

PROJECTMANAGEMENTUNIT(PMU)

BHAVNAGAR MUNICIPAL CORPORATION

REQUESTFORPROPOSAL

Bhavnagar Municipal Corporation


Bhavnagar Mahanagar Seva Sadan,
Sir Mangal Sinhji Road, Near Kalanala,
Bhavnagar, Gujarat - 364001.

Tele. No. 0278 2424801-10

Fax No. 0278-2428628

Website: <https://bmcgujarat.com>

E-mail: city.bmc@gmail.com

	Bhavnagar Municipal corporation
NOTICE INVITING TENDER	
Tender Notice for PROJECT MANAGEMENT UNIT (PMU) at Bhavnagar Municipal corporation - 2024	
BMC invites online tenders from firms who have experience in Project Management Unit (PMU) for Urban Infrastructure Projects of BMC in Gujarat State.	

Name of work	Earnest Money Deposit (Rs).	Tender fee
Request for Proposal for Project Management Unit (PMU) for Urban Infrastructure Projects of BMC in Gujarat State	3,61,080 /-	6,000/-

(i)	Bid Document Downloading Start Date	:	05/10/2024
(ii)	Bid Document Downloading End Date	:	8/11/2024
(iii)	Online submission of technical proposal and financial proposal	:	8/11/2024
(iv)	Pre bid meeting	:	18/10/2024 - - 15:30
(v)	Address of Pre-bid meeting	:	Bhavnagar Mahanagar Seva Sadan, Sir Mangal Sinhji Road, Near Kalanala, Bhavnagar, Gujarat - 364001.
(vi)	Last date for Physical submission (EMD, tender fee & All other Documents)	:	16/11/2024 - - 17:30
(vii)	Verification of submitted document (EMD) tender fee etc. in the office of BMC	:	18/11/2024
(viii)	Opening of tender online (Preliminary & Technical proposal only)	:	18/11/2024
(ix)	Date of opening of price bid	:	after evaluation of technical bid
(x)	SPECIAL CONDITION FOR SUBMISSION OF EMD, BG, SD, FD:-	:	Henceforth Bank Guarantee, Earnest Money Deposit, Security Deposit, Fixed Deposit, Demand draft of State Bank Of India will not be accepted.

Terms:

- This notice and tender documents are available on following internet site address for e-tender. <http://www.nprocure.com>
A complete set of tender can be downloaded from above websites.
- Bid shall remain valid for 180 days (one hundred and eighty days) from the date of submission of the tender.
- Any bid not accompanied by cost of tender and Earnest Money as in the NIT will be rejected as non responsive.
- BMC will not be responsible for any delay in submission of bid in electronic/physical form
- BMC reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any time prior to award of the Contract, without incurring any liability to the

affected bidder
or bidders or any obligation to inform the affected bidder or bidders on the grounds of Employer's action

f) Address of Communication
Bhavnagar Mahanagar Seva Sadan, Sir Mangal Sinhji Road, Near Kalanala,
Bhavnagar, Gujarat - 364001

**This tender notice can be viewed on <https://bmcgujarat.comtenderdocuments> can
bedownloadedandsubmittedonthe<http://www.nprocure.comwebsite>
E-TenderNotice**

DepartmentName	Bhavnagar Municipal Corporation
Circle/Division	BMC, Bhavnagar
TenderNoticeNo	BMC/City Engg/2024-25/1
NameofProject:	RequestforProposalforProjectManagementUnit(PMU)forUrbanInfrastructureProjectsof BMC in GujaratState
BiddingType	Open
BidCall(Nos)	1
ContractPeriod	05Year–MissionPeriod(extendable)
TenderCurrencyType	Single
TenderCurrencySettings	IndianRupee (INR)
JointVenture	NotAllowed
Rebate	NotAllowed
AmountDetails	
BidDocumentFee/Bid ProcessingFees	Rs. 6,000/- (Six Thousand Only)/- in form of D.D.
Bid Document Fee Payable to:	Demand draft in favor of Commissioner, Municipal corporation Bhavnagar
EMD(INR):	Rs. 361080 /- (Three lac sixty one thousand eighty only) in form of Demand draft in favor of Commissioner, Municipal corporation Bhavnagar
EMDInFavorof:	D.D. in favor of Commissioner ,Municipal corporation Bhavnagar
RFP Dates	Note:AllDatesareindd.mm.yyyyhr:minasperIndianStandardTime(IST)
PreBidMeetingVenue	Bhavnagar Mahanagar Seva Sadan, Sir Mangal Sinhji Road, Near Kalanala, Bhavnagar, Gujarat - 364001.
BidValidityPeriod	180 Daysfrom lastdateofsubmissionofbid.
PhysicalsubmissionofRFPFee,EarnestMoneyDeposit and PQsupportingdocuments	<ul style="list-style-type: none"> • Instrument of RFP fee & EMD shall be submitted in electronic formatonlythroughonline(Byscanning)whileuploadingthebid.Thissubmission shall mean that RFP fee and EMD are received for the purposeof opening the bid. Accordingly, those offers shall be opened whoseRFP feeandEMDis receivedelectronically. • However, for the purpose of realization of instrument of RFP fee &EMD, consultant shall send the same in original through RPAD/ SpeedPost/ so as to reach to the office of theBMC ,BhavnagarduringofficehoursasperthedatesgiveninNIT. • Consultants who fail to furnish RFP fee & EMD as submitted with theironline proposals in original within stipulated time as indicated abovewill be outright rejected and their proposal shall not be considered forfurtherevaluation. • TheconsultanthastoqualifyasperRFPdocuments.

	<ul style="list-style-type: none"> Registration Certificate, PAN Card, shall be scanned and uploaded online only.
Payments details	<p>RFP Fee (Document fee) (Non Refundable) Rs.6,000/- (Six Thousand Only) in form of demand draft in favor Commissioner Municipal Corporation, Bhavnagar payable at Bhavnagar. Demand draft shall be issued by any Nationalized Banks or as per list mentioned in GR of Finance Department, GR No: EMD/10/2018/DMO Date: 16.04.2018.</p> <p>Earnest Money Deposit (EMD) Rs. 361080 /- (Three lac sixty one thousand eighty only) in form of D.D., in favor of Commissioner Municipal Corporation, Bhavnagar. Valid up to closure of the bid validity period of 210 Days i.e. (Total of 180+30=210 Days). Guarantees as SD/ EMD issued by banks any Nationalized Banks or as per list mentioned in GR of Finance Department, GR No: EMD/10/2018/DMO Date: 16.04.2018 will only be accepted.</p>
Contact Details	
Officer Inviting Bids:	Commissioner of BMC /City Engineer
Bid Opening Authority:	Commissioner of BMC /City Engineer
Address:	Bhavnagar Mahanagar Seva Sadan, Sir Mangal Sinhji Road, Near Kalanala, Bhavnagar, Gujarat - 364001.
Phone:	02782511605
Email:	City.bmc@gmail.com
Submission of tender	<p>The following documents shall be uploaded while submitting the Bids online:</p> <ul style="list-style-type: none"> Scanned copy of Demand Draft as tender fee Scanned copy of Demand Draft as EMD Scanned copy of company registration certificate Scanned copy of PAN Card Scanned copies of Experience certificates showing successful completion of work (with certificate) Scanned copies of finance documents <p>In addition to the documents mentioned above, the documents required as per attached Forms & Annexure are also to be attached. Forms & Annexure are also to be uploaded. Bidder shall submit their offer i.e. Technical bid as well as price bid in electronic format on stipulated website & date as mentioned in the tender document.</p>

General Terms & Conditions:	
1	<p>Downloading of Tender Document</p> <ul style="list-style-type: none"> Interested agencies can download the tender document free of cost from the website. Bidders who wish to participate in the Tender will have to register on website www.nprocure.com.
2	<p>Digital Certificate</p> <ul style="list-style-type: none"> Bidders who wish to participate in this Tender will have to procure/ should have legally valid Digital Certificate as per Information Technology Act-2000 (Class-III) using which they can sign their electronic RFP. Bidders can procure the same from (n)Code Solutions-A Division of GNFC Ltd. who are licensed Certifying Authority by Govt. of India having following address and contact information: <p>(n)Code Solutions (A Division of GNFC Ltd.) (n)Procure Cell 403, GNFC Info tower, S.G.Road, Bodakdev, Ahmedabad- 300054. Gujarat Phone: +917940007501, 40007512, 40007516, 40007517, 40007525 +917926854511 to 13, (Ext. 501, 512, 516, 517, 525), +917930181689 Fax: +917926857321, 40007533 Email: nprocure@ncode.in TOLL FREE NUMBER: 1-800-233-1010 (Ext. 501, 512, 516, 517, 525)</p> <ul style="list-style-type: none"> Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.
3	<p>Pre-Bid Conference</p> <p>Pre-bid conference for this tender shall be conducted on the date shown in NIT at Bhavnagar Mahanagar Seva Sadan, Sir Mangal Sinhji Road, Near Kalanala, Bhavnagar, Gujarat - 364001.</p> <p>The Bidders shall obtain the clarifications to the queries raised in the form of Minutes of Meeting which will be uploaded by BMC on the website. These Minutes and any amendments shall be a part of Tender Document.</p>
4	<p>Online Submission of Technical and Price Bid</p> <ul style="list-style-type: none"> Bidders can prepare and edit their offers number of times before final submission. Once finally submitted, the bidder cannot edit their offers submitted in any case. No written or online request in this regard shall be granted. Bidder shall submit their offer i.e. technical bid as well as price Bid in Electronic Form on the above mentioned website latest by the submission date as mentioned above after digitally signing the same. Offers submitted without digitally signed will not be accepted. Offers only in physical form will not be accepted in any case.
5	<p>Opening of Tender</p> <ul style="list-style-type: none"> Opening of Bid documents will be held on Dt. & time shown in NIT at the office. Bhavnagar Mahanagar Seva Sadan, Near Kalanala, Bhavnagar, Gujarat - 364001. Intending bidders or the representative (with Power of Attorney) who wish to remain present at BMC, premises at the time of tender opening can do so. The Online technical evaluation of the tenders received on or before the last date of submission would be done and results will be displayed on website. After Successful completion of Technical Evaluation, price bid of only those bidders shall be opened online who are found qualified.

