



**TAMIL NADU INFRASTRUCTURE DEVELOPMENT BOARD,  
FINANCE DEPARTMENT, SECRETARIAT,  
CHENNAI 600009.**

**EMPANELMENT OF CONSULTANCY FIRMS FOR VARIOUS SECTORS/  
FUNCTIONAL AREAS  
PACKAGE – I – 2<sup>nd</sup> Call**

Background:

The Government of Tamil Nadu has set up the Tamil Nadu Infrastructure Development Board (TNIDB) under Tamil Nadu Infrastructure Development Act, 2012, to create an institutional framework to speed up infrastructure development, encourage private sector participation in infrastructure development and identify projects on a priority basis. As per Regulation 6(1) of the Tamil Nadu Infrastructure Development Board Regulations, 2013, the TNIDB has been empowered to create a panel of consultants whose services can be availed of by project sponsoring agencies.

2. In this regard, the Chief Executive Officer, TNIDB, proposes to empanel Consultancy Firms for assisting the various Government Departments and Agencies who may execute infrastructure projects and may need project advisory assistance from TNIDB. The expertise required include (i) Technical/Engineering consultants, (ii) Feasibility Study, Market Study and Programme Development consultants, (iii) Transaction advisors. For the present, the empanelment of package is invited for sectors covering under **Package-I – (a) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare) and (b) Agricultural Infrastructure and Services (Development of Agriculture, Horticulture, Sericulture, Animal Husbandry, Fisheries and Forestry).**

3. Tamil Nadu Infrastructure Development Board's Regulation 6(3) specifies that empanelled consultancy firms may be used by TNIDB and/or project sponsoring Departments. This may be done through Financial Bids being called for from the specified empanelled firms. The Terms of Reference and the methodology of selection and the commercial terms will vary with each project and will be decided upon by the concerned project sponsor.

**Links:**

- (1) [http://www.tn.gov.in/gosdb/gorders/finance/fin\\_e\\_211\\_2012.pdf](http://www.tn.gov.in/gosdb/gorders/finance/fin_e_211_2012.pdf) - GO Ms. No.211, Finance Department, dated 14-6-2012.
- (2) [http://www.tn.gov.in/gosdb/gorders/finance/fin\\_e\\_212\\_2012.pdf](http://www.tn.gov.in/gosdb/gorders/finance/fin_e_212_2012.pdf) - GO

[Ms. No.212](#), Finance Department, dated 14-6-2012.

- (3) [http://www.tn.gov.in/gosdb/gorders/finance/fin\\_e\\_391\\_2012.pdf](http://www.tn.gov.in/gosdb/gorders/finance/fin_e_391_2012.pdf) - GO Ms. No.391, Finance Department, dated 7-11-2012.
- (4) [http://www.tn.gov.in/gosdb/gorders/finance/fin\\_e\\_392\\_2012.pdf](http://www.tn.gov.in/gosdb/gorders/finance/fin_e_392_2012.pdf) - GO Ms. No.392, Finance Department, dated 7-11-2012.
- (5) [http://www.tn.gov.in/gosdb/gorders/finance/fin\\_e\\_409\\_2012.pdf](http://www.tn.gov.in/gosdb/gorders/finance/fin_e_409_2012.pdf) - TT Act, PPP – GO Ms. No.409, Finance Department, dated 26-11-2012
- (6) [http://www.tn.gov.in/tnidb/pdfs/TN\\_Vision\\_2023.pdf](http://www.tn.gov.in/tnidb/pdfs/TN_Vision_2023.pdf) - Vision 2023 document – Phase-I and Phase-II.

4. The information and the details received will be evaluated based on the criteria given and qualified consultancy firm(s) will be short-listed for the proposed Sector/Functional Area. The consultancy firms will be shortlisted/selected in accordance with the procedures set out in the Tamil Nadu Transparency in Tenders Act, 1998 (Tamil Nadu Act 43 of 1998) and Rules made thereunder.

5. Interested consultancy firm(s) must provide all the relevant information (in English language only) as per the prescribed format. Consultancy firms may associate with others to enhance their qualifications.

6. If the firms are bidding jointly, a binding declaration must be given of the lead firm and what form the cooperation will take (joint venture, sub-contracting, association and other forms). The details can be downloaded from the websites [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in), [www.tnidb.tn.gov.in](http://www.tnidb.tn.gov.in) and [www.tnuifsl.com](http://www.tnuifsl.com)

7. The document for Packages I must be delivered in the Office of **Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL), No.19, T.P. Scheme Road, Raja Annamalaipuram, Chennai 600028** on or before 15.00 hours on **17-01-2018** and document must be accompanied by Processing Fee(non-refundable) of Rs.10,000/- for the assignment for each Sector/Functional area applied in the form of Demand Draft payable at Chennai drawn in favour of **Chief Executive Officer, Tamil Nadu Infrastructure Development Board, Secretariat, Chennai-9**.

8. A pre-proposal conference will be held on **05-01-2018** at **3.00 p.m.** for Package I in the Old Conference Hall, 2<sup>nd</sup> Floor, Main Building, Secretariat, Chennai 600009 to clarify queries, if any. The bidders may send their queries on this Empanelment addressed to Joint Director, Tamil Nadu Infrastructure Development Board/Deputy Secretary to Government, Finance (Infrastructure Cell) Department, Secretariat, Chennai 600009 at least two days before the pre-proposal conference. Phone No: 044-25672509/25665980, E.mail id: [fininfracell@gmail.com](mailto:fininfracell@gmail.com)

9. Firms applying for more than one empanelment may please submit the documents in separate covers superscribed as applicable with processing fee.

10. The **existing empanelled firms need not apply under this process. However, the existing empanelled firms shall submit the required documents for updation of information in response to separate communication issued to them by TNIDB.** Any firms seeking fresh empanelment need to respond under this process under intimation to Tamil Nadu Infrastructure Development Board.

