

<b>Course title:</b> Bidding System Management				
<b>Course code:</b> <b>BSI 181</b>	<b>No. of credits:</b> 1	<b>L-T-P distribution:</b> 14-0-0	<b>Learning hours:</b> 14	
<b>Pre-requisite course code and title (if any):</b>				
<b>Department:</b> Department of Business Sustainability				
<b>Course coordinator (s):</b> Dr Kaushik R Bandyopadhyay			<b>Course instructor (s):</b> Mr. Mohit Sinha	
<b>Contact details:</b> mohitsinha@hotmail.com				
<b>Course type</b>	Core	<b>Course offered in:</b> Semester 1		
<b>Course description</b> The course is divided into eight modules. Planning for infrastructure projects is a multi-stage process and bidding is an important as well as a challenging stage in this process. This course is designed to apprise students of the complete bidding management system. The course would help them to understand various aspects of bidding management including legislative and regulatory framework for procuring projects, planning for inviting bids, standard bidding documentation as well as evaluation and final acceptance.				
<b>Course objectives</b>				
<ul style="list-style-type: none"> <li>▪ To help students learn the procedures as well as practices of bidding process for infrastructure projects.</li> <li>▪ To make the students understand institutional and legislative framework for bidding management in the Indian context.</li> <li>▪ To ensure that the students become aware of and capable of handling problems encountered in bidding management.</li> </ul>				
<b>Course content</b>				
<b>Module</b>	<b>Topic</b>	<b>L</b>	<b>T</b>	<b>P</b>
1.	<b>Module 1: Need for a robust bidding system</b> Infrastructure projects in India: sources of finance, parliamentary control International infrastructure projects: mechanisms, procedures, principles Legislative and institutional framework in Indian context for procuring infrastructure projects; transparency in public procurement	2	0	0
2.	<b>Module 2: Infrastructure projects– packets of uncertainties</b> Factors contributing to high uncertainty: large scope, myriad of stakeholders resulting in social and geographical dislocations of populations, long lead/gestation, negative surprises including natural disasters Government rules, procedures and legislative framework for dealing with the same	1	0	0
3.	<b>Module 3: Planning for inviting bids (key driver for on-time project implementation)</b> Planning from drawing board to commissioning: land acquisition, mining, forest, environmental clearances, scanning the market for possible companies with relevant experience, skills and resources for the work/project; differences between state level and union level of bidding.	1	0	0
4.	<b>Module 4: Standard bidding documents and some essential ingredients</b> International best practices; International Federation of Consulting Engineers (FIDIC); Introduction to drawing standard bidding documents; eligibility requirements; qualifying criteria; preparation of bidding document; definitions and interpretations; scope of project; obligations of contractors; obligations of authority; representations and warranties of contractor and authority; performance security; right of way; design and construction of project – design and drawings; utilities / roads/trees and new utilities; quality assurance, monitoring and supervision; completion certificate; change of scope; defect	2	0	0

	liability; financial covenants – contract price, advance payment; form of bank guarantee; stage payment, procedure for estimating payment for works, payment for damages, final payment certificate; price variation clauses; change of law; General Conditions of Contract; special Conditions of Contract; mechanism for resolution of disputes; legal vetting of draft contract documents etc.			
5.	<b>Module 5: Invitation of Expressions of Interest</b> Advertising - expression of interest and publishing draft bid documents for interested bidders; joint site visits, geological and other technical data viz geotechnical data, meteorological specifics, flood data, etc, Prebid conference, interacting with bidders and addressing of their concerns / anxieties. Due consideration of points raised and issue of suitable amendments / corrigenda. Empirical price variation clauses, etc.	2	0	0
6.	<b>Module 6: Invitation of bids</b> Notice inviting tenders/bids in newspapers, websites, emails; sufficient time to bidders; Earnest money- amount & forms in which accepted; Opening of tenders- Public opening; Tender Opening Committee; Attendance of persons attending bid opening, Single packet vs double packet systems.	2	0	0
7.	<b>Module 7: Evaluation of bids – technical bids and price bids</b> Nominations of Bid / Tender Evaluation Committee; Members to declare conflict of interests - if any; Free and fair evaluation; Verification of credentials of bidders; Non-material nonconformities and material nonconformities; List of qualified bids; Opening of 2nd packet - price bid; Advance notice to bidders; Date, time, venue; Public opening of bids by nominated bid opening committee; Evaluation of lowest bid by bid evaluation committee; Discussions of reasonableness of rates; selection of L1 bid; Selection of lowest bid; non L1 acceptance criteria.	2	0	0
8.	<b>Module 8: Acceptance of bid– signing of contract agreement</b> Letter of acceptance (LOA); Contract agreement; Signing of contract-formats, Mobilisation and other Advances; Publishing on internet; Right to Information Act.	2	0	0
	<b>Total</b>	<b>14</b>	<b>0</b>	<b>0</b>
<b>Evaluation criteria</b>				
<ul style="list-style-type: none"> <li>▪ Quizzes / Assignments 40%</li> <li>▪ End-term 60%</li> </ul>				
<b>Pedagogical approach</b>				
A combination of class-room interactions and assignments with special emphasis on case studies and real life examples.				
<b>Materials</b>				
<ol style="list-style-type: none"> <li>1. Fast Track Bid Management by Lee Lister</li> <li>2. The Bid Manager’s Handbook by David Nickson</li> </ol>				
<b>Additional information (if any)</b>				
<b>Student responsibilities</b>				
Attendance, feedback, discipline, guest faculty etc.				

**Course reviewers:**

1. Mr. P Ghosal, AmarUjala
2. Mr. C Das Gupta, Former ED, IOL