STATE URBAN DEVELOPMENT AGENCY

D-Block, Fourth Floor, Indravati Bhavan, Naya Raipur,
Phone 0771-2222405
E-mail: osd.suda@gmail.com

Request for Proposal (RFP)

For

"Selection of consultant for Preparation of DPR including PMC for implementation of affordable housing in partnership (AHP) in various clusters of Chhattisgarh state"

UNDER

PRADHAN MANTRI AWAS YOJANA

HOUSING FOR ALL MISSION

Name of Cluster.....
Issued to M/s.....
Price of RFP document. Rupees five thousand only (Rs 5,000/-)
Payment received vide Demand Draft no./cash receipt no. .....
Name of bank issuing Demand Draft ……
Signature and seal of issuing officer: CEO, SUDA, Naya Raipur

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D-Block, Fourth Floor, Indrawati Bhavan, Naya Raipur (C.G.) - 492002
Phone 0771-2222405 E-mail: osd.suda@gmail.com

No./9/SUDA/2016 Naya Raipur Dated: 16/05/2016

Notice Inviting Request for Proposal

Separate proposals are invited from reputed Agencies/Consultants for **Preparation of DPR as per guidelines issued by Govt. of India for following works: 1) Slum Redevelopment using land as resource on PPP basis. 2) Affordable Housing for Beneficiaries of Untenable Slum and Non-Slum Area** for each cluster separately (Total 08 cluster) which covers 36 ULB under the **Pradhan Mantri Awas Yojana – Hosing For All Mission.**

The Proposal along with required documents for separate work for each Cluster should be submitted to C.E.O. SUDA by Speed Post/Registered Post latest by **16/06/2016** Up to 4 P.M. along with EMD as mentioned in Annexure - 'A'. The Information Docket cum RFP form can be downloaded from web site **http://www.uad.cg.gov.in/.** EMD and Rs. 5,000/- as Cost of RFP docket shall be submitted in the form of Bank DD/FDR Draft of any Nationalized/Schedule Bank drawn in favor of C.E.O., SUDA, payable at RAIPUR. The C.E.O., SUDA reserves the right to Change the terms & Conditions; select/reject any application without assigning any reason thereof.

In general the consultant shall be selected for one cluster only but any successful bidder may be allotted more than one cluster if bidder founds capable in terms of technical & financial as prescribed under eligibility criteria. All the amendment/corrigendum or related information regarding this RFP process will be published on departmental website only, so hereby prospective bidders are advised to visit the same on regular basis.

Chief Executive Officer
State Urban Development Agency,
Naya RAIPUR (C.G.)

1. Disclaimer

The information contained in this Request for Proposal ("RFP") document provided to the Bidder(s), by or on behalf of State Urban Development Agency for their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for SUDA, their employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice from appropriate sources. SUDA, their respective employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document.

SUDA may, in their absolute discretion, but without being under any obligation to do so, update, amends or supplements the information in this RFP document. Updated RFP document will only available in referred departmental website.

2. Key Information and Event Schedule

"Selection of consultant for Preparation of DPR including PMC for implementation of affordable housing in partnership (AHP) in various clusters of Chhattisgarh state"

Web Address to download the RFP	**http://uad.cg.gov.in/**
Last Date of Receipt of Pre-Bid Query	**Date: 28/05/2016** Bid Query shall be sent through mail only in osd.suda@gmail.com
Date of Pre-Bid Meeting	**Date: 1/06/2016; Time: 1500 hrs** State Urban Development Agency, Block-D, 4th floor, Indrawati Bhavan , Naya Raipur, C.G.-492002
Date of Issue/Uploading of Final RFP Submission	**Date : 06/06/2016**
Last date and time of Submission of Bid (Bid Due Date)	**Up to Date: 16/06/2016** **Till 16:00 hrs**
Mode of Submission of RFP	**Through speed post /registered post/courier only.** **Note:- No drop box facility will be available.**
Opening of Technical Bid	**At 16:30 hours on Date 16/06/2016**
Date of opening of Financial Bid	To be intimated later to the technically qualified bidders.
Duration of services:	Till the completion of project.
Cost of RFP Document	Rs. 5,000/-Demand draft in favor of CEO, State urban development agency, payable at Raipur, for each cluster Separately.
Earnest Money Deposit	Refer (ANNEXURE A) which should be in form of FDR with Proposal of Consultants for each cluster In favor of C.E.O. State Urban Development Agency, Payable at Raipur, Chhattisgarh.
Validity of proposal	120 Days.
Selection Process	As per RFP.
Representative/Contact Person of SUDA, for further information	• Mr. M.P. Goswami, OSD (P) – osd.suda@gmail.com Ph. No. – 0771–2222405 • Ashish Kumar Bharati Mob.- 8602520703 • Ajay Wankhade Mob.-9165388255
Evaluation Criteria	As per RFP
Address where Bidders must sent proposal	Chief Executive Officer, State Urban Development Agency, Block-D, 4th floor, Indravati Bhavan , Naya Raipur, C.G.-492002

Note:

1. The date of opening of the Financial Bids & Presentation will be intimated to the Qualified Bidder/s 7 days before date of presentation through EMAIL or Telephone.

2. SUDA reserves the right to make changes to the Schedule of Bidding Process. Please visit referred website for the same.

3. Amendment of Proposal Documents

The amendments in any of the terms and conditions including technical specifications of this Document will be notified by publishing it on Departments official website ***www.uad.cg.gov.in*** ***only*** and will be binding on them, it is therefore all bidders are required to regularly visit official website.

4. Introduction

Pradhan Mantri Awas Yojana (PMAY)

The Ministry of Housing and Urban Poverty Alleviation (MoHUPA) has launched "Housing for All" Mission through Pradhan Mantri Awas Yojana for Urban Area to be implemented during 2015-2022 as a Centrally Sponsored Scheme. The credit linked subsidy under the Mission, will be implemented as a Central Sector Scheme.

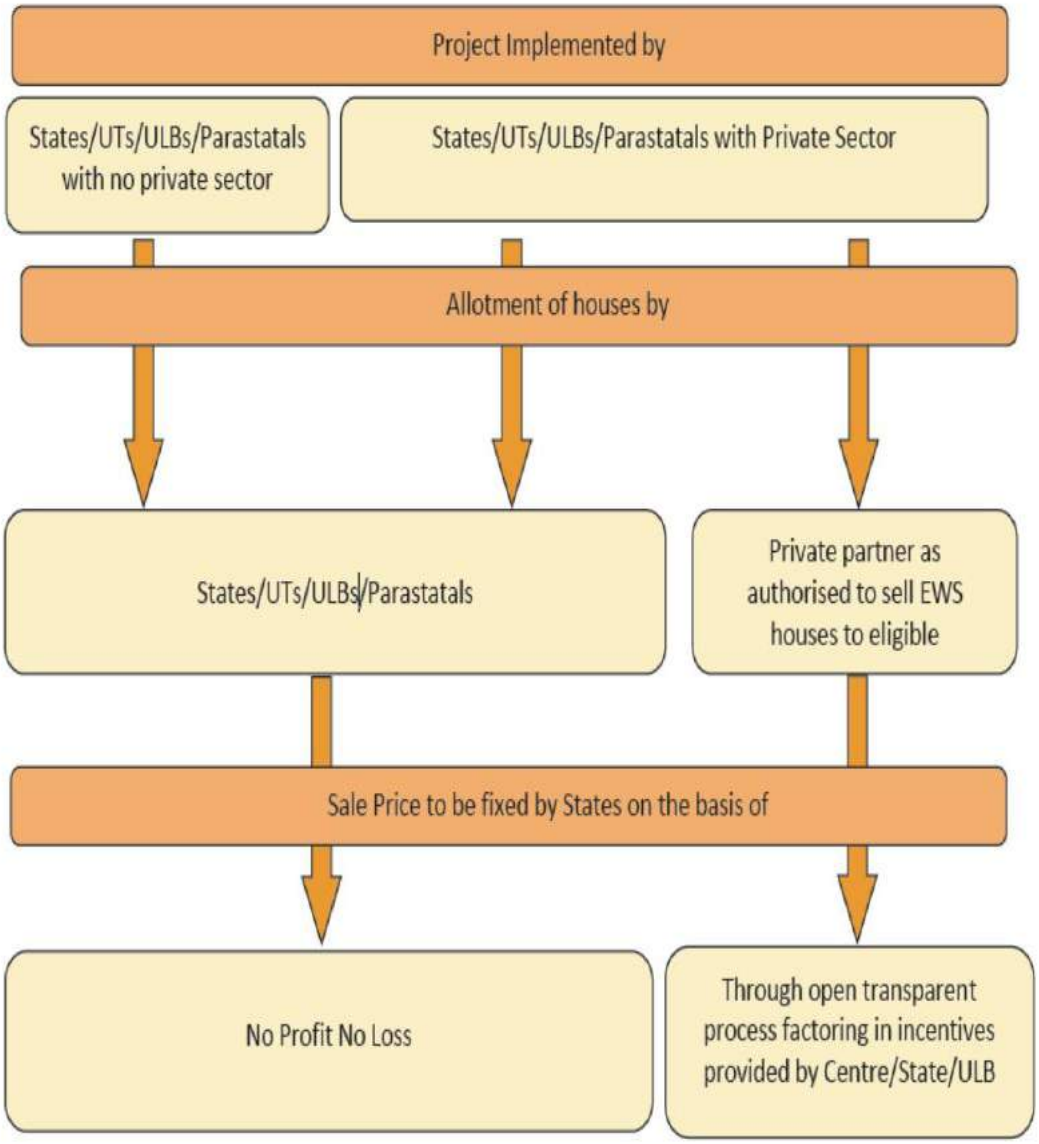
The Mission seeks to address the housing requirement of urban poor including slum dwellers through following program verticals:

1) Rehabilitation of slum dwellers with participation of private developers using land as a resource
2) Promotion Affordable housing for weaker section through credit linked subsidy,
3) Affordable housing in partnership with public &private sectors, and
4) Subsidy for beneficiary-led individual house construction.

The Mission is proposed to be implemented in 3 phases namely

- Phase – I - 2015-2017 - covering 100 cities
- Phase – II - 2017-2019- covering 200 more cities
- Phase – III - 2019-2022 - covering all remaining cities

Flow chart for the affordable housing under program vertical 3 is shown below:-



For the **"Preparation of DPR Including Bid Process Management for Selection of consultancy agency and PMC for implementation of affordable housing in partnership (AHP) in various cities of Chhattisgarh state"** The consultants will carry out a multi-stage exercise to formulate the DPR under Pradhan Mantri Awas Yojana in close collaboration with each ULB and SUDA. Consultants shall carry out the tasks under the assignment as per the Pradhan Mantri Awas Yojana Scheme Guidelines published by MoHUPA.

