



Appointment of Consultant for Preparing DPR of project to be taken under AMRUT 2.0 / Govt. Schemes / PPP and Project Management Consultant (PMC) for Nagpur Municipal Corporation

Request for Proposal

E-Tender Notice No. _____ of 2022-23

**COMMISSIONER
Nagpur Municipal Corporation,
Nagpur**



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ABBREVIATIONS

BoQ	-	Bill of Quantity
CPHEEO	-	Central Public Health & Environmental Engineering Organization
CV	-	Curriculum Vitae
CWBP	-	City Water Balance Plan
DMA	-	District Metering Area
DPR	-	Detailed Project Report
DWF	-	Dry Weather Flow
DSC	-	Design & Supervision Consultancy
EE	-	Executive Engineer
FYs	-	Financial Year
GA	-	General Arrangement
GAAP	-	Generally Accepted Accounting Principles
GOI	-	Government of India
GoMH	-	Government of Maharashtra
GST	-	Goods & Services Tax
H1	-	Highest Total Points
INR	-	Indian Rupee
IRR	-	Internal rate of Return
JNNURM	-	Jawaharlal Nehru National Urban Renewal Mission (JNNURM)
L1	-	Lowest quoted Offer
LOA	-	Letter of Acceptance
MH	-	Maharashtra
MJP	-	Maharashtra Jeevan Pradhikaran
NMC	-	Pimpri – Chinchwad Municipal Corporation
O&M	-	Operation & Maintenance
PDD	-	Proposal Due Date
PIU	-	Project Implementation Unit
PMC	-	Project Management Consultancy
PPP	-	Public Private Partnership
RFP	-	Request for Proposal
RL	-	Reduced Level
SCADA	-	Supervisory Control and Data Acquisition
SE	-	Superintendent Engineer
SPS	-	Sewage Pumping Station
STP	-	Sewage Treatment plant
TOR	-	Terms of Reference
CONSULTANT	-	Consultant



General Guidelines for Online Submission

- E-tendering process will be conducted through <https://mahatenders.gov.in> the e-tendering portal of Government of Maharashtra in association with Department of Information Technology, Govt. of Maharashtra, NIC & State Bank of India for e-payment. To participate in e-tendering, the intending offerors shall register themselves in the website of <https://mahatenders.gov.in> Detail information for registration and submission of offers through e-tendering process are available in Bidders Manual kit in the website www.mahatenders.gov.in. There is no charge for registration for bidders.
- Tender form and relevant documents are not be sold /issued manually from offices.
- The date and time for online submission of envelopes shall be strictly followed in all cases. The bidder should ensure that their tender is submitted online before the expiry of the scheduled date and time. No delay on account of any cause will be entertained. Tender(s) not submitted online will not be entertained.
- If for any reason, any interested bidder fails to complete any online stages during the complete tender cycle, department shall not be responsible for that and any grievance regarding that shall not be entertained.
- Tender shall be submitted in two Envelopes i.e., Technical Bid in Envelope-1 & Price Bid in Envelope-2 through e-Tendering procedure only on <https://mahatenders.gov.in> portal.
- Tenders submitted without two Bid systems and by without e-Tendering (<https://mahatenders.gov.in.in>) procedure shall be rejected.
- The Two Bids offer must be submitted along with document(s) as per the guidelines given in tender document by e-Tendering procedure only.
- For technical bid, a bidder has to make sure that there should not be any space or special character in the file name. All the technical documents should be in .pdf or .rar format e.g., “Registration certificate.pdf” “Registration certificate. rar” is wrong file name. The correct file name would be “registration_certificate.pdf” “registration_certificate.rar”.
- The documents uploaded in the technical bid will be scrutinized by the Evaluation Authority as per the document asked in the tender notice and tender document. The decision of the Tender Evaluation Authority shall be final in this regard.
- Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF (for technical bid) and excel file formats (Microsoft Excel file) for BOQ or Price Bid. In case of technical bid, if there is more than one document, they can be clubbed together. i.e., for each cover of online envelop only single file need to be uploaded. For e.g., to upload document having multiple pages, bidder has to scan them as single document.
- For BOQ, do not modify the BOQ predefined name or sheet name of BOQ.
- Only Green cells of BOQ are for data entry.
- Do not use cut, copy or paste while data entry into the BOQ sheet.
- Any violation on the BOQ shall be subjected to rejection of the bid.
- Before uploading BOQ, kindly confirm that enter detail in BOQ has been saved correctly.
- EMD Payment will be accepted by the E-tendering process only once while Bidding.
- It is important to note that, the bidder has to Click on the ‘Freeze Bid Button’, to ensure that he/she completes the Bid Submission Process. Bids which are not frozen are considered as Incomplete/Invalid bids and shall not be considered for evaluation purposes.



Disclaimer

The information contained in this Request for proposal (“RFP”) or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Employer or any of its employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

The purpose of this RFP is to provide necessary information to the applicants for formulation of their Proposals pursuant to this RFP. This RFP includes various assumptions and assessments arrived at by the Employer in relation to the Technical Services to be provider. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. Each Applicant should, therefore, conduct its own survey, investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions; assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Employer accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Employer, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or Tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Employer may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Employer is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Technical Services and the Employer reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Applicant shall bear the costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Employer or any other costs incurred in connection with or relating to its Proposal. Employer shall not be liable in any manner whatsoever for any costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

**DETAILED NOTICE INVITING REQUEST FOR PROPOSAL (RFP)**

Appointment of Consultant for preparing DPR of project to be taken under AMRUT 2.0 / Govt. Schemes / PPP for Nagpur Municipal Corporation

E-Tender Notice No. ___ of 2022-23

Commissioner Nagpur Municipal Corporation (NMC) hereby invites online **Request for Proposal (RFP)** from eligible bidders meeting the criteria as specified in the document for the work of “**Appointment of Consultant for preparing DPR of project to be taken under AMRUT 2.0 / Govt. schemes / PPP for Nagpur Municipal Corporation and Project Management Consultancy**”.

1. General Details of RFP

Sr. No.	Particulars	Details
1.	Project to be undertaken	1. Identification & Augmentation Raw water source to cater prospective demand of Yr. 2055 2. Swapping of STP Treated water and reuse network 3. Energy Efficiency & option of alternative energy sources in water / waste water, pumping and treatment. 4. Feasibility study for PPP projects, Transaction advisory services, Project Management consultancy for above projects
2.	Bid Security (Earnest Money)	Rs. 5.00 Lacs through e-tendering portal. Bidder must upload scanned copy of e-tendering processing fee & payment of EMD along-with the offer. Otherwise offer will be treated as irresponsible.
3	RFP Document Fee & E-Service Fees via online payment gateway mode only.	Rs. 10,000/- + GST@18%
4	Bid Validity period	180 days from the date of opening of bid.
6	Performance Security Deposit (BG)	Valid till 90 (ninety) days beyond the contract / authorization period.
7	Last date for signing contract agreement	As prescribed in the LOA

**2.0 Key Dates**

Sr. No.	Event	Date & time
1.	RFP Document download, and submission start date & time	24.11.2022 to 08.12.2022 up to 16.00 Hrs.
2.	Pre-Bid Conference	29.11.2022 at 15.00 hrs. in office of the Contact person at Sr. No .6 below.
3.	Submission of Online bid Due Date and time (Submission of technical & financial proposal)	08.12.2022 upto 16.00 hrs. on website: https://mahatenders.gov.in
4.	Date and time for opening of technical proposal	09.12.2022 at 16.00 hrs., if possible.
5.	Date and time for opening of commercial proposal (Financial Bid)	Will be intimated later to qualified bidders.
6.	Details of Contact person and address at which sealed bids are to be submitted	Executive Engineer, Public Health Engineering Department, Nagpur Municipal Corporation (NMC), 4th Floor, Administrative Building C- Wing, Mahanagarpalika Marg, Civil Lines, Nagpur – 440 001 nmcppcjnnurm012@gmail.com

Note:

- (i). In case, there is holiday on any of the date mentioned above, the activities assigned on that date shall be carried out on the next working day.
- (ii). The Consultant who has been blacklisted by any State / Central Govt Department / Board / Corporation of Central Government or any State Government or any Municipal Corporation shall not be eligible to bid for this work.
- (iii). Agencies are advised to study this document carefully before submitting their proposals in response to the RFP Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions, and implications
- (iv). The complete bidding document will be published on <https://mahatender.gov.in> for the purpose of downloading. The downloaded bidding document shall be considered valid for participation in the electronic bidding process (e-Tendering) subject to the submission of required tender / bidding document fee and Earnest Bid deposit (EMD).
- (v). Before electronically submitting the Bids, it should be ensured that all the Bid papers including conditions of contract and e-gras challans are properly uploaded and digitally signed by the Bidder.
- (vi). Bidder who wishes to participate in the bidding process must register on <https://mahatender.gov.in>. The bidder may refer detail instructions for E-bidding and Bidder Manual kit available at <https://mahatender.gov.in>.
- (vii). A two-envelopes election procedure shall be adopted as stipulated in this RFP.
- (viii). Bidder (authorized signatory) shall submit their offer online in electronic formats for preliminary qualification, financial proposal, However, e-Tender processing fees, and Earnest Money Deposit (EMD) should be paid as per instructions provided in the bid document.



