

Ref. No. STPI/HQ/PDC/07/2018-19/122 dated 03/08/2021

Invitation of Bids

Empanelment of *Professional Expert Agencies*

for

Start-up Support Services at STPI

1. Background& Purpose

Software Technology Parks of India is established and registered as an Autonomous Society under the Societies Registration Act 1860, under the Ministry of Electronics and IT, Government of India with an objective to implement STP/EHTP Scheme, set-up and manage infrastructure facilities and provide other services like technology assessment and professional training. STPI has been the critical support agency for the Indian IT& Hardware Industry for the statutory services, technology services, incubation services, industry promotion and government interfacing services. STPI's Industry Promotional and Service Provider role has been one of the key ingredients in the success story of Indian IT industry.

Currently, STPI has 60 centres spread across 9 jurisdictions across the country.

The Indian IT/ESDM industry of India has attained a globally important status today. In the last two decades, the industry has moved up the value chain. Time is ripe for indigenous product & IPR development for which all the stakeholders are geared-up and it has necessitated creation of incubation, acceleration & all other allied services required by industry across the country.

Keeping in tune with the changing times, STPI has now taken up promotion & support to innovation, start-ups & entrepreneurship in a big way as part of what is being called "STPI 2.0" or "STPINEXT". Under the reinvigorated "STPI 2.0", 19 domain-specific Centres of Excellence (CoEs) are in various stages of start-up selection & on-boarding and Next Generation Incubation Scheme (NGIS) is on-boarding start-ups after the first edition of CHUNAUTI contest. Other activities are also underway.

Together, the CoEs & NGIS/CHUNAUTI cover the length & breath of the country as well as wide spectrum of emerging technologies like IoT, Blockchain, Artificial Intelligence (AI), Machine Learning (ML), Computer Vision, Robotics, Robotics Process Automation (RPA), Augmented & Virtual Reality, Animation & Visual effect, Data Science & Analytics for various domains like Gaming, FinTech, Agritech, MedTech, Autonomous Connected Electric & Shared (ACES) Mobility, ESDM, Cyber Security, Industry 4.0, Drone, Efficiency Augmentation, etc.

A brief about the 19 CoEs and NGIS/CHUNAUTI is placed at Annexure-I.

As more and more CoEs gain pace, more & more number of start-ups are getting on-boarded and the task of giving them adequate support in timely manner is becoming more & more demanding. Therefore, it is proposed to have the common tasks & activities delivered through a set of empanelled agencies. This EOI intends to empanel such agencies pan-India for various domains, technologies, sectors and expertise, all focussed on start-ups, entrepreneurs & innovation.

2. Invitation for bids

STPI invites eligible Subject Matter Expert (SME) agencies/institutes (private limited companies, limited liability partnerships, not-for-profit organizations, registered societies, registered associations) to submit their technical & financial bids for providing specific services for specific locations, domains, technologies as listed herein. As part of their technical bids, interested parties shall provide information demonstrating that they have the required

qualifications and relevant experience to perform the desired services. Financial bids will indicate the prices at which the services shall be offered. STPI shall evaluate the bids, empanel agencies and award work as per details mentions herein. Empanelment does not guarantee award of work. This EoI document is being published on web Portal <http://eprocure.gov.in> and <http://www.stpi.in>.

The timelines for various activities are estimated as follows:

Sl. No.	Activity	Date / Time
1	Floating of RFP	03/08/2021
2	Last date for posting queries & seeking clarifications (through email)	09/08/2021
3	Pre-Bid Meeting (Online)	10/08/2021, 1200 HRS
4	Publishing of Corrigendum/Clarifications, if any	On or before 16/08/2021
5	Bid submission start-date	17/08/2021
6	Bid submission end-date	23/08/2021, 1700HRS
7	Opening of bids received	24/08/2021, 1710HRS
8	Validity of the bids	180 days from last date of submission

- Pre-bid meeting and bid-opening shall be held online.