11. Any change in key dates, minutes of the pre-proposal conference, etc., will only be uploaded only in the websites of [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in), [www.tnidb.tn.gov.in](http://www.tnidb.tn.gov.in) and [www.tnuifsl.com](http://www.tnuifsl.com)

12. In order to obtain first-hand information on the assignment, if it is required a representative of your firm may contact Joint Director, TNIDB/Deputy Secretary to Government, Finance (Infrastructure Cell) Department, Secretariat, Chennai 600009 with prior intimation. Phone No: 044-25672509/25665980 E.mail id: [fininfracell@gmail.com](mailto:fininfracell@gmail.com),

13. **Proposals without the superscribing in the cover of the proposals as requested above will not be opened.**

SECRETARY TO GOVERNMENT(Expenditure)/  
CHIEF EXECUTIVE OFFICER,  
TAMIL NADU INFRASTRUCTURE DEVELOPMENT BOARD.

## Instructions

### 1. Name and address of the client

The Secretary to Government (Expenditure)/  
Chief Executive Officer,  
Tamil Nadu Infrastructure Development Board (TNIDB),  
Finance Department,  
Secretariat,  
Fort St. George,  
Chennai 600009.

Phone: 044-25672509/25665980

[E.mail id: fininfracell@gmail.com](mailto:fininfracell@gmail.com)

The documents shall be submitted to the following address:

Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL),  
No.19, T.P. Scheme Road,  
Raja Annamalaipuram,  
Chennai 600028.

2. The details can be downloaded from the websites [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in), [www.tnidb.tn.gov.in](http://www.tnidb.tn.gov.in) and [www.tnuifsl.com](http://www.tnuifsl.com)

3. The consultancy firm(s) should provide the following documents in English language in the format prescribed:

- (i) Legally binding signed declaration of undertaking (Form-1)
- (ii) Corporate profile and status (Firm's Name, Contact person, Address of the consultancy firm, Phone No., Fax No., E.mail ids of Contact person and Website address) (Form-2)
- (iii) Summary of Sector-wise relevant experience (Form-3)
- (iv) Sector-wise relevant experience along with attested Client certificate (Form-4)
- (v) Summary of Key professionals available with firm (Form-5)
- (vi) Curriculum vitae of the consultancy firm's Key personnel (Form-6)
- (vii) Audited Balance Sheet and Profit & Loss Account for last 3 to 5 years (Form-7)
- (viii) Statement of Personnel structure (number and qualifications) (Form-8)
- (ix) Relevant references from the last five years to prove technical qualifications and experience abroad, in the region or country (maximum five references per Sector of operation) (Form-9)
- (x) Declaration of Joint Venture/Associated firms (Form-10)
- (xi) Litigation History (Form-11)
- (xii) Statement of Legal Capacity (Form-12)
- (xiii) Any other relevant information (Form-13)

4. The details and the information should be furnished to the following address superscribing "Empanelment of consultancy firms for various Sectors/Functional Areas - TNIDB" to Tamil Nadu Urban Infrastructure Financial Services Limited:

Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL),  
No.19, T.P. Scheme Road,  
Raja Annamalaipuram,  
Chennai 600028.

*Proposals without the superscribing in the cover of the proposals as requested above will be unopened and will not be considered for empanelment.*

5. Due date and time for submission of information and details upto **3.00 p.m.** on **17-01-2018**.

6. The consultancy firm(s) providing inadequate information and without adequate processing fee will be liable for rejection.

7. The information and the details received will be evaluated and qualified consultancy firm(s) only will be short listed and empanelled for the proposed assignment.

8. Definitions:

8.1. In this document, the following words and expressions have the meaning hereby assigned to them.

8.2. EMPLOYER means the Tamil Nadu Infrastructure Development Board or the Government Department/Agency which actually engages the services of the Consultancy Firms.

8.3. APPLICANT means proprietary firm, firm in partnership or limited company. Individuals are not eligible to apply.

8.4. BOARD means Tamil Nadu Infrastructure Development Board (TNIDB).

8.5. PUBLIC AGENCY shall have the same meaning as in Section 2(o) of Tamil Nadu Infrastructure Development Act, 2012.

8.6. A Firm means an organization/company/firm/consultancy firm/partnership firm/Consultancy Company either as a company or joint venture company/association having been in business in India for atleast three years with Indian offices.

8.7. Joint venture/association may be allowed subject to maximum of three firms (Lead firm + 2 firms). Lead firm should satisfy/fulfill financial criteria.

## **General information:**

9. Applications are invited for empanelment of eligible consultancy firms which have experience in advising Governments/Government departments and parastatals in infrastructure projects development.

10. Government of Tamil Nadu (GoTN) has set up Tamil Nadu Infrastructure Development Board for faster identification and clearance of major infrastructure projects, with a view to translating the 'Tamil Nadu Vision 2023' document into action. Phase-II of the Tamil Nadu Vision 2023 document containing profiles of projects in different sectors identified for implementation. TNIDB's primary role is to conceptualise and implement infrastructure projects either through Public Sector mode or through the Public-Private Partnership mode in the 21 Sectors contained in Schedule I of the Tamil Nadu Infrastructure Development Act 2012 (Tamil Nadu Act 22 of 2012) (G.O. Ms.No.392, Finance Department, dated 7-11-2012). The Board will play the role of a catalyst in ensuring that the projects are executed in a time bound and efficient manner.

11. The Board is planning to be a facilitator for infrastructure projects executed in the State of Tamil Nadu. The projects are expected to cover the 21 Sectors listed in Schedule-I of the Tamil Nadu Infrastructure Development Act, 2012 and will entail substantial investment. The projects will include both projects that are executed through the Public Sector as well as those implemented through the Public Private Partnership (PPP) mode.

12. Any other information and clarification concerning the application can be had from the office of Tamil Nadu Infrastructure Development Board, Finance Department, Secretariat, Chennai 600009.

13. The right to reject any or all applications without assigning any reason is reserved by Tamil Nadu Infrastructure Development Board.

14. The empanelment will be initially for a period of 2 years or till fresh empanelment is done whichever is earlier. [Vide TNIDB Regulation 6(2)].

15. Pre-qualification/Empanelment does not necessarily mean that a job will be assigned to the Consultancy Firm. Government Departments/Agencies may, if necessary call for tenders from the empanelment for engagement in services on Quality cum Cost Based Selection (QCBS) method.

16. Successful consultancy firms should note that in the usage of this empanelment is not mandatory on the Government Department/Agencies. In cases where the Government Departments/Agencies use this empanelment to engage the services of a Consultancy Firm and it is found that the Consultancy Firm is not performing the services in a satisfactory manner and Tamil Nadu Infrastructure Development Board receives three (3) or more written complaints from Government Departments/Agencies, the said Consultancy Firm will be removed from all empanelment in the Government of Tamil Nadu. The Consultancy Firm will be given an opportunity to present his case to Tamil Nadu Infrastructure Development Board.

17. Further communication/clarifications, will be made with the Consultancy Firms, if find essential before empanelment.

18. All information submitted will be the property of Tamil Nadu Infrastructure Development Board and will not be returned.

19. All information requested for in the enclosed forms should be furnished against the respective column in the format. If information is furnished in separate documents, reference to the same shall be given against the respective column. If information is 'Nil', it shall also be mentioned as 'Nil' or 'No such case'. If particular query is not applicable in the case of the Consultancy Firm, it shall be stated as 'Not applicable'. No column should be left blank. However, the Consultancy Firms are cautioned that non-submission of complete information called for in the required formats or making any change in the prescribed forms may result in the application being summarily rejected.

20. Copies of the References, information, *work orders and completion certificates from the respective clients certifying the suitability, technical know-how, experience or capability* of the Consultancy Firm shall be submitted by the Consultancy firm which may be verified by Tamil Nadu Infrastructure Development Board, if consider necessary.

21. The Consultancy Firms are advised to attach any additional information which is considered necessary in regard to proving their capabilities. No further information will be entertained after submission of the application, unless it is called for by the Tamil Nadu Infrastructure Development Board.

22. Consultancy Firms which wish to submit the application shall submit the application with a processing fee (non-refundable) of Rs.10,000/-(Rupees Ten thousand only) for each Sector/Functional area. Firms applying for more than one empanelment should pay a separate fee for each empanelment requisition. Under this package, the consultancy firms may submit at a maximum of 8 numbers of empanelment documents, each set of empanel document shall be submitted along with processing fee of Rs.10,000/-(Rupees Ten thousand only).

23. The processing fee shall be paid along with the application form in the form of crossed Demand Draft payable at Chennai from a Nationalised Bank drawn in favour of Chief Executive Officer, Tamil Nadu Infrastructure Development Board, Secretariat, Chennai-9. **Applications received without processing fee shall not be considered.**

24. The cost incurred by the consultancy firms in preparing and submitting this application, in providing clarification or attending discussions, conferences in connection with process of empanelment shall be borne by the consultancy firms and the Tamil Nadu Infrastructure Development Board, in no case will be responsible or liable for these costs regardless of the conduct or outcome of the process.

25. If the application is made by a firm in partnership/joint venture/consortium, it shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding Power of Attorney for signing the application, in which case a certified copy of Partnership Deed shall accompany the application.

26. If the application is made by a Limited Company, it shall be signed by a duly authorized person holding the Power of Attorney for signing the application, in which case a certified copy of the Power of Attorney or Board Resolution issued by the Board of Directors shall accompany the application.

27. The Tamil Nadu Infrastructure Development Board reserves the right to reject or accept any one or all applications and to annul the process and reject all the applications at any time without assigning any reason(s) thereof and without thereby incurring any liability to the affected consultancy firms or without informing the consultancy firms of the grounds for the Tamil Nadu Infrastructure Development Board's action.

28. All financial information shall be given in Indian Rupee only.

#### I. Evaluation of Empanelment of Consultancy Firms for various Sectors/Functional Areas:

The Evaluation Committee appointed by the Chief Executive Officer (CEO), Tamil Nadu Infrastructure Development Board will carry out its evaluation applying the evaluation criteria and point system specified below. Each responsive proposal will be attributed a score.

#### II. Sectors:

Tamil Nadu Infrastructure Development Board have been developing projects across all the sectors mentioned in Schedule I of Tamil Nadu Infrastructure Development Act, 2012. Details of the process of project development may be seen in the Tamil Nadu Infrastructure Development Act, 2012, Tamil Nadu Infrastructure Development Rules, 2012 and Tamil Nadu Infrastructure Development Board Regulations, 2013. The procurement process for projects will be governed by the Tamil Nadu Transparency in Tenders Act, 1998 and the Rules framed there under including the Tamil Nadu Transparency in Tenders (Public Private Partnership Procurement) Rules, 2012.

The present document is to empanel consultancy firms in the following sectors: (a) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare) and (b) Agricultural Infrastructure and Services (Development of Agriculture, Horticulture, Sericulture, Animal Husbandry, Fisheries and Forestry).

Empanelment for other Sectors may be added at a later date as and when required by the Chief Executive Officer, Tamil Nadu Infrastructure Development Board.



III. The following table provides the matrix of empanelment that will be done now:

Sl No.	Sector	Expertise / Functional area				Design Consulting
		Technical/ Engineering consultants	Feasibility Study, Market Study and Programme Development consultants	Transaction Advisors for Type A Projects < Rs.100 Crores	Transaction Advisors for Type B Projects > Rs.100 Crores	
4.	Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare)	√	NA	√	√	√
5.	Agricultural Infrastructure and Services (Development of Agriculture, Horticulture, Sericulture, Animal Husbandry, Fisheries and Forestry)	√	√	√	√	NA

- For each stream of Sector and Functional Area, there will be a separate evaluation. Hence, each of the sub-set is to be treated as a separate requirement and details to be provided as such. The envelopes shall also be superscribed separately. For example, the same Consultancy Firm which wants to be empanelled for Feasibility Study, Market Study and Programme Development under the Sectors (1) Social Infrastructure and Services and (2) Agricultural Infrastructure and Services shall submit two sets of documents with the relevant experience and personnel information.
- *The envelope should be superscribed as "Empanelment document for – Agricultural Infrastructure and Services - FEASIBILITY STUDY, MARKET STUDY AND PROGRAMME DEVELOPMENT" AND "EMPANELMENT DOCUMENT FOR – SOCIAL INFRASTRUCTURE AND SERVICES – TECHNICAL/ ENGINEERING CONSULTANTS".*
- For Transaction Advisors, there is expected to be two sets of empanelment – one for smaller projects with project cost less than Rs.100 Crores (Type A) and another for larger projects with project cost more than Rs.100 Crores

(Type B). Consultancy Firms which are empanelled for the Type B will automatically be empanelled for Type A also. But, such Consultancy Firms have to specifically state their desire to be considered for Type A along with necessary processing fee and specific request Letter. (They need not submit another set of documents for Type A)

- Consultancy Firms are requested to ensure that the experiences cited in the Forms 3- 6 are relevant to the specified Sectors for which the empanelment document is being submitted. Similarly, the professional Curriculum Vitae should be of people/team who have been associated with projects in that Sector.
- Post empanelment, in case of change/replacement in the original Joint Venture/association, Tamil Nadu Infrastructure Development Board may consider the changes/replacement with equivalent or above qualified Consultancy Firms after the receipt of the written request from the lead Firm. The approval of the change/replacement will be at the sole discretion of the Chief Executive Officer, TNIDB.