There are 36 cities of Chhattisgarh state selected for PMAY (HFA) mission 2022, and these cities have been divided in to 8 clusters. As per the directions of MoHUPA cities will be covered with their planning area for preparation of DPR.

Following is the list of cities with their clusters, city population, slum population and proposed approximate amount for preparation of DPR with respective EMD in Annexure A.

5. Annexure A: List of Clusters with EMD amount

Annexure – A

State Urban Development Agency, Chhattisgarh, Naya Raipur					
EMD For DPRs of Affordable Housing Projects (AHP)					
					(Rs. In Lacs)
Sr. No.	Name of Cluster	Name of City, Populations & Households under Cluster		Cluster Pop	EMD
		Name of City	City Pop.		
1	2	3	4	5	6
1	Raipur	Raipur (Including Naya Raipur)	1127264	1235511	6.00
		Birgaon	96294		
		Mana Camp	11953		
2	Bhilai	Bhilai	627734	1014932	4.00
		Bhilai-Charoda	98008		
		Durg	268806		
		Ahiwara	20384		
3	Rajnandgaon	Rajnandgaon	163114	233419	2.00
		Balod	23648		
		Kawardha	46657		
4	Bilaspur	Bilaspur	365579	501966	4.00
		Champa	45256		
		Janjgir-Naila	40561		
		Pendra	14120		
		Mungeli	36450		
5	Raigarh	Korba	365253	515272	3.00
		Raigarh	150019		
6	Ambikapur	Ambikapur	121071	296191	2.00
		Chirimiri	85317		
		Manedragarh	33071		
		Baikunthpur	28431		
		Jashpur Nagar	28301		
7	Dhamtari	Dhamtari	101677	289103	2.00
		Bhatapara	57537		
		Bagbahara	19529		
		Balodabazar	26632		
		Gobranawapara	29315		
		Mahasamund	54413		
8	Jagdalpur	Kondagaon	30921	281055	2.00
		Kanker	37442		
		Narayanpur	22106		
		Jagdalpur	125463		
		Badi Bacheli	21435		
		Bijapur	16129		
		Dantewada	13633		
		Sukma	13926		
Total					25

6. Terms of Reference (TOR) & SCOPE of Services

1. GENERAL

The SUDA (State Urban Development Agency) seeks the services of qualified technical firms for "Preparation of DPR Including Bid Process Management for Selection of Developers and PMC for implementation of affordable housing in partnership (AHP) in various cities of Chhattisgarh state" -2022, for identified 8 clusters with 36 cities including their planning area.
The Terms of Reference "**TOR**" for this assignment are specified below:

2. SCOPE OF WORK

Brief Description of Task

The Consultant will carry out the following assignment for implementation of affordable housing for untenable and non slum of identified cities in clusters including their planning area based on guideline of PMAY–HFA mission of GoI, MoHUPA, and any changes or revision in guideline thereof.

PART A:-

1. Engineering surveys like geological survey, topography survey, and soil investigations (type of soil and its bearing capacity).
2. Consultant shall provide detail layout and working drawing for building and infrastructure.
3. Consultant shall provide structural drawing and building structural drawing must be approved from any govt. institution.
4. Detail Estimate of project cost shall be provided as per applicable SOR.
5. Consultant shall recommend suitable implementation strategy including Road Map, PERT/CPM etc.
6. To prepare the detail project report and shall revise/modify as per requirement of ULB/SUDA to be sanction as per scheme guide line.
7. To prepare Bid Document and its process management for selection of

developer/construction agency.

8. To assist ULB as PMC for implementation of the sanctioned affordable housing project.

9. Consultant shall prepare environmental impact assessment and required reports and document for NOC/ approval required from Chhattisgarh environmental conservation board.

10. During the appraisal and approval process of the DPR consultant shall assist SUDA in various presentations and meeting at both State and Central Government Departments.

Part B

Scope of work(PMC) :-

1. The Project Management Consultant shall also carry out a scrutiny / technical audit of the reports, drawing, designs, estimates, BOQ etc prepared by the Consultant/ Contractor such as Site survey, evaluation and analysis including soil investigation, topography survey, Site levels taken etc.

2. The Project Management Consultant shall be responsible for Design/Drawing/Reports/Review, supervision, quality assurance and adherence to approved tender cost of the projects during execution & implementation of works at site. The Consultant shall also be responsible for Design/Drawing/Reports/Review, checking the layouts, site surveys, levels, taking measurements, checking and certifying contractor's bills.

3. Ensure proper establishment of field laboratories/quality control, equipments on site by contractors to conduct tests on equipments/materials/mixes being used for constructing such as Motor Pumps, electrical/mechanical equipments and installations, cements, steel, bricks, mortars, concretes etc. Essential gauges, instruments etc. should be got calibrated periodically. The Project Management Consultant shall maintain necessary site records and obtain data in support of the same. They shall carry our field and laboratory tests on equipments and materials of construction as per the applicable codes practice of construction and maintain adequate records thereof.

4. PMC would help in preparing Tender Documents, Tender Evaluation, Pre Bid meetings for the Bids related to the projects.

5. The monthly Progress Report shall contain details of all meetings, decisions taken therein, mobilisation of resources (contractor), detailed compliance report of each activity, progress and the projected progress for the forthcoming periods. The Report shall clearly bring out the delays, if any reasons for such delay(s) and the recommendations for corrective measures. The report shall also include the photograph of the activities being done at the site. The report should also include safety audit and Environmental safeguard audit report on the contractor's performance on these aspects.
6. Final Report: The consultant will prepare a comprehensive final completion report after completion of the work. The report shall incorporate summary of the method of supervision performed, problems encountered and solutions undertaken thereon and recommendations for future projects of similar nature to be undertaken by the employer.
7. The Consultant shall carry out scrutiny and assist in processing of tender documents for the various works under the project incorporating all statutory / mandatory provisions in respect of labour laws, taxes/ levies etc as per relevant rules, and obtaining approval from SUDA. The Consultant shall assist SUDA in Tender Process Management which shall include pre tender meetings, compilation of queries, preparation of draft response, opening and evaluation of tenders, negotiations if required and signing of agreement etc. Approval/comments on all such documents must be provided within 07 days of received documents.
8. The Consultant shall be responsible for the day to day supervision of construction works at site, quality control, taking measurements, entering measurements in the Measurement Books certifying and finalizing the bill of contracts, handing over completed works and attend to audit queries & all arbitration / litigation cases with respect to the project.

9. The Project Management Consultant shall check and finalize contractor's detailed program of activities commensurate with the tender provisions, requirement of labor, materials & samples and delivery of products requiring long lead-time procurement in context of full filling the Approved Detailed Project Completion Schedule.
10. The Project Management Consultant shall conduct preliminary interaction with the contractor and shall liaison with the design consultant/ proof checking consultant to ensure timely release of drawings well in advance as per the requirement.

11. The Project Management Consultant shall give particular attention on construction at various stages of construction work, while finalizing the design /details of the construction drawings. The Project Management Consultant shall also ensure that all the drawings are coordinated drawings incorporating all services etc required for execution purpose.

12. The PMC shall avoid cropping up of Extra items/ substituted items and deviations should strictly be avoided. However, in unavoidable circumstances for extra items/substituted items and deviation the necessary statement duly supported by justification and analysis of rates shall be submitted as per PWD norms & format along with consultant's recommendations for extra/substituted items. The Consultant shall suggest modifications, if any, due to site conditions and submit the recommendations along with cost variations on account of the same.

13. The Project manager / team leader of PMC shall be responsible for the planning and monitoring progress by using modern methods of control such as computerized PERT / CPM (either by Primavera or MS-Projects), submission of progress reports of work executed monthly. Both financial and physical progress reports with reference to prefixed targets as per the approved Detailed Project Completion Schedule will be prepared. Constant review of progress within present time and cost parameters will have to be done. The consultant shall suggest improvements from time to time. The consultants inform ULB/ SUDA of the progress of the project vis-à-vis PERT/CPM controls on a fortnightly basis**.**

14. The Project Management Consultant shall ensure the contractual obligation such as implementation of Labour laws, environmental/safety management system obligations and other statutory regulations are adhered during the construction to completion stage.

15. The Project Management Consultant through the PMC shall ensure adherence of safe working procedures at construction site and conduct safety audit at site and shall submit monthly safety audit reports to the SUDA non-adherence to the safety instruction, unsafe practices followed by the contractor if any and shall report any accident and its analysis with recommended preventive and corrective actions.

16. The PMC shall submit monthly compliance of environmental safe guard measures implemented by the contractors.

17. The Project Management Consultant shall be responsible for assessing, verifying and sending replies to the day-to-day issues raised by the contractors during the execution of work or after completion of the work. However, in case of any claims with financial implication, approval of ULB/SUDA shall be obtained. Nothing extra will be paid to the PMC for such works.

18. The Project Management Consultant shall provide all technical services/ guidance/ advice as may in any way relate to or arise out of the construction of the said work as have been entrusted to the Project Management consultant by ULB/SUDA.
19. The Project Management Consultant shall prepare a realistic cash flow/ expenses on budget head for the project on available information and update the same as required on a regular basis to reflect the current status.
20. The Project Management Consultant shall keep ULB/SUDA apprised of any delays; keep a hindrance register indicating all details of all such delays which will also be furnished with recommendations for approval of ULB/SUDA for grant of extension of time by ULB/SUDA to contractors.
21. Reconciliation of the quantities for the final bill shall be done by the PMC before the final bill is submitted to ULB/SUDA. The PMC shall ensure that all the test reports /certificates, guarantees, warrantees bonds are obtained.
22. Obtain and submit all the records and the records of any changes made in the works during the progress of works and submit adequate number of completion reports and completion drawings for the project, prepared by the contractor/ consultant incorporating all such changes, duly authenticated as required for obtaining “Completion/Occupancy Certificate" from statutory authorities, wherever required.
23. Submit two soft copies of the entire drawings / documents & two sets of drawings on reproducible paper for the works executed to the Project Coordinator, SUDA.
24. The Project Management Consultant shall maintain complete documentation and render all technical services as may in any way relate to or arise out of the construction of the said work as have been entrusted to the Project Management consultant by ULB/SUDA.
25. The PMC consultant shall make all necessary arrangement for the logistics support required by the team members of the PMC required for the successful completion of the project within the stipulated time period. The consultant will bear all expenses connected to the operation and maintenance of this vehicle including driver's wages overtime and other benefits cost of the fuel, lubricant, repairs and maintenance, insurance, etc.
26. The consultant will prepare a comprehensive final completion report after completion of the work. The report shall incorporate summary of the method of defect liability supervision performed, problems encountered and solution undertaken thereon and recommendations for future projects of similar nature to be undertaken by the employer.