- (ix). NMC will not be responsible for delay in online submission due to any reason. For this, bidders are requested to upload the complete bid proposal pay online tender fee, EMD well advance in time so as avoid issues likes low speed, choking of web site due to heavy load or any other unforeseen problems.
- (x). Nor fund of Bid fee is claimable for Bids not accepted or forms not submitted.
- (xi). The bidder should have valid GST Registration at the time of submission of bid from the concerned department authorities, without which the bids may not be entertained.
- (xii). All original documents, Stamp papers, Bank guarantee etc., uploaded must be submitted prior to scheduled date of opening of technical bid.

Sd/-
Municipal Commissioner
Nagpur Municipal Corporation, Nagpur

Conditional Offers are liable to be rejected.



1. INTRODUCTION

1.1 BACKGROUND

- 1.1.1 The Commissioner, Nagpur Municipal Corporation (the “Employer”) intends to appoint qualified and experienced Consultant (firm /company) for the Preparing DPR of project to be taken under AMRUT 2.0 / Govt. Schemes / PPP for Nagpur Municipal Corporation for various projects of aforesaid works of • Augmentation of Raw water source for design Year 2055 • Swapping of STP treated water • Energy Efficiency & option of alternative energy sources in water / waste water, pumping and treatment through the city area of Nagpur Municipal Corporation (NMC) of Maharashtra. The Consultant firm shall have to deploy key personnel with required qualification, relevant experience, as per clause 3.2 and work experience / financial turnover as enumerated in detail in clause 2.2.6 of this RFP.
- 1.1.2 Selected Consultant firm shall work as per the terms and conditions stated in the agreement to be entered into between the Employer (NMC) and the Consultant, when an assignment is awarded to the selected Consultant.
- 1.1.3 Pursuant to above, the selected Consultant shall work in accordance with the provisions of the RFP. The Consultant should deploy Key Personnel in accordance with the Terms of Reference specified at Schedule-1 (the “TOR”).

1.2 REQUEST FOR PROPOSAL

- 1.2.1 The Employer hereby invites Online Request for Proposal from experienced and qualified Consultant for preparation of DPR of project to be taken under AMRUT 2.0 / Govt. Schemes / PPP for Nagpur Municipal Corporation.

1.3 DUE DILIGENCE BY APPLICANTS

- 1.3.1 Applicants are encouraged to inform themselves fully about the assignments and the local conditions before submitting the Proposal by paying a visit to the office of Employer or by sending written queries to the Employer at email id nmcpcjnnurm012@gmail.com by the date and time specified in Clause 1.9.

1.4 SALE OF RFP DOCUMENT

- 1.4.1 RFP document can be downloaded from the Official Website i.e. <https://www.mahatenders.gov.in> free of cost but at the time of online submission the Applicants need to pay online a fee of Rs. 10000 + GST *but excluding service & gateway charges*, in favour of Commissioner, Nagpur Municipal Corporation.

1.5 VALIDITY OF THE PROPOSAL

- 1.5.1 The Proposal shall be valid for a period of not less than 180 days from the Proposal Due Date (the “PDD”).



1.6 BRIEF DESCRIPTION OF THE SELECTION PROCESS

1.6.1 The Employer shall adopt a two-stage process (collectively the “Selection Process”) for awarding services for consultant. Firstly, the Consultant as per their qualifications and experience shall be pre-qualified. In the second stage, financial offer of qualified Consultant shall be evaluated as specified in Clause 3.1 & 3.3.

Accordingly, the bidder shall be selected for the services of consultant.

1.7 CURRENCY

1.7.1 All payments to the Consultant shall be made in INR in accordance with the provisions of this RFP.

1.8 SCHEDULE OF SELECTION PROCESS

The Employer would endeavour to adhere to the following schedule:

S. No.	Event Description	Date	Time
1.	Issuance of RFP Document	24-11-2022	Online
2.	Document view & download	24-11-2022	Online
3.	Pre-Bid Meeting	29-11-2022	03:00PM
4.	Response to queries raised in Pre-Bid	01-12-2022	05:00PM
5.	Bid submission start date	24-11-2022	Online
6.	Proposal Due Date (PDD)	08-12-2022	04:00PM
7.	Opening of Proposals (Technical Offer)	09-12-2022	04:00PM
8.	Opening of Proposals (Financial Offer)	As notified	

1.9 COMMUNICATIONS

1.9.1 All communications including the submission of Proposal should be addressed to:
Attention of: Executive Engineer, Public Health Engineering Department, Nagpur Municipal Corporation (NMC), 4th Floor, Administrative Building, C-Wing, Mahanagarpalika Marg, Civil Lines, Nagpur – 440 001
Email: nmcppcjnnurm012@gmail.com



2. INSTRUCTIONS TO APPLICANTS

A. GENERAL

2.1 SCOPE OF PROPOSAL

- 2.1.1 Detail description of the objectives, scope of services, deliverables and other requirements relating to this Consultant services are specified in this RFP through Terms of Reference. The applicant firm should submit their applications for selection only if they possess the requisite experience and capabilities for undertaking the Consultant's, individually (the "Sole Firm") in response to this invitation. The term applicant (the "Applicant") means the Sole Firm, the joint venture / consortium / association is not allowed in this invitation.
- 2.1.2 This selection of consultant is being done on the basis of an open Selection Process, fulfilling required eligibility/experience criterion, as specified in this RFP. Applicants shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be given and that the Employer's decisions are without any right of appeal whatsoever.
- 2.1.3 The Applicant shall submit its Proposal online in the form and manner specified in the RFP. The technical proposal shall be submitted in the form at Appendix-I and the Financial Proposal shall be submitted in the form at Appendix-II. The Consultant shall be required to enter into an agreement with the NMC as given in the draft form in Schedule 2.

2.2 CONDITIONS OF ELIGIBILITY OF APPLICANTS

- 2.2.1 Applicants must read carefully the minimum conditions of eligibility (the "Conditions of Eligibility") provided herein. Proposals of only those Applicants who satisfy the Conditions of Eligibility will be considered for evaluation.
- 2.2.2 The Consultant shall submit CVs of the key personnel (permanent employment or hiring basis) as clause 3.2 Mandatory Team Composition of Consultant. The CVs and information as per Appendix-I Form-6 and Form-9 is to be produced at the time of submission of technical proposal
- 2.2.3 Minimum strength of key personnel to be deployed by the Consultant for the assignment has been prescribed, however, the Consultant is free to deploy any number of key personnel more than the minimum key personnel, considering the target to prepare and submit the Detailed Project Report (DPR) within the specified period without any delay.
- 2.2.4 For the services of the Consultant the tentative requirement of personnel (permanent employment or hiring basis) is provided in the RFP. However, number of personnel may be increased or decreased as per Project requirement. The CVs



and information of personnel required for services of consultant, as per APPENDIX-I Form-6 and Form-9, are to be produced before 1 month of starting services for Consultancy work.

- 2.2.5 The Consultant should have the relevant software/s as may be required for designing of different components under scope of works including Hydraulic and Structural designs with updated version etc.
- 2.2.6 To be eligible for evaluation of Proposal, the Applicant shall fulfil the following minimum criterion,

Eligibility Conditions w.r.t. **financial capability (turnover) and work experience**

a) Financial Turn over Criteria

Average annual turnover of any three years in last 5 financial years (1.04.17 to 31.03.22) shall not be less than **Rs 10.00 crores**

The Applicant shall enclose certificate(s) from its Statutory Auditors certifying the turnover. In the event that the Applicant does not have a statutory auditor, it shall provide the requisite certificate(s) from the Chartered Accountants that ordinarily audits the annual accounts of the Applicant.