6	<p>Contacting officer</p> <ul style="list-style-type: none"> • Further Details/ Clarifications if any required will be available from: City Engineer, BMC, Gujarat Ph.-0278-2511605 • In case a bidder needs any clarification/assistance or if training required for participating in online tender, they can contact the following office. <p>M/s(n) Code Solutions A Division of Gujarat Narmada Valley Fertilizers Company Ltd. 301, GNFC Infotower, Bodak Dev, Ahmedabad-300 054 Phone: 079-26857316, 26857317/18; Fax: +91-79-26857321 Email: marketing@ncodesolutions.com or www.nprocure.com</p>
7	<p>General Instruction</p> <ul style="list-style-type: none"> • The fees for online tender document will not be refunded under any circumstances. • Consulting Firm shall have to submit technical bids as well as price bid in electronic format only on nprocure website till the last date and time for submission. • Bids shall only be signed by Authorized Signatory. • Offer only in physical form will not be accepted in any case • EMD in the form specified in tender document only shall be accepted. • Tenders without Tender fees, Earnest Money Deposit (EMD) and which do not fulfill all or any of the conditions submitted in complete in any respect will be rejected. • Conditional tenders shall not be accepted. • Bids shall be self-explanatory, self-content proposal, no reference to external documents will be considered. Referenced documents uploaded with the bid will only be considered • The bidders are advised to read carefully the Instruction to Bidder, Eligibility criteria for qualification contained in the tender documents • The Bidders are advised to read carefully the "Instruction for Bidder" and • "Eligibility Criteria" contained in the tender documents. • The internet site address for E-Tender is http://www.nprocure.com • Other terms and conditions as per detailed tender documents
8	<p>BMC reserves the right to reject any or all the tenders without assigning any reason thereof.</p>

**City Engineer,
Municipal Corporation, Bhavnagar**

FactSheet

No.	KeyInformation	Detail s
1	AssignmentTitle	RequestforProposalforProjectManagement Unit(PMU)forUrbanInfrastructureProjects of BMC in Gujarat State
2	Purchaser	Bhavnagar Municipal corporation
3	Location	Bhavnagar,Gujarat
BidSubmissionsandEvaluation		
4	BidSubmissions	E-procurementsubmissionat https://www.nprocure.com
BidConditions		
5	MethodofSelection/BidParameter	<p>The evaluation of proposals shall be on the principle of Quality Cum Cost Based Selection (QCBS) based on the final weighted score.</p> <ul style="list-style-type: none"> ● Only the Bidders matching the pre-qualification criteria will be selected for further evaluation. ● The technical proposal shall be evaluated based on technical evaluation as mentioned under "Technical Proposal Evaluation Criteria". Each responsive Proposal will be given a technical score (St). Technical weightage (Tw) will be 80% ● The proposal with the lowest cost (Fm) shall be given a financial score (Fs) of 100 points. The financial scores of other proposals shall be computed as follows:- <ul style="list-style-type: none"> Fs = 100 x Fm / F Where F = amount of Financial Proposal Financial Weightage (Fw) 20% ● Combined Quality and Cost Evaluation- The total score shall be obtained by weighting the combined quality/technical and cost scores and adding them, as follows:- ● S = (St x Tw) + (Fs x Fw)

6	EMD/BidSecurity	Rs. Rs. 361080 /- (Three lac sixty one thousand eighty only) intheformofDemandDraft
7	ValidityforEMD/BidSecurity	210Daysi.e.(Totalof 180+30=210Days)(from lastdateofsubmissionofbid.)
8	PerformanceSecurity	10%oftheCostdiscoveredthroughtenderprocess
9	Tenderfee	Rs. 6,000/- (Six Thousand Only) (Non Refundable)intheformofDemandDraft
10	Pre-bidmeeting	18/10/2024 - - 15:30 At Office of the City Engineer – Bhavnagar Munucipal Corporation.
14	EndDateforSubmissiono fEMD, Tender Fee& Other All Documents(Physically)	16/11/2024
15	DateandTimeofOpeningof TechnicalBids	18/11/2024
16	OpeningofPrice/Financi alBid	Tobeintimatedlater
17	Language	English
18	AssignmentDuration	Duration of assignment will be for 05 years (MissionPeriod)from the date of issuance of work order(extendablebasedonthemutualagreementofBM C&selectedagency)

(Section1)

1. Letter of Invitation

To,

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Sub: Request for Proposal for Project Management Unit (PMU) for Urban Infrastructure Projects of BMC in Gujarat State

- 1) BMC is a local government committed to provide basic infrastructure facilities to the people of city through different scheme i.e. AMRUT, AMRUT 2.0, Smart Cities Mission, SJMMSVY & others; under which projects of various sectors such as Water Supply, Underground Sewerage, Storm Water Drainage, Rejuvenation of Water Bodies incl. development of parks & green spaces, Road shall be taken up in phase manner.
- 2) BMC intends to hire the services for Project Management Unit for Urban Infrastructure Project taken up by the office of BMC.
- 3) The eligibility criteria as per the Section-2 of this RFP.
- 4) Agencies are, therefore, invited through this Request for Proposal (RFP) to upload with digitally signed Technical and Financial offers for further consideration by BMC for selection of the consultants.
- 5) This Volume- 1 of Technical proposal includes the following sections. Volume- 2, is the price proposal, provided in a separate volume

Section-1	Letter of Invitation
Section-2	Background Terms of Reference (ToR)/Scope of Work Resource Deployment Special Instructions
Section-3	Technical Proposal-Standard Forms
Section-4	Broad scope of work and request for proposal
Section-5	General Conditions of Contract Special Conditions of Contract Demand Draft for tender fee & Emd shall be submitted in Electronic Formate through online scanning alongwith all the supporting documents such as Registration, Bank Solvency Certificate etc. while uploading the bid. Offer of those will be opened whose EMD & Tender fee is received electronically alongwith the bids. however for the purpose of realization of Demand Draft bidder shall send them in original alongwith all the required documents mentioned in the tender documents through RPAD/Speed post/Reg AD so as they reach to the office of City Engineer Bhavnagar Municipal Corporation during office hours between -09-11-2024 to 16-11-2024 17:30 pm. Penaltative action shall be initiated for not submitting the supporting documents in original to C.E. by bidder. Hard copy will not be accepted and considered. Successful Bids (Preliminary & Technical Bid), SPECIAL

	<p>CONDITION FOR SUBMISSION OF EMD,BG,SD,FD:- Henceforth Bank Guarantee, Earnest Money Deposit, Security Deposit,Fixed Deposit, Demand draft of State Bank Of India will not be accepted.</p>
Section-6	AppendicesStandardFormofContract

6) Address forSubmissionofBid

TheConsultantsarerequestedtoensurethattheTechnicalProposalalongwithTender
FeeandEMD(original)aresubmittedwiththedatesspecifiedintheNITduringoffice

Hourswiththereferencenumber,nameoftheprojectandclearidentificationofthe
Contentsontheenvelopeas per mention in Inviting notice (f)

Yoursincerely,

(Section2)

1. Background

Objective of Bhavnagar Municipal Corporation

- Cities and towns have a vital role in State's socio-economic development, transformation, and change. Apart from their contribution to the country's Gross Domestic Product (GDP), which is currently more than 55% and their growing role in the global markets cities in India are the center point of innovations and hub of economic activities.
- At the same time, cities and towns are stressed in terms of infrastructure and service availability. To cope up with increasing requirement of urban area, the Government of India has launched its flagship mission, viz., Atal Mission for Rejuvenation & Urban Transformation (AMRUT) and Smart Cities Mission (SCM) in 2015 ext. for the social, cultural, economic and physical development of Bhavnagar cities.
- It has been observed that many a times schemes do not yield desired results due to inertia getting set in, lack of continuous monitoring and diminished focus and also due to lack of integration of new knowledge, information, new skills, management and expertise. To overcome this problem and get time-bound result, in many cases, mission mode approach has been adopted, which has worked successfully.
- They have to provide excellent and better infrastructure, hassle free life and are to be vibrant, professionally managed towns and cities with integrated delivery systems guided by the principles of good governance and public accountability. To achieve this goal, the mission's objective is to support urban renewal and urban infrastructure development in the given timeframe for attaining better living standards, facilities and creating a facilitative environment for people to live and work in urban area of BMC. The Mission would also extend technological, financial, managerial, coordination and planning activity to BMC for efficient and effective implementation of project along with sustainability of utility services.

2. Terms of Reference (ToR)/Scope of Work

The proposed PMU will identify projects (Water supply, Sewerage, Roads & Bridges, Storm Water Drainage, Rejuvenation of water bodies, development of parks & green spaces And Various Special Buildings) based on actual requirement of the BMC/ Authorities/ respective implementing agencies. PMU shall identify the framework and carry out required investigation/feasibility study, review / checking of DPRs & DTPs and implementation monitoring. The PMU will also ensure compliance and monitoring of the project activities using latest IT tools and techniques such as online monitoring of work sites with the aid of cyber tools. Moreover, Reforms implementation & related activities will also be the part of PMU activities.