3. Pre-qualification Criteria

- The agency must be a registered legal entity in India.
- The agency must have been in existence for at least 3 years.
- The agency must have a minimum average annual turnover of INR 1 Crore during the last 3years.
- The agency must not be blacklisted by any Central/State Governments or allied organizations including Autonomous Bodies, PSUs etc.
- The agency must have rendered professional expert services to technology start-ups & entrepreneurs directly.
- The agency must be the Subject Matter Expert by itself (i.e. Joint-bidding or “outsourcing” of work is NOT permitted)

4. Technical & Financial Evaluation, Empanelment and Award of Work

Technical evaluation:

Pre-qualified agencies’ technical bids shall be evaluated & scored as per following table:

Sl. No.	Criteria	Maximum Marks	Remarks						
1	Total number of start-ups supported during last 3 years <table border="1" data-bbox="289 317 732 417"> <tr> <td>More than 100</td> <td>10 Marks</td> </tr> <tr> <td>50 to 100</td> <td>5 Marks</td> </tr> <tr> <td>Less than 50</td> <td>2 Marks</td> </tr> </table>	More than 100	10 Marks	50 to 100	5 Marks	Less than 50	2 Marks	10	Indicate the total number of start-ups incubated, mentored, funded or supported in any other way. Credential should be adequately supported by documents as well presentation.
More than 100	10 Marks								
50 to 100	5 Marks								
Less than 50	2 Marks								
2	Total number of successful start-ups during last 3 years <table border="1" data-bbox="289 569 732 669"> <tr> <td>More than 10</td> <td>10 Marks</td> </tr> <tr> <td>5 to 10</td> <td>5 Marks</td> </tr> <tr> <td>Less than 5</td> <td>2 Marks</td> </tr> </table>	More than 10	10 Marks	5 to 10	5 Marks	Less than 5	2 Marks	10	Indicate the number of start-ups supported which have subsequently turned out to be 'successful' i.e. secured seed/angel/VC funding of Rs. 1Cr & above and/or established itself as an independent profitable entity of net worth Rs. 1Cr & above and/or attained a formal valuation of Rs. 5Cr of above. Credential should be adequately supported by documents as well presentation.
More than 10	10 Marks								
5 to 10	5 Marks								
Less than 5	2 Marks								
3	No of locations of physical presence (fully operational office of own and/or affiliate offices and/or offices of partners/associates) <table border="1" data-bbox="289 1026 732 1127"> <tr> <td>More than 5</td> <td>10 Marks</td> </tr> <tr> <td>2 to 5</td> <td>5 Marks</td> </tr> <tr> <td>Less than 2</td> <td>2 Mark</td> </tr> </table>	More than 5	10 Marks	2 to 5	5 Marks	Less than 2	2 Mark	10	Self-explanatory. Credential should be adequately supported by documents as well presentation
More than 5	10 Marks								
2 to 5	5 Marks								
Less than 2	2 Mark								
4	Presentation	20	Detailed presentation indicating experience, strengths, future implementation methodology and any other relevant information in detail. Marks will be awarded on the basis of content & quality of presentation and the judgement of expert evaluation committee.. 30 to 60 minutes will be allotted for the presentation which has to be crisp & precise.						
TOTAL		50	Maximum possible marks						

- Technical bids shall be submitted as per Annexure-2.
- The marks for technical qualification shall be 40.

Financial evaluation & Empanelment:

- Financial bids shall be submitted in the format placed at Annexure-3.
- Financial bids of only technically qualified bidders shall be opened.
- Financial bids shall be submitted for the following locations (“L”), activities (“A”), domains/technologies(“T”) & sectors(“S”) or “LATS”.

Location	Activity*	Domain/Technology	Sector
1. Agartala	1. Bootcamp	1. IoT	1. Agriculture
2. Bhilai	2. Mentoring	2. Blockchain	2. Medical
3. Bhopal	3. Networking	3. Big Data, Data Analytics	3. Healthcare
4. Bhubaneswar	Events	4. Artificial Intelligence	4. Autonomous/ Connected/ Electric / Shared (ACES)
5. Dehradun	4. Hackathon/Contest	5. Machine Learning	5. Insurance
6. Guwahati	5. Startup valuation	6. AR, VR, XR, MR	6. Banking
7. Jaipur	6. Training & Workshops	7. Computer Vision	7. Finance
8. Lucknow	7. Report creation	8. FinTech	8. AVGC
9. Mohali	8. Due diligence	9. Robotics, Robotics Process Automation (RPA)	9. VFX
10. Patna	9. Market & Customer Connect	10. GIS	10. Smart City
11. Prayagraj	10. Demo days	11. DRONE	11. Industry Automation
12. Vijaywada	11. IP support	12. Industry 4.0	12. Defense / Aerospace
13. Pune	12. Certifications & Homologations	13. Domain-tech agnostic	13. Sector agnostic
14. Chennai	13. Share Holding Agreements	14. Graphic Design	
15. Hyderabad	14. Accounts, Taxation & Legal Facilitation		
16. Bengaluru			
17. Shillong			
18. Imphal			
19. Gurugram			
20. Akola			
21. Kohima			
22. Gangtok			
23. Aizwal			
24. Itanagar			
25. Visakhapatnam			
26. All-India (Virtual)			