Escalation factor for adjusting inflation in turnover shall be,

FY 2017-18	1.611
FY 2018-19	1.464
FY 2019-20	1.331
FY 2020-21	1.210
FY 2021-22	1.100

b) Criteria for Work Experience

Table No. 1 Work experience

Sr. No.	Work experience
1]	Successful preparation of DPR in last 15 years for at least three complete projects, with total minimum cost of more than Rs. 100.00 crores for the Design & Development of Water System / Sewerage System/ Storm drainage for 1 million-population city under Central/ State Govt. funded project like JnNURM / AMRUT
2]	Successful experience of provided/providing services of Project Management Services for construction & commissioning of water supply / sewerage projects / Storm drain costing not less than Rs. 100.00 Crores for a city, having minimum population of 1 million in last 15 years in a single work
3]	Firms should have completed Energy and water audit of Municipal Water / sewerage project for a city with a minimum of 1 million populations



- 2.2.7 The certificate(s) in support of successful preparation of DPRs shall be obtained from the officer not below the rank of Executive Engineer. Design and Supervision (DSC/ PIU/PMC). Assignments for any water supply and sewerage project of the value described in Table-1, being approved by the Competent Authority (CPHEEO, Government of India,) shall also be considered.
- 2.2.8 Successful preparation of DPR means an approved DPR by the Government
- 2.2.9 Water Supply or Sewerage Project of any Sector (i.e. Central Government and State Government) of required values shall be considered.
- 2.2.10 The Applicant should submit a Power of Attorney as per the format at Form-4 of Appendix-I; however, that such Power of Attorney would not be required if the Application is signed by a partner or Director (on the Board of Directors) of the Applicant.
- 2.2.11 Any entity which has been barred by the Central Government, any State Government, a statutory Employer or a public sector undertaking, as the case may be, from participating in any project in last 10 years, would not be eligible to submit a Proposal either by itself or through its Associate.
- 2.2.12 An Applicant should have, during the last ten years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral / judicial Employer / a judicial pronouncement / arbitration award against the Applicant. The Applicant or its Associate/ should not be blacklisted by any Government department/Public Sector Undertaking, nor been expelled from any project or agreement nor have had any agreement terminated for breach.
- 2.2.13 While submitting a Proposal, the Applicant should attach clearly marked and referenced continuation sheets in the event that the space provided in the specified forms in the Appendices is insufficient. Alternatively, Applicants may format the specified forms making due provision for incorporation of the requested information.

2.3 CONFLICT OF INTEREST

- 2.3.1 An Applicant shall not have a conflict of interest that may affect the Selection Process of Consultant (the “Conflict of Interest”). Any Applicant found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Employer shall forfeit the earnest money, as mutually agreed genuine pre-estimated compensation and damages payable to the Employer for, inter alia, the time, cost and effort of the Employer including consideration of such Applicants Proposal, without prejudice to any other right or remedy that may be available to the Employer hereunder or otherwise.
- 2.3.2 The conflict of interest will be examined at the time of awarding the Consultant assignment to the selected Consultant and will not have any impact on the process of selection of applicant.



2.4 NUMBER OF PROPOSALS

2.4.1 No Applicant shall submit more than one Application for the Consultant assignment. An Applicant shall not be entitled to submit another application either individually or as a member of any other applicant firm, as the case may be.

2.5 COST OF PROPOSAL

2.5.1 The Applicants shall be responsible for all of the costs associated with the preparation of their Proposals and their participation in the Selection Process including subsequent negotiation, visits to the Employer, Project site etc. The Employer will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

2.6 VISIT TO THE EMPLOYER AND VERIFICATION OF INFORMATION

2.6.1 Applicants are encouraged to submit their respective Proposals after visiting the office of the Employer and ascertaining for themselves the availability of documents and other data with the Employer, Applicable Laws and regulations or any other matter considered relevant by them. The contact person is Executive Engineer, Public Health Engineering Department, Nagpur Municipal Corporation (NMC), 4th Floor, Administrative Building, C-Wing, Mahanagarpalika Marg, Civil Lines, Nagpur – 440 001.

2.7 ACKNOWLEDGEMENT BY APPLICANT

2.7.1 It shall be deemed that by submitting the Proposal, the Applicant has:

- (a) made a complete and careful examination of the RFP;
- (b) received all relevant information requested from the Employer;
- (c) accepts the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Employer or relating to any of the matters referred to in Clause 2.6 above;
- (d) satisfied itself about all matters, things and information, including matters referred to in Clause 2.6 herein above, necessary and required for submitting an informed Application and performance of all of its obligations there under;
- (e) acknowledges that it does not have a Conflict of Interest; and
- (f) Agrees to be bound by the undertaking provided by it under and in terms hereof.

2.7.2 The Employer shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Employer.



2.8 RIGHT TO REJECT ANY OR ALL PROPOSALS

2.8.1 Notwithstanding, anything contained in this RFP the Employer reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

2.8.2 Without prejudice to the generality of Clause 2.8.1, the Employer reserves the right to reject any Proposal if:

(g) at any time, a material misrepresentation is made or discovered, or

(h) The Applicant does not provide, within the time specified by the Employer, the supplemental information sought by the Employer for evaluation of the Proposal.

Misrepresentation/ improper response by the Applicant may lead to the disqualification of the Applicant.

B. DOCUMENTS

2.9 CONTENTS OF THE RFP

2.9.1 This RFP comprises the Disclaimer set forth hereinabove, the contents as listed below and will additionally include any Addendum/Amendment issued in accordance with Clause 2.11:

Request for Proposal

1. Introduction
2. Instructions to Applicants
3. Criteria for Evaluation
4. Fraud and corrupt practices
5. Miscellaneous

Schedules

- 1) Terms of Reference
- 2) Form of Agreement
 - Annexure 1: Terms of Reference
 - Annexure 2: Key Personnel
 - Annexure 3: Cost of Services
 - Annexure 4: Bank Guarantee for Performance Security
 - Annexure 5: Monthly Time Report
- 3) Guidance Note on Conflict of Interest

Appendices

- Appendix–I: Technical Proposal
- Form 1: Letter of Proposal
 - Form 2: Particulars of the Applicant
 - Form 3: Statement of Legal Capacity



- Form 4: Power of Attorney
- Form 5: Financial Capacity of the Applicant
- Form 6: Particulars of Key Personnel
- Form 7: Work Breakdown Structure, Approach & Methodology & Manning Schedule
- Form 8: Eligible Assignments of Applicant
- Form 9: CVs of Professional Personnel

- Appendix–II: Financial Proposal
 - Form 1 Financial Proposal (FIN-1 to FIN -4)

Appendix–III: Bank Guarantee for EMD

2.10 CLARIFICATIONS

- 2.10.1 Applicants requiring any clarification on the RFP may submit the queries in writing through email before pre-proposal meeting or may attend the Pre- Proposal meeting in the office of the Employer on the time and date mentioned in the Schedule of Selection Process at Clause 1.8. The email shall bear the subject:
“Queries/request for additional information concerning RFP for providing the services of Consultant for Nagpur Municipal Corporation”.
- 2.10.2 The Employer shall endeavour to respond to the queries within the period specified therein clause 1.8 but no later than 7 (seven) days prior to the PDD. The Employer will upload the reply to all such queries on the e-procurement website i.e. <http://mahatenders.gov.in> no copies or separate information will be circulated to anyone.
- 2.10.3 The Employer reserves the right not to respond to any queries or provide any clarifications, in its sole discretion, and nothing in this Clause 2.10 shall be construed as obliging the Employer to respond to any question or to provide any clarification.

2.11 AMENDMENT OF RFP

- 2.11.1 At any time prior to the deadline for submission of Proposal, the Employer may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the RFP document by the issuance of Addendum/ Amendment and posting it on the Official Website.
- 2.11.2 In order to afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Employer may, in its sole discretion, extend the PDD.

C. PREPARATION AND SUBMISSION OF PROPOSAL

2.12 LANGUAGE

- 2.12.1 The Proposal with all accompanying documents (the “Documents”) and all



communications in relation to or concerning the Selection Process shall be in English language and strictly on the forms provided in this RFP. No supporting document or printed literature shall be submitted with the Proposal unless specifically asked for and in case any of these Documents is in another language, it must be accompanied by an accurate translation of all the relevant passages in English, in which case, for all purposes of interpretation of the Proposal, the translation in English shall prevail.

2.13 FORMAT AND SIGNING OF PROPOSAL

2.13.1 The Applicant shall provide all the information sought under this RFP. The Employer would evaluate only those Proposals that are received in the specified forms and complete in all respects.

2.13.2 The Applicant shall submit technical proposal online as well as in Hard copy. The hard copy of technical proposal shall be submitted within 48 hours from the proposal due date. The Financial shall be submitted online only. No hard copy submission of financial proposal is allowed. **For submission of Technical/Financial proposal applicant shall submit the scanned copies of all required documents duly signed by authorized signatory.**

2.13.3 The Proposal shall be typed or written in indelible ink and signed by the authorized signatory of the Applicant who shall initial each page, in blue ink. In case of printed and published Documents, only the cover shall be initialed. The person(s) signing the Proposal shall initial all the alterations, omissions, additions, or any other amendments made to the Proposal. **Scanned copies to be submitted online.** The authorized representative (the “Authorized Representative”) as described below must sign the Proposals

- (a) by the proprietor, in case of a proprietary firm; or
- (b) by a partner, in case of a partnership firm and/or a limited liability partnership; or
- (c) by a duly authorized person holding the Power of Attorney, in case of a Pvt. Or Public Limited Company or a corporation;
- (d) Board Resolution shall be accompanied by Power or Attorney in case of Public Limited Company

A scanned copy of the Power of Attorney certified by a notary public in the form specified in Appendix-I (Form-4) shall accompany the Proposal (if required).

2.13.4 Applicants should note the PDD, as specified in Clause 1.8, for submission of Proposals. Except as specifically provided in this RFP, no supplementary material will be entertained by the Employer, and that evaluation will be carried out only on the basis of Documents received by the closing time of PDD as specified in Clause 2.17.1. Applicants will ordinarily not be asked to provide additional material information or documents subsequent to the date of submission, and unsolicited material if submitted will be summarily rejected.



2.14 TECHNICAL PROPOSAL

- 2.14.1 Applicants shall submit the scanned copies of the formats at Appendix-I in online technical proposal (the “Technical Proposal”).
- 2.14.2 While submitting the Proposal, the Applicant shall in particular and ensure that scanned copies of all following documents should be submitted:
- (a) all forms are submitted in the prescribed formats along with scanned copies of required documents / certificates for experience and financial capability duly signed by the prescribed signatories;
 - (b) power of attorney, if applicable, is executed as per Applicable Laws;
 - (c) CVs of all Key Personnel meeting the Conditions of Eligibility laid down at Clause 2.2.2 & of the RFP, shall be submitted at the time of Technical Proposal,
 - (i) no alternative proposal for any Key Personnel is being made and only one CV for each position has been furnished;
 - (ii) The CVs have been recently signed and dated, by the respective Personnel and countersigned by the Applicant. Photocopy or unsigned / countersigned CVs shall be rejected; however scanned signature of the Key Personnel countersigned by the Employer Signatory shall be permissible
 - (iii) The CVs shall contain an undertaking from the respective Key Personnel about his / her availability for the duration specified in the RFP; and
 - (d) the proposal is responsive in terms of Clause 2.21
- 2.14.3 Failure to comply with the requirements spelt out in this Clause 2.14 shall make the Proposal liable to be rejected.
- 2.14.4 If an individual Key Personnel makes a false statement regarding his qualification, experience or other particulars, he shall be liable to be debarred for any future assignment of the Employer for a period of 3 (three) years.
- 2.14.5 ***The Technical Proposal shall not include any financial information relating to the Financial Proposal.***
- 2.14.6 The proposed team of Key personnel shall include experts and specialists in their respective areas of expertise as specified in Clause 2.2.2 of Instruction to Applicant for submission purpose. The CV of each such professional personnel for Project Implementation Unit Services, shall be submitted in the format at Form-9 of Appendix-I at the time of agreement as specified in Clause 2.2.4 of Instruction to Applicant. The team may comprise other competent and experienced professional personnel in the relevant areas of expertise (where applicable) as required.
- 2.14.7 The Employer reserves the right to verify all statements, information and documents, submitted by the Applicant in response to the RFP. Any such



verification or the lack of such verification by the Employer to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Employer there under.

- 2.14.8 In case it is found during the evaluation or at any time before award of assignment and/or signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the Consultant either by issue of the LOA or entering into of the Agreement, and if the Selected Applicant has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by the Employer without the Employer being liable in any manner whatsoever to the Selected Applicant or Consultant, as the case may be.

In such an event, the Employer shall forfeit and appropriate the Earnest money / Performance Security, if available, as mutually agreed pre-estimated compensation and damages payable to the Employer for, inter alia, time, cost and effort of the Employer, without prejudice to any other right or remedy that may be available to the Employer.

2.15 FINANCIAL PROPOSAL

- 2.15.1 The financial proposal shall be submitted online in the format at Appendix-II, Form-1 (the “Financial Proposal”). The total fees for Preparation of Feasibility Report (FR), Detailed Project Report (DPR) & Bid Process Management shall be Lump-sum Cost, field investigation, condition assessment, technical activity shall be on item rate basis indicated in both figures and words, and duly signed by the Applicant’s Authorized Representative.

The lump-sum fees for FR, DPR & Bid process management shall include field investigation, condition assessment on item rate basis given in financial offer of qualified Consultant shall only be considered for evaluation.

- 2.15.2 While submitting the Financial Proposal, the Applicant shall ensure the following:
- (i) Total fees indicated in Financial Proposal, shall include all the costs associated with the successful completion of assignment, covering expenses for survey, investigation, designs, drawings, remuneration for the Key Personnel, accommodation, fares, equipment, printing of documents etc complete. The total fees for FR, DPR & Bid process management based on lump-sum cost, field investigation, condition assessment, technical activity etc. on item rate basis in the Financial Proposal shall be final and binding. In case of any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.
 - (ii) The Financial Proposal shall take into account all expenses and taxes as



applicable on the date of submission of bid, liabilities, except GST. GST shall be paid separately as per prevailing rates and norms at the time of invoice. Further, the payments shall be subject to deduction of taxes at source as per Applicable Laws.

2.16 SUBMISSION OF PROPOSAL

2.16.1 The Applicants shall submit the Online Proposal (Technical and Financial proposal both) The Technical Proposal shall have all pages numbered serially and by giving an index of submissions. Each page of the submission shall be initiated by the Authorized Representative of the Applicant as per the terms of this RFP The proposal shall be submitted on the document downloaded from e-procurement Website, the Applicant shall be responsible for its accuracy and correctness as per the version uploaded by the Employer and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded version of the RFP and the original RFP issued by the Employer, the later shall prevail.

Submission of Complete Proposal must be made on stipulated time and date as given in clause 1.8.

- (i) The Bidder shall furnish, as part of his Bid, an EMD of Rs. **5,00,000/-** in favour of the employer as named in Appendix and may be in the following terms; Bidder has to pay the EMD online mode through net banking or through Bank Guarantee (Nationalised/ Scheduled Commercial Bank). This Earnest Money Amount shall not carry any interest whatsoever the earnest money will be refunded in the case of Tenderers whose Tenders are not accepted, only after completion of all formalities in respect of the accepted Tender or in case of expiry of validity of offer, when specially withdrawn by the Tenderer in the case of successful Tenderers, the earnest money will be refunded after completion of contract documents and payment of security deposit.
- (ii) Qualification Information and supporting documents as specified in Sect. 2. Instruction to Applicants
- (iii) Certificates, undertakings, Power of Attorney, Affidavit if any as specified in Section 2. Instruction to Applicants
- (iv) Any other information pursuant to Clause 4.2 of these instructions.
- (v) Undertaking that the bid shall remain valid for the period specified in Clause 15.1.

2.16.2 If the submission is not made on time as instructed above, the offer shall not be accepted and the Employer assumes no responsibility for the consequent losses, as may be, suffered by the Applicant, due to non-acceptance of offer.

2.16.3 The Technical Proposal shall contain the desired information in prescribed format (Form 1 of Appendix-I) along with Forms 2 to 9 of Appendix-I and supporting documents. The Proposal shall be made in the Forms specified in this RFP. Any attachment to such Forms must be provided on separate sheets and only



information that is directly relevant should be provided. This may include scanned copies of the relevant pages of printed documents.

2.16.4 The completed Technical Proposal must be submitted online as well as in hard copy, on or before the specified time on PDD. **Proposals submitted by fax, telex, telegram or e-mail or any other mode shall not be entertained.**

2.16.5 The “Financial Proposal” shall be submitted online only.

2.17 PROPOSAL DUE DATE

2.17.1 Refer clause 1.8

2.17.2 The Employer may, in its sole discretion, extend the PDD by issuing an Addendum in accordance with Clause 2.11 uniformly for all Applicants.

2.18 LATE PROPOSALS

2.18.1 Proposals received by the Employer after the specified time on PDD shall not be eligible for consideration and shall be summarily rejected.

2.19 MODIFICATION/ SUBSTITUTION/ WITHDRAWAL OF PROPOSALS

2.19.1 The Applicant may modify, substitute, or withdraw its Proposal after submission, online only prior to due date and time of submission. However, no modification / alteration / withdrawal online shall be entertained after due date and time of submission. No such request received in writing or orally in the office of the Employer shall be entertained.

2.19.2 Any alteration / modification in the Proposal or additional information or material supplied subsequent to the PDD, unless the same has been expressly sought for by the Employer, shall be disregarded.

2.20 PERFORMANCE SECURITY

2.20.1 The Applicant, by submitting its Application pursuant to this RFP, shall be deemed to have acknowledged that in case of assignment of consultancy for all works, a performance security 3% of the Consultant assignment value, shall be submitted in the form of Bank Guarantee or FDR in favour of Commissioner, Nagpur Municipal Corporation. The applicant shall be deemed to have also acknowledged without prejudice to the Employer’s any other right or remedy hereunder or in law or otherwise, the Performance Security, if available, shall be forfeited and appropriated by the Employer as the mutually agreed pre-estimated compensation and damage payable to the Employer for, inter alia, the time, cost and effort of the Employer in regard to the RFP including the consideration and evaluation of the Proposal under the following conditions:

- (a) If an Applicant engages in any of the Prohibited Practices specified under Clause 4.2 of Section 4 Fraud & Corrupt Practices;



- (b) if the Applicant is found to have a Conflict of Interest as specified in Clause 4.2 of Section 4 Fraud & Corrupt Practices;
- (c) if the selected Applicant commits a breach of the Agreement.

D. EVALUATION PROCESS

2.21 EVALUATION OF PROPOSALS

- 2.21.1 The Employer shall open the Proposals as per the date and time given in clause 1.8, at the office of Executive Engineer, Public Health Engineering Department, Nagpur Municipal Corporation and in the presence of the Applicants who choose to attend. The “Technical Proposal” shall be opened first. The “Financial Proposal” received online shall be kept unopened for opening at a later date. Any financial proposal received offline (in hard copy) shall not be entertained.
- 2.21.2 Prior to evaluation of Proposals, the Employer will determine whether each Proposal is Responsive to the requirements of the RFP. A Proposal shall be considered responsive only if:
- (a) Technical Proposal shall be submitted in the forms specified at Appendix-I;
 - (b) it is received by the PDD including any extension thereof pursuant to Clause 2.17;
 - (c) it is signed, and marked as stipulated in Clauses 2.13 and 2.16;
 - (d) it is accompanied by the Power of Attorney as specified in Clause 2.2.9;
 - (e) it contains all the information (complete in all respects) as requested in the RFP;
 - (f) it does not contain any condition or clarification; and (g) it is not non-responsive in terms hereof.
- 2.21.3 The Employer reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Employer in respect of such Proposals.
- 2.21.4 The Employer shall subsequently examine and evaluate Proposals in accordance with the Selection Process specified at Clause 3.2 and the criteria set out in of this RFP
- 2.21.5 After the technical evaluation, the Employer shall prepare a list of qualified Applicants in terms of Clause 3.2 for opening of their Financial Proposals. The list of qualified Consultant and those who have disqualified (with reasons) shall be disclosed on <http://mahatenders.gov.in>. The disclosure shall contain date, time and venue for opening of financial proposals (online only) to be notified to all Applicants. The opening of Financial Proposals shall be done in presence of authorized representatives of Applicants who choose to be present. The Employer will not entertain any query or clarification from Applicants who fail to qualify at any stage of the Selection Process. The financial evaluation of the Proposals shall be carried out in terms of Clauses 3.1 and 3.2 of Section 3 Criteria for Evaluation.



- 2.21.6 Applicants shall be deemed to have understood and agreed that the Employer shall not be required to provide any explanation or justification in respect of any aspect of the Selection Process or Selection.
- 2.21.7 Any information contained in the Proposal shall not in any way be construed as binding on the Employer, its successors or assigns, but shall be binding against the Applicant if the work of Consultancy is subsequently awarded to it.

2.22 CONFIDENTIALITY

- 2.22.1 Information relating to the examination, clarification, evaluation, and recommendation for the selection of Applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional adviser advising the Employer in relation to matters arising out of, or concerning the Selection Process. The Employer shall treat all information, submitted as part of the Proposal, in confidence and shall require all those who have access to such material to treat the same in confidence. The Employer may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or to enforce or assert any right or privilege of the statutory entity and/or the Employer or as may be required by law or in connection with any legal process.
- 2.22.2 Data and Software shall be intellectual Property of the Employer (NMC).

2.23 CLARIFICATIONS

- 2.23.1 Any request for clarification(s) and all clarification(s) in response to RFP thereto shall be in writing or mailed on or before Pre- bid meeting.
- 2.23.2 To facilitate evaluation of Proposals, the Employer may, at its sole discretion, seek clarifications from any Applicant regarding its Proposal. Such clarification(s) shall be provided within the time specified by the Employer for this purpose.
- 2.23.3 If an Applicant does not provide clarifications sought under Clause 2.23.2 above within the specified time, its Proposal shall be liable to be rejected. In case the Proposal is not rejected, the Employer may proceed to evaluate the Proposal by construing the particulars requiring clarification to the best of its understanding, and the Applicant shall be barred from subsequently questioning such interpretation of the Employer.

E. SELECTION OF CONSULTANT

2.24 QUALITY CUM COST BASED SELECTION (QCBS)

The selection of consultant shall be based on QCBS 80:20 basis and they shall be evaluated as per criteria for evaluation clause 3.0

2.25 SUBSTITUTION OF KEY PERSONNEL



- 2.25.1 Substitution of any Key Personnel of the Selected Applicant will, however, be permitted in exceptional circumstances subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Employer.
- 2.25.2 Notwithstanding Clauses 2.25.1, Applicants should specifically note that substitution of the Key Personnel will not normally be considered during the implementation of the Agreement except for unprecedented conditions. If any key person is found incapable to perform his duties, the employer shall have the right to replace the key person immediately. Similarly, in case selected Consultant finds any deputed key person incompetent to perform the task he will have the right to replace the key person, but in such case he has to submit details in writing to the employer before replacing the key person. Applicants are expected to propose only such Key Personnel who will be in a position to commit the time required for and be available for delivering the Consultant technical services as and when required in accordance with the terms of the Agreement.

2.26 INDEMNITY

- 2.26.1 The Consultant shall, subject to the provisions of the Agreement, indemnify the Employer, for an amount not exceeding the value of the Agreement, for any direct loss or damage that is caused due to any deficiency in Services.

2.27 AWARD OF CONSULTANT ASSIGNMENT

- 2.27.1 After selection, the Employer shall issue a Letter of selection, along with rates approved for works, to the Selected Applicant. The Selected Applicant shall, within 7 (seven) days of the receipt of the letter, sign and return the duplicate copy of the Letter in acknowledgement thereof. In the event the acknowledgement letter duly signed by the Selected Applicant is not received by the stipulated date, the Employer may, unless it consents to extension of time for submission thereof, cancel the selection of the Consultant.

2.28 EXECUTION OF AGREEMENT

- 2.28.1 The selected Consultant shall have to submit performance security equal to 3% of the total approved Consultant work assignment value in the form of BG/FDR in favour of Commissioner Nagpur Municipal Corporation.
- 2.28.2 Accordingly, the Selected Applicant shall execute the Agreement for consultancy for all work, on approved rate within the period of 7 days with the Commissioner NMC. If Consultant fails to sign agreement within the specified period, his bid may be rejected and earnest money shall be forfeited. In case of valid grounds submitted by selected Consultant to extend period for execution of agreement, the employer shall have the right to extend period up to 10 days to sign the agreement,
- 2.28.3 The work of conducting field investigation, soil investigation, condition assessment of assets, preparation of FR, Detailed Project Report (DPR) & Pre-tender activity



shall be carried out under the supervision and control of NMC.

2.29 COMMENCEMENT OF ASSIGNMENT

2.29.1 The Consultant shall commence the assigned work within 30 (thirty) days of the date of the Agreement, or such other date as may be mutually agreed. If the Consultant fails to either sign the Agreement as specified in Clause 2.28 or commence the assignment as specified herein, the Employer may invite the second lowest Applicant, who is willing to provide the Consultancy services and to perform all task as per terms of RFP at the approved lowest rate (L1 rate) to execute agreement. In case of more than 2 applicants, second lowest applicant is not willing to do the job at the L1 rate, the aforesaid procedure will be applied to remaining successful bidders. In such an event, the LOA issued to L1 will be cancelled /terminated.

2.30 PROPRIETARY DATA

2.30.1 Subject to the provisions of Clause 2.22, all documents and other information provided by the Employer or submitted by an Applicant to the Employer shall remain or become the property of the Employer. Applicants and the Consultant, as the case may be, are to treat all information as strictly confidential. The Employer will not return any documents or any information related thereto. All information collected, analysed, processed or in whatever manner provided by the Consultant to the Employer in relation to the Consultancy assignment shall be the property of the Employer and shall be treated as strictly confidential.



3.