Project Management Unit (PMU) will be responsible for the management aspects of various projects undertaken by BMC. The PMU will manage project implementation, report to BMC – Commissioner and coordinate with various departments/agencies/stakeholders for ensuring smooth project sanction, implementation and meet the planned targets and ensure their outreach. PMU will carry out a multi-stage exercise in close collaboration with the BMC commissioner/ State Govt. and other stakeholder/ in charge of water, drainage, town planning, Tax & audit, Accounting, infrastructure department/ Authorities/ Implementation Agencies/ Various Departments of State & Central Govt. The PMU City Team will work in close liaison with the implementing agencies, Project Management Consultants, Third Party Agencies or other concern offices/ organizations or other stakeholders. The PMU City Team will have to conduct regular site visits & monitor all allied activities related to the allotted projects.

i. Detailed SoW/ToR to PMU Team is summarized as below:

a. Project Management

1. Handhold support to BMC for project identification, DPR approval, DPR scrutiny, procurement, supervision, cost control, scheduling, risk management, monitoring, reporting, and ensuring compliance and due diligence required for the project;
2. Planning, scheduling and monitoring of the projects using MIS/ latest IT tools and techniques such as online monitoring of work sites with the aid of cyber tools.
3. Reforms implementation & related activities will also be the part of PMU activities.
4. Assist in conducting regular meetings with all stakeholders, contractors, and other government entities, etc., to discuss progress and issues related to implementation, and prepare minutes for recording and circulation;

5. Establish all necessary records and the procedures of maintaining/updating such records for each pack area and for the entire project.
6. Develop and implement procedures for timely payments to the contractors and monitor for compliance.
7. Monitor implementation of mitigation measures for the project and update the Plan as per requirement.
8. Any other activity which is related to this category and desired by BMC

b. Project review and studies-investigations

1. Review existing status of physical Infrastructure based on available documents and other available secondary data & identify data gap. If the documents are not available, compilation of the data shall be done by relevant studies, investigations or site visits & site supervision.
2. Review of land availability, rehabilitation - resettlement & Environmental issues for identified projects.
3. Identify requirements of surveys, studies and investigations.
4. Review the detailed project reports (DPRs); draft tender papers (DTPs); technical evaluation; financial proposals; other proposals submitted by the ULBs/ implementing agencies and also provide the technical inputs for the same.
5. Preparation/review of the monitoring templates for project progress
6. Prepare and circulate periodic program status reports.
7. Escalate issues to BMC on any delay in achievement of milestones.
8. Monitoring and reporting the implementation of all projects across the Ministry to meet program target in a timely manner. Provide support in bid process management, post publication of the RFP. This would include providing assistance in the following.
 - a. Preparation of contract document based on the RFP floated (if required)
 - b. Assist in Tender opening, Evaluation of Tender
9. Any other activity which is related to this category and desired by BMC

c. Implementation of Urban Reforms

1. Responsible for implementation and timely achievement of all Urban Reforms milestones mentioned under various centrally/ state funded schemes, which are under implementation at GUDM/State /central.
2. Assist the existing Urban Reform Cell and its specialists in technical difficulties, preparation of required policies and monitoring of other existing services.
3. Coordination with the agencies catering various services against reforms milestones, read and assess their reports and prepare the improvement plan.
4. Preparation of proposal for implementation of reforms according to the best practices
5. Impact assessment of ongoing reforms, gap analysis and improvement plan
6. Monitoring of reforms implementation and timely submission of reports including comments/ observations

tionforimprovement required, if any

7. Anyotheractivitywhichisrelatedtothiscategory anddesiredbyBMC

d. CapacityBuilding

PMUwillberesponsibleforplanning,andexecutionofcapacitybuildingrelatedactivitieswhichinvolves,

1. Helptoprepare/publishguidelines, notifications,model,RFPsetc.inofficialgazette.
2. LiaisonandhelporganizeNational/Regionallevelworkshopsandtrainingsessions.
3. Co-ordinate forupdateofthe software trainingmanualandothersoftwaretrainingmaterials
4. AssisttheBMC in keepingthetrainingmaterialupdatedonthewebsite
5. Assist the internal divisions in conducting the training sessions on the implementation guidelinesinthetrainingenvironment
6. Create and manage a knowledge repository of best practices and guidelines which the otherdepartments/ministriescouldutilize.
7. Workshops:Toachievetheobjectivesoftheprojectandtoensureconsistencyinitsimplementation,anumberofworkshopswouldbeconductedbyBMCforsharingofProcedures, Guidelines and Project Learning. PMU would assist BMC in conducting workshopsby:
 - a. Identifyingareasandtopicswhereworkshopsare required
 - b. Suggestingthe profileofparticipants anddurationofworkshops
 - c. Preparationofagendaitems,andpresentations
 - d. ConductingtheWorkshopincludingPresentation,DiscussionandFAQs
 - e. DocumentationontheworkshopLearningtobesharedacrosstheparticipants.

3.ResourceDeployment

(A) Bidders shall deploy following resources on the project as PMU Team

S.No.	Key Personnel	Educational Qualification	Experience
1	Team Leader	Graduate in Civil engineering	<ul style="list-style-type: none"> At least 10 years of experience in program/Project management of Urban Service delivery (Water Supply/ Sewerage/Drainage/ Solid Waste Management) of which minimum 5 years in Leadership Roles. Experience of managing large infrastructure development program in Semi Govt./Govt. sector will be preferred.
2	Senior water supply expert	Graduate in Civil Engineering	<ul style="list-style-type: none"> At least 5 years of experience in urban Water supply projects Experience in water supply design and implementation. Well known with water Gem software. Experience of managing large infrastructure development program in Semi Govt./Govt. sector will be preferred.
3	Senior Sewerage Expert	Graduate in Civil Engineering	<ul style="list-style-type: none"> At least 5 years of experience in Wastewater projects Experience in waste water design and implementation well known with sewer Gem software. Experience of managing large infrastructure development program in Semi Govt./Govt. sector will be preferred.
4	Electric Engineer	B.E./B Tech Electrical Engineering	<ul style="list-style-type: none"> At least 05 years' experience respectively in material testing and supervision of pumping station, WTP/STP, electro-mechanical work water supply and sewerage projects Experience of managing large infrastructure development program in Semi Govt./Govt. sector will be preferred.

S.No.	KeyPersonnel	EducationalQualifi cation	Experience
5	Highway Engineer	Graduate in Civil Engineering	<ul style="list-style-type: none"> At least 5 years of experience in urban infrastructure projects related to Road /highway /Building/Bridges. Experienceofmanaginglargeinfrastructu redevelopment program in Semi Govt./Govt. sector will bepreferred.

State Team

S. No.	Key Personnel	No. of Staff
1	Team Leader/Project Manager	1
2	Senior Water Supply Expert	1
3	Senior Sewerage Expert	1
4	Electrical Engineer	1
5	Highway Engineer	1
	Total	05

Note:

1. The bidder has to provide 01 CV for each position and all the above-mentioned staff must be on payroll for at least 01 year.
2. Bidders may be asked to cut down resources from one role profile and add resources to other role profiles mentioned in the table above as per the requirement of BMC. In such scenario, Bidder will be given 30 days to find the suitable manpower resource(s).
3. All resources mentioned during the bidding process/provided during Assignment must be able to read, speak and understand Gujarati language.
4. Resources deployed at BMC cannot be utilized in any other activities of any other firm / organization(s) for the deployment period.
5. Deployed staff should not be replaced without prior approval of the competent authority of BMC.
6. Final deployment of all the staff shall be done after the approval of the office of BMC. (refer section-2, clause 6.1)

a. Other Responsibility

PMU shall ensure minimal disruption to the project, and where required provide a replacement resource to minimize adverse impact on the project. All the deployed resources have to work according to the routine of the office of the BMC.

BMC won't allow any replacement within the initial 24 months of resources deputed in the project. In case of a replacement/ attrition, permission from BMC would be sought by the vendor at least one month in advance and a mandatory minimum of 10 days (working) of hand-holding period must be ensured. Corresponding penalty is mentioned in Section 8.1.

4. Deliverables

The deliverables shall include the following–

#	Stream	Deliverable	Frequency
1	Program Management Unit	Quarterly Work Plan	7 days prior to quarter* ending
2	Program Management Unit	Monthly status/progress Report	Monthly

*Work plan for first quarter needs to be submitted within the first week of deployment or as per the direction of BMC.

NOTE:

- Approved Quarterly work plan must be approved and submitted with the approved Monthly Status Report for issuing payment by the BMC.
- Any new/additional item identified/to be undertaken by PMU during the course of a quarter will be added as per direction of BMC.

Project Location & Travel (to be located in BMC)

- The services from the selected agency shall have to be delivered through an on-site model. All the resource personnel of Project Management Unit (PMU) Team would be based in the BMC only.
- Working space (as per the requirement & availability) will be provided by BMC
- All the relevant infrastructures and stationeries i.e. Computers/Systems, Internet Facility, Printing Facilities, Telephone facility, Software, maintenance of the utilities, etc. shall be arranged by the BMC itself. No additional cost will be paid towards this from the client
- Electricity cost will be borne by BMC
- Given the nature of the engagement, it may also become necessary for the PMU team members to travel outside Bhavnagar. In such event, the bidder team would be required to travel as per the requirements of the project with prior approval of BMC. Arrangements will be made by selective Agency & payment will remain in scope of Selected Agency itself.
- Any additional expenses shall be borne by consultant itself.

Term of Engagement

- The team is to be engaged for a period as mentioned in the fact sheet. Any extension beyond this period will be considered by the BMC based on the project requirements at that stage and the performance of the selected bidder.
- No cost escalation / cost of extra efforts will be provided or entertained to the selected agency during the contract period or during the extended period of the contract agreement.

Expectations from BMC

- (a) Timely availability of details for GUDM/ City/ ULB/ RCM officials at/ before the time of meetings, executive work sessions, etc.
- (b) Active stakeholder involvement from the beginning of the project
- (c) Timely availability and easy access to all relevant information, policy documents, process manuals, notes, internal circulars, and audit reports, etc. as per the requirement.
- (d) Timely response from management at decision points and on deliverables.
- (a) Project room in premises of BMC for the project team with telephone, internet access and printer.
- (b) All documents & software which are directly or indirectly associated and connected to the Schemes under BMC shall be provided to the team members as per the requirement and also accessible by the concerned officials of BMC.
- (c) Mobilization Advance: Mobilization advance is not to be paid under this consultancy contract.

5 Payment

Bidders shall be paid as per the payments schedule and terms and conditions mentioned in this section.