#### IV. Broad role of the Empanelled Consultancy Firms (as approved by the Board)

The output of these Consultancy Firms could be anyone/more of, but not limited to the following:

- Feasibility Report/Feasibility Study
- Assistance in Bid process
- Bid evaluation report
- Assistance in Concession Agreement signing
- Market assessment
- Quantification of Contingent liability
- Technical Feasibility Report
- Detailed Project Study Report
- Preliminary Social and Environmental Feasibility Analysis/Environmental and Social Impact Assessment
- Impact assessment Study
- Environmental Impact assessment Study
- Commercial assessment Study
- Risk Assessment Report
- Creation of Tender Document
- Drafting Concession Agreement
- Value for Money assessment
- Others, as directed by the Chief Executive Officer, TNIDB.

Types of Advisors	Expected Role	Typical Output
Technical/ Engineering consultants	To assist and vet various engineering options proposed in terms of sustainability, structural	<ul style="list-style-type: none"> <li>➤ Technical feasibility report</li> <li>➤ Impact Assessment studies;</li> <li>➤ Environmental Impact Assessment studies</li> </ul>

Types of Advisors	Expected Role	Typical Output
	issues and lifecycle costs.	<ul style="list-style-type: none"> <li>➤ Detailed Project study reports;</li> <li>➤ Preliminary social and environmental feasibility analysis</li> <li>➤ Environmental and social impact assessments;</li> </ul>
Feasibility & market study and Programme Development consultants	To conduct field level surveys and complement it with secondary data and research in order to create a basic business case / needs analysis for a project	<ul style="list-style-type: none"> <li>➤ Feasibility reports/Feasibility studies;</li> <li>➤ Environmental Impact Assessment studies;</li> <li>➤ Market assessment;</li> <li>➤ Quantification of contingent liabilities;</li> <li>➤ Detailed Project study reports;</li> <li>➤ Preliminary social and environmental feasibility analysis</li> <li>➤ Environmental and social impact assessments;</li> <li>➤ Risk assessment report</li> </ul>
Transaction Advisors	Firms that can assist in successfully bidding projects out and have a good market presence in terms of both breadth and depth. Expected to assist the board in advising the best model / timing of bids	<ul style="list-style-type: none"> <li>➤ Detailed Project Study Reports</li> <li>➤ Assistance in Bid Process, Bid Evaluation Report and signing of Concession Agreement</li> <li>➤ Creation of tender documents;</li> <li>➤ Drafting concession agreements;</li> <li>➤ Value for Money assessment</li> </ul>
Design Consultancy	To assist in preparation and to vet various engineering Designs. Master Plan, City Development Plan, Mobility Plan, Business Plan, etc	<ul style="list-style-type: none"> <li>➤ Preparation of detailed designs</li> <li>➤ Master Planning/ Urban design projects to various sectors.</li> <li>➤ Preparation of City Development Plan</li> <li>➤ Comprehensive Mobility Plan</li> <li>➤ Business Plan</li> <li>➤ Detailed Project study reports;</li> <li>➤ Preliminary social and environmental feasibility analysis</li> <li>➤ Environmental and social impact assessments</li> </ul>

## V. Criteria & Evaluation Matrix – TECHNICAL & ENGINEERING CONSULTANCY FIRMS:

The broad evaluation criteria are underlined below. Consultancy Firms which will get a score of less than 60 points will not be considered for empanelment. Of the others, the firms scoring equal to or more than 60 points will be empanelled based on the qualification marks. Wherever Consultancy Firms do not have the minimum experience, their score for those criteria will be taken as zero.

### Eligibility Criteria:

- The Firm should be registered as a consultancy firm in India with Indian offices for atleast three years.
- The Consultancy Firm should have been in business in India for atleast three years.
- The Consultancy Firm should have an average turnover (defined as consulting fees) of atleast Rs.3 Crores in the last three years.
- The Consultancy Firm should have atleast 5 professionals who have been based out of its Indian offices in the last three years.
- Have been exposed to technical advisory/consulting engagements with Government(s) or its Agencies, parastatals, Regulatory Bodies, Tribunals or Public Sector entities.
- Have worked on technical/engineering studies in the following sectors (a) Housing, Urban Planning, Urban Infrastructure and Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare) and (e) Agricultural Infrastructure and Services (Development of Agriculture, Horticulture, Sericulture, Animal Husbandry, Fisheries and Forestry). These broad Sectors can include but not limited to projects in (i) Roads, (ii) Power, (iii) Mass Transportation, (iv) Railways, (v) Ports (vi) Inland Waterways, (vii) Special Economic Zone, (viii) Tourism, (ix) Water, (x) Urban, (xi) Housing and (xii) Waste and Waste Management.

### Specific Criteria:

- Should have consulted/worked on Technical consulting/Project Engineering consultancy work for infrastructure projects with a Public Sector entity (Read – State or Central Government, Regulator, Urban Local Bodies, Tribunals, Commissions, State owned Companies and similar Bodies) for atleast 2 assignments in each of the Sectors listed in the table on page-9 for which the Bids are submitted.