CRITERIA FOR EVALUATION**3.1 EVALUATION OF TECHNICAL PROPOSALS**

The detailed technical evaluation of Proposals satisfying minimum eligibility conditions as above shall be done. The bidder must provide work order / Agreement / Experience Certificate. The Criteria, sub-criteria and point system for detailed evaluation shall be as follows:

Specific Experience of the Consulting Firm Related to the Assignment

(The projects quoted by the bidder should be of comparable size, complexity and technical specialty. Specific experience of the consulting firm related to the assignment that will be evaluated and their respective allocated points are:

Points**100 marks**

Sr. No.	Description	Significant	Max. Marks
1]	Experience in preparation of DPR for costing Rs. 100.00 crores or more in a single project for the Design & Development Water System / Sewerage System / Storm Drainage for 1 million-population city under Central Govt. funded project like JnNURM / AMRUT. If Project cost is of Rs. 100 cr. to 200 cr. – 3 marks If Project cost is of Rs. 200 cr. to 500 cr. – 5 marks If Project cost is of Rs. 500 cr. to 700 cr. – 10 marks and If Project cost is above 700 cr. – 20 marks	Experience Certificate not below the rank of Executive Engineer	20
2]	Firms should have completed the DPR preparation of related Municipal Water Reuse project for Minimum 100 mld Capacity and the report should be approved by competent Central / State authority	Experience Certificate & Sanction letter of MoUD / CPHEEO	20
3]	Experience in Transaction Advisory Services for at least one PPP projects worth Rs. 100 crores in Water, Sewerage sector and successfully appointment of operator for 1 million population City. One Water Projects More than 100 Cr – 10 marks One Sewerage Projects More than 100 Cr – 10 marks	Experience Certificate not below the rank of Executive Engineer	20
4]	Successful consultancy experience in completed Energy efficiency / alternate renewable energy project in Municipal sector preferably in water / sewerage / transport on PPP. / Escrow / Deferred payment mode	Experience Certificate not below the rank of Executive Engineer	10



Sr. No.	Description	Significant	Max. Marks
5]	Successful experience of provided / providing services of Project Management Services for completed / ongoing projects of water supply / sewerage projects/ Storm drainage, costing not less than Rs.100.00 Crores for a city, having minimum population of 1 million Number of Different projects 1 to 3 Project – 10 marks 4 to 6 Projects – 20 Marks Projects 7 and above – 30 Marks	Experience Certificate not below the rank of Executive Engineer	30
Total Marks			100

Total Marks: 100

The Minimum Technical Score required to qualify shall be: 70 Points

**3.2 MANDATORY TEAM COMPOSITION FOR CONSULTANT**

Sr. No.	Key Personnel / Expert	Qualification & Experience
01]	Team Leader	A post Graduate / Graduate in Civil / Environmental / Mechanical Engineering with experience of minimum 15 years in Urban Development projects of similar nature, magnitude and scope of work such as water supply/ sewerage projects.
02]	Deputy Team leader cum Specialist Water / Sewerage Project	Graduate in Civil / Environment/Mechanical Engineering with experience of minimum 10 years in Urban Development projects of similar nature, magnitude and scope of work such as water supply/ sewerage projects
03]	PPP cum Procurement & contract expert Specialist in Water / sewer Sector	Graduate in relevant field with at least 7 years of experience as Procurement expert in water sector / infrastructure project experienced in preparation of PPP / Performance contracting for procurement of various capital and operational services for water sector.
04]	Hydraulic Modeling Engineer	Graduate in Civil Engineering with experience of minimum 7 years in Urban Development projects of similar nature, magnitude and scope of work such as water supply / sewerage projects.
05]	Specialist – Mechanical	Graduate in Mechanical Engineering with at least 7 years of experience of carrying out work such as water supply/ sewerage projects
06]	Specialist – Electrical System & Instrumentation	Graduate in Electrical / Electronics/ Instrumentation Engineering with at least 7 years' experience in designing, implementation & managing instrumentation systems. Experience in e-governance projects in urban local body.
07]	Financial Analyst	Post Graduate in finance, accountancy or financial management with at least 7 years of experience as financial expert in infrastructure projects.
08]	Legal Expert	Graduate in Law with at least 10 years of experience as legal expert in infrastructure project.

Note: Consultant shall submit above expert's CVs at the bidding stage but the experts CVs will not be a part of marks scoring process.



3.3 METHOD OF SELECTION:

The technical quality of the proposal will be given weight of 80%, the method of evaluation of technical qualification will follow the procedure given in Para-15 above. The price bids of only those Consultants who qualify technically (Minimum Qualifying Marks: 70%) will be opened. The proposal with the lowest cost may be given a financial score of 100 and the other proposal given financial score that are inversely proportionate to their prices. The financial proposal shall be allocated weight of 20%. For working out the combined score, the employer will use the following formula:

$$\text{Total points} = T (w) 80\% \times T (s) + F (w)20\% \times LEC / EC,$$

Where,

T (w) stands for weightage of the technical score.

T (s) stands for technical score

F (w) stands for weightage of the financial proposal

EC stands for Evaluated Cost of the financial proposal

LEC stands for Lowest Evaluated Cost of the financial proposal.

The proposals will be ranked in terms of total points scored. The proposal with the highest total points (H-1) will be considered for award of contract and will be called for negotiations, if required.



4. FRAUD AND CORRUPT PRACTICES

- 4.1 The Applicants 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, the Employer shall reject a Proposal without being liable in any manner whatsoever to the Applicant, if it determines that the Applicant 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, the Employer shall, without prejudice to its any other rights or remedies, forfeit and appropriate the earnest money/Performance Security, if available, as mutually agreed genuine pre-estimated compensation and damages payable to the Employer for, *inter alia*, time, cost and effort of the Employer, in regard to the RFP, including consideration and evaluation of such Applicant’s Proposal.
- 4.2 Without prejudice to the rights of the Employer under Clause 4.1 hereinabove and the rights and remedies which the Employer may have under the LOA or the Agreement, if a Consultant is found by the Employer to have directly or indirectly or 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 LOA or the execution of the Agreement, such Applicant or Consultant shall not be eligible to participate in any tender or RFP issued by the Employer during a period of 6 (six) months from the date such Consultant is found by the Employer 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 casemay be.
- 4.3 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
- (a) “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 the Employer who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement 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 the Employer, 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 LOA or after the execution of the Agreement, as the case may be, any person in respect of



- any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical Consultant / adviser of the Employer in relation to any matter concerning the Project;
- (b) “fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
 - (c) “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;
 - (d) “undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the Employer 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
 - (e) “Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.



5. MISCELLANEOUS

- 5.1 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Nagpur, Maharashtra shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.
- 5.2 The Employer, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:
- (a) suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
 - (b) consult with any Applicant in order to receive clarification or further information;
 - (c) retain any information and/or evidence submitted to the Employer by, on behalf of and/or in relation to any Applicant; and/or
 - (d) Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Applicant.
- 5.3 It shall be deemed that by submitting the Proposal, the Applicant agrees and relieves the Employer, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or future.
- 5.4 All documents and other information supplied by the Employer or submitted by an Applicant shall remain or become, as the case may be, the property of the Employer. The Employer will not return any submissions made hereunder. Applicants are required to treat all such documents and information as strictly confidential.
- 5.5 The Employer reserves the right to make inquiries with any of the clients listed by the Applicants in their previous experience record.



**Schedules
(See Clause 1.1.3)**

**“RFP for Appointment of Consultant for
Preparation of DPR”**



SCHEDULE-1
(See Clause 1.1.3)

TERMS OF REFERENCE (TOR)

1. SCOPE OF WORK FOR CONSULTANCY WORK:

1.1 Preamble:

1.1.1 About Nagpur:

Nagpur, popularly known as Orange City enjoys an enviable position in the country being practically at the geographical center of India. Nagpur is the second capital of Maharashtra

As per the City of Nagpur Corporation (CNC) Act, 1948, the key responsibility for providing basic urban services in Nagpur lies with the NMC. These services include water supply, sewerage, waste management, slum improvement, land use planning, construction and maintenance on internal roads, street lighting, maintenance of parks and gardens, and provision for primary health and education facilities.

Nagpur City has an area of about 217.56 Sq.km. As per census 2011, population in the NMC area is about 25 lakhs and is projected to increase to 48.5 lakhs by the year 2046. The gross water demand by base year 2021 is @700 MLD & correspondingly expected to increase to about 1070 MLD in 2046. City of Nagpur obtains its daily supply of 660 to 700 MLD of water from Kanhan & Pench sources.

Nagpur city is dotted with natural and artificial lakes. The largest lake is Amba Zari Lake. Other natural lakes include Gore Wada Lake and Telangkhedi Lake. Sonegaon, Gandhi Sagar lakes are artificial, created by the city's historical rulers. Nag river, Pioli River along with nallahs form the natural drainage pattern for the city.

