STATE URBAN DEVELOPMENT AGENCY

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

No./9/SUDA/39/2016 Naya Raipur Dated: 24/05/2016

Notice Inviting Request for Proposal (2nd Call)

Proposals are invited from reputed agencies/Consultants, JV/Consortium of Agencies/Consultants for **Preparation of HFAPoA (Housing For All Plan of Action) and Annual Implementation Plan** for each identified clusters (Total 04 cluster) under the **PMAY (Pradhan Mantri Awas Yojana)-Hosing For All Mission -2022** as per guidelines issued by Ministry of HUPA, Govt. of India.

The Proposal along with required documents for each Cluster should be submitted to C.E.O. SUDA by Speed Post/Registered Post latest by Date: **10 June 2016** Upto 4 P.M. along with EMD of as mentioned in the Table List of Clusters in the form of Bank DD/FDR Draft of any Nationalized Bank drawn in favor of C.E.O., SUDA, Payable at RAIPUR. The Information Docket cum RFP form can be obtained from SUDA office or downloaded from web site **http://www.uad.cg.gov.in/.** While submitting downloaded docket a demand draft on any nationalized bank for Rs. 5,000/- drawn in favor of C.E.O., SUDA payable at RAIPUR shall be submitted. The C.E.O. SUDA RAIPUR 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 technically & financially as prescribed under eligibility criteria.

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

STATE URBAN DEVELOPMENT AGENCY
D-Block, Fourth Floor, Indrawati Bhavan, Naya Raipur, Chhattisgarh
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(2nd Call)

Request for Proposal (RFP)

For

"Preparation of Housing for All Plan of Action (HFAPoA) and Annual Implementation Plan (AIP)"

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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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

For appointment of Consultants for preparation of Housing For All Plan of Action (HFAPoA) & Annual Implementation Plan (AIP) for 4 Clusters under PMAY - HFA Mission:-

Web Address to download the RFP	**http://uad.cg.gov.in/**
Last Date of Receipt of Pre-Bid Query	**Date: 30.05.2016** Bid Query shall be sent through mail only in osd.suda@gmail.com
Date of Pre-Bid Meeting	**Date: 01.06.2016 ; 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 : 03.06.2016**
Last date and time of Submission of Bid (Bid Due Date)	**Up to Date: 10.06.2016** **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 10.06.2016**
Date of opening of Financial Bid	To be intimated later to the technically qualified bidders.
Duration of services:	As per RFP.
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 (List of Clusters) 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 • Ajay Wankhade Ph.No.-09165388255 • Ashish Kumar Bharati Mob.- 8602520703
Evaluation Criteria	As per RFP
Address where Bidders must sent proposal	Chief Executive Officer, State Urban Development Agency, Block-D, 4th floor, Indrawati 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*** 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

The preparation of HFAPoA will require services of consultants. HFAPoA will include Annual Implementation Plan (AIP). The consultants will carry out a multi-stage exercise to formulate the HFAPoA 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 HFAPoA.

Following is the list of cities with their clusters, city population, slum population and proposed amount for preparation of HFAPoA with respective EMD.

5. List of Clusters with proposed amount for preparation of HFAPoA & EMD

State Urban Development Agency, Chhattisgarh, Naya Raipur								
"HFA-Cluster Details under PMAY"								
(Rs. In Lacs)								
Sr. No.	Name of Cluster	Name of City, Populations & Households under Cluster				Cluster Pop	Proposed Amount for Preparation of HFAPoA	EMD
		Name of City	City Pop.	Slum Pop.	Slum HHs.			
1	2	3	4	5	6	7	8	9
1	Bhilai	Bhilai	627734	206947	44697	1014932	4900000 lakh	1.00
		Bhilai-Charoda	98008	6679	1421			
		Durg	268806	106896	22841			
		Ahiwara	20384	17122	3582			
2	Bilaspur	Bilaspur	365579	122629	25871	501966	4200000 lakh	1.00
		Champa	45256	13395	2912			
		Janjgir-Naila	40561	9452	2024			
		Pendra	14120	7813	1744			
		Mungeli	36450	14880	3068			
3	Raigarh	Korba	365253	181329	40748	515272	2800000 lakh	0.50
		Raigarh	150019	56521	12314			
4	Jagdalpur	Kondagaon	30921	5843	1325	281055	6300000 lakh	1.25
		Kanker	37442	7580	1767			
		Narayanpur	22106		1159			
		Jagdalpur	125463	37870	8510			
		Badi Bacheli	21435	13168	3317			
		Bijapur	16129	6119	1336			
		Dantewada	13633	4817	1115			
		Sukma	13926	1145	255			
Total							18200000	3.25