## TECHNICAL/ENGINEERING CONSULTANCY

Sl. No.	Particulars	Minimum/ Maximum points	Gradation
1.	Experience in the sectors – (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>16/30</b>	
	No. of assignments worked on as technical consultant	16/30	2 assignments– 8 marks each 2 additional marks for every additional assignment thereafter
2.	Experience in PPP projects – (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>12/20</b>	
	No. of PPP assignments worked on in the relevant sectors	12/20	2 assignments– 12 marks 2 additional marks for every additional assignment thereafter
3.	Experience across multiple States	<b>6/10</b>	2 States – 6 marks 1 additional mark for each additional State thereafter
4.	Value of assignment	<b>3/5</b>	
	Consulting fees Rs.10 – Rs.50 Lakhs	3/5	2 assignments – 3 marks 1 additional mark for each additional assignment thereafter
5.	Value of Project	<b>3/5</b>	
	PPP project value > Rs.100 Crores OR Consulting fees > Rs. 50 Lakhs	3/5	1 assignment – 3 marks 1 additional mark for each additional assignment thereafter
6.	Professional/People strength	<b>20/30</b>	
a.	No. of branches within the country with 3 or more practising consultants in each office	6/8	2 branches – 6 marks; 2 additional marks for each branch thereafter
b.	Professional with > 10 years experience	10/15	3 professionals – 10 marks 1 additional mark for each additional professional thereafter
c.	Professionals with experience across sectors/type of PPP transaction	4/7	One Sector/Type of PPP transaction – 4 marks 1 additional mark for each additional sector/type of PPP transaction
	<b>Total</b>	<b>60/100</b>	

## VI. Criteria & Evaluation Matrix – FEASIBILITY STUDY, MARKET STUDY AND PROGRAMME DEVELOPMENT:

The broad evaluation criteria are underlined below. Consultancy Firms which will get a score of less than 60 points will not be considered for empanelment. Of the others, the firms scoring equal to or more than 60 points will be empanelled based on the qualification marks. Wherever Consultancy Firms do not have the minimum experience, their score for those criteria will be taken as zero.

### Eligibility Criteria:

- The Firm should be registered as a consulting firm in India with Indian offices for atleast 3 years.
- The Consultancy Firm should have been in business in India for atleast three years.
- The Consultancy Firm should have an average turnover (defined as consulting fees) of atleast Rs.3 crores in the last three years.
- The Consultancy Firm should have atleast 5 professionals who have been based out of its Indian offices in the last three years.
- Have been exposed to Feasibility Study, Market Study and Programme Development engagements with Government(s) or its Agencies, parastatals, Regulatory Bodies, Tribunals or Public Sector entities.
- Have worked on Feasibility Study, Market Study and Programme Development in the following Sectors (a) Housing, Urban Planning, Urban Infrastructure and Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare) and (e) Agricultural Infrastructure and Services (Development of Agriculture, Horticulture, Sericulture, Animal Husbandry, Fisheries and Forestry). These broad Sectors can include but not limited to projects in (i) Roads, (ii) Power, (iii) Mass Transportation, (iv) Railways, (v) Ports (vi) Inland Waterways, (vii) Special Economic Zone, (viii) Tourism, (ix) Water, (x) Urban, (xi) Housing and (xii) Waste and Waste Management.

### Specific Criteria:

- Should have consulted / worked on Feasibility Study, Market Study and Programme Development for infrastructure projects with a Public Sector entity (Read – State or Central Government, Regulator, Urban Local Bodies, Tribunals, Commissions, State owned Companies and similar Bodies) for atleast 2 assignments in each of the Sectors listed in the table on page-9 for which the Bids are submitted.

**FEASIBILITY STUDY, MARKET STUDY & PROGRAMME DEVELOPMENT CONSULTANCY**

Sl. No.	Particulars	Minimum / Maximum points	Gradation
1.	Experience in the sectors – (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>16 /30</b>	
	No. of assignments worked on as Feasibility study, Market study and Programme Development consultant	16/30	2 assignments – 8 marks each 2 additional marks for every additional assignment thereafter
2.	Experience in PPP projects - (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>12/20</b>	
	No. of PPP assignments worked on in the relevant sectors	12/20	2 assignments – 12 marks 2 additional marks for every additional assignment thereafter
3.	Experience across multiple States	<b>6/10</b>	2 States – 6 marks 1 additional mark for each additional State thereafter
4.	Value of assignment	<b>3/5</b>	
	Consulting fees Rs.10 Lakhs – Rs.50 lakhs	3/5	2 assignments – 3 marks 1 additional mark for each additional assignment thereafter
5.	Value of project	<b>3/5</b>	
	PPP project value > Rs.100 Crores OR Consulting fees > Rs.50 Lakhs	3/5	1 assignment – 3 marks 1 additional mark for each additional assignment thereafter
6.	Professional/People strength	<b>20/30</b>	
a.	No. of branches within the country with 3 or more practising consultants in each office	6/8	2 branches – 6 marks; 2 additional marks for each branch thereafter
b.	Professionals with > 10 years experience	10/15	3 professionals–10 marks 1 additional mark for each additional professional thereafter
c.	Professionals with experience across sectors / type of PPP transaction	4/7	One Sector/Type of PPP transaction – 4 marks 1 additional mark for each additional sector/type of PPP transaction
	<b>Total</b>	<b>60/100</b>	

## VII. Criteria & Evaluation Matrix – TRANSACTION ADVISORS:

The broad evaluation criteria are underlined below. Consultancy Firms which will get a score of less than 60 points will not be considered for empanelment. Of the others, the firms scoring equal to or more than 60 points will be empanelled based on the qualification marks. Wherever Consultancy Firms do not have the minimum experience, their score for those criteria will be taken as zero.

### Eligibility Criteria:

- The firm should be registered as a Consultancy Firm in India with Indian offices atleast three years.
- The Consultancy Firm should have been in business in India for atleast three years.
- The Consultancy Firm should have an average turnover (defined as consulting fees) of atleast Rs.3 Crores in the last three years (Transaction Advisors Type A). The average turnover of the Consultancy Firm for the purpose of Transaction Advisors Type B will be a minimum of Rs.10 Crores in the last three years.
- The Consultancy Firm should have atleast 5 professionals who have been based out of its Indian offices in the last three years.
- Have done transaction advisory work for Public Private Partnership projects
- Have worked on transaction advisory assignments /studies in the following sectors (a) **Housing, Urban Planning, Urban Infrastructure and Services**, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare) and (e) Agricultural Infrastructure and Services (Development of Agriculture, Horticulture, Sericulture, Animal Husbandry, Fisheries and Forestry). These broad Sectors can include but not limited to projects in (i) Roads, (ii) Power, (iii) Mass Transportation, (iv) Railways, (v) Ports (vi) Inland Waterways, (vii) Special Economic Zone, (viii) Tourism, (ix) Water, (x) Urban, (xi) Housing and (xii) Waste and Waste Management.

### Specific Criteria:

- Should have done Transaction Advisory work for infrastructure projects with a Public Sector entity (Read – State or Central Government, Regulator, Urban Local Bodies, Tribunals, Commissions, State owned Companies and similar Bodies) for atleast 2 assignments in each of the Sectors listed in the table on page-9 for which the Bids are submitted.
- In the case of Transaction Advisors, it is proposed that two panels will be created – one for lower value projects(Less than Rs.100 Crores i.e. Type-A) and the other for higher value projects(More than Rs.100 Crores i.e. Type – B).



**TRANSACTION ADVISORY – TYPE A PROJECT VALUE <=Rs.100 Crores**

Sl. No.	Particulars	Minimum/Maximum points	Gradation
1.	Experience in the sectors – (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>18 /30</b>	
a.	No. of assignments worked on as transaction advisor	12/20	3 assignments – 4 marks each 2 additional marks for every additional transaction thereafter
b.	Successful closure / identification of the concessionaire	6/10	6 marks for 1 Successful project 2 additional marks for each additional project
2.	Experience in PPP projects - (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>18/30</b>	
a.	No. of assignments worked on in the relevant sectors	12/20	3 assignments– 4 marks each 1 additional mark for every additional transaction thereafter
b.	Type of PPP projects (Schedule 2 of TNID Act)	6/10	Single type of PPP – 6 marks 2 additional marks for every additional type of PPP thereafter
3.	Experience across multiple States	<b>8/10</b>	Two States – 8 marks 1 additional mark for each additional State thereafter
4.	Professional / People strength	<b>16/30</b>	
a.	No. of branches within the country with 3 or more practising consultants in each office	4/6	2 branches – 4 marks; 1 additional mark for each branch thereafter
b.	Consultants experience	12/24	3 full time professionals – 4 marks each (Professionals with > 10 years experience) 3 marks for every additional professionals with > 10 years experience
	<b>Total</b>	<b>60/100</b>	

**TRANSACTION ADVISORY – TYPE B PROJECT VALUE > Rs.100 Crores**

Sl. No.	Particulars	Minimum / Maximum points	Gradation
1.	Experience in the sectors – (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>18 /30</b>	
(a)	No. of assignments worked on as transaction advisor	12/20	3 assignments– 12 marks 2 additional marks for every additional transaction thereafter
(b)	Successful closure / identification of the concessionaire	6/10	6 marks for 1 Successful project 2 additional marks for each additional type of PPP project
2.	Experience in PPP projects - (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services, (d) Social Infrastructure & Services and (e) Agricultural Infrastructure & Services	<b>18/30</b>	
(a)	No. of assignments worked on in the relevant sectors - Value of the projects > Rs.100 crores	12/20	3 assignments– 4 marks each 2 additional marks for every additional transaction thereafter
(b)	Type of PPP project (Schedule 2 of TNID Act)	6/10	Single type of PPP – 6 marks 2 additional marks for every additional transaction thereafter
3.	Experience across multiple countries (can include cross border deals on behalf of Indian firms also)	<b>7/10</b>	Only domestic – 7 marks 1 additional mark for each additional country thereafter
4.	Professional/People strength	<b>17/30</b>	
(a)	No. of branches within the country with 3 or more practising consultants in each office	5/6	2 branches – 5 marks ; 1 additional mark for each branch thereafter
(b)	Consultants experience	12/24	3 full time professionals – 4 marks each (Professionals with > 10 years experience) 3 marks for every additional professionals with > 10 years experience
	<b>Total</b>	<b>60/100</b>	

## VIII. Criteria & Evaluation Matrix – DESIGN CONSULTING:

The broad evaluation criteria are underlined below. Consultancy Firms which will get a score of less than 60 points will not be considered for empanelment. Of the others, the firms scoring equal to or more than 60 points will be empanelled based on the qualification marks. Wherever Consultancy Firms do not have the minimum experience, their score for those criteria will be taken as zero.

### Eligibility Criteria:

- The Firm should be registered as a consulting firm in India with Indian offices for atleast 3 years.
- The Consultancy Firm should have been in business in India for atleast three years.
- The Consultancy Firm should have an average turnover (defined as consulting fees) of atleast Rs.3 Crores in the last three years.
- The Consultancy Firm should have atleast 5 professionals who have been based out of its Indian offices in the last three years.
- Have been exposed to Design Consulting engagements with Government(s) or its Agencies, parastatals, Regulatory Bodies, Tribunals or Public Sector entities.
- Have worked on Design Consulting engagements in the following Sectors (a) Housing, Urban Planning, Urban Infrastructure and Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services and (d) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare). These broad Sectors can include but not limited to projects in (i) Roads, (ii) Power, (iii) Mass Transportation, (iv) Railways, (v) Ports, (vi) Inland Waterways, (vii) Special Economic Zone, (viii) Tourism, (ix) Water, (x) Urban, (xi) Housing and (xii) Waste and Waste Management.

### Specific Criteria:

- Should have consulted/worked on designing of infrastructure projects with a Public Sector entity (Read – State or Central Government, Regulator, Urban Local Bodies, Tribunals, Commissions, State owned Companies and similar Bodies) for atleast 2 assignments in each of the Sectors listed in the table on page-9 for which the Bids are submitted.
- Have project experience that includes atleast 5 Master Planning/ Urban design projects pertaining to sectors like Industrial, Tourism, Transportation, Knowledge, Housing, etc.

