

Embassy of India
Muscat

No. MUS/COM/209/1/2024

21 November 2024

REQUEST FOR PROPOSAL

Subject: Invitation of Bids for preparation of Report
on the Mining sector in the Sultanate of Oman.

The Embassy of India, Muscat invites Bids from Consultants / Consulting firms for preparation and printing of a Market Report on the Mining sector in the Sultanate of Oman for the benefit of Indian companies seeking to trade or invest in the Sultanate.

I. Scope of Work

2. The Report should be a compendium prepared in simple and concise language collating information on the Mining sector in Oman from a prospective investor's point of view. Information collated should include:

(i) Background information on the mining sector in Oman [estimated mineral deposits, lifespan of mines etc.]

(ii) Sultanate's policy [whether a mining code has been set out, whether it is an open or restricted sector, which minerals are available for foreign investment, conditions to be met by a foreign investor, incentives offered, investment barriers, support for export / local processing of metallurgical grade ore, etc.]

(iii) Oman's import / export policies for minerals and mining resources including relevant trade statistics.

(iv) Regulatory compliances [environmental, labour etc.]

(v) Local registration procedures, contact points of regulators, industry associations etc.

(vi) Setting up Business in Oman [Entry options, Location Identification, Approvals and Construction - Setting up Business, Taxation overview, Export Import policy]

(vii) Point of Contact / Helpdesk for Investing in Oman.

(viii) List of reputed lawyers / law firms in Oman dealing with investments and commercial matters.

(ix) Existing Omani and foreign investments [including Indian] in the mining sector in Oman.

II. Eligibility Criteria

(i) In the case of an individual consultant, he / she should possess at least 5 years experience of working in a senior position in a mining company in the Sultanate of Oman.

(ii) In the case of a consulting firm, the firm should possess all necessary registration and certifications required under the local regulations of the Sultanate of Oman with work experience of at least 5 years.

(iii) Work experience should be listed while submitting the Technical bid. To the extent possible, proof of work experience with previous clients should be enclosed with the Technical bid.

III. Queries before submission of Bids

(i) Queries from prospective bidders shall be received and responded to only through email addressed to sscom.muscat@mea.gov.in

IV. Submission of Bids

(i) Bids are to be submitted in **two separate sealed envelopes** superscribed on the top with the words “Technical Bid for Report on the Mining sector in the Sultanate of Oman” and “Financial Bid for Report on the Mining sector in the Sultanate of Oman” respectively. The bidder’s full name and contact details (postal address, email and telephone) should appear on the bottom of both the envelopes. The envelopes should be addressed to Second Secretary (E&C), Embassy of India, Muscat.

(ii) The two sealed envelopes should be put together in a larger sealed envelope addressed to Second Secretary (E&C), Embassy of India, Muscat, superscribed on the top with the words “Submission of Bids”. The bidder’s full name and contact details (postal address, email and telephone) should appear on the bottom of the larger sealed envelope.

(iii) The Financial bid shall indicate breakup of the following two components, viz., (1) Service cost for collating information for the Report & (2) Cost for printing of 10 (ten) Reports and

supply of 20 (twenty) USB Drives with the approved version of Report.

(iv) The templates at Annexures I and II are to be submitted with the Technical bid. The template at Annexure III is to be submitted with the Financial bid.

(v) Bids may be sent by hand in person or by courier / speed post. Bids received by fax / email shall not be accepted.

(vi) Bids received after the closing date and time as indicated in the tender notice shall not be accepted [See VII. Timeline of Bidding Process].

V. Earnest Money Deposit

The Earnest Money Deposit (EMD) of **OMR 100/- (Omani Rial One hundred only)** in the form of Account Payee Demand Draft / Pay Order / Bank Guarantee drawn in favour of "Embassy of India, Muscat" is required to be submitted along with the technical bid, inside the technical bid envelope. Bids submitted without the EMD would be summarily rejected from the bidding process.

VI. Evaluation of Bids

(ii) Evaluation of Bids would be done on the basis of Quality and Cost Based Selection (QCBS).

(iii) The minimum qualifying score for the quality of technical proposal is 5 (out of a maximum score of 10).

(iv) The relative weightage to be given to the quality of technical proposal vis-a-vis cost (financial bid) is 70:30.

(v) The proposal with the highest weighted combined score (quality and cost) shall be selected.

VII. Timeline of Bidding Process

Event	Date	Time (Oman)
Date of Publishing of RFP	21/11/2024	1500 hrs
Bid submission – Starting date	24/11/2024	1500 hrs
Answering of queries from prospective bidders	Upto 1/12/2024	1200 hrs
Consolidated replies to prospective bidders	1/12/2024	1500 hrs

Bid submission – Closing date	16/12/2024	1500 hrs
Technical Bid – Opening date	17/12/2024	1500 hrs
Financial Bid – Opening date	To be intimated later	-

VIII. Opening of Bids

(i) Bids shall be opened on the date and time indicated at VII above [Timeline of Bidding Process] in the presence of authorized representatives of the consultants / consulting firms, who may wish to attend. Financial bids of only those consultants / consulting firms who have qualified in the technical bid stage shall be considered.