NMC is now intended to Prepare DPRs for following identified Project for submitting it to Central Govt to get financial assistance /funding under AMRUT 2.0 Mission.

1.1.2 About AMRUT 2.0:

Hon'ble Prime Minister launched AMRUT 2.0 on 1 October, 2021. AMRUT 2.0 is a step towards Aatma Nirbhar Bharat with aim of making the cities 'Water secure' and providing functional water tap connections to all households. This will be achieved through circular economy of water by effecting water source conservation, rejuvenation of water bodies and wells, recycle / reuse of treated used water, and rainwater harvesting by involving community at large.

The projects will be prioritized based on following outcomes with the focus on improving sustainability and efficiency in water / sewerage sector:

1. Identification & Augmentation of Raw water source
2. Swapping of STP treated water and reuse network
3. Energy Efficiency & option of alternate renewable energy in water / waste water, pumping and treatment.
4. TA services and Feasibility study for PPP model
5. PMC Services



Public Private Partnerships (PPP): Projects amounting to at least 10% of total project allocation for all cities with population above ten lakhs in a State shall be mandatorily taken up in PPP mode.

1.1.3 The Scope of This Assignment Shall Include:

- i. Feasibility Study and suggestions on various projects to be taken up by Nagpur Municipal Corporation in AMRUT 2.0 / other Govt. Scheme
- ii. DPR Preparation for the identified projects and investment plan for Funding
- iii. Pre-Tender Activity: Assisting NMC in preparation of bid document, replies of pre bid, Evaluation of Bid and finalizing contractor for execution of Project.
- iv. Project Management consultancy

1.2 Objective:

NMC intends to achieve **Net Zero** target in terms of Water & Energy through Efficient waste water management and also switching towards renewable energy for energy requirement in water / waste water sector.

The objectives of this assignment is,

- a) **Feasibility study to Augment the raw water sources for City to cater prospective demand up to 2055**
- b) **Feasibility study to priorities swapping of STP treated water for Irrigation / Industrial Use.**
- c) **Make NMC Water plus city** at national level by developing a concept with a feasibility study for expansion/ rehabilitation of the existing systems;
- d) **Creating water secured cities** through circular economy of water by developing institutional mechanism by reused water and establishing urban-rural continuum of water for reuse of water in rural areas.
- e) **Recommend Institutional Arrangements** for implementation, monitoring and sustained operation and maintenance.
- f) **Prepare detailed engineering and design documents** for prioritized investments including improvement and treatment and disposal of water as per prevailing Indian standards, bidding documents, implementation plan for the solutions recommended and accepted by the NMC, to be financed under AMRUT 2.0 / GoI and State funded project or as the case may be.
- g) **Promote circular economy of water through development of city water balance plan** for NMC focusing on recycle/reuse of treated sewage, rejuvenation of water bodies and water conservation.
- h) **Reforms of Energy efficiency with renewable energy**
- i) **TA services and Feasibility study for PPP model**
- j) **Project Management Services**



2 AUGMENTATION OF RAW WATER SOURCE FOR CITY:

2.1 BROAD SCOPE:

A. Preparation of Feasibility Report

Preparation of Feasibility Report based on Study of the available sources in the vicinity, Review of DPR/ Master plan prepared by NMC or previous consultant, reconnaissance, interaction with staff to know ground situation, suggestion feasible options of raw water source, its merits /demerits, techno-economic feasibility and conceptualization priorities work in PFR for preparing DPR/ Investment plan for phase wise implementation.

B. Preparation of Detailed Project Report:

1. Study and analysed the present and prospective population, raw water reequipment and adequacy of existing source to cater the prospective demand.
2. Identification of 95% dependable sources (in the vicinity of Nagpur City) in consultation with WRD department. Collect the data from WRD in case the source proposed as existing irrigation dam or collect and analysis of data obtained from Central water commission's (CWC) nearby river gauging station in case the source proposed is surface water
3. Collection of submergence map (contour/ revenue) salient features of reservoir, capacity curve, strata details, water reservation and yearly allocation for domestic/ non domestic application etc
4. Discussion with stakeholders for framing the policy document.
5. Check the feasibility of availability of Land, Analysis of raw water tariff and other permission required.
6. Updation and Integration of data for existing system i.e., sources, pumping station, WTP, and Bulk water transmission and storage system on GIS base map
7. Verification of existing data, including the details on existing system and maps and drawings, Technical and operational details
8. Topographic / ROW Survey of the components and pipe line alignment from proposed source to city. As necessary, taking RL along the pipe alignment, taking details, Land to acquire, crossing, levels at junction point, pumping station and at WTPs.
9. Identification of Pipe material & comparison as per CPHEEO guidelines
10. Hydraulic and operation analysis of Existing & proposed system, Hydraulic modelling for proposed system using Water gems, identification of bottlenecks and suggest suitable measures to NMC for Improvement of system.
11. Suggest suitable techno economical options of Opex and Capex.
12. Level of Automation, assessment of PLC SCADA system
13. Preparation of map distinct layers / colours, clearly mentioned in a legend,
 - Schematic / key plan of Proposed system.

Tentative component wise block cost of the proposal.

**C. Bidding Document for Implementation.**

Preparation of Bidding Documents: Upon approval of DPR from competent authority of NMC & state / central Govt., the Consultant shall prepare bidding documents necessary for tendering. The Consultant shall prepare bidding documents for priority components as decided by the NMC. The Consultant shall also, required to study the financial model of the project under government project guidelines and propose operation / maintenance accordingly. The Consultant shall assist the NMC in calling the Bids by attending Pre-bid meetings for clarifications in regards to proposed works, analysis of tender rates for evaluating the responsiveness of Bids received.

Preparation of Bidding documents of the proposed contract packages, (for supply and works contracts) necessary to enable tendering of supplies and construction services. Where feasible and advised by NMC to prepare bidding documents for DBOT contracts and/or for any other form of PPP contracts. While the capital expenditures to build the sewerage and sanitation system will be financed by the ULB/Central / State funding scheme, the NMC has to bear the bills of OPEX. The Consultant is, therefore, required to study the finances of the NMC and structure the contract accordingly. The bidding documents shall be prepared following the standard bidding documents. The final bidding documents shall be finalized after incorporating the comments of the NMC

2.2 FIELD INTEGRATION OF DATA INTEGRATION**Alignment Survey:**

1. Detailed Engineering Survey / ROW to be carried out using DGPS of water lifting station, proposed pipe alignment, disposal / linkage points etc., including taking RL at every 30m interval, at road / railway/canal/ nallah/ river Junction, taking details of each crossing etc.
2. Detailed Engineering Survey using DGPS 1) Grid survey in 10x10m at lifting and disposal point, 2) Longitudinal and cross section of including taking cross section at 30 m interval and at crossing /confluence and taking levels at 5m interval along the C/section, marking HFL, taking details of bridges, obstacles, encroachment etc.

Survey should be correlated with Existing datum of NMC for sewer network. Survey should be carried out in coordination with concerned NMC staff of sanitation / Health dept.

Block contour survey by Total Station / DGPS / Drone

Block contour survey of 10m x 10m grid for the project components using digital state of art Total Station / DGPS, including transfer of entire data to computer system in different Geo-referential layer / themes using features of standard plotting Software's including contour plotting at specified interval and scale.

Geotechnical Investigation work, Bathometry Survey.**a) Geotechnical Investigation work:**

Taking trail pit / bore, logging Un-disturb core sample in wooden core boxes, lab testing for strata classification, density & SBC at different depths varying from 3.0 to



15.0 m for Stata classification for Head work / Intake structure / WTP/ major crossing, drilling work in by Setting of Drilling rig as per detailed PWD Specification.

b) Bathometry Survey in Dam / River

The scope of work includes Mobilization & demobilization for survey work, Carrying out survey work as per standard engineering practice or as per WRD Guidelines. Reporting /charting and as directed by Engineer-in-charge

Data Collection & Base Map Preparation for Sewerage

Current status of service delivery viz. existing WTP, water quality at source. The study shall elaborate on present management of the treatment and bulk distribution system – infrastructure in the project area in detail.

The following basic technical data of water, and operational areas on either digitized base maps & a GIS platform to a scale of at least 1: 10000 should be prepared:

Collection of Pipe Network Map From NMC

Data & map for the project area, as available with NMC, shall be made available to consultant. However, Consultant shall verify the same and for updation may carry out detailed investigations for the preparation of maps for the project area. Drawings of water & sewer network shall be verified with concerned Officers of NMC & by field survey wherever no data available. The Consultants is expected to verify authenticity of information and prepare key base maps in latest Auto-CAD format (1:2000), duly collecting the missing data.