Payment Schedule

Payments for Project Management Unit (PMU) shall be done on bimonthly basis, based on actual deployment of resources on the project. All the payments will be made on pro-rata basis for all deployed resources. There will not be any separate payments for any resource units.

#	Milestone/Deliverables	Payment Milestone
1	Signed off Quarterly Action plan and Quarterly Progress report of deployed resources	100% of due Quarterly installments over the Annual period of contract (Calculated based on actual deployment of resources)
2	Miscellaneous	No extra miscellaneous payments will be paid or entertained to these selected agency

Payment Terms and Conditions

Applicable service tax/GST/any other tax would be paid as per the prevalent rates on the date of invoicing. (Note : All Rates Shall be Excluding GST while filling rates online)

The payment would be done at the end of every Month in areas basis the actual number of resources deployed during the period.

The original bill/invoice for the services rendered must be furnished by the bidder, as per the terms and conditions contained in this document.

BMC shall consider and approve the invoices and the related deliverables/

Milestone based on its approval process prior to release of payment.

Consultants shall not be provided any annual rise in the rate quoted in financial bid to motivate the procured experts after due evaluation of the allocated staff.

No extra/miscellaneous payments will be paid or entertained to these selected agency apart from the mentioned in the financial bid by these selected bidder.

Payment shall be done only for that manpower who has actually attended the client's office and considering the applicable official working days of the BMC office.

The financial bid submitted by the Bidder must be in conformity with the

payment terms proposed by BMC. Any deviation from the proposed payment terms would not be accepted. BMC shall have the right to withhold any disputed payment due to the Bidder, in case of delays or defaults on the part of the Bidder. Such withholding of disputed payment shall not amount to a default on the part of BMC. The bill of material is divided in different areas and the payment would be linked to delivery and acceptance of each area.

Any objection/ dispute to the amounts invoiced in the bill shall be raised by BMC within a reasonable time from the date of receipt of the invoice. Upon settlement of disputes with respect to any disputed invoice(s), BMC will make payment within sixty (60) Working Days or a reasonable time as considered by BMC, of the settlement of such disputes.

6 Penalty

Penalty for exit/replacement

- a. Replacement of staff deployed in the PMU Team will not be permissible for the initial time period of 24 months respectively after award of the work.
- b. Replacement of resources shall generally not be allowed. The replacement of resource by bidder will be allowed (with applicable penalty) only in case, the resource leaves the organization by submitting resignation with the present employer.
- c. In case of failure to meet the standards of the BMC (which includes efficiency, cooperation, discipline and performance), bidder may be asked to replace the resource without any penalty for replacement/exit.
- d. In case of replacement, bidder has to provide the 2 times no. of CVs against the no. of replacement. The replaced resource will be accepted by the BMC only if he/she scores the equal or more on the evaluation criterion mentioned in this RFP and is found suitable to the satisfaction of BMC. The outgoing resource should complete the knowledge transfer with the replaced resource as per the satisfaction. The bidding firm shall be allowed 15 days to replace the resource.
- e. The payment for replaced resources will be made as per the man month rates quoted/agreed by the bidder. However, if the replaced resource obtains less marks in evaluation, payment will be made proportionately.
- f. The penalty of Rs. 1,50,000/- per resource would be imposed in case of exit/replacement of resource from the project within three months starting from the date of deployment of respective resource.
- g. After expiry of 15 calendar days of exit, a penalty of Rs. 3000/- per

workingday per resource will also be imposed till suitable replacement is not being provided by the bidder.

- h. However, BMC is free to relieve any resource at any time (beyond minimum committed period) during contract period without any penalty.

7 Instructionstothe Bidders

General

While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. Bidders and recipients of this RFP may wish to consult their own legal advisers in relation to this RFP.

All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by the Purchaser on the basis of this RFP.

No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the Purchaser. Any notification of preferred Bidder status by the Purchaser shall not give rise to any enforceable rights by the Bidder. The Purchaser may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of the Purchaser.

This RFP supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications.

Any timelines not specifically specified will be taken as last date of Bid Submission date.

Compliant Proposals/Completeness of Response

Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

Failure to comply with the requirements of this paragraph may render the Proposal non-compliant and the Proposal may be rejected.

Include all documentations specified in this RFP;

Follow the format of this RFP and respond to each element in the order as set out in this RFP

Comply with all requirements as set out within this RFP.

Code of integrity

- a) No official of a procuring entity or a bidder shall act in contravention of the codes which includes prohibition of
- i. making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process
 - ii. any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained, or an obligation avoided.
 - iii. any collusion, bid rigging or anti-competitive behavior that may impair the transparency, fairness and the progress of the procurement process
 - iv. improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain
 - v. any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract; which can affect the decision of the procuring entity directly or indirectly
 - vi. any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process
 - vii. obstruction of any investigation or auditing of a procurement process
 - viii. making false declaration or providing false information for participation in a tender process or to secure a contract
- b) Disclosure of conflict of interest.
- c) Disclosure by the bidder of any previous transgressions made in respect of the provisions of sub-clause (a) with any entity in any country during the last three years or of being debarred by any other procuring entity.
- d) In case of any reported violations, the procuring entity, after giving a reasonable opportunity of being heard, comes to the conclusion that a bidder or prospective bidder, as the case may be, has contravened the code of integrity, may take appropriate measures.

Pre-Bid Meeting & Clarifications

Pre-bid Conference

- a. Purchaser shall hold a pre-bid meeting with the prospective Bidders on the date and time mentioned in the Notice Inviting Tender.
- b. The Bidders will have to ensure that their queries for Pre-Bid meetings should reach to the City Engineer / Commissioner of BMC by Email city.bmc@gmail.com before the day of Pre-bid meeting.
- c. **The queries should necessarily be submitted in the following format:**

No.	RFP Document Reference(s) (Section & Page No.)	Content of RFP Requirement	Points of clarification
1.			
2.			
3.			
4.			
5.			
6.			

- d. Purchaser shall not be responsible for ensuring that the Bidders' queries have been received by them. Any requests for clarifications post the indicated date and time may not be entertained by the Purchaser.

Response to Pre-Bid Queries and Issue of Corrigendum

- a. The Officer notified by the Purchaser will endeavor to provide timely response to all queries. However, Purchaser makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does Purchaser undertake to answer all the queries that have been posed by the Bidders.
- b. At any time prior to the last date for receipt of bids, Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.
- c. The Corrigendum (if any) & clarifications to the queries from all Bidders will be posted on the www.nprocure.com
- d. Any such corrigendum shall be deemed to be incorporated into this RFP.
- e. To provide prospective Bidders reasonable time for taking the corrigendum into account, BMC may, at its discretion, extend the last date for the receipt of Proposals.

Key instructions of the bid

Right to Terminate the Process

- a. Purchaser may terminate the RFP process at any time and without assigning any reason. Purchaser makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b. This RFP does not constitute an offer by Purchaser. The Bidder's participation in this process may result in Purchaser selecting the Bidder to engage towards execution of the contract.

RFP document fees

- a. The RFP documents have been made available to be downloaded without any fee from the website www.nprocure.com
- b. The demand draft of RFP document fees (if any, as mentioned in the Fact Sheet) should be submitted along with the bidder's proposal. Proposals received without or within inadequate RFP Document fees shall be rejected.

Earnest Money Deposit (EMD)/Bid Security

- a. Bidders shall submit, along with their Proposals, an EMD of Rs. **361080 /- (Three lac sixty one thousand eighty only)** only, in the form of a demand draft. The payment transfer related information is as follows:
 - i. EMD in favor of "Commissioner, Municipal Corporation, Bhavnagar".
 - ii. Demand Draft: Payable at Bhavnagar
- b. EMD of all Bidders (Except L1 & L2) would be refunded by Purchaser within 90 days of the Bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful Bidder would be returned upon submission of Performance Bank Guarantee as per the format provided in Appendix III.
- c. The EMD amount is interest free and will be refundable to the unsuccessful Bidders without any accrued interest on it.
 - d. The bid/proposal submitted without EMD, mentioned above, will be summarily rejected.
 - e. The EMD may be forfeited:
 - i. If a Bidder withdraws its bid during the period of bid validity.
 - ii. In case of a successful Bidder, if the Bidder fails to sign the contract in accordance with this RFP.

Submission of Proposals

Bidders should submit their responses as per the procedure specified in the (n)procure website www.nprocure.com in being used for this purpose. Generally, the items to be uploaded on the portal would include all the related documents mentioned in this Model RFP, such as:

- a. Tender Fee
- b. EMD
- c. Pre-qualification response
- d. Technical Proposal
- e. Financial proposal
- f. Additional certifications/ documents E.g. Power of Attorney, CA certificates on turnover, etc.

However, each of the above documents must be uploaded in the format specified for this purpose and as per the specified folder structure in the (n)procure website.

The bidder must ensure that the bid is digitally signed by the Authorized Signatory of the bidding firm and has been duly submitted (frozen) within the submission timelines. BMC will in no case be responsible if the bid is not submitted online within the specified timelines.

All the pages of the Proposal document must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bidder's Proposal.

Authentication of Bids

A Proposal should be accompanied by a power-of-attorney in the name of the signatory of the Proposal. A copy of the same should be uploaded under the relevant section/folder on the (n)procure website. Furthermore, the bid must also be submitted online after being digitally signed by an authorized representative of the bidding entity.

Preparation and submission of Proposals

Proposal preparation costs

The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by Purchaser to facilitate the evaluation process, and in negotiating a definitive contractor all such activities related to the bid process.

Purchaser will in no event be responsible or liable for those costs, regardless of the conductor outcome of the bidding process.

Language

The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of Proposal evaluation, the English translations shall govern.

Venue & Deadline for Submission of Proposals

In case of e-

Procurement, the response to RFPs must be submitted on the (n) procure website www.nprocure.com by the date and time specified for the RFP. Any proposals submitted on the website after the above deadline will not be accepted and hence shall be automatically rejected. Purchaser shall not be responsible for any delay in the submission of the documents.