7. ANNEXURE B: Bid Data Sheet (BDS) and Instructions to Consultants

S. No.	Bid Data Sheet
1.	Name of the Client: State Urban Development Agency, Chhattisgarh
2.	Method of selection: Least cost Based Selection
3.	Financial Proposal to be submitted together with Technical Proposal: yes
4.	Title of Consulting Service is:" Preparation of DPR Including Bid Process Management for Selection of consultancy agency and PMC for implementation of affordable housing in partnership (AHP) in various cities of Chhattisgarh state under Pradhan Mantri Awas Yojana" Client Representative: OSD(P)State Urban Development Agency, Chhattisgarh
5.	Proposals must remain valid for 120days after the submission date indicated in this Bid Data Sheet.
6.	The Consultant is required to include with its Proposal written confirmation of authorization to sign on behalf of the Consultant: Yes
7.	Joint Ventures or Consortia are permissible: No
8.	Bidders Eligibility Criteria: Applicable 1) Consultants shall have minimum average annual turnover of **1 Crore** over the last three Financial Years. Consultants must ensure that evidence of eligibility criteria of turnover in the form of audited financial statements for the last three financial years together with the Auditors' Report must be enclosed with their Technical proposal. 2) Consultants should have experienced and executed at least 2 project in the category of similar projects* during last 10 years. Consultants should submit copies of Certificates from client for the same.
	*Category for Similar Projects are:- a) Firm or its team leader/project manager should have experience of preparation and implementation of minimum 2 DPR of project cost 10 crore each/single DPR of project cost 20 Crore for EWS/Affordable Housing Project approved by GOI under RAY, BSUP,IHSDP/State housing board/City development authority/Govt. undertakings organization. . And b) Firm or its team leader/ project manager should have experience of PMC/execution of EWS/affordable housing including infrastructure for minimum project cost of 20 crore.

9.	The Consultant must submit one original copy of the Technical Proposal and one original copy of the Financial Proposal. Financial Proposal shall include quote on percentage basis in the format provided under **Annexure C** The Preparation of DPR for affordable housing in partnership(AHP) under Pradhan Mantri Awas Yojana shall be carried out at the rate quoted in **Annexure C Finance- 2**
10.	Financial and Technical Proposals are to be submitted in separate sealed envelopes and then enclosed in a single sealed envelope.
11.	Financial and Technical Proposals should be clearly marked 'FINANCIAL (or TECHNICAL) PROPOSAL for ["Preparation of DPR including PMC for implementation of affordable housing in partnership (AHP) in various clusters of Chhattisgarh state"] – DO NOT OPEN EXCEPT IN THE PRESENCE OF THE EVALUATION COMMITTEE'.
12.	An EMD must be submitted: Yes
13.	If Yes, the amount of the EMD as per Given in Annexure A. The duration for validity of EMD is 180 days.
14.	Format for EMD will be: Bank draft /FDR favoring the CEO, State Urban Development Agency, Chhattisgarh and drawn on a Scheduled Commercial/Nationalized Bank payable at Raipur.
15.	A Performance Security is to be submitted by the winning Bidder: Yes
16.	If yes, the amount will be 5% of the contract value; this may be provided as 100% FDR or to be deducted from the invoices of the Consultants. FDR will be made in the name of: C.E.O. State Urban Development Agency, Chhattisgarh and drawn on a Scheduled Commercial/Nationalized Bank with a branch in Chhattisgarh
17.	Proposals must be submitted no later than as mention in schedule.
18.	Address for submission of Proposals: State Urban Development Agency, 4th Floor, D-Block, Indravati Bhavan, Naya Raipur, Chhattisgarh, pin code-492002
19.	Expected date for public opening of Technical Proposals: As mention in schedule.
20.	Expected date for public opening of Financial Proposals of qualified bidders: [As mentioned in the schedule]

8. Evaluation of the proposal will be based on the marks given below:-

<table>
<tr><th>S.N</th><th>Criteria</th><th>Score</th></tr>
<tr><td rowspan="2">1.</td><td>Experience of undertaking similar assignments *

a) Firm or its team leader/project manager should have experience of preparation and implementation of minimum 2 DPR with project cost of 10 crore each/single DPR of project cost 20 crore approved by GOI under RAY/ BSUP,/IHSDP/state housing board/city development authority.

<table><tr><td>2 DPR of Project cost 10 cr each or single DPR of 20 crore</td><td>300</td></tr><tr><td>DPR of project more than 20 crore and up to 40 crore</td><td>340</td></tr><tr><td>DPR of project cost > 40 crore</td><td>400</td></tr></table>
and</td><td>300</td></tr>
<tr><td>b) Firm or its team member/ project manager should have experience of minimum 5 PMC/execution of EWS/affordable housing including infrastructure for minimum project cost of 20 crore.

<table><tr><td>Project cost 20 crore</td><td>75</td></tr><tr><td>project cost> 20 crore</td><td>100</td></tr></table></td><td>100</td></tr>
<tr><td>2.</td><td>Experience of Similar Projects as described above for Chhattisgarh state.</td><td>100</td></tr>
<tr><td>3.</td><td>Approach, Methodology and work plan</td><td>150</td></tr>
<tr><td>4.</td><td>Innovative comments on Terms of Reference (ToR)</td><td>50</td></tr>
<tr><td>5.</td><td>Team Structure & Personnel (CVs)</td><td>150</td></tr>
<tr><td>6.</td><td>Team Leader
a) For DPR work- 50
b) For PMC work -100</td><td>150</td></tr>
<tr><td colspan="2">Total</td><td>1000</td></tr>
</table>

***Consultants should submit copies of Certificates from client as documentary evidence for Experience of undertaking similar assignments of each category.**

*** The bidders who will obtain minimum 700 Marks will be considered as qualified bidder for opening of Financial Bid.**

9. Instructions to Consultant

Introduction	1.1 The Consultant is invited to submit a Technical Proposal and a Financial Proposal, as specified in the Bid Data Sheet. The Proposal shall be the basis for contract negotiations and ultimately for a signed Contract with the selected Consultant. 1.2 The Consultant shall bear all costs associated with the preparation and Submission of its Proposal and contract negotiation 1.3 The Client is not bound to accept any Proposal, and reserves the right to annul the selection process at any time prior to award of Contract without thereby incurring any liability to the Consultant. 1.4 Consultant can submit their proposal in all clusters. In case consultant wants to submit their proposal for more than one cluster their eligibility criteria should follow the norms of technical & financial criteria for each submitted cluster, separately.
Eligible Consultant	1.5 A Consultant may be a natural person, private/govt entity as Partnership, Proprietary, or a Company incorporated under Indian Companies Act 1956, which is eligible as per the eligibility criteria's specified in the Bid Data Sheet. 1.6 Government-owned enterprises in India may participate as a bidder only if they can establish that they: a) are legally and financially autonomous, b) operate under commercial law, and c) are not dependent agencies of SUDA, GoCG, MoHUPA, GoI. 1.7 A firm or individual declared ineligible by the Government of India or GoCG or its departments and subsidiaries shall be ineligible to submit RFP provide consulting services under GoCG. 1.8 Consultant shall provide such evidence of their continued eligibility satisfactory to the Client, as the Client shall reasonably request.
Disclosure	1.9 Consultants have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the Consultant or termination of its Contract. 1.10 Consultant must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial standing of the Consultant, including but not limited to appointment of any officer such as a receiver in relation to the Consultant's personal or business matters or an arrangement with creditors, or of any other similar proceedings. 1.11 Consultant's must disclose if they have been convicted of or are the subject of any proceedings relating to: a) a criminal offence or other serious offence involving the activities of a criminal organization, or where they have been found by any regulator or professional body to have committed professional misconduct; b) corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract, with UDED, SUDA or any other donor of development funding, or any contracting Agency; c) Failure to fulfill any obligations in any jurisdiction relating to the payment of taxes or social security contributions.
Anticorruption	1.11. A recommendation for award of Contract will be rejected if it is determined that the recommended Consultant has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question; in such cases SUDA will declare the Consultant and/or members of the consortium ineligible, either indefinitely or for a stated period of time and Consultants will be blacklisted
Only one Proposal	1.12. Consultants should submit one proposal only for each cluster, if a consultant submit more than one proposal for same cluster such proposals shall be disqualified.

Clarification of RFP Documents	2.1 Consultants may request clarification of any of the RFP documents up to a specified number of days before the submission date as indicated in the Bid Data Sheet. Any request for clarification must be sent in writing, including by standard electronic means, to the Client's Representative whose address is provided in the Bid Data Sheet. The Client will respond by standard electronic means within the period specified in the Bid Data Sheet, and will send written copies of the response (including an explanation of the query, without identifying the source of inquiry) to all Consultants who have formally indicated that they intend to submit a Proposal. Should the Client deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure set out under Clause 2.2.
Amendment in RFP Documents	2.2 At any time before the submission of Proposals, the Client may amend the RFP by issuing an addendum in writing, including by standard electronic means. 2.3 Any addendum will be sent to all Consultants who have purchased the RFP Document and will be binding on them. Consultant shall acknowledge receipt of all amendments in writing, including by standard electronic means, in order to remain eligible. 2.4 To give Consultant reasonable time in which to take an addendum into account in preparing their Proposals, the Client may, at its discretion, extend the deadline for the submission of the Proposals, pursuant to Clause 5.32 and 5.33
Preparation of Proposals Language of Proposals	3.1 The Proposal and all related correspondence exchanged between the Consultant and the Client shall be written in the English language. Supporting documents and printed literature that are part of the Proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English (if the Language is other than Hindi), in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.
Cost of Bidding	3.2 The Consultant shall bear all costs associated with the preparation and submission of its Proposal. The Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. 3.3 Alternative experts shall not be proposed, and only one curriculum vita (CV) may be submitted for each position as specified in the Annexure D – TOR and Bid Data Sheet.
Full-time Employees	4.1 It is desirable that the Team Leader or expert proposed as Team Leader is working on contract/ as a regular full-time employee/associated with the Consultant. A regular fulltime employee is defined as a person who, on the date of submission of the Consultant's Proposal: a) is currently employed under a contract or agreement of employment with the Consultant; b) Has been employed by the Consultant for the 6 consecutive months immediately preceding the date of submission of the Proposal. c) is entitled to receive regular remuneration and benefits from the Consultant; and d) Is engaged to work for the Consultant for the number of hours per day and days per year considered the norm in the country of employment or in the country in which the person is assigned.
Instructions for submission of Proposal	5.1 These instructions should be read in conjunction with information specific to the consulting services contained in the Covering Letter, Bid Data Sheet and accompanying documents. 5.2 Proposals must be received before the deadline specified in the Bid Data Sheet to tender. Proposals must be submitted to the address specified on the Bid Data Sheet and delivered on or before the time specified in the Bid Data Sheet.