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

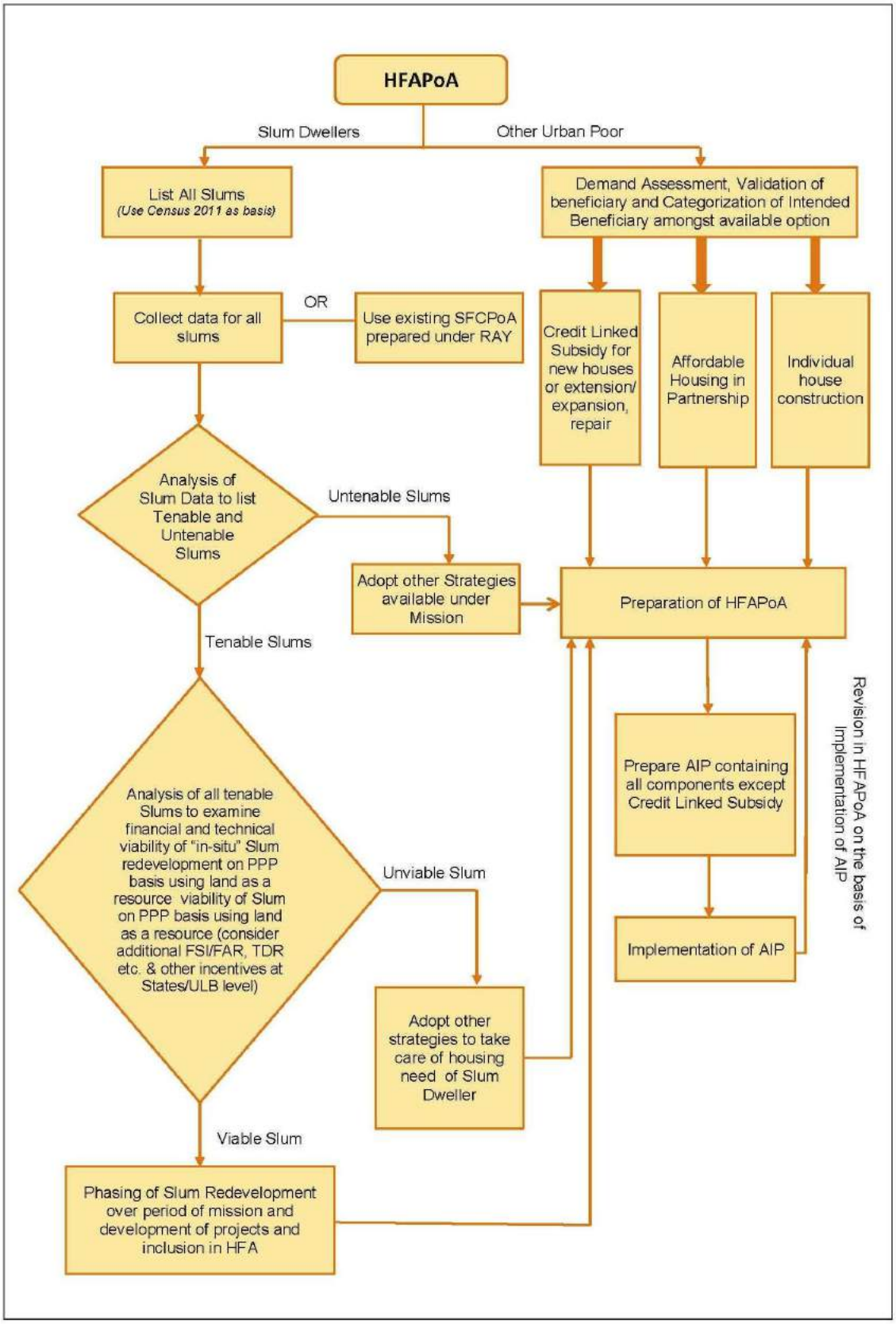
1. GENERAL

The SUDA (State Urban Development Agency) seeks the services of qualified firms for "PREPARATION OF HOUSING FOR ALL PLAN OF ACTION (HFAPoA) and ANNUAL IMPLIMENTATION PLAN" UNDER PRADHAN MANTRI AWAS YOJANA-HOUSING FOR ALL MISSION -2022, for identified clusters with cities including their planning area.
The Terms of Reference "**TOR**" for this assignment are specified below:

2. SCOPE OF SERVICES

Brief Description of Task

The Consultant will carry out the following assignment for respective cities in the cluster cities including their planning area based on guideline of PMAY–HFA mission of GoI, MoHUPA, and any changes or revision in guideline thereof. The broader scope of work will be as per para 8.7 of the guideline showcasing the steps, stages and flowchart for preparation of HFAPoA. As given below.


HFAPoA
Slum Dwellers
Other Urban Poor
List All Slums
(Use Census 2011 as basis)
Demand Assessment, Validation of beneficiary and Categorization of Intended Beneficiary amongst available option
Collect data for all slums
OR
Use existing SFCPoA prepared under RAY
Credit Linked Subsidy for new houses or extension/ expansion, repair
Affordable Housing in Partnership
Individual house construction
Analysis of Slum Data to list Tenable and Untenable Slums
Untenable Slums
Adopt other Strategies available under Mission
Preparation of HFAPoA
Tenable Slums
Analysis of all tenable Slums to examine financial and technical viability of "in-situ" Slum redevelopment on PPP basis using land as a resource viability of Slum on PPP basis using land as a resource (consider additional FSI/FAR, TDR etc. & other incentives at States/ULB level)
Unviable Slum
Prepare AIP containing all components except Credit Linked Subsidy
Implementation of AIP
Revision in HFAPoA on the basis of Implementation of AIP
Adopt other strategies to take care of housing need of Slum Dweller
Viable Slum
Phasing of Slum Redevelopment over period of mission and development of projects and inclusion in HFA

Preparation of Housing for All Plan of Action (HFAPoA) and Annual Implementation Plan (AIP)

Study of Documents, Maps and Reports related to the Housing and Urban Poverty including Slum Free City Plan of Action/USHA and DPR's under RAY (Rajiv Awas Yojana), BSUP, IHSDP, City Development Plans, master plan, Detailed which have been prepared, under various housing scheme for urban poor under implementation/ implemented projects, for respective cities of cluster.

Part A

1 Collection of data of demand assessment survey for Slum area and non slum area done by ULB's and activities required to complete demand assessment survey for balance work with compilation and analysis for this data.

2 Validation of beneficiaries as per the conditions prescribed in the guideline, and categorization of intended beneficiaries amongst the four verticals of PMAY-HFA, also give provisional study of population projection and migration statistic data till 2022, for selected cities under cluster of Chhattisgarh state under PMAY-HFA.

3 Required IEC activities, community mobilization and public consultation/participation for HFAPoA preparation.

4 Analysis of slum Land etc, with their availability, ownership details, Land use and land values as per registry and Market value.

5 Analysis of incentives for Developer, builder, through additional FAR/FSI and TDR.

6 Preparation of (HFAPoA) Housing for All Plan of Action for the cities in the clusters under PMAY. On the basis of data from demand assessment, and data for cities where SFCPoA and USHA scheme data is available.

7 Carrying out Analysis for assigning strategies from among the each vertical and for determining implementation model for each vertical of PMAY.

8 Carry out economic analysis, financial analysis, examine legal aspects & framework and recommend suitable implementation strategy including Road Map for HFAPoA implementation.

9 The Consultants shall carry out analysis of tenability of Slum including review of Tenability Analysis carried out under SFCPoA/ USHA and revise the list of Tenable and Un-tenable Slums.

1.1 Location, no of eligible slum dwellers, area of slum land and availability ownership details.

1.2 Market Potential of Land (Land Value) with comparison to Market rate

1.3 FAR/FSI available and proposed FAR/FSI for viability of project.

1.4 Density against norms

1.5 Technical & legal issues

10 Revision of GIS base-map of city wherever available under RAY/USHA scheme as per demand assessment and preparation of GIS base map for remaining cities as per further directions.

11 Based on the above mentioned analysis/data, consultant shall determine financial and technical viability of "in-situ" Slum redevelopment on PPP basis using land as a resource for all the Tenable Slums.

12 Consultant shall analyze Non-Viable slums and Un-tenable slums if they can be implemented under any other Slum Rehabilitation Strategy and program Verticals of PMAY.

13 Consultants shall assign each slum (Tenable and Un-tenable) with implementation strategy among various program verticals identified in the Pradhan Mantri Awas Yojana Scheme Guidelines

14 Consultant shall also identify Affordable Housing Project Requirements to be implemented under Pradhan Mantri Awas Yojana Scheme Guidelines

15 Consultant shall make analysis for implementing strategies for all three vertical except CLSS verticals with broad estimation for fund requirement for various program Verticals of PMAY.

16 Analysis of availability of basic civic infrastructure (water, sanitation, sewerage, road, electricity) and Social infrastructure. For Slum area and other proposed housing projects for various verticals.

17 Consultant after ascertaining PPP Potential of the slum/housing project, Central Govt grants for program vertical, Grants from state government, beneficiaries' contribution expected, carry out phasing and annual implementation plan for the Mission Period (2015-2022).

18 Consultant shall compile all the analysis, recommendations, strategies, proposals, costing, prioritization and phasing and submit Draft Housing for All Plan of Action (HFAPoA) Report.

19 The Consultants shall in co-ordination with SUDA and ULB to incorporate comments and suggestions from the stakeholders and revise the Draft HFAPoA Report and submit the same.

20 The Revised Draft HFAPoA Report will be sent to State Government and GoI for approval under Pradhan Mantri Awas Yojana.

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

22 Based on the Housing for All plan of Action (HFAPoA), Consultant shall prepare Comprehensive Development Brief and Requirements for the Project.

23 Analysis of quality control and monitoring methodology for all verticals. Except CLSS vertical.

24 Preparation of Annual Implementation Plan (AIP) up to 2022 as prescribed in the PMAY guideline.

Part B

1. Cities where demand assessment survey is incomplete/ not available consultant have to make demand assessment survey of Slum area and Non-Slum area as per actual no. of HH. For that use formats given in guideline of PMAY -HFA i.e. Annexure 4A & 4B. (Collect the revised formats 4A & 4B from SUDA office)
2. Before demand assessment required IEC activities for HFAPoA document formulation.
3. MIS entry of Demand Assessment Survey data.

*****Note:- Given quantity of households as per annexure 'F' may vary and payment shall be made as per actual survey and data entry done by consultant.**

7. ANNEXURE A: 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: "Request for Proposal (RFP) for Preparation of Housing for All Plan of Action (HFAPoA) and Annual Implementation Plan for various cities of different cluster, of Chhattisgarh State under Pradhan Mantri Awas Yojana" Client Representative: C.E.O. 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 but not more than two : YES
8.	Bidders Eligibility Criteria: Applicable 1) Consultants shall have minimum average annual turnover of **Rs 30 lakh** 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 executed at least 1 project in any of the category of similar projects* during last ten years. Consultants should submit copies of Certificates from client for the same.
9.	*Category for Similar Projects are :- Preparation of Slum Free City Plan of Action under Rajeev Awas Yojana/USHA, for a City with minimum population 2.50 lakh/ more than one city with aggregate population of 5.00 lakh **Or** Preparation of slum profile with minimum city population 2.50 lakh including slum beneficiary survey for slum up-gradation redevelopment/ rehabilitation project & for prevention of slums. **Or** Preparation of minimum 3 approved DPR from Govt. of India under RAY/IHSDP/BSUP for cities with average minimum population 1.00 lakh for each city with average project cost more than Rs. 10 Cr. For each project, including socio-Economic survey of slum beneficiaries.

10.	The Consultant must submit one original copy of the Technical Proposal and one original copy of the Financial Proposal. Financial Proposal shall include a Lump sum quote in the format provided under **Annexure C** The Preparation of Housing for All Plan of Action (HFAPoA) under Pradhan Mantri Awas Yojana shall be carried out at the rate quoted in **Annexure C Finance- 2**
11.	Financial and Technical Proposals are to be submitted in separate sealed envelopes and then enclosed in a single sealed envelope.
12.	Financial and Technical Proposals should be clearly marked 'FINANCIAL (or TECHNICAL) PROPOSAL for [Preparation of Housing For All Plan of Action & Annual Implementation Plan] – DO NOT OPEN EXCEPT IN THE PRESENCE OF THE EVALUATION COMMITTEE'.
13.	A EMD must be submitted: Yes
14.	If Yes, the amount of the EMD as per Given in table of List of Clusters. The duration for validity of EMD is 180 days
15.	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.
16.	A Performance Security in the form of Bank Guarantee/FDR is to be submitted by the winning Bidder upon signing of Contract: Yes
17.	If yes, the amount will be 5% of the contract value; this may be provided as 100% Bank Guarantee or 50% as Bank Guarantee and the remaining 50 percent to be deducted from the invoices of the Consultant in equal installments. Bank Guarantee 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
18.	Proposals must be submitted no later than as mention in schedule.
19.	Address for submission of Proposals: State Urban Development Agency, 4th Floor, D-Block, Indravati Bhavan, Naya Raipur, Chhattisgarh, pin code-492002
20.	Expected date for public opening of Technical Proposals: As mention in schedule.
21.	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:-

S.N	Criteria	Score
1.	Experience of undertaking similar assignments *	**400**
	1) Preparation of Slum Free City Plan of Action under Rajeev Awas Yojana/USHA, for a City with minimum population 2.50 lakh/ more than one city with aggregate population of 5.00 lakh **Or** Preparation of slum profile with minimum city population 2.50 lakh including slum beneficiary survey for slum up-gradation redevelopment/ rehabilitation project & for prevention of slums. **Or** Preparation of minimum 3 approved DPR from Govt. of India under RAY/IHSDP/BSUP for cities with average minimum population 1.00 lakh for each city with average project cost more than Rs. 10 Cr. For each project, including socio-Economic survey of slum beneficiaries.	
2.	Experience of Similar Projects as described above for Chhattisgarh state.	**100**
3.	Approach, Methodology and work plan	**150**
4.	Innovative comments on Terms of Reference (ToR)	**50**
5.	Team Structure & Personnel (CVs)	**150**
6.	Team Leader	**150**
Total		**1000**

***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 cluster 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. JV & consortium is also applicable. 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 STRUCTURE:

Experts Title	Qualifications & Skills	Minimum Experience
Team Leader Urban or Town planner/ Infrastructure Engineer having masters degree in relevant discipline Marks – **150**	• Masters degree in relevant disciplines • Fluent in English and good communication skills in Hindi • Sound knowledge of urban development issues and slum development • 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** yrs as Team leader/ Project Manager in similar nature of work
Urban or Town Planner with B. Architecture / Infrastructure / Municipal engineer with B.E. in civil Marks – **50**	• Masters degree in relevant disciplines • Fluent in English and good communication skills in Hindi • Sound knowledge of urban development issues and slum development • 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 **05** years experience in municipal infrastructure particularly in Water supply and drainage sector
Social Development Specialist Marks – **50**	• Masters in Sociology or equivalent • Fluent in English and good communication skills in Hindi • Sound knowledge of Social Development, Slums and Urban Poverty, livelihood of slum beneficiary • Experience of working in CG will be of an advantage	At least **10** years experience in Social Development, Slums and Urban Poverty Projects
PPP Expert Marks – **25**	• Chartered Accountant / MBA in Finance • Experience of government Housing/ other projects in PPP mode • Experience of working in CG will be of an Exper of working in CG will be of an advantage	At least **05** years experience in PPP Projects related to housing/commercial development
IEC/Capacity Building expert Marks – **25**	• Post graduate Degree or equivalent in Mass Communication/ Public relations/ Journalism/Social work-Development • Experience in advocacy management And knowledge/experience in Govt. System.	At least **05** years experience in conducting knowledge management activities and development of IEC Strategies.