Late Bids

Bids submitted after the due date will not be accepted by the (n) procure website www.nprocure.com and hence will automatically be rejected. The Purchaser shall not be responsible for any delay in the online submission of the proposal.

Tender Opening

The Proposals submitted up to the last date of submission and will be opened on the date & time as mentioned in the Notice Inviting Tender by Commissioner /city Engineer Municipal corporation, Bhavnagar, in the presence of such of those Bidders or their representatives who may be present at the time of opening.

The representatives of the Bidders should be advised to carry the identity card or a letter of authority from the tendering firms to identify their Bonafide for attending the opening of the proposal.

Tender Validity

The offer submitted by the Bidders should be valid for a minimum period 180 days from

the last date of submission of Tender.

Tender Evaluation

Initial Bid scrutiny will be held, and incomplete details as given below will be treated as non-responsive. If Proposals.

- a. Are not submitted as specified in the RFP document.
- b. Received without the Letter of Authorization (Power of Attorney)
- c. Are found with suppression of details.
- d. With incomplete information, subjective, conditional offers and partial offers submitted.
- e. Submitted without the documents requested in the checklist
- f. Have non-compliance of any of the clauses stipulated in the RFP
- g. With less validity period
- h. All responsive Bids will be considered for further processing as below.

Purchaser will prepare a list of responsive Bidders, who comply with all the Terms and Conditions of the Tender. All eligible bids will be considered for further evaluation by a Committee according to the Evaluation process defined in this RFP document. The decision of the Committee will be final in this regard.

(Section-3)

1. Bid Evaluation Procedure

Evaluation Committee

- (a) The BMC will constitute a Consultancy Evaluation Committee to evaluate the responses of the bidders.
- (b) The Consultancy Evaluation Committee constituted by the BMC shall evaluate the responses to the RFP and all supporting documents/documentary evidence. Inability to submit requisite supporting documents/ documentary evidence, may lead to rejection.
- (c) The decision of the Consultancy Evaluation Committee in the evaluation of the responses to the RFP shall be final. No correspondence will be entertained outside the process of evaluation with the Committee.
- (d) The Consultancy Evaluation Committee may ask for meetings and presentations with the Bidders and/or seek clarifications on their proposals.
- (e) The Consultancy Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.
- (f) Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

Evaluation process

Bid evaluation will be held in two stages. Initial Bid scrutiny will be held after opening the Pre- Qualification Proposals and after opening of Technical Proposals. Following defects of bids detected during initial scrutiny will be treated as non-responsive, if proposals;

- are not submitted as specified in the RFP document
- are received without the Letter of Authorization (Power of Attorney)
- are with incomplete information, subjective, conditional offers and partial offers
- are submitted without the documents requested in the checklist
- have non-compliance of any of the clauses stipulated in the RFP
- are with less validity period
- are without required EMD, Tender Fee

All responsive Bids will be considered for further processing as below. The BMC will prepare a list of responsive bidders, who comply with all the Terms and Conditions of the RFP. All eligible bids will be considered for further evaluation by the Committee according to the Evaluation process defined as below. The decision of the Consultancy Evaluation Committee shall be final in this regard.

- (a) All responsive bids will be opened in the presence of Bidders (who choose to be present)
- (b) Bidders who qualify the Bidders Eligibility Criteria as mentioned in this Section of the RFP, will be informed through an Email
- (c) In the next stage, BMC will do the technical evaluation of only Eligible bidders
- (d) The Bidders will be informed through an Email about the status of their technical evaluation qualification
- (e) Bidders whose score more than 70% marks in technical evaluation as mentioned in this Section of the RFP will be considered for next stage of evaluation
- (f) The Commercial bids of technically qualified bidders will be opened in the presence of Bidders (who choose to be present)
- (g) The successful bidder will be selected based on the criteria mentioned in this RFP

Bidder's Eligibility Criteria

To qualify, the consultant must have to satisfy the following Mandatory (General & Specific) qualification requirements.

General Requirement

- (a) The Bidder must have an office in India, operating for minimum last 10 Years. A certificate of incorporation and PAN Card must be furnished with technical proposal.
- (b) The bidders should not have been blacklisted/debarred/terminated by any Government/ Board/ Corporation/ Company/ Statutory Body/ PSU company/ Non-Government/Private Agencies and Funding Agencies on the time of online submission.
- (c) The experience and financial capability of parent company shall not be considered in case of any Indian Subsidiary.
- (d) Firms are not allowed to form Joint venture or Consortium with other Firms.

Bidders meeting the following criteria are eligible to submit their Bids along with supporting documents. If the Bid is not accompanied by all the required documents supporting eligibility criteria, the same would be rejected:

Specific Requirement

#	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	<ul style="list-style-type: none"> Bidder should be a Company registered under Companies Act, 1956/2013 Bidders should be registered with the Service Tax Authorities (GST) Bidder should have been operating in providing technical support/manpower (likewise as mentioned in Section 6.1) for the last five years in India 	Copy of Certificate of Incorporation/Partnership; and Copy of Service Tax (GST) Registration Certificate
2	Consortiums/Joint Venture	Consortiums/Joint Venture are not allowed	--
3	Turnover in Consulting Services	The Bidder shall have a minimum Annual Turnover of Rs. 200 Cr. (Rupees Two Hundred Crore only) per annum from professional fees in any 3 (three) financial years (2019-20 to 2023-24) during last five years from Indian Operations only. (Audited Balancesheet from certified Chartered Accountant to be furnished).	Extracts from the audited Balancesheet and Profit & Loss; OR Certificate from the statutory auditor
4	Program Management Experience in related projects	The Bidder must be a multidisciplinary consultancy organization that has successfully supervised commissioning of infrastructure projects such as water supply, water treatment plant, underground drainage, sewerage treatment plant, storm water system & distribution system and roads in last Ten years (10 years - From year 2013-14 to 2023-24) of total value of not less than Rs. 2000 Crores. The scope of these projects should include Program Management, Detailed Engineering Design, Cost Estimation, Bid Documentation, Evaluation of bids & Preparation of Contract Agreements, Construction Supervision/Project Management Services & Commissioning of the system for projects in India (Furnish the copy performance certificate issued by Employer not below the rank of Executive Engineer)	Completion Certificate from the client; OR Work Order + Self-Certificate of Project/Phase Completion (by Authorized Signatory); OR Work Order + Phase Completion Certificate from the client

5	Debarment	The bidders should not have been blacklisted/debarred/terminated by any Government/Board/Corporation/Company/Statutory Body/PSU company/Non-Government/Private Agencies and Funding Agencies/undertaking agencies on the time of online submission	A self-certified letter that the bidder (or any of its successors) is not in the active debarment list. Any department/organization/undertaking agencies of Central or State Government
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Bidders who meet the pre-qualifications criteria requirements would be considered as qualified to move to the next stage of Technical and Financial evaluations. Date, time and venue of opening of Technical bid will be communicated to the successful Bidder.

Bidders Technical & Financial Evaluation

Criteria for technical bid evaluation are as follows:

If a Technical Proposal is determined as not substantially responsive, BMC may reject it. The Technical Proposals conforming to eligibility criteria will be taken up for detailed technical evaluation. The bidders would be required to make presentation before the Technical Team of BMC, if required, for which intimation would be given to the Firm. The parameters and weightage to be used for technical evaluation will be as follows:

Sr. No.	Criteria	Maximum Marks	Minimum Eligibility Marks
A	Experience of the Firm	35	24.5
B	Resource Profile of the Consultant	30	21
C	Financial Strength of the firm	25	17.5
D	Technical Approach & Methodology (including Presentation)	10	7
	Total	100	70

The agency has to score a minimum of 70% of the maximum marks in each category for the technical qualification. Only bids having a Technical Score greater than 70% marks in each of the above mentioned 'A', 'B', 'C' & 'D' category shall be qualified for the next stage. The bidder having less than 70% marks in all three or either above mentioned criteria 'A', 'B', 'C' & 'D'; shall not be qualified for financial bid opening.

(A) Experience of the Firm

Sr.No.	Evaluation Criteria	Marks
A	Experience of the firm (in last Seven Years)	Max. 35
a	Preparation/ Review of DPR of Water Supply, UGD, Storm Water Drainage System, Water Body Rejuvenation & Garden with allied components in Urban/Municipal Area only	Max. 15
1	>=400 Cr. to <700 Cr.	10.5
2	>=700 Cr. to <1000 Cr.	12.75
3	>1000 Cr.	15
b	Having Experience of working as Project Management Unit (PMU) for Project Related to Urban sector (Each eligible assignments should have at least four of the parameters : Technical support, Financial assessment, Policy development, Institutional strengthening, Monitoring and evaluation, Procurement Support & Contract Management)	Max. 15
1	>=200 Cr. to <400 Cr.	10.5
2	>=400 Cr. to <500 Cr.	12.75
3	>=500 Cr.	15

c	Having Experience in PPP Projects (Transaction advisory, Planning, DPR, Tender process & Implementation)	Max 05
1	>=100Cr. to <200Cr.	3.5
2	>=200Cr. to <250Cr.	4.25
3	>=250Cr.	5

(B) Resource Profile of the Consultant

Sr. No.	Evaluation Criteria	Marks
B	Resource Profile (State Level Team)	Max. 30
1	Team Leader / Project Manager	10
2	Senior Water Supply Expert	6
3	Senior Sewerage Expert	6
4	Electrical Engineer	4
5	Highway Engineer	4

Note:

- The bidder has to provide 01 CV for each position and all the above mentioned staff must be on payroll of the respective firm for at least 01 year.
- No alternative proposal for any Key Personnel is being made and only one CV for each position has been furnished.
- The CVs have been recently signed and dated by the respective Personnel and countersigned by the Bidder. Photocopy or unsigned / countersigned CVs shall be rejected; however scanned signature of the Key Personnel countersigned by the Authority Signatory shall be permissible.
- The CV shall contain an undertaking from the respective Key Personnel about this/her availability for the duration specified in the RFP;
- Key Personnel should not have reached the age of 70 years at the time of submitting the proposal.
- Final deployment of all the staff shall be done after the approval of the office of BMC. (refer section -2, clause 6.1)