Documents comprising the Proposal	5.3 Consultant shall submit simultaneously two sealed envelopes, one containing the Technical Proposal and the other the Financial Proposal, unless otherwise specified in the Bid Data Sheet enclosed together in an outer single envelope. The Technical Proposals will be opened at the date and time specified in the Bid Data Sheet. The Financial Proposal will remain sealed and will be held in custody by the client. 5.4 The original Financial Proposals for all qualifying Technical Proposals will be opened in public at a date and time specified in the Bid Data Sheet.
Technical Proposal (see Annexure B)	5.5 The **Technical Proposal** shall contain the following: ***Section 1:*** Covering Letter, **(Form Tech 1);** ***Section 2:*** Experience/ Capacity of Firm to undertake tasks including Eligibility Fulfillment with documentary evidence, Service Tax and Income Tax Registration, Certificate of Financial **Capability (in Form Technical 5),** Audited Balance sheets with Auditors Reports for last three years, Empanelment's and Registrations of Consultant etc.; ***Section 3:*** Project detail sheets outlining previous experience of the firm in similar projects for each type of category mentioned in Bid Data Sheet completed during the last Ten years (in prescribed format) **(Form Technical 2);** ***Section 4:*** Technical Response including general approach, methodology, work plan, personnel schedule, and qualifications to ToR, including charts and diagrams; ***Section 5:*** CVs of personnel to work on this project (in the CV please include name of staff, nationality of staff, profession/designation of staff, proposed position in the team, whether employee of the firm, number of years with the firm, key qualifications, education, experience and languages known), **(Form Technical 3);** ***Section 6:*** List of proposed expert team leader and summary of CV **(Form Technical 4);** ***Section 7:*** Matters not appropriate in any other section. This includes: written confirmation authorizing the signatory of the Proposal to commit the Consultant; Letter of Authorization, disclosures, if any; and Declaration of conflict of interest, if any. Original Copy of the RFP purchased from the Client duly signed by Authorized Signatory as token of acceptance of all the Conditions under the RFP. Section 7 should not include any promotional material, brochures, etc. An authorized representative of the Consultant shall initial all pages of the Technical Proposal. 5.6 No mention of your commercial response should be made anywhere in the Technical Proposal, unless specified in the Bid Data Sheet; no confirmation will result in automatic disqualification of the Consultant's Proposal.
Financial Proposal (see Annexure C)	5.7 The Financial Proposal shall contain the following: ***Section 1:*** Confirmation of acceptance of Conditions of Contract **(Form Financial 1);** ***Section 2:*** Quote/Pricing as specified in Bid Data Sheet using prescribed formats **(Form Financial 2)** 5.8 An authorized representative of the Consultant shall initial all pages of the Financial Proposal. 5.9 All activities and items described in your Technical Proposal must be priced. For non-material omissions, any activities or items described in the Technical Proposal but not priced shall be assumed included in the prices of other activities or items.

Submission	5.10 Consultants are expected to carefully review the contract provisions attached in the RFP for preparation of their Technical and Financial Proposals. 5.11 The Consultant shall submit both Technical and Financial Proposals using the appropriate submission sheets provided in **Annexure B: Technical Proposal Submission Forms and Annexure C: Financial Proposal Submission Forms.** These forms must be completed without any alteration to their format, and no substitutes will be accepted. All fields shall be completed with the information requested. 5.12 Consultants are required to submit their Technical and Financial Proposals in hard copy, as specified in the Bid Data Sheet. The number of hard copies to be submitted is specified in the Bid Data Sheet.
Taxes	5.13 The Consultant will be paid Service Tax as applicable time to time over and above fees quoted.
Proposal prices	5.14 All prices should be valid for the duration specified in the Bid Data Sheet. 5.15 All prices quoted should be inclusive of the price structure if specified in the Bid Data Sheet. 5.16 Prices (as Lump sum fees) quoted by the Consultant shall be fixed during the Consultant's performance of the Contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet or Standard Contract Document.
Currency of the Proposal	5.17 Proposal prices shall be quoted in Indian Rupees as specified in Bid Data Sheet
Proposal validity	5.18 Proposals shall remain valid for the period specified in the Bid Data Sheet commencing with the deadline for submission of Technical and Financial Proposals as prescribed by the Client. 5.19 A Proposal valid for a shorter period shall be considered nonresponsive and will be rejected by the Client. 5.20 In exceptional circumstances, prior to the expiration of the proposal validity period, the Client may request Consultant to extend the period of validity of their Proposals. The request and the responses shall be made in writing. A Consultant may refuse the request. A Consultant granting the request shall not be required or permitted to modify its Proposal. 5.21 During the Proposal validity period, Consultant shall maintain the availability of experts nominated in the Proposal. The Client will make its best effort to complete negotiations within this period.
Format and Signing of Proposals	5.22 These instructions should be read in conjunction with information specific to the assignment contained in the Letter of Invitation, Bid Data Sheet, Annexure D – Terms of Reference, Annexure E – Standard Contract Documents and other accompanying documents. 5.23 Technical Proposals (as specified in the Bid Data Sheet) shall be placed in an envelope clearly marked 'TECHNICAL PROPOSAL'. 5.24 The Technical Proposal and Financial Proposals shall be submitted in Hard Copy only 5.25 The Financial Proposal shall be placed in an envelope clearly marked 'FINANCIAL PROPOSAL' 5.26 These two envelopes should be sealed separately. If the Financial Proposal is enclosed in the envelope marked 'Technical Proposal', and vice versa, or is not sealed as per Clause 5.30, the Proposal will be rejected. 5.27 The Technical and Financial Proposals shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Consultant. This authorization shall consist of a written confirmation and shall be attached to the Technical Proposal. The name and position of each person signing the authorization must be typed or

	printed below the signature. All pages of the Proposal, except for not amended printed literature, shall be signed or initialed by the person signing the Proposal. 5.28 Any inter lineation, erasures, or overwriting shall be valid only if signed or initialed by the person signing the Proposal. 5.29 All bids must contain original copies of the Technical and the Financial Proposal as described in the Bid Data Sheet.
Sealing and marking of Proposals	5.30 The envelopes containing the Technical and Financial Proposal shall be sealed in an outer envelope. This outer envelope shall be sealed, and signed over the seal, and will be clearly labeled with and as per the instructions in Bid Data Sheet: I. Title of Consulting Services; ii. RFP Number; iii. Deadline for Submission; and iv. Address of the Consultant In addition, envelopes shall bear the following directions: v. Address for submission of Proposals as specified in the Bid Data Sheet. vi. On outer envelope containing Technical and Financial Proposals: 'DO NOT OPEN EXCEPT IN THE PRESENCE OF THE EVALUATION COMMITTEE'. vii. On inner envelopes containing the Technical proposal:, 'DO NOT OPEN BEFORE _____ (insert date and time for the opening of Technical Proposals as specified in the Bid Data Sheet)'; and viii. On inner envelopes containing the Financial Proposal: 'DO NOT OPEN UNTIL THE OPENING OF FINANCIAL PROPOSALS' 5.31 If any envelope is not sealed and marked as instructed, the Client will assume no responsibility for the misplacement or premature opening of envelopes.
Deadline for submission of Proposals	5.32 Proposals must be submitted to the address specified on the Bid Data Sheet and delivered on or before the time specified in the Bid Data Sheet. 5.33 The Client may, at its discretion, extend the deadline for the submission of Technical and Financial Proposals by amending the RFP in accordance with Clause 2.2, in which case all rights and obligations of the Client and Consultant subject to the previous deadline shall thereafter be subject to the deadline as extended. 5.34 From the time the Proposals are opened to the time the Contract is awarded, the Consultant should not contact the Client on any matter related to its Technical and/or Financial Proposal. Any effort by Consultant to influence the Client in the examination, evaluation and ranking of Proposals, and recommendation for award of Contract, may result in the rejection of the Proposal.
Late Proposals	5.35 The Client will not consider any Proposal that arrives after the deadline prescribed by the Client for submission of Proposals in the Bid Data Sheet. Any Proposal received after the respective deadline for submission shall be declared late, rejected, and returned unopened to the Consultant.

Withdrawal Proposals	5.36 A Consultant may withdraw its Proposal after it has been submitted by sending a written Withdrawal Notice, duly signed by an authorized representative, and including a copy of the authorization document. The Withdrawal Notice must be: a) submitted in accordance with Clause 5.30 and the respective envelopes shall be clearly marked 'WITHDRAWAL'; and b) Received by the Client prior to the deadline prescribed by the Client for submission of Proposals. 5.37 Proposals that are withdrawn in accordance with Clause 5.36 shall be returned unopened to the Consultant. 5.38 No Proposal shall be withdrawn in the interval between the deadline for submission of Proposals and the expiration of the period of Proposal validity specified in the Bid Data Sheet or any extension thereof, except in the case of a request by the Client to extend the Proposal validity.
Opening Proposals	6.1 The Client will open Technical Proposals in the presence of Consultant representatives who choose to attend, at the address, date and time specified in the Bid Data Sheet.
Opening of Technical Proposals	6.2 First, envelopes marked 'WITHDRAWAL' will be opened, read out, and recorded, and the envelope containing the corresponding Technical and Financial Proposals will not be opened, and will be returned unopened to the Consultant. No Proposal shall be withdrawn unless the corresponding Withdrawal Notice contains a valid authorization to request withdrawal and is read out and recorded at the opening of Technical Proposals 6.3 All remaining envelopes holding the Technical Proposals shall be opened one at a time, and the following read out and recorded: I. The name of the Consultant; and II. Any other details as the Client may consider appropriate. 6.4 Only Technical Proposals read out and recorded at Proposal opening shall be considered for evaluation. No Proposal shall be rejected at the opening of Technical Proposals except for late Proposals, in accordance with Clause 5.35. 6.5 The Client shall prepare a record of the opening of Technical Proposals that shall include the name of Consultant and indicate whether there is a withdrawal. The Consultant' representatives who are present will be requested to sign the record. The omission of a Consultant's signature on the record shall not invalidate the contents or effect of the record. A copy of the record will be distributed to all Consultants in writing or through standard electronic means. 6.6 Technical Proposals which are rewarded the minimum qualifying marks according to the evaluation criteria provided in Clause 7.7 and 7.8 below shall qualify for opening of Financial Proposals.