Note: - If in case Urban or town planner is selected as Team Leader then for second post should be given to specified post other than urban planner.

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:

- All materials (excluding satellite data) and equipment necessary for DGPS surveys digitized base mapping.
- All survey equipment and data entry staff.
- All satellite data processing, field survey and data entry staff
- Organization and orientation training to enable municipal staff to participate in the GIS base mapping preparation, survey and data entry, and to manipulate and produce reports from the databases.
- Arrange office equipments – Computers, software including software for satellite data processing.
- 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 Housing for All Plan of Action (HFAPoA) and Annual Implementation Plan (AIP) for cluster under Pradhan Mantri Awas Yojana

S.N	Consultancy Services	Quantity	Unit Rate @ per HH	Financial Quote*	
				in Figures	in Words
1	**As per scope of services part - A** Preparation of Housing for All Plan of Action (HFAPoA) and Annual Implementation Plan (AIP) for ……Cluster under Pradhan Mantri Awas Yojana	**lump sum basis**		INR _____/- **	_____ ---------- ---------- ----**only** **
2	**As per scope of services part - B** **i)** Demand assessment survey work including required IEC activities for slum/non slum area.	Quantity as per **annexure 'F'**	**@ Rs……../- per HH**	INR _____/-	**only** ** _____
	ii) MIS entry of demand assessment survey for slum/non slum area.	Quantity as per **annexure 'F'**	**@ Rs……../- per HH**	INR _____/-	**only** ** _____
GRAND TOTAL				INR _____/-	**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 Housing for All Plan of Action (HFAPoA) 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***

[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 HFAPoA.

Consultant shall be required to provide services for the Annual Implementation Plan (AIP) as per the TOR under Annexure D, during entire mission Period (2015-2022). The Consultant is bound to provide these services during the entire mission period.

If required, Consultants will have to carry out physical site verification as well as collect the additional data for spatial features. 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 Housing for All Plan of Action (HFAPoA) & Annual Implementation Plan (AIP)*]**
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 (HFAPoA) 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.

12.2 Items to be provided by the Client

SUDA will:

- Designate a City Planner/Engineer as Nodal Officer responsible for management and coordination of this Assignment,
- Constitute a Stakeholders Group and assist in conducting workshops and meeting with them.
- The Consultants will have authority to collect data List of Identified Slums and Beneficiaries in the Requisite Formats and other Slum related data from respective ULB's.
- The Consultants will have authority to collect data of existing maps, data, plans, reports and documents related to JnNURM, RAY, Housing and Urban Poverty, Urban Development, Urban Infrastructure etc. from respective ULB'S
- Provide the Consultant with necessary authorization to procure information from line departments and carry out topographic surveys,
- Forward the Reports and Proposals to State/Central Government for approval under Pradhan Mantri Awas Yojana.

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 4: TOR (TERMS of REFERENCE)

1 GENERAL

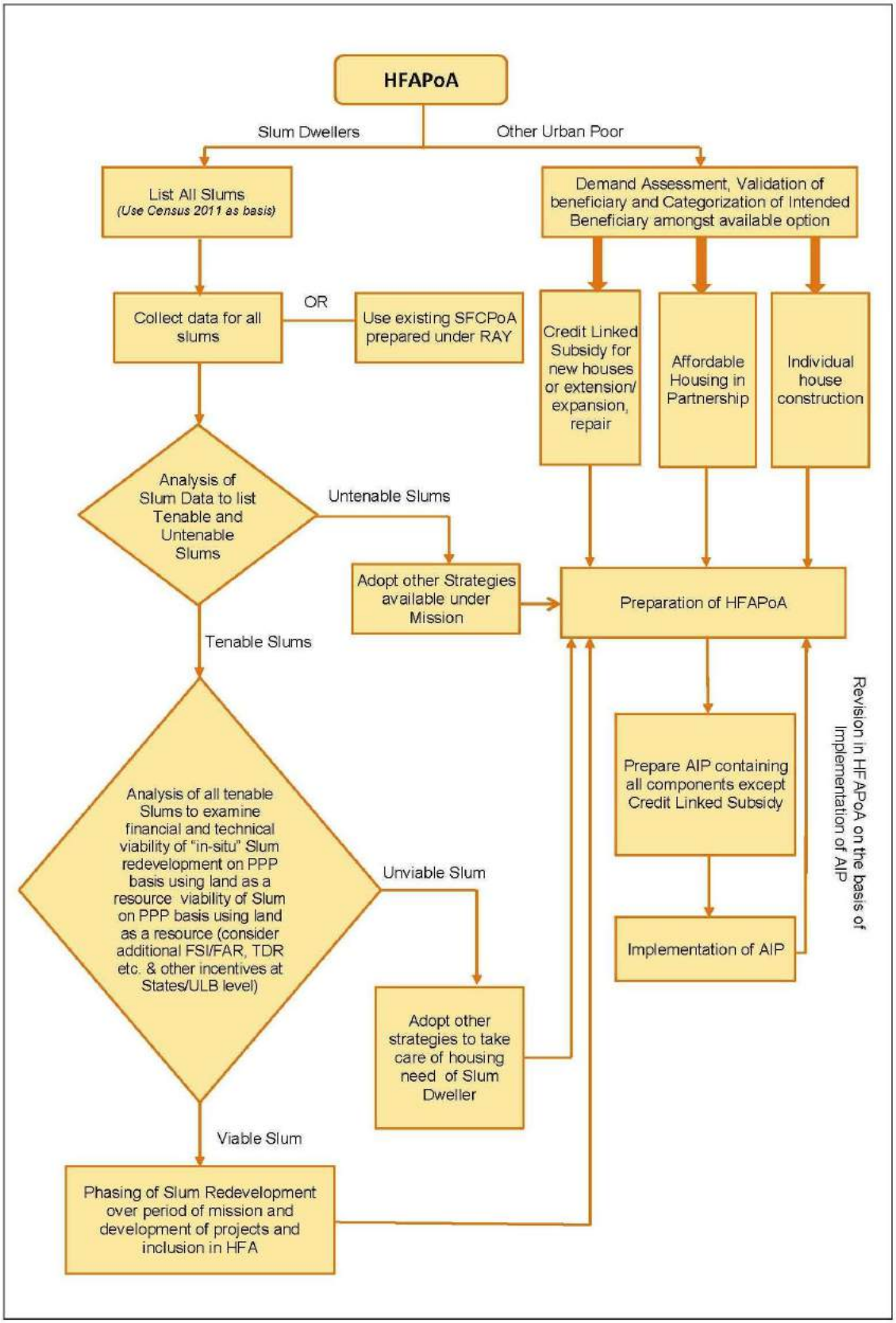
The SUDA (State Urban Development Agency) seeks the services of qualified firms for "PREPARATION OF HOUSING FOR ALL PLAN OF ACTION (HFAPoA) and ANNUAL IMPLIMENTATION PLAN" UNDER PRADHAN MANTRI AWAS YOJANA-HOUSING FOR ALL MISSION -2022, for identified clusters with 36 cities including their planning area.
The Terms of Reference "**TOR**" for this assignment are specified below:

2 SCOPE OF SERVICES

Brief Description of Task

The Consultant will carry out the following assignment for 36 cities including their planning area based on guideline of PMAY–HFA mission of GoI, MoHUPA, and any changes or revision in guideline thereof. The broader scope of work will be as per para 8.7 of the guideline showcasing the steps, stages and flowchart for preparation of HFAPoA.

As given bellow.


HFAPoA
Slum Dwellers
Other Urban Poor
List All Slums
(Use Census 2011 as basis)
Demand Assessment, Validation of beneficiary and Categorization of Intended Beneficiary amongst available option
Collect data for all slums
OR
Use existing SFCPoA prepared under RAY
Credit Linked Subsidy for new houses or extension/ expansion, repair
Affordable Housing in Partnership
Individual house construction
Analysis of Slum Data to list Tenable and Untenable Slums
Untenable Slums
Adopt other Strategies available under Mission
Preparation of HFAPoA
Tenable Slums
Analysis of all tenable Slums to examine financial and technical viability of "in-situ" Slum redevelopment on PPP basis using land as a resource viability of Slum on PPP basis using land as a resource (consider additional FSI/FAR, TDR etc. & other incentives at States/ULB level)
Unviable Slum
Prepare AIP containing all components except Credit Linked Subsidy
Implementation of AIP
Revision in HFAPoA on the basis of Implementation of AIP
Adopt other strategies to take care of housing need of Slum Dweller
Viable Slum
Phasing of Slum Redevelopment over period of mission and development of projects and inclusion in HFA

Preparation of Housing for All Plan of Action (HFAPoA) and Annual Implementation Plan (AIP).

Study of Documents, Maps and Reports related to the Housing and Urban Poverty including Slum Free City Plan of Action and DPR's under RAY (Rajiv Awas Yojana), BSUP, IHSDP, City Development Plans, Detailed Project Report for the Housing and Urban Poverty which have been prepared, proposed, under implementation projects and implemented projects.

1 Collection of data of demand assessment of survey for Slum area and non slum area done by ULB's and compilation and analysis for this data.

2 Validation of beneficiaries as per the conditions prescribed in the guideline, and categorization of intended beneficiaries amongst the four verticals of PMAY-HFA, also give provisional study of population projection and migration statistic data till 2022, for selected cities of Chhattisgarh state under PMAY-HFA.

3 Required IEC activities, community mobilization and public consultation/participation for HFAPoA preparation.

4 Analysis of resources like Land etc, with their availability, ownership details and land values.

5 Analysis of incentives for Developer, builder, through additional FAR/FSI and TDR.

6 Preparation of (HFAPoA) Housing for All Plan of Action for selected cities under PMAY. On the basis of data from demand assessment, and cities where SFCPoA and USHA scheme data is available.

7 Carrying out Analysis for assigning strategies from among the each vertical and for determining implementation model for each vertical of PMAY.