(C) Financial Strength of the Firm

C	Financial strength of the Consultant	Total marks: 25
	Turn Over in last 5 years (FY 2018-19 to FY 2023-24)	Marks distribution
I	>Rs. 300 Cr	25
II	>Rs. 250 Cr to <=Rs. 300 Cr	21.25
III	>=Rs. 200 Cr to <= Rs. 250 Cr	17.5

(D) Technical Approach & Methodology (including Presentation)

Sr. No.	Evaluation Criteria	Marks
D	Technical Approach & Methodology (including Presentation)	Max. 10
1	Understanding of the BMC Requirements	Max. 10
2	Understanding of Issues and Challenges in project Implementation at BMC	
3	Proposed Approach and Methodology	

Financial Bid Evaluation (20)

- (a) The Financial Bids of technically qualified bidders will be opened in the presence of the bidder's representatives.
- (b) If a firm quotes NIL charges/ consideration, the bid shall be treated as unresponsive and will not be considered.
- (c) The bidder with lowest qualifying financial bid (L1) will be awarded 100% score (amongst the bidders which did not get disqualified on the basis of point (b) above). Financial Scores for other than L1 bidders will be evaluated using the following formula:

Financial Score of a Bidder (Fn) =

{(Financial Bid of L1 / Financial Bid of the Bidder) X 100} (Rounded off to two decimal places)

- (d) Only fixed price financial bids indicating total price for all the deliverables, if any, and service specific in this bid document will be considered.
- (e) The bid price will include all taxes and levies and shall be in Indian Rupees.
- (f) Any conditional bid would be rejected.
- (g) Errors & Rectification: Arithmetical errors will be rectified on the following basis: "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 prices shall prevail, and the total prices shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

Combined and Final Evaluation

- (a) **The technical and financial scores secured by each bidder will be added using weightage of 80% and 20% respectively to compute a Composite Bid Score.**
- (b) The bidder securing the highest Composite Bid Score will be adjudicated as the most responsive Bidder for award of the Project. The overall score will be calculated as follows:

$$B_n = 0.80 * T_n + 0.20 * F_n$$

where,

B_n = Overall score of bidder

T_n = Technical score of the bidder (out of maximum of 100 marks)

F_n = Normalized financial score of the bidder

- (c) In the event the bid composite bid scores are 'tied', the bidder securing the highest technical score will be adjudicated as the Best Value Bidder for award of the Project.

Award Criteria

BMC will award the Contract to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bid, i.e. has secured highest overall score as per the process outlined above.

2. Terms & Conditions

Right to Accept Any Proposal and To Reject Any or All Proposal(s)

The BMC reserves the right to accept or reject any proposal, and to annul the tendering process/ Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the BMC action.

Notification of Award

- (a) Prior to the expiration of the bid validity period, BMC will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case, due to some unforeseeable circumstances, the tendering process is not completed within the bid validity period, BMC may like to request the bidders to extend the validity period of the bid.
- (b) The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, BMC will notify each unsuccessful bidder and return their EMD.

Resource

The Bidder is to maintain the same team during the contract period as proposed in this RFP. In the case of any change in the resources for reasons other than resignation and health and that initiated by BMC, Bidder has to take prior permission from BMC to change any resource. BMC may decide to evaluate the new resources and the resource should be changed only after approval is received from BMC in this aspect. All the resources provided/ deployed by the bidder or mentioned during the bidding process, should read, write, speak and understand the Gujarati Language.

Performance Guarantee

BMC will require the selected bidder to provide a Performance Guarantee, within 15 days from the Notification of award, for a value equivalent to 10% of the total cost of the assignment. The Performance Guarantee should be valid for a period of 66 months. The Performance Guarantee shall be renewed as and when required and kept valid for a period of three months beyond the completion of the project and Warranty period. The Performance Guarantee shall contain a claim period of three months from the last date of validity. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-

completion of the project and Warranty period. In case the selected bidder fails to submit performance guarantee within the time stipulated, BMC at its discretion may cancel the order placed on the selected bidder without giving any notice.

BMC shall invoke the performance guarantee in case the selected Vendor fails to discharge their contractual obligations during the period or BMC incurs any loss due to Vendor's negligence in carrying out the project implementation as per the agreed terms & conditions.

Limitation of Liability

The selected bidder's maximum aggregate liability to Client under or in connection with an Order under this RFP or any collateral contract, whether arising from negligence, breach of contract, tort, breach of statutory duty, indemnity or otherwise shall not in the aggregate exceed the charges paid to selected bidder for the Services in respect of the Order question and in respect of this Agreement shall be limited to the total amount of the charges paid to selected bidder for Services. Nothing in this or Agreement arising out of this tender shall exclude or in any way limit either party's liability to the other for:

fraud or fraudulent misrepresentation (to the extent such an exclusion is not permitted death or personal injury caused by negligence or that of its employees, directors, partners, agents or subcontractors any liability to the extent that the same may not be excluded or limited as a matter of law.

Signing of Contract

Post submission of Performance Guarantee by the successful bidder, BMC shall enter into a contract with the successful bidder incorporating necessary details of scope of work, deliverables, timeline, payments schedule, clarifications, resource deployment, financial proposal of the bidder and other clauses as necessary.

Failure to Agree with the Terms and Conditions of the RFP

Failure of the successful bidder to agree with the proposed Contract Terms and Terms & Conditions of the RFP, shall constitute sufficient grounds for the annulment of the award, in which event BMC may award the contract to the next best value bidder or call for new proposals from the interested bidders. In such a case, BMC shall invoke the Performance Guarantee of the most responsive bidder.

Force Majeure

- (a) Definition of Force Majeure: - In this Clause "Event of Force Majeure" means an event beyond the control of BMC and the Consulting Agency, which prevents either Party from complying with any of its obligations under the Contract, including but not limited to:
- i. Acts of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods);
 - ii. Pandemic situations such as COVID-19
 - iii. war, hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilization, requisition, or embargo;
 - iv. rebellion, revolution, insurrection, or military or usurped power, or civil war;
 - v. riot, commotion, strikes, go-slows, lockouts or disorder, unless solely restricted to employees of the Consulting Agency; or v. acts or threats of terrorism.
- (b) Consequences of Force Majeure Event
- i. Neither BMC nor the Consulting Agency shall be considered in breach of the Contract to the extent that performance of their respective obligations (excluding payment obligations) is prevented by an Event of Force Majeure that arises after the date of signing of contract.
 - ii. The affected Party prevented from carrying out its obligations under the contract shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the affected Party.
 - iii. If and to the extent that the Consulting Agency is prevented from executing the Services by the Event of Force Majeure, the Consulting Agency shall be relieved of its obligation to provide the Services but shall endeavor to continue to perform its obligations under the Contract so far as reasonably practicable and in accordance with Good Operating Practices, [PROVIDED that if and to the extent that the Consulting Agency incurs additional Cost in doing so, the Consulting Agency shall be entitled to the amount of such Cost [COST BEING DEFINED AS HAVING NO PROFIT COMPONENT] (the Consulting Agency having taken reasonable steps to mitigate the Cost)].
 - iv. If and to the extent that the Consulting Agency suffers a delay in execution of the contractual services beyond the timeline fixed for each phase as a result of an Event of Force Majeure, then it shall be entitled to an extension of the time for completion as may be mutually decided by both the parties.
 - v. The Consulting Agency shall be entitled to payment as per payment schedule

mentioned in RFP after grant of extension of timeline for phase completion prescribed in RFP due to the period of interruption caused by the Event of Force Majeure.

- vi. The Contract Period shall be extended by a period of time equal to the period of interruption caused by an Event of Force Majeure.

Right to Terminate the Process

- (a) BMC may terminate the RFP process at any time and without assigning any reason. BMC makes no commitment, expressed or implied, that this process will result in a business transaction with anyone.
- (b) This RFP does not constitute an offer by BMC. The bidder's participation in this process may result in the BMC selecting the bidder to engage towards execution of the contract.

Optional Termination, Payment and Release

Irrespective of any extension of time, if an Event of Force Majeure occurs and its effect continues for a period of 365 days, either BMC or the Consulting Agency may give to the other a notice of termination of contract, provided that if BMC is paying fee during Force Majeure, then Consulting Agency will not have a termination right, which shall take effect 30 days after the giving of the notice. If, at the end of the 30-day period, the effect of the Force Majeure continues, the Contract shall terminate. After termination of contract under this Sub-Clause, the Consulting Agency shall comply with such termination provisions as may be prescribed in the contract and BMC shall pay the Consulting Agency an amount calculated and certified in accordance with relevant clauses of termination of contract.

Confidentiality of data

During the course of discharge of its duties as Consultancy Agency, the agency and its employees assigned for the project will have access to sensitive information of the state/central government scheme, unauthorized disclosure and misuse of which may cause irreparable damage to the government. The Consulting Agency shall be required to sensitize the employees about the need of maintaining absolute data secrecy and take every possible step to ensure that the data, either in paper form or in digitized form, are not misused, not published online, not put in public domain and not transmitted in such digital form which can be intercepted or searched through internet search engines.

Litigation

Any dispute arising out of this RFP or the contracts signed by BMC with the successful bidder or any other bidder participating in this procurement process shall be subject to the jurisdiction of Bhavnagar Court.

SETTLEMENT OF DISPUTES**Amicable Settlement**

- The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this agreement or the interpretation thereof.
- If either Consultant objects to any action of the client, the objecting Consultant may file a written intimation of Dispute to the Commissioner of BMC or to the committee formed by the BMC for this purpose. Commissioner of BMC After receiving the intimation of Dispute will consider it and respond in writing within 30 days after receipt. If fails to respond within 30 days, or the dispute cannot be amicably settled within 30 days following the response of that Consultant, Clause 15.13.2 shall apply.