Opening of Financial Proposals	6.7 The Financial Proposals of all non-qualifying Consultant will be returned unopened after signing of the Contract with the winning Consultant. 6.8 Under least cost based, all Consultants with qualifying Technical Proposals shall be informed in writing, or through standard electronic means, of the date and place for public opening of their Financial Proposals. Consultant' attendance at the opening of Financial Proposals is optional. 6.9 At the public opening of Financial Proposals, the Financial Proposals of all qualifying Technical Proposals shall be opened one at a time by the Client and the following read out and recorded: I. the name of the Consultant; ii. Fees Quoted; and iii. Any other details the Client may consider appropriate. 6.10 Only Financial Proposals read out and recorded at the opening of Financial Proposals shall be considered for evaluation. No Proposal shall be rejected at the Financial Proposal opening. 6.11 The Client will prepare a record of the opening of Financial Proposals. The Consultant' representatives who are present will be requested to sign the record. The omission of a Consultant's signature on the record shall not invalidate the contents or effect of the record. A copy of the record shall be distributed to all Consultants in writing or through standard electronic means. 6.12 All Financial Proposals shall be scrutinized for any non-conformity, and modifications, if any, shall be made in accordance with Clause 7.5.
Evaluation of Proposals	7.1 Information relating to the examination, evaluation, comparison, and post qualification of Proposals, and recommendation of Contract award, shall not be disclosed to Consultant or any other persons not officially concerned with such processes until information on Contract award is communicated to all Consultant.
Undue influence	7.2 Any attempt by a Consultant to influence the Client in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions may result in the rejection of its Proposal.
Clarification of Proposals	7.3 To assist in the examination, evaluation, comparison and post qualification of Proposals, the Client may, at its discretion, ask a Consultant for a clarification of its Proposal. Any clarification submitted by a Consultant that is not in response to a request by the Client shall not be considered. The Client's request for clarification, and the response, shall be in writing. No change in the prices or substance of the Proposal shall be sought, offered, or permitted, after the opening of Financial Proposals, except to confirm the correction of arithmetic errors discovered by the Client in the evaluation of the Proposals, in accordance with Clause 7.5, if required.

Non-conformities, Errors and omissions	7.4 The Client may waive any non-conformity or omission in a technically qualifying Proposal that does not constitute a material deviation. 7.5 The Client will correct arithmetical errors during evaluation of Financial Proposals on the following basis: a. if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected. b. if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and c. if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above. 7.6 If the winning Consultant does not accept the correction of errors, its Proposal shall be disqualified
Evaluation of Technical Proposals	7.7 The evaluation committee shall evaluate the Technical Proposals on the basis of pre-set criteria as outlined in the Bid Data Sheet.
Qualification of Technical Proposals	7.8 As per qualifying criteria the bidder who will obtained minimum 700 mark will be considered as qualified bidder for financial evaluation.
Evaluation of Financial Proposals	7.9 **Least cost based method is used:** 7.10 The Consultant with least cost based on financial offer will be declared as successful bidder. 7.11 Financial Proposals are expected to be within the budget.
Client's right to accept any Proposal, and to reject any or all Proposals	7.12 The Client reserves the right to accept or reject any Proposal, and to annul the bidding process and reject all Proposals at any time prior to Contract award, without thereby incurring any liability to the Consultant.
Award of Contract	8.1 Prior to the expiration of the Proposal validity period, the Client shall notify the successful Consultant(s), in writing, that its Proposal has been accepted. At the same time, the Client shall notify all other Consultant of the results of the bidding.
Notification	8.2 Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.
Negotiations	8.3 The successful Consultant will be informed in writing of the date, place and time for negotiations/clarifications, if any. Representatives conducting negotiations on behalf of the Consultant must have written Agency to negotiate and conclude a Contract. 8.4 The successful Consultant will confirm in writing its participation in negotiations and ability to adhere to its Technical and Financial Proposals within five (5) days of receiving the notice in accordance with Clause 8.3. 8.5 Negotiation will include both technical and financial negotiation, depending on the needs of the Client.

Availability of Personnel	8.6 The Consultant shall confirm the availability of all personnel as indicated in its Proposal. 8.7 The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable, or for reasons such as death or medical incapacity. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and must be submitted to the Client within the period of time specified in the Letter of Invitation to negotiate. 8.8 Failure to meet either of these requirements may result in disqualification.
Signing Contract	8.9 Promptly after notification, the Client shall send to the successful Consultant the Contract and the Special Conditions of Contract (draft attached in this RFP) 8.10 Pursuant to negotiations, the successful Consultant shall sign, date, and return the Contract, along with necessary supporting documents, to the Client. 8.11 All formalities of negotiation and signing of contract will be completed within seven (7) days of notification of award.
Start date	8.12 The Consultant is expected to commence the Services on the date and at the location specified in the Bid Data Sheet.
Right to Waive	8.13 SUDA reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of the Bidder to perform the contract

EXPERTS TEAM STRUCTUER:-

Part A:- For DPR work			
Experts Title	No.	**Qualifications & Skills**	**Minimum Experience**
Team Leader Urban or Town Planner with B. Architecture / Infrastructure engineer with B.E./B.Tech in civil engineering Marks – **50**	**1**	• Masters degree in urban planning/ infrastructure planning • Fluent in English and good communication skills in Hindi • Sound knowledge of analysis of structure • Sound knowledge of municipal services network, design norms, NBC Code, & other relevant codes. • Experience of working in CG will be of an advantage	Experience of at least **10** years as Team leader
Note:- If infrastructure engineer proposed as team leader then separate urban planner will be required for planning.			
Structural engineer Marks -25	**1**	• BE/B.tech in civil. • M.Tech/M.E. in structure. • Fluent in English and good communication skills in Hindi • Sound knowledge of municipal services network, design norms, NBC Code, & other relevant codes. • Experience of working in CG will be of an advantage.	At least **5** years experience in designing and analysis of structure
Civil engineer Marks- 25	**1**	• BE/B.tech/Diploma in civil.	Experience of BE/B.Tech civil with 5years or diploma with minimum 10 years experience
Part – B:- For PMC work			
Project manager Marks –**100**	**1**	• B.tech/B.E. in civil engineering and PGDM/masters in project/ management/construction management/. • Fluent in English and good communication skills in Hindi • Sound knowledge of project management. • Experience of working in CG will be of an advantage	Experience of B.tech/B.E. in civil engineering and PGDM/masters in project/ management/construction management of 7 years or B.E. civil with minimum 10 years experience as PMC.
infrastructure engineer Marks – **25**	**1**	• BE/B.tech in civil. • M.Tech/M.E. in structure. • Fluent in English and good communication skills in Hindi • Sound knowledge of municipal services network, design norms, NBC Code, & other relevant codes. • Experience of working in CG will be of an advantage.	At least **5** years experience in designing and analysis of structure
Quality control engineer Marks – **25**	**1**	• BE/B.tech in civil. • Sound knowledge of testing of material.	At least **05** years experience in construction work
Civil engineer Marks – **50**	**2**	• BE/B.tech in civil or Diploma in civil engineering.	At least **05** years experience with B.Tech/ 10 years with Diploma

Review/Evaluation Committee to Monitor Consultant's Work

A Committee, known as consultancy monitoring committee (CMC) will be formed to monitor the progress of the assignment and to Review the Outputs of the Consultant based on key performance indicator (KPI). This committee will be formed by C.E.O. SUDA and consultant shall report to this committee and its instruction will be binding to the consultant unless changed or modified by the SUDA or the Government of Chhattisgarh, Department of Urban Administration and development.

Working Arrangement

The assignment will be contracted by the SUDA to Technical Consultants / Survey firms or other parastatal organizations. Management of the assignment and all logistical, financial and methodological arrangements will be ensured by the SUDA. The SUDA will ensure the support of municipal officials and other concerned agencies, where necessary through monitoring and output review committee or such other suitable arrangements.

Items to be provided by the Technical Consultant

In addition to the results and deliverables listed above, the TC will provide:

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- All survey equipment and data entry staff.
- Arrange office, equipments – Computers, software including software for design.
- Arrange for all transportation and travelling required for their (TC's) own staff.

10. ANNEXURE B: Technical Proposal Submission Forms

10.1 Technical B1: Covering Letter

[Location, Date]

To: [Name and address of Client]

Subject: - **Technical Proposal for [*Insert title of assignment*]**

Dear Sir / Madam

We, the undersigned, offer to provide the Consulting Services for **[*Insert title of assignment*]** in accordance with your Request for Proposal dated **[*Insert Date*]** and our Proposal. We are hereby submitting our Proposal, which includes the Technical Proposal and a Financial Proposal sealed under a separate envelope.

We hereby declare that we have read the Instructions to Consultant included in the RFP, and abide by the same, and specifically to conditions mentioned ***[In case of any declaration, reference to concerned document attached must be made].***

We hereby declare that all the information and statements made in this Proposal are true and accept that any misleading information contained in it may lead to our disqualification. We confirm that all personnel named in the tender will be available to undertake the services. We undertake, if our Proposal is accepted, to initiate the Consulting Services related to the assignment not later than the date indicated in the Bid Data Sheet. We understand you are not bound to accept any Proposal you receive.

Yours faithfully,

Authorized Signature ***[In full and initials]:***

Name and Title of Signatory:

Name of Firm:

Address:

Contact No:

E mail id:

10.2 Technical B2: Project Detail Sheet

Category: ***[insert similar assignment category as specified under Eligibility and evaluation Criteria mentioned in Bid Data Sheet]***	
Assignment Name:	Value of the contract (in current INR):
Country: Name of City/ Cities:	Duration of assignment (months):
Name of Client:	Total No of staff-months of the assignment:
Address:	
Start date (month/year): Completion date (month/year):	
Narrative description of Project:	
Description of actual services provided by your staff in the assignment:	

10.3 Technical B3: Curriculum Vitae (CV) for Proposed Experts

1	Proposed Position	
2	Name of Personnel	
3	Name of the firm	
4	Date of Birth	
5	Nationality	
6	Educational Qualifications (Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment)	
7	Employment Record (Starting with present position, list in reverse order every employment held.)	
8	Membership of Professional Associations:	
9	Countries of Work Experience	
10	Languages (For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing)	
11	Tasks assigned [List all tasks to be performed under this assignment]	
12	List of projects on which the Personnel has worked (Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned in 11) Name of assignment or project: Year: Location: Client: Main project features: Positions held: Activities performed:	

Certification:

I, the undersigned, certify that this CV correctly describes myself, my qualifications and my experience. Place:

_____

[Signature of staff member or authorized signatory of the Consultant] Full name of authorized signatory:

Date: _____

10.4 Technical B4: Expert Team and Summary Curriculum Vitae

Sr. No.	Name of Proposed Expert	Name of the Consultant	Qualification	No. of years of relevant Project experience	No. of similar Project experience

10.5 Technical 5: Financial Capability of Consultant

Name of Consultant	**Annual Turnover (from consultancy business)**				
	2012-13	**2013-14**	**2014-15**	**Total**	**Average**

Certificate from the Chartered Accountant

This is to certify that _____ has received the payments shown above against the respective years on account of professional fees.

Name of the Audit Firm:

Seal of the audit firm

Date:

Signature:

Name:

Designation:

Note : Attach Audited Balance sheets with Auditors Reports for last three years as Documentary evidence in Support

11. ANNEXURE C: Financial Proposal Submission Forms

11.1 Financial C1: Confirmation of acceptance of Conditions of Contract

[Location, Date]

To: [Name and address of Client]

Subject:-**Financial Proposal for [*Insert title of assignment*]**

Dear Sir

We, the undersigned, offer to provide the Consulting Services for **[*Insert title of assignment*]** in accordance with your Request for Proposal dated ***[insert date].*** We are hereby submitting our Financial Proposal; we confirm that we accept the Conditions of Contract provided in the Request for Proposal. Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal (120 Days from Proposal Due Date PDD) i.e., ***[insert date].*** We understand you are not bound to accept any Proposal you receive.

Yours faithfully,

Authorized Signature ***[In full and initials]:***

Name and Title of Signatory:

Name of Firm:

Address:

Contact No:

E mail id:

11.2 Financial C2: Financial Proposal Quote:-

Project Title: Preparation of DPR for affordable housing in partnership(AHP) for cluster under Pradhan Mantri Awas Yojana

S.N	Consultancy Services	Unit Rate @ per HH	Financial Quote*	
			in Figures	in Words
1	**As per scope of services part - A** Preparation of DPR for affordable housing in partnership(AHP)	**On percentage basis of DPR**	_____% **	_____ ---------- ---------- ----only **
2	**As per scope of services part - B** Project management consultancy service.	**On percentage basis of DPR**	_____%	**only **** _____
GRAND TOTAL			_____%	**only** _____

Authorized Signature ***[In full and initials]:***
Name and Title of Signatory:
Name of Firm:
Address:
Contact No:
E mail id:

Note:

****Please indicate Amount in Figures and Words –exclusive of service tax as per prevailing rate applicable.***

** ***The Preparation of DPR for affordable housing in partnership(AHP)under Pradhan Mantri Awas Yojana shall be carried out at this rate quoted.***

**** ***Consultant shall be required to provide services for the Annual Implementation Plan (AIP) as per the TOR under Annexure D***

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[1] ***Provide Financial Quote of as a Lump sum Quote***

12. ANNEXURE D: Standard Contract Document

SUDA reserve the right to award the work, for not more than one cluster to any eligible bidders, but any successful bidder may be allotted more than one cluster if bidder founds capable in terms of technically & financially as prescribed under eligibility criteria.

Scope of work is as mentioned in the TOR and as per para 8.7 of PMAY Guideline, showcasing methodology for the preparation DPR.

Consultants will have to carry out all required engineering survey work. The proposal shall remain valid for a period of two years from the date of issue of notification of award unless extended by mutual consent subject to satisfactory performance of the work by consultants. SUDA reserves the right to accept or reject any or all the proposals /bids which does not meet the requirement without assigning any reason thereof. The consultant should clarify that their firm is not black listed or debarred for participating in any bid/ tender by the State /any Govt. agency.

12.1 Section1: Form of Contract

CONTRACT FOR:	**[*Preparation of DPR and selection of PMC for affordable housing in partnership(AHP*]**
CONTRACT NUMBER:	[……]
THIS CONTRACT is made BETWEEN:	[*State Urban Development Agency, Naya Raipur*] (hereinafter referred to as 'the Client')
AND:	[*name of Consultant]* (hereinafter referred to as 'the Consultant') [*Please insert the name of the Consultant's representative and communication address of the Consultant*]

WHEREAS:

A. State Urban Development Agency, Chhattisgarh on behalf of the director, State Urban Development Agency, Chhattisgarh (**'the Client'**) requires the Consultant to provide the services as defined in Section 4 – ToR (**'the Services'**); and

B. The Consultant has agreed to provide the Services on the terms and conditions set out in this Contract.

IT IS HEREBY AGREED as follows:

1. Documents

This Contract comprises the following documents: Section 1: Form of Contract

Section 2: General Conditions

Section 3: Special Conditions

Section 4: Terms of Reference

Section 5: Schedule of Payment

Section6: Performance Guarantee

Annexes: Detailed at Special Conditions of Contract, **Clause 2.**

This Contract constitutes the entire agreement between the Parties in respect of the Consultant's obligations and supersedes all previous communications between the Parties, other than as expressly provided for in Section 3 and/or Section 4.

2. Contract Signature

If the Original Form of Contract is not returned to the Contract Officer (as identified in Section 3) duly completed, signed and dated on behalf of the Consultant within **30 days** of the date of signature on behalf of the Client, Client, or participating ULBs will be entitled, at its (their) sole discretion, to declare this Contract void.

No payment will be made to the Consultant under this Contract until a copy of the Form of Contract, signed on behalf of the Consultant, is returned to the Contract Officer.

3. Commencement and Duration of the Services

The Consultant shall start the Services on ***signing of agreement*** and shall complete them unless this Contract is terminated earlier in accordance with its terms and conditions.

4. Consultancy Fees

5. Payments under this Contract shall be [***insert Total Amount in numbers and words***] inclusive of all applicable government taxes – national and state, as applicable and exclusive of prevailing Service Tax as applicable, which will be paid extra (**'the Consultancy Fees'**). Further Consultants shall be paid additionally as per actual bills for Travel, stay and contingencies for carrying out visits to locations other than Chhattisgarh for attending meetings, presentations related to the Project.

6. Time of the Essence

Time shall be of the essence as regards the fulfillment by the Consultant of its obligations under this Contract.

Consultants shall be required to provide services for preparation of Housing for ALL Plan of Acton (DPR) and Annual Implementation Plan (AIP) during entire mission period (2015-2022)

For and on behalf of Client

Signature:

Name: Date:

For and on behalf of Consultant

Signature:

Name: Date:

Witness 1

Name:

Date:

Address:

Witness 2

Name:

Date:

Address:

12.2 Section 2: General Conditions of Contract

Definitions and Interpretation

1. Definitions

- 'The Consultant' means the person(s), partnership(s) or company i.e. with whom this Contract is placed.
- 'The Consultant's Representative' means the person named in Section 3 who is responsible for all contractual aspects of the Contract on behalf of the Consultant.
- 'The Consultant's Personnel' means any person instructed pursuant to this Contract to undertake any of the Consultant's obligations under this Contract, including the Consultant's employees, agents and sub-consultants.
- 'The Client's Representative' means any entity appointed by the Client to act on the Client's behalf with regard to procurement and/or management of this Contract.
- 'The Consultancy Fees' refers to the amount specified in Section 1 and is the amount payable to the consultant by the Client under this Contract.
- 'The Services' means the services set out in the Terms of Reference.
- 'Contract Documents' means the documents listed in the Contract Agreement, including any amendments thereto.
- 'Contract Price' means the price payable to the Consultant as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.
- 'Contract' means the Contract Agreement entered into between the Client and the Consultant, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- 'GCC' mean General Conditions of the Contract.
- 'SCC' means the Special Conditions of Contract.
- 'Change in Control' means that the person(s) (including corporate bodies) directly or indirectly in control of the Consultant at the time this Contract is entered into cease to be in control.
- 'Control' means the power of a person to ensure that the affairs of the Consultant are conducted in accordance with the wishes of that person.

2. Interpretation

2.1 In the event of any inconsistency between the Form of Contract (**Section 1**), these General Conditions (**Section 2**) and the Special Conditions (**Section 3**), the Special Conditions shall prevail.

2.2 Except as expressly provided in Clause 3 the Consultant is not the agent of the Client and has no Agency to represent and shall not purport to represent or enter into any commitments on behalf of the Client in any respect.

2.3 Nothing in this Contract is intended to make nor shall it make the Client the employer of the Consultant or any of the Consultant's Personnel.

2.4 All communications by the Consultant relating to notifications or applications for consents or instructions must be addressed to the Client Contract Officer whose name and address are given in **Section 3.**

Obligations of the Consultant

3. Obligations

3.1 The Consultant shall perform all its obligations under this Contract (including the provision of the Services) with all necessary skill, diligence, efficiency and economy to satisfy generally accepted Professional standards expected from experts.

4. Personnel

4.1 All members of the Consultant's Personnel shall be appropriately qualified, experienced and in a suitable physical condition so as to ensure that the Consultant complies with all the Consultant's obligations under this Contract.

4.2 No changes or substitutions may be made to members of the Consultant's Personnel identified as key personnel in **Section 4** of this Contract without prior written consent of the Client.

4.3 Replacement of personnel will only be considered under exceptional circumstances (eg: Death, Prolonged illness and on leaving the company) and will be subject to prior approval by Client.

4.4 If the Client considers any member of the Consultant's Personnel unsuitable, the Consultant shall substitute such member as quickly as reasonably possible without direct or indirect charge to the Client with a replacement acceptable to the Client.

4.5 The Consultant is responsible for all acts and omissions of the Consultant's Personnel and for the Health, safety and security of such persons and their property.

5. Sub-Consultants

5.1 The Consultant shall not sub-contract any of its obligations under this Contract without the prior written consent of the Client.

6. Disclosure of Information

6.1 The Consultant and the Consultant's Personnel shall not, without the prior written consent of the Client, disclose to any third party any confidential information obtained during or arising from this Contract (other than in the proper performance of this Contract or as may be required By Agency of competent jurisdiction). In addition, no publicity is to be given to this Contract Without the prior written consent of the Client.

7. Intellectual Property Rights

7.1 All the reports prepared under the assignment are subject to intellectual property rights shall be property of SUDA.

8. Confidentiality

8.1 Neither of the Parties shall, without the consent of the other, divulge or suffer or permit its officers, employees, or agents to divulge to any person (other than to any of its or their respective officers or employees who require the same to enable them to properly carry out their duties) any information concerning the operations, contracts, commercial or financial arrangements or affairs of the other Party. Both Parties agree that confidentiality obligations do not apply to:

a. Information that is already known to third parties without breach of this Contract; an
b. Information that is required to be disclosed by an order of a court of competent jurisdiction or an appropriately empowered public Agency, or as a result of an obligation arising under the Right to Information Act or other public disclosure law.