8 Carry out economic analysis, financial analysis, examine legal aspects & framework and recommend suitable implementation strategy including Road Map for HFAPoA implementation.

9 The Consultants shall carry out review of Tenability Analysis carried out under SFCPoA and revise the list of Tenable and Un-tenable Slums.

- 1.6 Location, no of eligible slum dwellers, area of slum land
- 1.7 Market Potential of Land (Land Value)
- 1.8 FAR/FSI available and proposed FAR/FSI
- 1.9 Density against norms

10 Revision of GIS base-map of city wherever available under RAY/USHA scheme as per demand assessment and preparation of GIS base map for remaining cities as per further directions.

11 Based on the above mentioned analysis/data, consultant shall determine financial and technical viability of "in-situ" Slum redevelopment on PPP basis using land as a resource for all the Tenable Slums.

12 Consultant shall analyze Non-Viable slums and Un-tenable slums if they can be implemented under any other Slum Rehabilitation Strategy and program Verticals of PMAY.

13 Consultants shall assign each slum (Tenable and Un-tenable) with implementation strategy among various program verticals identified in the Pradhan Mantri Awas Yojana Scheme Guidelines

14 Consultant shall also identify Affordable Housing Project Requirements to be implemented under Pradhan Mantri Awas Yojana Scheme Guidelines

15 Consultant shall make analysis for implementing strategies for all four verticals with broad estimation for fund requirement for various program Verticals of PMAY.

16 Analysis of availability of basic civic infrastructure (water, sanitation, sewerage, road, electricity) and Social infrastructure. For Slum area and other proposed housing projects for various verticals.

17 Consultant after ascertaining PPP Potential of the slum/housing project, Central Govt grants for program vertical, Grants from state government, beneficiaries contribution expected, carry out phasing and implementation plan for the Mission Period (2015-2022).

18 Consultant shall compile all the analysis, recommendations, strategies, proposals, costing, prioritization and phasing and submit Draft Housing for All Plan of Action (HFAPoA) Report.

19 The Consultants shall in co-ordination with SUDA and ULB to incorporate comments and suggestions from the stakeholders and revise the Draft HFAPoA Report and submit the same.

20 The Revised Draft HFAPoA Report will be sent to State Government for approval under Pradhan Mantri Awas Yojana.

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

22 Based on the Housing for All plan of Action (HFAPoA), Consultant shall prepare Comprehensive Development Brief and Requirements for the Project

23 Analysis of quality control and monitoring methodology for all verticals.

24 Preparation of Annual Implementation Plan (AIP) up to 2022 as prescribed in the PMAY guideline.

Part B

1 Cities where demand assessment survey is incomplete/ not available consultant have to make demand assessment survey of Slum area and Non-Slum area as per actual no. of HH. For that use formats given in guideline of PMAY -HFA i.e. Annexure 4A & 4B. (Collect the revised formats 4A & 4B from SUDA office)

2 IEC activities

3 MIS entry of Demand Assessment data Survey data.

*****Note:- Given quantity of households as per annexure 'F' may vary and payment shall be made as per actual survey and data entry done by consultant.**

12.5 Section 5: Schedule of Payment & work completion Schedule

S.N.	Milestone linked payment	Percent	Amount	Estimated days required for work completion
Part B				
	Mobilization Fund	**10**	10% of total consultancy fees	
1	IEC activities under PMAY-HFA mission, & Demand assessment survey	-	As per quantity & quoted rate	30 days
2	MIS data entry of demand assessment data	-		15 days
Part A				
1	Submission of Inception report/Conceptual Document on HFAPoA	**20**		15 Days
2	Submission of Draft Housing for All Plan of Action (HFAPoA) Report	**25**		30 Days
3	Submission of Revised Housing for All Plan of Action (HFAPoA) & Annual implementation plan up to 2022.	**25**		30 days
4	Approval of Housing for All Plan of Action (HFAPoA) & Annual Implementation Plan Report by SLSMC & CSMC i.e. from MoHUPA govt. India	**20**		
TOTAL		**100**		Total 4 Months

***Note-** Payment for activities given as per **part B** shall be paid as per actual quantum of work.

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 Lump sum 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. Consultant shall be required to provide services for preparation of HFAPoA and AIP up to get approval from CSMC, i.e. from MoHUPA, Govt of INDIA, on the same lump sum fees rates quoted in the financial proposed quote without any escalation.
4. 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.

12.6 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*]

12.7 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)

12.8 : 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 HFAPoA

Appraisal Checklist for Housing for All Plan of Action (HFAPoA)

APPRAISAL CHECKLIST FOR HOUSING FOR ALL PLAN OF ACTION (HFAPoA)

BASIC INFORMATION:

I. **Name of the State:** .....

II. **Name of the City:** .....

III. **State level Nodal Agency:** .....

IV. **City Population (as per Census 2011):** .....

V. **Slum Population (as per Census 2011):** .....

VI. **Urban Poor Population (Non-Slum):** .....

VII. **Total No. of Slums:** .....

VIII. **Projected Financial Requirement for Four (4) Verticals*:**

S.No	Verticals	Projected No. of Beneficiaries			% of Beneficiaries	% of SC Beneficiaries	% of ST Beneficiaries	Financial Requirement (Rs. in lakhs)
		Total	SC	ST				
a.	In-situ Redevelopment using Land as a Resource							
b.	Credit Linked Subsidy Scheme (CLSS):							
c.	Affordable Housing in Partnership (AHP)							
d.	Beneficiary-led Individual House Construction or Enhancement							
e.	**Total Requirement (a+b+c+d)**							

Note: * As per estimation. Actual figures will vary at the time of implementation.