Settlement of Disputes & Arbitration:**A) SETTLEMENTS OF DISPUTES:**

- If any dispute of any kind whatsoever may arise between the Employer and the consultant in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing any question regarding its existence validity or termination, or the execution of the works whether during the progress of the work or before or after the termination, abandonment or breach of the contract, the either parties shall have to raise/refer their disputes/ differences / claims in writing to the other party, within a period of 30 days on occurrence of such events, to resolve any such dispute or difference.
- The consultant shall have to refer their disputes to the Commissioner of BMC. After receipt of the dispute from the consultant under this clause, the Consultant of works shall have to submit their report to the Commissioner of BMC within a period of 90 (Ninety) days. The Commissioner of BMC shall offer an opportunity to the consultant to be heard and to furnish evidence in support of their disputes within 30 (Thirty) days after the receipt of the disputes duly compiled by Commissioner of BMC. After hearing the consultant regarding their disputes along with their documentary support and the Commissioner of BMC, the Commissioner of BMC shall give decision within a period of 120 (One Hundred Twenty) days. If The Commissioner of BMC does not give decision within 120 (One Hundred Twenty) days or

the consultant is dissatisfied with the decision of the Commissioner of BMC, the consultant shall within 30 (thirty) days after receiving the instruction or decision, appeal to Commissioner of BMC. After hearing both the parties the will give reasonable decision within 180 (One Hundred Eighty) days from the date of receipt of appeal by the consultant. The decision of the commissioner of BMC shall be final and binding on both the parties. If the Commissioner of BMC does not give a decision within 180 (One Hundred Eighty) days after the date of appeal by the consultant, the consultant will have right to refer the dispute to arbitration tribunal as per provision of clause "Arbitration".

B) ARBITRATION:

- i) Subject to Clause (A) mentioned above and in the event of any dispute or difference arising out of or in any way relating to all concerning these contracts or the construction or effect of these contracts shall on the initiative of either party to the contract be referred to "The Arbitration Tribunal Constituted Under The Provision Of Gujarat Public Work Contract Dispute Arbitration Tribunal Act, 1992".
- ii) The arbitration shall be conducted in accordance with the provisions of the "Gujarat Public Work Contract Dispute Arbitration Tribunal Act, 1992" or statutory modifications there on. The Arbitration shall be held at such place and time as the Tribunal may determine.
- iii) The decision of the tribunal shall be final and binding upon both the parties. The expenses of the arbitration shall be paid as may be determined by the Tribunal.
- iv) Performance of the contractor under the contract shall if reasonably be possible, continued during the arbitration proceedings and payments due to the contractors by the owner shall not be withheld, unless they are the subject matter of the arbitration proceedings.
- v) The dispute is deemed to have arisen on the date, on which Commissioner of BMC shall not give his decision as mentioned above in Clause (A) or in the case of intimation of any decision, the contractor intimates in writing that he has finally refused to accept the offer made by the BMC.
- vi) Where any dispute arises between the parties to the work contract either party shall irrespective of whether such work contract provides for any arbitration or not, refer, within one year from the date that Commissioner of BMC has not given the decision as per Clause (A) such dispute in writing to the Tribunal for arbitration in such form and accompanied by such documents or other evidence as may be prescribed.
- vii) Legal jurisdiction: All question relating to this Tender shall be governed by the law of India and shall be subject to jurisdiction of court at Bhavnagar, Gujarat.

Sub-consultant**Not Allowed****Fraud and Corrupt Practices**

- (a) The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, BMC shall reject a Proposal without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, BMC shall, without prejudice to its any other rights or remedies, forfeit and appropriate the EMD or PBG, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to BMC for, inter alia, time, cost and effort of BMC, in regard to the RFP, including consideration and evaluation of such Bidder's Proposal.
- (b) Without prejudice to the rights of BMC under Clause above and the rights and remedies which BMC may have under the Letter of Intent (LOI) or the Contract, if a Bidder or Consulting Agency, as the case may be, is found by BMC to have directly or indirectly through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOI or the execution of the Contract, such Bidder or Consulting Agency shall not be eligible to participate in any tender or RFP issued by BMC during a period of five years from the date such Bidder or Consulting Agency, as the case may be, is found by BMC to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- (c) For the purposes of this Section, the following terms shall have the meaning hereinafter respectively assigned to them:
- i. "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of BMC who is or has been associated in

any manner, directly or indirectly with the Selection Process or the Lol or has dealt with matters concerning the Contract or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of BMC, shall be deemed to constitute influencing the actions of a person connected with the Selection Process; or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the Letter of Award (LOA) or after the execution of the Contract, as the case may be, any person in respect of any matter relating to the Project or the Award or the Contract, who at any time has been or is a legal, financial or technical consultant/ adviser of BMC in relation to any matter concerning the Project;

- ii. "fraudulent practice" means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- iii. "coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person's participation or action in the Selection Process;
- iv. "undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by Ministry with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- v. "restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process

3 Special Conditions of Contract

Number of amendments of, and supplements to.

- 1.0 **The language** : English
 2.0 **The address of client** : Bhavnagar Mahanagar Seva Sadan,

Sir Mangal Sinhji Road, Near Kalanala,

Bhavnagar, Gujarat - 364001.

Client

Contact Person : Commissioner, Municipal Corporation, Bhavnagar

Telephone :

Fax :

Consultant

Contact Person :

Telephone :

Fax :

3.0 The authorized representatives are:

For the client : Commissioner of BMC/City Engineer of BMC

For the consultant :

*Clauses in brackets are options; all notes should be deleted in final text.

The consultant

For foreign consultants/personnel:

The client warrants that the client shall pay on behalf of the consultants and the personnel pay taxes, duties, fees, levies and other impositions imposed, under the applicable law, on the consultants and the personnel in respect of:

- a) Any payments made to the consultants (other than Indian nationals or foreign nationals now permanently residing in India), in connection with the carrying out of the services;
- b) Any equipment, materials and supplies brought into India by the Consultants for the purpose of carrying out the services and which after having been bought into such territories, will be subsequently withdrawn therefrom by them;
- c) Any equipment imported for the purpose of carrying out the services and paid for out of funds provided by the client and which is treated as property of the client;
- d) Any property brought into India by the consultant other than Indian national or permanent residents of India), or the eligible dependents of such personnel for their personal use and which will subsequently be withdrawn there from by them upon their respective departure from India, provided that:

1. The consultants and their eligible dependents shall follow the usual customs procedure of the Government in importing property into India; and
 2. If the consultants or their eligible dependents, do not withdraw but dispose of any property in India upon which customs duties and taxes have been exempted, the consultants as the case may be.
 - i. Shall bear such customs duties and taxes in conformity with the regulations of the government.
- or
- ii. Shall reimburse them to the client if they were paid by the client at the time the property in question was brought into the Government's country.

Commencement of contract

The date on which this contract shall come into effect is: the date of receiving letter of intent.

The date for commencement of services is from date of agreement

The risks and the coverages shall be:

- 1) Third Party motor vehicle liability insurance as required under motor vehicles act, 1988, in respect of motor vehicles operated in India by the Consultants for the period of consultancy;
- 2) Third Party liability insurance, with a minimum coverage for Rs.3 Lacs for the period of consultancy.
- 3) Employer's liability and worker's compensation insurance in respect of the personnel of the applicable law, as well as, with respect to such personnel, any such life, health, accident, travel or other insurance as may be appropriate;
- 4) Professional liability insurance, with a minimum coverage of equal to total contract value for this consultancy; and
- 5) Insurance against loss or damage to i) equipment purchased in whole or in part with funds provided under this contract, ii) the consultant's property used in the performance of the services, and iii) any documents prepared by the consultants in the performance of these services.

The consultants shall not use these documents for purposes unrelated to this contract without the prior written approval of the client.

Payment schedule as per ToR

6. Human Resource

Proposed manpower during bidding process of this tender, must not be involved/ mentioned/ used in any other assignments of any other agency/ organization/ association/ union/ society, etc. other than BMC.

Agency Has to Comply all laws, acts, ordinance, rules, regulations, notification, guidelines or bye-laws and Amendments of Govt. of India (GoI) & Govt. of Gujarat (GoG) & GPMC Act in force and effect, including Child Labor (Prohibition and Regulation) Act, 1986, amended in 2016 ("CLPR Act"),

Successful bidder will have to follow all the provisions of, Labor laws, P.F.

/

EPF Act, E.S.I. Act, Minimum Wages Act etc. & have to incorporate changes made if any during contract period also. Bidder will have to submit the records of Payment done for EPF/PF, ESI, Insurance, GST, Professional tax etc. whichever applicable with their monthly bills.

In case of any dispute, the norms & terms & Conditions applied by GUDM or Government of Gujarat for this type of PMU tender will be considered.

Decision of Commissioner - Bhavnagar Municipal Corporation will be Final & Applicable to both parties.

Section-4

Form 1: Letter of Proposal Submission

{Location,
Date} To:

Dear Sir,

We, the undersigned, offer to provide the Services for Project Management Unit (PMU) for Urban Infrastructure Projects in Urban Area of the BMC in Gujarat State in accordance with your Request for Proposal dated {Insert Date} and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in individual capacity without entering in association. We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed personnel. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Data Sheet (*Please indicate date*).