IX. Execution of work

(i) The winning bidder will need to complete the task strictly within 2 months of award of work.

(ii) The winning bidder has to provide 10 (ten) printed copies of the Report and 20 (twenty) soft copies in USB drive of the approved version of Report.

IX. Terms & Conditions

(i) The consultants / consulting firms will be shortlisted for participation in the Tender on the basis of their Technical bids. The Financial bids of only the eligible consultants / consulting firms will be considered.

(ii) All submitted bids shall be confidential and shall remain with the Embassy.

(iii) The Embassy reserves the right to reject any bid without assigning any reasons.

(iv) The Embassy reserves the right to accept or reject any or all the Tenders or withdraw / cancel the Tender for any reasons whatsoever after publication of Tender / award of contract.

XI. Contact details for submission of Bids

(i) Interested bidders may forward their Bids [Technical and Financial bids in separate sealed envelopes. Both the bids to be put within a larger sealed envelope] on or before 16 December 2024 to:

Second Secretary (E&C)
Embassy of India, Muscat
Diplomatic Area, Jamiat Al Dowal Al-Arabia Street,
Diplomatic Quarters, Al-Khuwair, PO Box No. 1727,
Postal Code 112, Ruwi, Sultanate of Oman

Parvati Nair
Second Secretary (E&C)
Embassy of India, Muscat
Email: sscom.muscat@mea.gov.in

Annexure - I

[To be submitted with Technical bid]

To,
Second Secretary (E&C)
Embassy of India
Muscat

Sub: Technical bid for commissioning of Report on
the Mining sector in the Sultanate of Oman.

Dear Sir / Madam,

I / We, representative (s) of M/s _____
solemnly declare that:-

- (a) I / We are submitting Technical bid for commissioning of Report on the Mining sector in the Sultanate of Oman against Request for Proposal Notice No. MUS/COM/209/1/2024 dated 20 November 2024.
- (b) All information furnished by me / us in respect of fulfilment of eligibility criteria and other information given in this tender is complete, correct and true.
- (c) All documents / credentials submitted along with this tender are genuine, authentic, true and valid.
- (d) I / We have not been banned / de-barred by any Government or quasi Government agencies or Public Sector Undertakings.

(e) If any information or document submitted is found to be false / incorrect, Embassy may cancel my / our Tender and may take any action as deemed fit including termination of the contract, forfeiture of all dues and blacklisting of my / our firm and all partners of the firm.

(f) All the terms and conditions of the Request for Proposal are acceptable to us.

(g) Earnest Money Deposit (EMD) of OMR 100/- (Omani Rial One hundred only) in the form of Account Payee Demand Draft / Pay Order / Bank Guarantee drawn in favour of "Embassy of India, Muscat" is attached with the Technical bid offer.

Yours sincerely,

(Signature of Tenderer with company seal)

Place:

Date:

Annexure - II

[To be submitted with Technical bid]

CONTACT DETAILS FORM

Bidder's description format summary

Name of the Bidding firm	
Name of Partner(s) & Nationality	
Name of the Authorized Signatory Nationality Passport No.	
Email ID	
Telephone	
Fax	
Year of Incorporation	
Registration number	
Service Tax number	

Registered Office with address and contact details	
Branch Offices, if any (with address and contact details)	
Average annual turnover in the last five financial years	
Total staff strength with nationality of employees	
Total Technical staff percentage	
Nationality of staff working in company and to be deputed for work	
Details of key personnel of the bidding company (with ID proof / supporting documents)	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.

Annexure - III

[To be submitted with Financial bid]

To,
Second Secretary (E&C)
Embassy of India
Muscat

Sub: Financial bid for commissioning of Report on
the Mining sector in the Sultanate of Oman.

Dear Sir / Madam,

In response to the Request for Proposal Notice No. MUS/COM/209/1/2024 dated 20 November 2024, I / We (Name of the company) propose to undertake the work for preparation of Report on the Mining sector in the Sultanate of Oman at a total cost of OMR _____ (amount in figures and words) payable after completion of the work. The cost is inclusive of all taxes and rates.

2. The breakup of the total cost of OMR _____ mentioned in paragraph 1 is as under:

- (i) Service cost for collating information for the Handbook (indicate cost).
- (ii) Cost for printing of 10 (ten) Reports and supply of 20 (twenty) USB Drives with the approved version of Report (indicate cost).

3. The Financial bid submitted by me / us is valid for a period of six months.

4. I / We are bound by this offer if the Tender is awarded to me / us.

For and on behalf of:

Signature (Authorized Signatory)
Designation

Place:

Date: