at least 5 nos.) and developing countries (at least 5 nos.).

### **6. EVALUATION PROCESS**

- a) For evaluation purpose, each Agency shall submit an all-inclusive lump sum quotation for conducting this study along with a write up describing its strengths as to why it considers itself suitable and fit for award of this work. The agency will also describe in detail the methodology for executing this study.
- b) MeitY will constitute an Evaluation Committee to evaluate the responses of the applicants.
- c) The Evaluation Committee constituted by MeitY shall evaluate the responses to the Eoi and all supporting documents & documentary evidence. The committee may seek additional documents / presentation as it deems necessary.
- d) Each of the responses shall be evaluated to validate competence of the applicant according to the supporting documents specified in this document.
- e) In case of excessive qualifying responses received, weightage shall be given based on the written statement of the agency describing its strengths and its claim for suitability for the job and a merit list of qualifying companies shall be prepared.
- f) The decision of the Evaluation Committee in the evaluation of responses to the Expression of Interest shall be final. No further correspondence will be entertained in this regard.
- g) The Evaluation Committee reserves the right to reject any or all proposals.
- h) Based on the recommendation of the Evaluation Committee, work order would be awarded to the selected agency.



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### **7. PAYMENT TERMS**

The selected Agency shall be entitled for 100% payment as per Government norms, against a bill submitted to MeitY after submission of the study report.

### **8. SUBMISSION OF EOI**

- a) The application shall be submitted in a single sealed envelope and superscripted as **“Eoi – Empanelment of Agencies for study on best regulatory practices in the area of safety”** and EOI No. 37 (11)/2018-IPHW-16-07-2020. The envelope should contain signed hard copy of Eoi proposal and other necessary documents mentioned below.
- b) Applicant shall enclose supporting proofs and documents as specified in para 4 on page no. 6 as will be necessary to prove the eligibility of the applicant to be considered for the award of work.
- c) No overwriting/changes is allowed in submitted EOI documents.

### **9. Eoi PROPOSAL PREPARATION COSTS & RELATED ISSUES**

- a) The Applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in preparation of proposal, participation in meetings / discussions. MeitY in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the EOI process.
- b) This Eoi does not commit MeitY to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this Eoi.
- c) All materials submitted by the Applicants will become the property of MeitY and may be returned completely at its sole discretion.

**BIDDER'S SIGNATURE WITH SEAL 9**

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### 10. QUERIES

- a) All queries may be sent to the following Officer of MeitY by post, or e-mail on or before 14-08-2020

**Shri Saurabh Ranjan, Scientist' C'**

Ministry of Electronics & Information Technology, Room

No. 2283, Electronics Niketan,

6, CGO Complex, Lodi Road, New Delhi – 110 003

E-mail: saurabh.ranjan@MeitY.gov.in.

- b) All enquiries / clarifications from the Applicants, related to this Eoi, must be directed in writing exclusively to the contact person(s) notified in 10 (a) above. Enquiries received after the due date shall not be entertained.
- c) The preferred mode of delivering questions is through e-mail. Telephonic responses, if sought for, shall not be treated as valid responses. The queries by the applicants shall be raised in the following format:

S. No.	Page	Clause of the Eoi	Clarification required

**11. RESPONSES TO PRE-SUBMISSION QUERIES & ISSUE OF CORRIGENDUM**

- a) Based on the response to the EoI, queries from interested parties would be taken to clarify / to amend the scope / mechanism of sampling criteria / data collection / analysis and reporting responsibilities etc. and revised scope / term shall be issued to the parties responding to the EoI. Further, emulation of bids received shall be as per Para 6(c). After distribution of the EoI, the contact person notified by MeitY will begin accepting written questions from the applicants. MeitY will endeavor to provide timely response to all queries. However, MeitY makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does MeitY undertake to answer all the queries that have been posed by the applicants. The responses to the queries from all Applicants will be posted online on [www.meity.gov.in](http://www.meity.gov.in) by 31-08-2020.
- b) At any time prior to the last date for receipt of EoI, MeitY may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the EoI document by a corrigendum.
- c) The corrigendum (if any) shall be posted only online at [www.meity.gov.in](http://www.meity.gov.in).
- d) Any such corrigendum shall be deemed to be incorporated into this EoI.
- e) In order to provide prospective applicants reasonable time for taking the corrigendum into account, MeitY may, at its discretion, extend the last date for the receipt of EoI proposals which shall again be notified online through MeitY portal [www.MeitY.gov.in](http://www.MeitY.gov.in).

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Covering Letter on Letterhead of the Applicant

<Location, Date>

To,

The Scientist 'C', IPHW Division,  
Ministry of Electronics & Information Technology, Room  
No. 2283,  
Electronics Niketan, 6 CGO Complex, Lodi Road, New Delhi  
– 110 003

Kind Attn. – Shri Saurabh Ranjan, Scientist'C'

Dear Sir / Madam,

We, the undersigned, offer to provide our services to carry-out “Study on best regulatory practices prevailing in the world in the area of safety testing & the modalities of their implementation”.

We are hereby submitting our Expression of Interest. We understand you are not bound to accept any proposal you receive.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading, we are liable to be dismissed from the EoI selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this EoI.

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

Sincerely,

Signature

Applicant's Name with seal Name:

(Declaration by the Authorized signatory on Letterhead)

**BID SECURING DECLARATION**

We accept that if we withdraw or modify the “Expression of Interest (EoI)” during the period of validity, or if we fail to sign the contract after the contract is awarded to us, or if we fail to submit a performance security before the deadline defined in the request for EoI / work order document, we will be suspended for the period of time specified in the EoI document from being eligible to submit the EoI for contracts with the entity that invited the proposal.

<Signature of the authorized signatory with seal>

<Name>

<Designation>

<Name of the Organization>

<Phone & E-mail>

Place:

Date