### DESIGN CONSULTING SERVICES

Sl. No.	Particulars	Minimum/ Maximum points	Gradation
1.	Experience in the sectors – (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services and (d) Social Infrastructure & Services	<b>16 /30</b>	
	No. of assignments worked on as design consultant	16/30	2 assignments– 8 marks each, 2 additional marks for every additional assignment thereafter
2.	Experience in PPP projects - (a) Housing, Urban Planning, Urban Infrastructure & Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services and (d) Social Infrastructure & Services	<b>12/20</b>	
	No. of PPP assignments worked on in the relevant sectors	12/20	2 assignments – 12 marks 2 additional marks for every additional assignment thereafter
3.	Experience across multiple States	<b>6/10</b>	2 States – 6 marks 1 additional mark for each additional State thereafter
4.	Value of assignment	<b>3/5</b>	
	Consulting fees Rs.10 Lakhs – Rs.50 lakhs	3/5	2 assignments – 3 marks 1 additional mark for each additional assignment thereafter
5.	Value of project	<b>3/5</b>	
	PPP project value > Rs.100 Crores OR Consulting fees > Rs.50 Lakhs	3/5	1 assignment – 3 marks 1 additional mark for each additional assignment thereafter
6.	Professional / People strength	<b>20/30</b>	
(a)	No. of branches within the country with 3 or more practising consultants in each office	6/8	2 branches – 6 marks; 2 additional marks for each branch thereafter
(b)	Professionals with > 10 years experience	10/15	3 professionals–10 marks 1 additional mark for each additional professional thereafter
(c)	Professionals with experience across sectors / type of PPP transaction	4/7	One Sector/Type of PPP transaction – 4 marks 1 additional mark for each additional sector/Type of PPP transaction
	<b>Total</b>	<b>60/100</b>	

Note: Consultants have to submit separate empanelment documents and processing Fees for each of the empanelment documents with necessary superscription on the Envelope. Documents without necessary superscription and processing fees will be rejected.

Please send your Empanelment application/form in the following order:

Form No.	Particulars
1	Legally binding signed declaration of undertaking
2	Corporate profile and status
3	Summary of sector wise relevant experience
4	Firms relevant experience with attested certificate
5	Summary of Key professionals available with Firm
6	Curriculum Vitae of Key professionals
7	Audited Balance Sheet and Profit & Loss account for last five years
8	Statement of Personnel structure (number and qualifications)
9	Relevant references from the last five years to prove technical qualifications and experience abroad, in the region or country
10	Declaration of Joint Venture/Associated Firms
11	Litigation History
12	Statement of Legal Capacity
13	Any other relevant information related to this assignment

Form No. 1

Legally binding signed declaration of undertaking

We underscore the importance of a free, fair and competitive procurement process that precludes fraudulent use. In this respect we have neither offered nor granted, directly or indirectly, any inadmissible advantages to any public servants or other persons in connection with our bid, nor will we offer or grant any such incentives or conditions in the present procurement process or, in the event that we are awarded the contract, in the subsequent execution of the contract.

We also underscore the importance of adhering to minimum social standards ("Core Labour Standards") in the implementation of the project. We undertake to comply with the Core Labour Standards ratified by the country of India.

We will inform our staff about their respective obligations and about their obligation to fulfill this declaration of undertaking and to obey the laws of the country of India

Place:

Date:

Signature of the authorized  
representative of consultancy firm

Form No. 2

Corporate profile and status

Sl. No.	Description	
1.	Name of the firm	
2.	Status (legal entity)	
3.	Address with Pin code	
4.	Contact Telephone No.	
5.	Fax No.	
6.	Mobile No.	
7.	E.mail .id	
8.	Web address	
9.	Contact person	
10.	Contact number	
11.	E.mail .id	
12.	Any other relevant information	

Signature of the authorized  
representative of consultancy firm

Form No. 3

Technical/Engineering – Completed & Ongoing projects

Summary of skill set-wise relevant experience

Technical/Engineering - Completed & Ongoing projects – Summary Table  
(Sector shall mean Housing, Urban Planning, Urban Infrastructure and Services, Industrial, Commercial Infrastructure including Energy Services and Transport Infrastructure and Services)

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project
	Project 1					
	Project 2					
	Name of the Sector					
	Project 1					
	Project 2					
	Total No. Of projects across Sectors					
	Total Sector-wise					

EXPERIENCE IN PPP PROJECTS

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

EXPERIENCE ACROSS STATES

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project



Form No.3

Market & Feasibility Study & Programme Development

Summary of skill set-wise relevant experience

Market & Feasibility Study & Programme Development

(Sector shall mean Housing, Urban Planning, Urban Infrastructure and Services, Industrial, Commercial Infrastructure including Energy Services and Transport Infrastructure and Services)

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project
	Project 1					
	Project 2					
	Name of the Sector					
	Project 1					
	Project 2					
	Total No. Of projects across sectors					
	Total Sector-wise					

EXPERIENCE IN PPP PROJECTS

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

EXPERIENCE ACROSS STATES

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

Signature of the authorized representative of consultancy firm

Form No.3

Transaction Advisory Type A/B

Summary of skill set-wise relevant experience

Transaction Advisory Completed & Ongoing projects – Summary Table  
(Sector shall mean Housing, Urban Planning, Urban Infrastructure and Services, Industrial, Commercial Infrastructure including Energy Services and Transport Infrastructure and Services)

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project
	Project 1					
	Project 2					
	Name of the Sector					
	Project 1					
	Project 2					
	Total No. Of projects across sectors					
	Total Sector-wise					

EXPERIENCE IN PPP PROJECTS

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

EXPERIENCE ACROSS STATES

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

Note:

1. Client certificate shall be furnished for the completed assignments and copy of letter of award/agreement/other documents shall be produced as proof along with this document, sector wise as required.