APPRAISAL PARAMETERS:

S.No	Parameters	Response
1.	Has ULB completed the demand assessment for Urban Poor in slums and non-slum areas as per formats given in the guidelines or from existing data (source)?	
2.	Has the Slum Population been cross-checked with the Census 2011 data? (Yes/No)	
3.	Has the updated list of slums been prepared through physical verification?	
4.	Has land ownership of all slums been listed? (Yes/No) If yes, then mention the number of slums in the following categories	
4.1	*Central Government and its agencies/PSUs/Autonomous bodies etc.*	
4.2	*State Government and its agencies/PSUs/Autonomous bodies etc.*	
4.3	*Urban Local Body*	
4.4	*Private (including other boards enacted under Act of Parliament)*	
5.	Has tenability analysis been done based on physical location, land use, land ownership for all slums? (Yes/No) If yes, then mention the following	
5.1	*Number of Tenable Slums*	
5.2	*Number of Tenable Households*	

Page 1 of 2

S.No	Parameters	Response
5.3	*Number of Untenable Slums*	
5.4	*Number of Untenable Households*	
6.	Has the data collected on Housing condition been cross checked with Socio Economic Caste Census (SECC)? (Yes/no) If yes then mention:	
6.1	*Pucca Houses (no. & %)*	
6.2	*Semi-Pucca Houses (no. & %)*	
6.3	*Kutcha Houses (no. & %)*	
7.	Among tenable slums, whether economic viability has been worked out for in-situ redevelopment using land as resource? (Yes/No) If yes then mention:	
7.1	*Number of Slums proposed for In-Situ Redevelopment*	
7.2	*Number of untenable slums clubbed with slums under In-situ Redevelopment*	
8.	**Whether the land has been earmarked for the implementation of Affordable Housing Project?**	
9.	**Whether vacant EWS housing stock has been identified those are available under various housing scheme for which the beneficiaries has not yet been identified? If yes, then mention the number of vacant dwelling units available**	
10	**Whether State has any agencies that have capacity to implement housing schemes? If yes, then mention the name of the agencies**	
11.	**Whether any monitoring mechanism is in place to check the progress of the construction of houses under beneficiary-led housing component?**	
12.	**Whether advocacy plan is in place or planned for promoting the CLSS component?**	
13.	**Whether the process for coordination has been initiated with various local banks/ HFCs which have already signed MoU with one of the CNAs (HUDCO/ NHB) for facilitation of beneficiaries under CLSS component? If yes, provide details of the initiative taken.**	
14.	Have detailed strategies been developed in consultation with the beneficiaries for the four (4) verticals mentioned in the guidelines. (Yes/No)	
15.	Has financial plan year - wise been worked out? (Yes/No)	
16.	Whether Central Assistance required has been worked out for all four (4) components? (Yes/No) If yes, then mention	
16.1	*Amount of Central Assistance required (Rs. in lakhs)*	
17.	While formulating HFAPoA, whether financial resources from State, ULB, beneficiary has been considered? (Yes/No) If yes, then mention:	
17.1	*Amount of State Contribution (Rs. in lakhs)*	
17.2	*Amount of ULB Contribution (Rs. in lakhs)*	
17.3	*Amount of Beneficiary Contribution (Rs. in lakhs)*	
17.4	*Amount from any other (source) (Rs. in lakhs)*	
18.	Has the draft HFAPoA been presented to the elected representatives and feedback elicited? (Yes/No)	
19.	Has the draft HFAPoA has been appraised by the State Level Appraisal Committee (SLAC) and approved by State Level Sanctioning & Monitoring Committee (SLSMC)? (Yes/No)	
20.	Has changes in the physical targets and financial requirements in AIP from the preceding year has been transferred to HFAPoA? (Yes/No)	

State Urban Development Agency, Chhattisgarh, Naya Raipur

Demand Assessment from Slum Area & Non Slum Area for HFAPoA

SN	Cluster	Name of City	Cluster wise Approx target of HH
1	2	3	4
1	Bhilai	Bhilai	55330
		Bhilai-Charoda	
		Durg	
		Ahiwara	
2	Bilaspur	Bilaspur	70849
		Champa	
		Janjgir-Naila	
		Pendra	
		Mungeli	
3	Raigarh	Korba	52313
		Raigarh	
4	Jagdalpur	Kondagaon	25423
		Kanker	
		Narayanpur	
		Jagdalpur	
		Badi Bacheli	
		Bijapur	
		Dantewada	
		Sukma	

*****Note:- Given quantity of households as above may vary and payment shall be made as per actual survey and data entry done by consultant.**