*A brief about each Activity and broad expectations there from is placed at Annexure 4.

- Each row of the Financial Bid shall be for one LATS from above and shall be evaluated independently.
- L1 for each row shall be automatically empaneled for that LATS. All other bidders for that LATS will be provided an option to match L1 for that LATS. Consenting bidders will be empaneled for that LATS up to a maximum of 3 (i.e. maximum 3 bidders shall be empaneled for one LATS).

Award of Work:

- Work shall be awarded to each bidder in one LATS in a round-robin manner, starting with the L1 followed by the other two in ascending order of their original financial quote for that LATS.
- Based on user experience & feedback received, STPI shall reserve the right to award work to any of the empaneled bidders at its own discretion.

- Specific conditions for specific works (e.g. Security , LD, Confidentiality etc), if applicable, shall be mentioned along-with work order.

5. Important Terms & Conditions

- (a) The empanelment shall be initially for duration of two years which shall be extendable up-to three years on same terms & conditions.
- (b) STPI shall empanel Agencies based on responses received and eligibility & evaluation criteria mentioned.
- (c) One Agency may express interest for as many LATS as possible but maximum 3 agencies shall be empaneled for one LATS as already indicated in Section 4 above.
- (d) Prospective bidders are encouraged to raise queries during pre-bid and may also visit & survey STPI CoEs & locations before submitting their responses. This may enable them to make a better judgment about the LATS to bid for. However, it is not mandatory & any expenditure towards any such exercises has to be met by the prospective Agencies themselves.
- (e) STPI reserves the right to cancel the process of empanelment at any time without giving any reasons whatsoever.
- (f) Access to required infrastructure shall be provided by STPI viz. workspace, conference / meeting rooms with telecommunication infrastructure, STPI's own contest portal for application invitation, screening & result declaration etc.
- (g) In case of any unsatisfactory performance by the selected agency, its pending payments shall be withheld, and its empanelment may be cancelled.
- (h) Arbitration: In the event of any dispute arises out of or in connection with this agreement, efforts shall be made to settle /resolve them through mutual discussion amicably. However, if any matter still remains unresolved, it will be referred to DG, STPI. The decision of the DG, STPI will be final and binding on both the parties. The venue of arbitration shall be New Delhi and the language of arbitration shall be English.

Annexure 1: STPI CoEs and NGIS

CoEs

19 domain-specific STPI CoEs in emerging technologies are in various stages of start-up selection & on-boarding:

1. Electropreneur Park ESDM CoE at New Delhi
2. Electropreneur Park ESDM CoE at Bhubaneswar
3. IoT OpenLab & Electronics CoE at Bengaluru
4. VARCoE VR/AR CoE at Bhubaneswar
5. FinBlue FinTech CoE at Chennai
6. Neuron AVG, IoT, Big Data, AICoE at Mohali
7. Motion ACES Mobility CoE at Pune
8. Image Gaming, VFX, CV, AI CoE at Hyderabad
9. Apiary Blockchain CoE at Gurugram
10. MedTech MediElectronics & Health Informatics CoE at Lucknow
11. IoTin Agriculture CoE at Guwahati
12. Animation CoE at Shillong
13. Emerging Technologies – AR/VR CoE at Imphal
14. IT applications in Healthcare & Agritech CoE at Gangtok
15. GIS applications including Drone Tech at Itanagar
16. IT applications in Graphic Design at Kohima
17. Gaming & Entertainment at Aizwal
18. Data Analytics & AI at Agartala
19. Healthcare, Big Data & AI at Bengaluru