We understand you are not bound to accept any Proposal you

receive. We remain,
Yours sincerely,

Authorized Signature {*In full and initials*}: Name and Title of Signatory:

Name of

Firm: Address:

Form 2: Details of the Bidder

{Provide here a brief (maximum five pages) description of the background and organization of the agency}

a.	Name of bidder with full address	:	
b.	Tel.No.	:	
c.	Fax No.	:	
d.	Email	:	
e.	Year of Incorporation	:	
f.	Name and address of the person holding the Power of Attorney	:	
g.	(i) Place of Business	:	
	(ii) Date of Registration	:	
h.	GST Registration Number (copy)	:	
i.	Permanent Account Number (PAN) (copy)		
j.	Are you presently debarred/ Black listed by any Government/ Board/ Corporation/ Company/ Statutory Body/ PSU company/ Non-Government/ Private Agencies and Funding Agencies/ undertaking agencies/ Any Employer (If Yes, please furnish details)	:	
k.	Name and details (Tel / Mobile / E mail) of contact persons	:	

Authorized Signature:
Name and Title of
Signatory: Name of Firm:

Form3:InformationonBlacklisting/Debarment/Termination

Sl.No.	Information	Details	Remarks
1	Thebiddershouldnothavebeenblacklisted/debarred/terminated by any Government/Board/ Corporation/ Company /Statutory Body/ PSU company/Non-Government/ Private Agencies and Funding Agencies/undertakingagencies/ AnyEmployeron the time of onlinesubmission.		Attachedaffidavit,incase nohistoryofblacklisting

AuthorizedSignature:

Name and Title of

Signatory:Nameof Firm:

Form4:Firm'sExperience

Form4A

PMUworksinthefieldofUrbanInfrastructureProjectsduringLastTenYears

Sr. No.	Name of Project /Scheme /Program /Mission	Type of Project DPR Preparation / Review or PMC	Overall Project cost inRs.Cr .	Client Name	Project Location	Duration	Feesin curred	BriefDescri ptionof Scope ofWork
1								
2								
3								
4								
5								
..								
..								
..								
	Total							

Notes:

1. Client certificate shall be enclosed for each work, without client's certificate, the performanceshallnot be considered forevaluation.
2. Projects successfully implemented and commissioned between FY 2014-13 to FY 2023-2024 areto be mentioned, chronologically.
3. Details ofeachprojecttobeprovidedinform4Battached.

AuthorizedSignature:

Name and Title of

Signatory:Nameof Firm

Form4B
FirmReferenceinsimilarworksInLastTenYears

Assignmentname:	Approx.valueof thecontract:
Country: Locationwithincountry:	Durationofassignmentmonths:
Nameof Client:	TotalNo.ofstaff-monthsoftheassignment:
Address:	Approx. value of the services provided byyourfirmunderthecontract:
Start date month/ year: Completiondatemonth/year:	No of professional staff-months provided byassociatedConsultants:
NameofassociatedConsultants,ifany:	Name of senior professional staff of your firminvolvedandfunctionsperformedindicatemost significant profiles such as ProjectDirector/Coordinator, Team Leader:
NarrativedescriptionofProject:	
Descriptionofactualservicesprovidedbyyourstaffwithintheassignment:	

****(Completion Certificate from Employer regarding experience should be furnished not belowtherank ofExecutiveEngineer)***

Note.:Attachedseparatesheetforeachwork.

AuthorizedSignature:
Name and Title of
Signatory:Nameof Firm:

Form5:FormatforFinancialCapabilityofthebidder

(EquivalentinRs.crores)

Organization Name*	------(Nameofagency)						
FY	2019-20	2020-21	2021-22	2022-2023	2023-24	Total	Average
Annual Turnover(Rs.inCr.)							
CertificatefromtheStatutoryAuditor							
Thisisto certifythat (nameoftheConsultant)hasreceivedthepaymentsand earnednetprofitshownabove againstthe respectiveyears.							
Nameofthe audit firm:							
Seal of the audit							
firmDate:							
(Signature,name anddesignationoftheauthorizedsignatory)							

The agency should provide the Financial Capability based on its own financial statements. FinancialCapability of the Consultant's parent company or its subsidiary or any associate company will not beconsideredforcomputationof the FinancialCapabilityoftheConsultant.

Form6AffidavitforManpowerStrength

<Location,Date>To,

Tele:-

Email:

Subject:Declarationformanpowerstrength

Reference: RFP for Project Management Unit, BMC (RFP Refno:XXX)

DearSir,

We,theundersigned,confirmthat<nameofbiddingentity>thedetailsofthestaffprovided by us are duly verified and are correct. No false data has been enclosed for thesame.If any falsedata is found,theclienthastheright to takeactiononit.

Yours

sincerely,AuthorizedSigna

ture:

Name andTitleofSignatory:

Name of

Firm:Address:

Form 8: Team Composition and their Availability

Organization and Staffing. In this section, the bidders should propose the structure and composition of your team. List the main profile requirement of the assignment, proposed technical staff with detailed CVs.

Form 8A: Team composition and Key Tasks

No.	Proposed Position	Name of the Person	Education/Degree (Year /Institution)	Date of Joining of Consultant's Firm	No. of years of experience	Number of years of Service with the Consultant's Organization	Employment Status with Firm (full-time/other)	Area of Expertise
1								
2								
3								
4								
5								
..								
..								
..								
..								

Note: Attach Copy of the TDS and EPF statement for each of the proposed key staff as per the table above

Authorized Signature:
Name and Title of
Signatory: Name of Firm:

Form 8B: Curriculum Vitae (CV) of Key Personnel

1. **Proposed Position** [*only one candidate shall be nominated for each position*]: _____
2. **Name of Firm** [*Insert name of firm proposing the staff*]: _____
3. **Full Name of Staff**: _____
4. **Date of Birth**: _____ **Nationality**: _____
5. **Education** [*Indicate college/university and others specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment*]: _____
6. **Total No. of years of experience**: _____
7. **Total No. of years with the firm**: _____
8. **Areas of expertise and no. of years of experience in this area (as required for the Profile-mandatory)**: _____
9. **Certifications and Trainings attended**: _____

10. **Details of Involvement in Projects (only if involved in the same)**: _____

11. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]:

12. **Membership of Professional Associations**:

13. **Employment Record** [*Starting with present position and last 2 firms, list in reverse order, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

From (Year):

To (Year):

Employer/Purchaser:

Positions held: _____

<p>14. Detailed Task Assigned</p> <p><i>[List of all tasks to be performed under this assignment]</i></p>	<p>15. Relevant Work Undertaken that Best illustrates the experience as required for the Role (provide maximum of 6 citations of 10 lines each)</p> <p><i>(Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 14 and as required for the roles as listed in 'List of the key professional positions whose CV and experience would be evaluated')</i></p> <p>Name of Assignment or Project: _____</p> <p>Year: _____</p> <p>Location: _____</p> <p>Purchaser: _____</p> <p>_____ Main Project</p> <p>features: _____</p> <p>Positions held: _____</p> <p>Value of Project (approximate value or range value): _____</p> <p>_____ Activ</p> <p>ities performed: _____</p>
--	---

16. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, from the assignment if engaged.

_____ Date

(Signature of staff member or authorized representative of the staff)(Day/Month/Year)

Full name of Authorized Representative

Form9:Comments/ModificationsSuggestedonDraftContract

{Here the bidder shall mention any suggestion/ views on the draft contract attached with the RFPdocument. The bidder may also mention here any modifications sought by them in the provisions ofthe draft contract. This information shall be used at the time of the negotiations. However, theEmployer is not bound to accept any/ all modifications sought and may reject any such request ofmodification.}

Form 10: Proposed Approach & Methodology & Work Plan

Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present Approach and Methodology divided into the following sections:

- i. Understanding of the Project
- ii. Understanding of and compliance to Scope of Work
- iii. Approach and Methodology
- iv. Identified risks and mitigation steps
- v. Work Plan

FORM 11: Information Regarding any Conflicting Activities and Declaration Thereof

Are there any activities carried out by your firm or group company or any member of the consortium which are of conflicting nature as mentioned in this RFP. If yes, please furnish details of any such activities.

If no, please certify,

We hereby declare that our firm, our associate/ group firm or any of the member of the firm are not indulged in any such activities which can be termed as the conflicting activities mentioned in this RFP. We also acknowledge that in case of misrepresentation of the information, our proposals/ contract shall be rejected/ terminated by the Employer which shall be binding on us.

Authorized Signature (In full and

initials): Name and Title of Signatory:

Name of

Firm: Address:

Form13:BreakdownofPerson monthrate (BOQ)

Inthistable,include personnelthatshallbe deployedonthe project

Item No.	Description	No. of Man-power (W)	Duration(X)	Per MonthRate (Rs.)(Y)	TotalAmount (Rs.) (Z)=(W*X*Y)
A	KEYPERSONNELCOSTS				
1	TeamLeader/ProjectManager	1	60 Months		
2	SeniorWaterSupplyExpert	1	60 Months		
3	SeniorSewerageExpert	1	60 Months		
4	Electrical Engineer	1	60 Months		
5	High Way Engineer	1	60 Months		
	Total -A				

Note : All Rates Shall be Excluding GST

Form 14: Performance Bank Guarantee

<Location, Date>

<Name>

<Designation>

<Address>

<Phone Nos.>

<Fax Nos.>

<emailid>

Whereas, <<name of the supplier and address>> (hereinafter called "the bidder/supplier") has undertaken, in pursuance of contract no. <<insert contract no.>> dated. <<insert date>> to provide consulting services for <<name of the assignment>> to the Gujarat Urban Development Mission (hereinafter called "the beneficiary")

And whereas it has been stipulated by in the said contract that the bidder/supplier shall furnish you with a bank guarantee by a Scheduled Commercial Bank regulated under the Banking Regulation Act, 1949 for the sum specified therein as security for compliance with its obligations in accordance with the contract;

And whereas we, <<**Name of the Bank**>>, a Scheduled Commercial Bank regulated under the Banking Regulation Act, 1949 having its head/registered office at <<address of the registered office>> and having one of its office at <<address of the local office>> have agreed to give the supplier such a bank guarantee.

Now, therefore, we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of **Rs. <<insert value>> (Rupees <<insert value in words>> only) and** we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of **Rs. <<insert value>> (Rupees <<insert value in words>> only)** as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the bidder/supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the bidder/supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This Guarantee shall be valid until <<Insert Date>>. Notwithstanding

anything contained

herein: Our liability under this bank guarantee shall not exceed Rs. <<in figures>>

(Rupees <<in words>> only).

This bank guarantee shall be valid up to <<insert expiry date>>.

It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this bank guarantee that we receive a valid written claim or demand for payment under this bank guarantee on or before <<insert expiry date>> failing which our liability under the guarantee will automatically