2. Audited financials duly certified by a Chartered Accountant shall be produced as proof.

Signature of the authorized representative of consultancy firm

Form No.3

Design Consulting

Summary of skill set-wise relevant experience

Design Consulting

(Sector shall Housing, Urban Planning, Urban Infrastructure and Services, (b) Industrial, Commercial Infrastructure including Energy Services, (c) Transport Infrastructure & Services and (d) Social Infrastructure and Services (Health, Education, Skills Development, Child Protection and Social Welfare). These broad Sectors can include but not limited to projects in (i) Roads, (ii) Power, (iii) Mass Transportation, (iv) Railways, (v) Ports, (vi) Inland Waterways, (vii) Special Economic Zone, (viii) Tourism, (ix) Water, (x) Urban, (xi) Housing and (xii) Waste and Waste Management)

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project
	Project 1					
	Project 2					
	Name of the Sector					
	Project 1					
	Project 2					
	Total No. of projects across sectors					
	Total Sector-wise					

EXPERIENCE IN PPP PROJECTS

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

EXPERIENCE ACROSS STATES

Sl. No.	Name of the Sector	Location	Period	Cost of assignment	Brief description of project	Cost of the project

Signature of the authorized representative of consultancy firm

Form No.4

Format for firm's relevant experience:

Project Name	Country
Project location within the country	Professional staff provided by your firm
Name of the client	Professional staff months provided by your firm
Address and contact person (Client) ..... Phone No: Fax No. Email id:	Value of consultancy assignment  Approx. value of services by your firm
Start Date:	End date:
Name of the Key professional of your firm involved in the assignment	
Detailed narrative description of project:	
Description of actual services provided	

Attach Copy of attested client certificate

- For completed assignments : Completion certificate from client
- For ongoing assignments : LOI/LOA/Agreement copy

Signature of the authorized  
representative of consultancy firm

Form No. 5

Summary of key professionals available with firm

ENGINEERING /TECHNICAL CONSULTANTS:

Sl. No	Name of Key professional	Area of Expertise/ Specialization	Experience in Sector	Total no. of years of experience	Qualifi-cation	Years with the firm

FEASIBILITY AND MARKET STUDY AND PROGRAMME DEVELOPMENT

Sl. No	Name of Key professional	Area of Expertise / Specialization	Experience in Sector	Total no. of years of experience	Qualifi-cation	Years with the firm

TYPE-A TRANSACTION ADVISORY

Sl. No	Name of Key professional	Area of Expertise / Specialization	Experience in Sector	Total no. of years of experience	Qualifi-cation	Years with the firm

TYPE B TRANSACTION ADVISORY

Sl. No	Name of Key professional	Area of Expertise / Specialization	Experience in Sector	Total no. of years of experience	Qualifi-cation	Years with the firm

DESIGN CONSULTING:

Sl. No	Name of Key professional	Area of Expertise/ Specialization	Experience in Sector	Total no. of years of experience	Qualifi-cation	Years with the firm

Signature of the authorized representative of consultancy firm

Form No. 6

Curriculum Vitae of Key professionals

1.	Name of the Firm	:			
2.	Name of Staff	:			
3.	Date of Birth	:			
4.	Nationality	:			
5.	Personal address	:			
	Telephone No.	:			
	Fax No.	:			
	E.mail.id.	:			
	Personal address	:			
	Telephone No.	:			
	Fax No.	:			
	E.mail.id.	:			
6.	Education	:			
		:			
7.	Other training	:			
		:			
8.	Languages	:			
		:			
		:			
9.	Membership in Professional Societies	:			
10.	Countries of work experience	:			
11.	Employment Record				
	From:		To:		
	Employer:				
	Position held and description of duties				
	From:		To:		
	Employer				
	Position held and description of duties				
	From:		To:		
	Employer				
	Position held and description of duties				

12	Work undertaken which best illustrates capabilities for similar projects	
	(i)	
	(ii)	
	(iii)	

Certification

I ..... undersigned, certify that to the best of my knowledge and belief this resume correctly describes myself, my qualification and my experience. I understand that any wilful misstatement described herein may lead to disqualification or dismissal, if employed.

Signature of the staff member

Date:

Signature of the authorized representative of consultancy firm:

Full name of the authorized representative:

Date:

Form No.7

Audited Balance Sheet and Profit & Loss account for last five years

(to be enclosed by the consultancy firms)

Year	2012-13	2013-14	2014-15	2015-16	2016-17
	(Rupees in Lakhs)				
Turnover					
Net worth					

Signature of the authorized  
representative of consultancy firm



Form No.8

Statement of personnel structure (number and qualifications)

Table 8.1

Sl. No	Name of the staff	Experience more than 10 years	Experience less than 10 years	Qualification	Age	Overall Experience of Key staff

Table 8.2

Sl. No	No. of staff in Firm	Year 2011-12	Year 2012-13	Year 2013-14	Year 2014-15	Year 2015-16	Year 2016-17

(to be enclosed by the consultancy firms)

Signature of the authorized  
representative of consultancy firm

Form No.9

Relevant references from the last five years to prove technical qualifications and experience abroad, in the region or country

Sl. No	Name of the project	Place of execution	Type of PPP	Value of assignment (Consultancy fees)	Value of Project	Client Name	Status Completed / On going	Client certificate enclosed Yes/No	Remarks

(to be enclosed by the consultancy firms)  
(Along with proof)

Signature of the authorized  
representative of consultancy firm

Form No.10

Declaration on Joint Venture/Associate firms

Name of the associated firms, if any	Expertise provided by the respective JV partners / Associated firms – Sector-wise

If firms are bidding jointly a binding declaration must be given of which is the lead manager and what form the cooperation will take (joint venture, association, sub-contracting, and other forms). A declaration of intent must be enclosed.

Signature of the authorized representative of consultancy firm(s)

Form No.11

Statement of Legal Capacity

(To be forwarded on the letter head of the Applicant)

Ref. Date:

To

Dear Sir,

Sub:

I/We have agreed that ..... (insert individual's name) will act as our Authorised Representative/on our behalf and has been duly authorized to submit our Proposal. Further, the authorised signatory is vested with requisite powers to furnish such proposal and all other documents, information or communication and authenticate the same.

Yours faithfully,

(Signature, name and designation of the authorised signatory)

For and on behalf of .....

Form No - 12

LITIGATION HISTORY

The Consultant shall provide accurate information on the "Historical Contract Non-Performance Form" about contract non-performance and pending litigation with respect to contracts completed or ongoing under its execution over the last five years. (Separate Sheets for each project to be attached, giving following details). A summary is to be provided in following format.

Year	Name of Work/Assignment	Name of Client with Contact details	Contract No. and Date	Value of Contract In Rs.	Date Completed	Nature of Litigation	Final Award

Signature of the authorized Representative

Form No.13

Any other relevant information

Signature of the authorized  
representative of consultancy firm