NGIS

NGIS is focussed on technology-based product development, innovation & entrepreneurship from following 12 Tier-II locations of India:

1. Agartala
2. Bhilai
3. Bhopal
4. Bhubaneswar
5. Dehradun
6. Guwahati
7. Jaipur
8. Lucknow
9. Mohali
10. Patna
11. Prayagraj
12. Vijaywada

Annexure 2: Technical Bid

a) Eligibility & Evaluation Criteria

Sl. No.	Criteria	Documentary Evidence	Compliance (Y/N)	Page number
1	The agency must be a registered legal entity and should have been in existence for at least 3 years	Copy of certificate of incorporation issued by relevant authority		
2	The agency must have a minimum average annual turnover of INR 1 Crore over the last 3 years	CA Certificate/Statutory Auditor's certificate		
3	Declaration of "not-blacklisted"	Self-declaration that the firm is not blacklisted by any Government or allied agencies in India		
4	Documents in support of the "Scores" to be awarded during evaluation	All documents required to award the relevant scores during evaluation. Wherever applicable, documents should be endorsed by the end-beneficiary/start-up.		
4	Presentation	Detailed Technical Presentation		
5	Other relevant documents	Any other document showcasing the agency's strength & suitability for the work.		

b) Organization Details

1	Name of the Organization											
2	Information about organization	<ul style="list-style-type: none"> • Year of establishment • Type of Organization: PLC/LLP/Not-for-profit Organization/Registered Society/Registered Association 										
3	Details of the Organization	<ul style="list-style-type: none"> • Registered office address • Telephone/Fax • Website 										
4	Name and designation of the person authorized to make commitments	<ul style="list-style-type: none"> • Name • Designation • Email • Contact No. 										
5	Annual Turnover for the last three Financial Years Copy of PAN and GST Registration Certificate.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Financial Year</th> <th style="width: 70%;">Annual Turnover (INR Cr.)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Average</td> <td> </td> </tr> </tbody> </table>	Financial Year	Annual Turnover (INR Cr.)							Average	
Financial Year	Annual Turnover (INR Cr.)											
Average												
6	Manpower	Type & number of personnel on rolls of agency										

c) Credentials (Attach separate table for each credential)

1	Assignment/Project Title	
2	Location(s)	
3	Client	
4	Duration	
5	Approx. Value of overall Assignment/Project	
6	Approx. Value of the services provided by agency	
7	Name of associated organizations, if any	
8	Role of associated organizations	
9	Tangible deliverables	
10	Intangible deliverables	
11	Narrative description of the Assignment/Project	
12	Detailed scope of services, coverage & relevance (Specify various project components in detail. Attach separate sheets if required)	

d) Indicative locations of interest

S. No.	LOCATION
1	
2	
3	
4	
5	

e) Bulleted list of Locations, Activities, Domains/Technologies & Sectors of strength/interest

Locations	Activities	Domains/Technologies	Sectors/Verticals
<ul style="list-style-type: none"> • A • B • C 	<ul style="list-style-type: none"> • A • B • C • D • E • F • G • H • I 	<ul style="list-style-type: none"> • A • B 	<ul style="list-style-type: none"> • A

The list above need not be aligned to the LATS for which agency is bidding. An new or different activity or strength area (which is not part of LATS listed herein) can also be indicated by the bidder in the table above. It is however necessary that the strengths indicated above are clearly brought out in the technical bid documents and the presentation. For e.g., if the bidder had indicated Bootcamp for IoT in Bengaluru as its strength, the number of such bootcamps organized & their details should be indicated in the technical bid.

Annexure 3: Financial Bid

Location	Activity	Domain/Technology	Sector	Quote	
				In figures	In Words

- Insert one row for one combination of LATS.
- Evaluation & Empanelment shall be as per explanation in section 4.
- Taxes shall be paid extra on actual basis based on production of invoices/supporting documents.

1. Bootcamp

The Bootcamp program's objective shall be to get start-ups ready to fine-tune their business plan, pitch to investors successfully and raise money. Startups will learn from experts about the nuances of raising external funding including scaling-up vis-à-vis breaking even, Unit economics, etc. Start-ups will work with mentors, seasoned entrepreneurs and business leaders in small, focused groups and gain insights on how to take business to the next level.