9. Access

9.1 The Client will have access to the data collected by the Consultant if required

10. Corruption, Commission and Discounts

10.1 The Consultant warrants and represents to the Client that neither the Consultant nor any of the Consultant's Personnel:

a) has given, offered or agreed to give or accepted, any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of any contract or for showing or forbearing to show favor or disfavor to any person or entity in relation to any contract; or
b) has entered into any contract in connection with which commission has been paid or agreed to be paid by or to the Consultant or Consultant's Personnel or on their behalf or to their knowledge unless, before such contract was made, particulars of any such commission and of the terms of any agreement for the payment of such commission were disclosed in writing to the Client, whose written consent was subsequently given to such payment.

10.2 Neither the Consultant nor any of the Consultant's Personnel shall accept for or on their own benefit any trade commission, discount or similar payment or benefit in connection with this Contract.

11. Indemnity

11.1 Except where arising from the negligence of the Client or Client's employees, the Consultant shall indemnify the Client in respect of any costs or damages howsoever arising out of or related to breach of warranty or representation, contract or statutory duty, or tortuous acts or omissions by the Consultant or the Consultant's Personnel or any claims made against the Client by third parties in respect thereof.

12 Working Arrangements

12.1 Management of Assignment

The assignment will be contracted by the SUDA. Management of the assignment and all logistical, financial and methodological arrangements will be done by SUDA through respective ULB's and will ensure the support of municipal officials wherever necessary.

13 Price and Payment

Applicable Provisions and Consultancy Fees

Unless different provisions are substituted in **Section 3, Clauses 1 to 9** inclusive shall apply in relation to price and payment.

The Consultancy Fees are payable as per the **Schedule of Payment, Section 5.**

13. Consultancy Fees

13.1 The Constancy fees payable are deemed to cover the cost of salary, overseas inducements, leave allowances, bonuses, profit, taxes, insurances, superannuation, non-working days and all other costs except those otherwise specifically provided for in this Contract.

14. Invoicing Instructions

14.1 Invoices should be submitted against agreed milestones or as specified at **Section 5, Schedule of Payments** in duplicate and in accordance with the remainder of **Clause 15.**

14.2 The Client shall unless otherwise expressly provided in **Section 3** make payments due by direct credit through the India Bank Clearing Systems. All invoices must contain details of the India bank account to which payments are to be made.

Invoices should include a form of letterhead, the Contract reference number and bear an original signature. They should be numbered sequentially and dated, and marked 'For the attention of the Contract Officer' named in **Section 3.** The final invoice presented in connection with this Contract should be endorsed 'Final Invoice'.

15. Payments

15.1 Subject to the Client being satisfied that the Consultant is or has been carrying out their duties, obligations and responsibilities under this Contract, sums duly approved shall be paid within 15 days of receipt of a valid invoice.

15.2 If for any reason the Client is dissatisfied with performance of this Contract or there has been an unreasonable delay without client's approval an appropriate sum may be withheld from any payment otherwise due. In such event the Client shall identify the particular Services with which it is dissatisfied together with the reasons for such dissatisfaction, and payment of the amount outstanding will be made upon remedy of any unsatisfactory work or resolution of outstanding queries.

16. Taxes and Duties

16.1 The Consultant shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed within/outside India, except service tax.

16.2 If any tax exemptions, reductions, allowances or privileges are available to the

Consultant in India, the Client shall use its best efforts to enable the Consultant to benefit from any such tax savings to the maximum allowable extent.

Force Majeure and Termination

17. Force Majeure

17.1 Where the performance by the Consultant of its obligations under this Contract is delayed, hindered or prevented by an event or events beyond the reasonable control of the Consultant and against which an experienced consultant could not reasonably have been expected to take precautions, the Consultant shall promptly notify the Client in writing, specifying the nature of the force majeure event and stating the anticipated delay in the performance of this Contract.

17.2 From the date of receipt of notice given in accordance with **Clause 17.1**, the Client may, at its sole discretion, either suspend this Contract for up to a period of **6 months** ('the Suspension Period') or terminate this Contract forthwith.

17.3 If by the end of the Suspension Period the Parties have not agreed a further period of suspension or re-instatement of the Contract, this Contract shall terminate automatically.

18. Suspension or Termination and penalty with Default of the Consultant

18.1 The Client (SUDA) may notify the Consultant of the suspension or termination of this Contract where the Services or any part of them are not provided to the satisfaction of the Client, giving the reasons for such dissatisfaction and, in the case of suspension, the action required by the Consultant to remedy that dissatisfaction and the time within which it must be completed.

18.2 Where this Contract is suspended under **Clause 18.1** and the Consultant subsequently fails to remedy the dissatisfaction, the Client may terminate this Contract forthwith.

18.3 The Client may, without prejudice to its other rights, including but not limited to the right to claim for costs and losses incurred terminate this Contract forthwith where:

a) the Consultant or any member of the Consultant's Personnel, either directly or through their servants or agents, breaches any of their obligations under this Contract; or

b) the Consultant or any member of the Consultant's Personnel has committed an offence under the Prevention of Corruption Acts 1988 or the National Security Act 1980 or in breach of **Clause 10** of this Contract; or

c) the Consultant is an individual or a partnership and at any time:

   (i) becomes bankrupt; or

   (ii) is the subject of a receiving order or administration order; or

d) the Consultant is a company and:

   (i) an order is made or a resolution is passed for the winding up of the Consultant; or

   (ii) A receiver or administrator is appointed in respect of the whole or any part of the undertaking of the Consultant.

e) The Consultant is a partnership or a company and there is a Change in Control. However, the Contract will continue if the Client states that it has 'no objection' to the continuation of the Contract after the Change in Control.

18.4 Where this Contract is terminated in accordance with this Clause, the Consultant shall without prejudice to the Client's other remedies, take any steps necessary to terminate the provision of the Services in a timely and orderly manner but shall not be entitled to any further payment in relation to this Contract.

.....

18.5 The Client reserves the right to cancel the contract at any time if it is not satisfied with the services of the consultant or there is breach of any of the condition of this contract by the consultant, provided a period of 15 days has lapsed from the date of serving notice on the Consultant requiring it to remedy the breach and if the breach has continued up to the date of the termination. In this event, the work done till then by the consultant shall be taken over by the Client. Client reserves the right to appoint a new consultant and hand over to him the all the documents to complete the assignment. In such an event, the consultant shall not be entitled to receive any payments upon termination of the contract. In such case, upon termination, the client may also impose liquidated damages, up to maximum of 10% of the contract value. The consultant will be required to pay any such liquidated damages to client within 30 days of termination date.

18.6 The Client reserves the right to cancel the contract by giving 15 days' notice, subject to payment of the fees for the actual work done by the consultant for the project up to the date of cancellation of the contract as per RFP.

18.7 The Consultant reserves the right to terminate the Agreement immediately upon situations arising due to non-compliance of the stipulations of this Agreement by the Client. The termination notice will be held valid only if it is preceded by a corresponding non-compliance notice issued at least 15 days prior to the date of the termination notice and if the non-compliance has continued up to the date of the termination notice. The Client shall be liable to pay the Consultant fees for the actual work done by the consultant for the project up to the date of cancellation of the contract as per RFP.

18.8 The parties also reserve a right to terminate this Agreement in the event any voluntary insolvency petition/ IP petition is filed by either party, or if any proceedings are instituted against either party, property or assets under any bankruptcy, insolvency, receivership, debtors relief, winding up rehabilitation, or similar statue or any effective resolution is passed for the winding up of that party or for any remedy under any such statute.

General Provisions

19. Variations

19.1 No variation/amendment in the terms or scope of this Contract shall be effective without the prior written consent of both Parties and recorded in writing in the form of a letter entitled 'Contract Amendment No.'. Without such consent neither Party shall have any liability in respect of work performed outside the Services set out in Section 4. In case of amendments in terms of reference the fees for the additional tasks if any shall be decided in mutual agreement

20. Assignment

20.1 The Consultant shall not, without the prior written consent of the Client, assign or transfer of cause to be assigned or transferred, whether actually or as the result of takeover, merger or other change of identity or character of the Consultant, any of its rights or obligations under this Contract or any part, share or interest therein.

21. Law and Jurisdiction

21.1 This Contract shall be governed by the laws of Republic of India, and under jurisdiction of Chhattisgarh.

22. Amicable Settlement

22.1 This Contract shall constitute the entire Agreement between the Parties, and may not be altered or amended except by the written agreement of the Parties. No duties, obligations, liabilities or warranties other than those expressly provided in this Contract and its attachments shall be applied. Both Parties to this Agreement will make every attempt to resolve in an amicable way all differences concerning the interpretation of this Contract and the execution of the work. Any dispute or disagreement which cannot be resolved by both Parties and any controversy claim or dispute otherwise arising in connection with this Contract or breach thereof shall be referred to the Arbitration Tribunal as per the ARBITRATION AND CONCILIATION ACT, 1996.

12.3 Section 3: Special Conditions

[Select the appropriate wording using the samples below or other acceptable wording, and delete the text in italics]

1. Officials

1.1 The Contract Officer is: [***please insert details as below***]

Name:

Designation: Communication Address: Phone:

Fax: Email:

1.2 The Project Officer is: [*please insert details as below*]

Name:

Designation: Communication Address: Phone:

Fax:

Email:

1.3 The Consultant's Representative is: [*please insert details as below*]

Name:

Designation: Communication Address: Phone:

Fax:

Email:

2. Additional documents to be included in this Contract

The following documents are included in and form part of the Contract: Annex X. Minutes of the meeting between the Client and the Consultant dated xx 2015 [If there are any modifications to the General Conditions of Contract, the clauses that replace GCC clauses should be inserted here. Additional clauses can also be inserted here, but care should be taken to ensure that this does not cause interpretation difficulties.]

3. Payment Structure

The payment schedule is contained at Section 5 on Schedule of Payments [*Any changes should be advised to the Consultant during negotiations.*]

4. Marking And Documentation

i) The marking and documentation shall be: [***insert in detail the markings on the packing and all documentation required; sample below***]

Title of Consulting Services

Details of Project Officer as in 1.2 of SCC

Standard International Norms for Marking

5. Arbitration/Dispute Resolution

The place of arbitration/Dispute Resolution shall be Chhattisgarh.