Duration: 20 hours spread over 1 to 2 weeks.

Participants: Start-ups (max 5 startups , max 2 participants from each startup), STPI (max 2 participants)

2. Mentoring

Focused & specific mentoring on a particular technology (e.g. AI), sector (e.g. Agriculture) or function (e.g. 'raising fund' or 'pitching')

Mentoring sessions may be conducted by:

- A. Technology experts
- B. Angel investors & VCs
- C. Founders of start-ups which have reached certain level of maturity and on track to become the next unicorn.
- D. Founders of unicorns
- E. Legal experts.

Duration: 5 hours spread over a week.

Participants: Start-ups (max 5 startups, max 2 participants from each startup), STPI (max 2 participants)

3. Networking Events

A small to medium scale event which brings Govt., industry, academia, investors & other valuable partners of start-up ecosystem on a common platform thereby enabling start-ups to connect & associate with most appropriate individual or agency.

Duration: 4 hours

Participants: 50 to 100 from Govt., industry, academia, investors

4. Hackathon/Contest

Hackathon/Contest inviting ideas & applications for sustained innovation, crowd source solutions for specific domain/focus area or pressing real-life business problems and societal issues. It shall be a time-bound competitive event where participants may collaborate to build proofs of concept and minimum viable

products or get selected for incubation / acceleration at STPI CoEs or within NGIS. In order to attract maximum participation, wide publicity shall be required which shall include but not be limited to the following:

- Press releases and PR measures
- Social Media campaigns - Twitter, Facebook, Instagram post, Ads
- One-on-one communication with incubators, accelerators, academic institutes etc.
- Road shows & events

Duration: 1 to 2 months (including outreach before launch and actual contest inviting applications)

Note: Applications will be invited online via the centralized contest portal of STPI.

5. Startup valuation

Detailed analysis & documentation on valuation of a particular start-up & recommendation for fund release based upon

- Founders' credentials
- Existing investors & term sheets
- Past funding raised & their instrument types thereof (cash, convertible debt, debentures)
- Growth potential
- Other relevant parameters

6. Training & Workshops

Hands on training / workshop on a particular domain / technology (e.g. designing PCBs for IoT devices)

Duration: 5 hours spread over a week.

Participants: Start-ups (max 5 startup, 1 or 2 participants from each startup), STPI (max 2 participants)

7. Report creation

A detailed report (minimum 25 pages) on a particular technology, domain or sector which includes the following:

- Past Commercial Trends – Global & domestic
- Future Commercial Potential - Global & domestic
- Potential for innovation
- Impact on economy, employment, foreign exchange

8. Due diligence

Comprehensive due diligence on the overall health of one beneficiary start-up including but not limited to:

- current legal standing
- innovation quotient
- market potential

This shall enable concrete decision-making ranging from whether the start-up is worthy of being continued as beneficiary of CoE/NGIS on one end of the spectrum to whether the start-up is worthy of being provided internal/external funding (and how much) on the other.

9. Market & Customer Connect

An event or one-to-one session which provides opportunities to start-ups to increase its customer base. An event shall have participation of at least 25 potential customers for a beneficiary start-up. In case of one-on-one sessions, 10 such sessions shall be treated as a unit for purposes of financial quote.

- A. Customer engagements/meetings
- B. Product team interactions
- C. Marketing and events exposure
- D. Blogs, social media, Public Relations and Analyst Relations
- E. VC introductions and engagements

10. Demo days

Helping startups for Demo day's preparation which shall include pitch presentations.

11. IP support

Providing end to end support for obtaining & filing of IP, Patent, copyright, trademark and other ownership rights.

12. Certifications / Homologations

Providing end to end support for obtaining specific Certifications and/or Homologations (like DIPP Certification, STQC Security Certification or any other industry or govt approved certification/homologations) which is of direct benefit to the start-up's product/service.

13. Share Holding Agreements:

Providing end to end support for shareholding agreements with start-ups from drafting to vetting to signing.

14. Regulatory, Statutory, Taxation & Legal Facilitation

Providing end to end support for any regulatory, statutory, taxation & legal facilitation to start-ups right from incorporation of company to going public.