12.4 Section 5: Schedule of Payment & work completion Schedule

S. No.	Milestone linked payment	Percent	Approx Estimated days required for work completion
Part A : for DPR Preparation			
1	Submission of Inception report with Draft DPR including consent from beneficiary and Bid document for selection of Developer.	**20**	30 Days
2	Submission of Revised (Final) DPR with Bid Document to SUDA after approval from respective ULB and SLAC (State Level Appraisal Committee).	**20**	60 Days
3	Approval of DPR with Bid Document from SLSMC (State Level Sanctioning and Monitoring Committee).	**20**	75 Days
4	Approval of DPR from CSMC (Central Sanctioning and Monitoring Committee) govt. of India	**20**	105 Days
5	Bid process management for selection of Developer.	**20**	150 Days
TOTAL		**100**	
Part B : for PMC Work			
1	Provision of Transit Housing and Shifting of Beneficiaries to	**10**	30 Days
2	At the time of Start of Implementation of DPR (Stage 1 - Foundation and Plinth work)	**10**	90 Days
3	Stage 2 - Completion of RCC slab for ground floor.	**10**	180 Days
4	Stage 3 - After completion of 1st, 2nd and 3rd floor. (3rd and 4th shall be changed as per approved DPR).	**30**	405 Days
5	Stage 4 - After the completion of civic and social infrastructure.	**20**	480 Days

6	Stage 5 - After the satisfactory allotment and occupancy of beneficiaries.	**10**	510 Days
TOTAL		**100**	

***Note: - Days mentioned for completion of work are suggestive and based on assumptions. It may vary as per requirement.**

Terms of Payment:

1. Contract Value is exclusive of service tax, and Service tax as applicable shall be paid additionally over and above Contract Value at applicable prevailing rates.
2. The quoted percentage basis fee is inclusive of professional fees and all other expenses to complete the scope of work and anticipated inflationary increase over the duration of the contract.
3. The payment shall be released within 15 days from receipt of invoice from the Consultant subject to terms and conditions mentioned earlier in this contract.

12.5 Section6: Performance Guarantee

***[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated*]**

Date: [*insert date (as day, month, and year) of Bid Submission*]

Contract No. and title: [*insert no. and title of bidding process*]

Bank's Branch or Office: [*insert complete name of Guarantor*]

Beneficiary: [Commissioner, Chhattisgarh Municipal Corporation, Chhattisgarh]

PERFORMANCE GUARANTEE No.: [*insert Performance Guarantee number*] we have been informed that [*insert complete name of Contractor*] (hereinafter called "the Contractor") has entered into Contract No. [*Insert number*] dated [*insert day and month*], [*insert year*] with you, for the supply of [*description of Equipment and Related Services*] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Contractor, we hereby irrevocably undertake to pay you any sum(s) not exceeding [*insert amount (s^2) in figures and words*] upon receipt by us of your first demand in writing declaring the Contractor to be in default under the Contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the [*insert number*] day of [*insert month*] [*insert year*][3], and any demand for payment under it must be received by us at this office on or before that date.

We agree to a one-time extension of this Guarantee for a period not to exceed [*six months*] [*one year*], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee."

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded. [*Signatures of authorized representatives of the bank and the Contractor*]

12.6 Form-3: Power of Attorney

(On Stamp paper of relevant value)

Know all men by these presents,We.....(name and address of the registered office) do hereby constitute, appoint and authorize Mr / Ms..... .....(name and residential address) who is presently employed with us and holding the position of ..... as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for ..... including signing and submission of all documents and providing information/responses to State Urban Development Agency in all matters in connection with our Proposal for the said Assignment.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this the _____ Day of _____2016
For _____
(Name and designation of the person(s) signing on behalf of the Bidder)

12.7 : Anti-Blacklisting Certificate

(On Letterhead)

M/s. …… (Name of the Bidder), (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s / director/s are not barred by State Government / any other Government entity or blacklisted by any state government or central government / department / Local Government / agency in India or from abroad from participating in Project/s, either individually or as member of a Consortium as on the _____-(Last date of submission of Bid).

(Authorized signatory):
Name:
Designation:
Signed by duly authorized signatory:
_____
Signed this ……day of …… 20_ _
On behalf of M/s _____ (The Bidder)
Company Seal:

13. ANNEXURE E: Appraisal Checklist for DPR

Annexure-B

DPR SCRUTINY REPORT FOR THE PROJECT UNDER AFFORDABLE HOUSING IN PARTNERSHIP (AHP) COMPONENT OF PRADHAMANTRI AWAS YOJANA (PMAY)

NAME OF SCRUTINY AGENCY:
REFERENCE NO.:
DATE:

BASIC INFORMATION:			
1.	Name of the State	:	
2.	Name of the City	:	
3.	Project Name	:	
4.	Project Code	:	
5.	State Level Nodal Agency (SLNA)	:	
6.	Implementing Agency (ULB/ DA/ HB/ UT/ Private agency or Developer	:	
7.	i) Project Cost (Rs in Lakhs)	:	
	ii) GoI grant (Rs. in Lakhs)	:	
	iii) State Grant (Rs. in Lakhs)	:	
	iv) ULB/ Implementing agency share (Rs. in Lakhs)	:	
	v) Beneficiary share (Rs. in Lakhs)	:	
	vi) others, if any (Rs. in Lakhs)	:	
8.	i) Sale price per EWS house (Rs in Lakhs)	:	
	ii) GoI grant (Rs. in Lakhs)	:	
	iii) State Grant (Rs. in Lakhs)	:	
	iv) ULB/ Implementing agency share (Rs. in Lakhs)	:	
	v) Beneficiary share (Rs. in Lakhs)	:	
	vi) others, if any (Rs. in Lakhs)	:	
9.	Project Brief:	:	**(As per Annexure I)**
10.	No of eligible EWS house for GoI grant		**(Details as per format 7B)**
11.	Project duration (in months)	:	
ADMINISTRATIVE DETAILS			
12.	Date of State Level Appraisal Committee (SLAC) approval of the project	:	
13.	Whether observations of SLAC have been incorporated?	:	
14.	Date of SLSMC approval for the project		
15.	Whether open and transparent procedure has been made to select private partners, if private partner has been considered.	:	
16.	Whether Beneficiaries have been selected	:	

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	following a transparent procedure as approved by SLSMC?		
17.	Whether the format as per Annexure 7B of PMAY scheme guidelines has been signed by the competent authorities.		
18.	Whether the ULB / implementing agency has given preference to families with differently abled persons and senior citizens for allotment of house on the ground floor or lower floors	:	
19.	Whether title to the EWS house has been given in the name of the female head?	:	
LAND DETAILS			
20.	Status of project land (ULB/State/Central/Private)		
21.	Area of Project land (in Ha) (site wise details)		
22.	Whether the land use of the proposed site is residential as per the Master plan? If not, whether necessary notification been issued by the State Govt. for change in land use		
TECHNICAL DETAILS			
23.	Total number of houses proposed in the project (criteria- minimum 250)		
24.	Percentage of EWS houses with CA up-to 30 Sqm (Criteria- Minimum 35%)		
25.	No of proposed EWS houses (with Carpet area)		
26.	Schedule of Rates (SOR)adopted (Year)	:	
27.	Whether cost index has been taken over the SOR rates? if Yes, whether supporting documents approving the same is furnished.		
28.	Whether Architectural/Structural drawings, quantities and cost estimates have been verified and approved by the competent technical & administrative authority?		
29.	Whether the quantity and estimate calculations as indicated in the DPR conform to the proposed design / plan with due adequacy & correctness of design.		
30.	Whether technical specification/ design for housing have been ensured as per Indian Standards/NBC/ State norms?	:	
31.	Whether Civic infrastructure components have been proposed in the project? If not, reasons thereof	:	

32.	Whether Social infrastructure components have been proposed in the project? If not, reasons thereof	:	
33.	Whether disaster (earthquake, flood, cyclone, landslide etc.) resistant features have been adopted in concept, design and implementation of the project? Please specify.	:	
34.	Whether statutory approvals from competent authorities have been obtained?	:	
35.	Whether any innovative / cost effective / green technology adopted in the project? If yes, please specify	:	
36.	Quality control and quality assurance aspects considered for the project.	:	
37.	Whether O&M is part of project, if yes, for how many years and its mechanism thereof?	:	
38.	Whether implementation & Management framework is included in the DPR?	:	

Observations of the Scrutiny Agency:

1.

2.

3.

SCRUTINY REPORT (Based on format 7B) FOR THE PROJECT UNDER AFFORDABLE HOUSING IN PARTNERSHIP (AHP) COMPONENT OF PRADHAMANTRI AWAS YOJANA (PMAY)

REFERENCE NO.: (Communication from State/UT)

BASIC INFORMATION:			
1.	Name of the State/UT	:	
2.	Name of the City	:	
3.	Project Name	:	
4.	Project Code	:	
5.	Implementing Agency	:	
6.	i) Approved Project Cost (Rs in Lakhs)	:	
	ii) GoI grant requested (Rs. in Lakhs)	:	
	iii) State Grant (Rs. in Lakhs)	:	
	iv) ULB/ Implementing agency share (Rs. in Lakhs)	:	
	v) Beneficiary share (Rs. in Lakhs)	:	
	vi) others, if any (Rs. in Lakhs)	:	
7.	Project Duration (in months)	:	
8.	No of eligible EWS house for GoI grant	:	(Details as per format 7B)
9.	Eligible GoI grant (Rs 1.5 lakh per eligible EWS household) (Rs in Lakhs)	:	
10.	Discrepancy if any (w.r.t. item no 6(ii) and 9)	:	
ADMINISTRATIVE DETAILS			
11.	Whether the Project is part of Annual Implementation Plan (AIP)?	:	
12.	Date of SLSMC approval for the project	:	
13.	Whether the format as per Annexure 7B of PMAY scheme guidelines has been signed by the competent authorities.		
14.	Whether open and transparent procedure has been made to select private partners? (if private partner is involved)	:	
TECHNICAL DETAILS			
15.	Total number of houses proposed in the project (criteria- minimum 250)		
16.	Whether technical specification/ design for housing have been ensured as per Indian Standards/NBC/ State norms?	:	
17.	Whether Civic infrastructure components have been proposed in the project?	:	

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18.	Whether Social infrastructure components have been proposed in the project?	:	
19.	Whether disaster (earthquake, flood, cyclone, landslide etc.) resistant features have been adopted in concept, design and implementation of the project?	:	
20.	Whether quality assurance is part of the project?	:	
21.	Whether O&M is part of project, if yes, for how many years?	:	
22.	Whether the Detailed Project Report (DPR) has been scrutinised Central Agency? If yes, attach the DPR scrutiny Report (Annexure B).	:	
23.	Any other information (Please specify)	:	

Observations (if any):

1.

2.

3.