Digitization of Map

The base maps that are available in hard format from the data collection will be used for creation of the output for this task. If the available data is in soft copy, the same will be updated and missing details will be added. If the data available is in hard copy, the maps will be digitized and soft copies created for further processing. The Base Maps will be created in industry standard software AutoCAD Maps to a scale of 1:2000.

Area Of Interest

In case there are no base maps available for certain or overall areas, the maps to the resolution as available the Consultant may to develop it using DP plan/ Layout maps /Google Earth Pro and integrated to the best possible extent.

The Consultant will identify the area of interest (AOI) with the help of employer. To achieve accuracy of geo-referencing and better recognition of features the AOI will be selected, in such a way that there will be 500 m buffer around the study area. Based on that AOI the required number of grid / images will be capture using photogrammetry by Drone survey and the filled-up indent form will be submitted to the authorized agency, which will process and supply the specified satellite images.

GIS Map Preparation

Geo reference-based map shall be created from the available base map / Drone /satellite images of the project area. The base map shall contain all key physical features, the



boundaries of each plot or building (structure) and a plot or building identification number. All major physical features with reference names, such as, main roads, other important roads, railways, airport, cantonment areas, important landmarks, water bodies, drains, canals, rivers, etc., and administrative boundary i.e. planning area, municipal area, zone, sector, ward boundaries. For preparation / updation of GIS base map, all existing surveys data, satellite imagery and other maps (including Survey of India topo-sheets) shall be utilized to the extent practical and reasonable.

The GIS Mapping

The GIS information should at least cover but not be limited to,

- for the landmarks: streets, plots, building, railways.
- for the network: pipes, chambers, house service connection, etc.

The data model of the GIS and the attributes of network components shall be at least as follows and shall be adapted to the needs of NMC.

Network component	Attributes
Pipe	ID No., Lay-out date, Diameter, Length, Material; Depth.
Chambers	ID No., Lay-out date, Size of chamber, Construction type, Material, Invert level cover, top level
Intake / WTP / STPs/ PS/ Storages	ID No., Lay-out date, Technology; Capacity, Name, constructed year, Plot Area
Road type	Type of construction- CC, BT or WBM Width of road -6m, 9m, 12m, 18m, 24m, 30m etc.

Updation of Maps Through Field Data

Base Maps created from above data shall be updated through DGPS Survey field data.

Further, the pipe alignments and attribute data and incorporating attribute data (made available by the NMC). GPS survey using Google Maps should be used for the portion falling outside the municipal limits.

The updating of maps shall be done on base maps: all the details collected through field survey shall be digitized and updated on standard base map of the city. All the formats/layers to be used for updating the maps shall be as mutually agreed along with NMC.

The Consultant shall use all licensed version latest of AutoCAD / GIS software with additional licenses as required to update/enter the surveyed data and shall produce exportation files that could be used for the migration to the GIS Software ArcGIS.

Data Migration from CAD Files to the GIS

Consultant shall undertake the migration of the corrected and validated CAD Maps in the GIS:

- Inventory of the existing map and geographical data
- Correction of the existing data according to the result of the survey



- Definition of the mapping between the existing system and the GIS
- Actual migration of the corrected data from the existing system to the GIS.

The result of migration into GIS will be free of topological error for network component (pipes, chamber, house service connection, etc.) The Consultant shall build the GIS geometric network feature and junction to utilize the migrated data.

DGPS Survey for Geo Reference

The Consultant will have to carry out DGPS survey of the study area to generate ground control point (GCP) for geo-referencing the Drone / satellite images of the required project area. This type of survey will help to achieve sub-meter accuracy to demarcate the various layers accurate and to map them.

Generation of DEM & Contour with 1.0-meter Interval

The imagery available will be used to generate the DEM (Digital Elevation Model) with following methodology: Feature selection in one of the scenes of a stereo-pair, Collection of GCP (X, Y, & Z), Identification of the Conjugate Feature in the other Scene, Intersection Procedure, Point Densification, RPC File of Band A and F, DEM Generation or Development of Digital Elevation Model, Primitive Extraction, and Primitive Matching. Contour with 1 meter interval will be generated to represent the truth physiographic ground condition.

GIS Management

The Consultant shall make recommendations on the organization to be put in place and the implementation processes for the use and maintenance of the GIS and its updating.

The Consultant shall describe the reference mechanism to be used for the integration between the customer database and the GIS, as well as the process to implement this common reference.

Data Availability With NMC

NMC will share data/ map/details available, with them however Consultant has to confirm the same with field investigations.

Consultant is required to update all Asset Information on the same Base Map(s) as provided by NMC. If no such maps are available with NMC, Consultant shall need to do the detailed survey / investigation for same.

Consultant need to confirm information / database available with NMC from STPs to house service connections.

The Consultant is expected to visit the existing facility of NMC sewerage system and assess the available information and quantum of work to be carried out as per the defined scope. NMC shall provide Co-ordinating Engineers to work with consultant for working on Network Survey & GIS Mapping service and validation.



2.3 DETAILED SCOPE:

2.3.1 Preparation of Feasibility Report:

Preparation of Feasibility Report which shall consist of:

1. Identifying prospective population and water demand for design year & identifying prospective source of Raw water.
2. Study of existing Master plan / DPR/ FR. Assessment of adequacy the existing source for additional reservation and its hydraulic analysis as compared with the newly arrived flow
3. Assesment of Capacity of source and availability of raw water
4. Assessment of capacities and technology of existing WTP and identify the requirement of upgradation / rehabilitation required if any to achieve the output parameters as per WHO / CPHEEO guidelines.
5. Forecasting of demand as per the guide lines of CPHEEO manual considering ultimate design year 2055.
6. Preliminary Hydraulic design of existing and proposed bulk network
7. Proposal for construction of New Head work, treatment plants and its associated infrastructure.
8. Proposal for rehabilitation of the existing transmission with a comment on the diameter of pipe if laid parallel to the existing sewer after repairs.
9. Proposal for laying of new bulk water transmission network wherever required.
10. Preparation of revised DPR with investment and implementation plan

2.3.2 Detailed Scope of Preparation of Detailed Project Report

It includes but not limited to following scope,

Study investigation, analysis for Augmentation / Rehabilitation / Improvement of the Existing bulk water system from Source to storage reservoir, identification of points of linkage, identification work, upgradation / rehabilitation of Treatment Plants (WTPs), GIS Mapping, Assessment of existing bulk water network, Efficiency and Service Time / Life Time of the assets available instruments. Achievement of Service Level Benchmark fulfillment of source availability:-

1) Existing Situation Analysis, Base Line Study and Conceptual Design

- i. Review the earlier DPR / sanitation plan / Development plan / Water supply, Sewerage system etc
- ii. The objective of the assignment is to study the existing situation and the present management of the Bulk water supply system, conveyance, treatment and storage infrastructure in the NMC area in detail.
- iii. The Consultant shall, carry out the field investigation of the project area by DGPS survey including taking levels along of Pipe line and other details of existing system and prepare the maps and drawings in appropriate scale and details with latitude and longitude. DGPS mapping of the entire existing bulk network laid under various



schemes in the city of NMC must be done and shape file of the consolidated network must be submitted. The Consultant shall obtain the views of the designated official of NMC at every stage and obtain their comments on the accuracy of the maps and details in the drawings.

- iv. The existing service delivery should also be linked with water supply service such as the average per capita water supply in city.
- v. Develop strategies to improve raw water lifting, transmission, treatment and Bulk distribution. Having documented the existing situation and service delivery arrangements, the Consultant shall provide an estimate of the proposed system for a planning horizon of 30 years with necessary details and identify all possible environmentally and socially acceptable design alternatives to achieve the stated objective for the project area, where, justified.
- vi. The Consultant shall work closely with the stake holders to build consensus on the strategy, action plan and conceptual design including the institutional and financial aspects of service delivery for sustainable operation.
- vii. The Consultant shall prepare the conceptual design options by use of latest global technologies with due emphasis on (i) availability of land for the various physical structures pertinent to system, (ii) using latest proven technology which may be more efficient and economical, (iii) minimizing number of lifting stations/ pumping stations whenever possible, and (iv) the possibility swapping of reuse/recycle of treated water for non-potable demand and industrial demand. The proposed sites for Head work / BPT/ WTP should be suitably identified keeping in mind CPHEEO, applicable norms. The detail of land requirement, Khasra no., availability of Govt. land or permission from other department/acquisition of land must be submitted by the Consultant . The designs presented in the conceptual design report shall be based on socio-cultural acceptability, ease of operation, economy in operation, and in the order of less challenging for implementation.
- viii. The approving authority will scrutinize closely formulation of the conceptual design options in all aspects of engineering planning, appropriateness to the existing situation, economics, safeguards and operational aspects.
- ix. Engineering detailed design documents. The Consultant shall prepare all necessary detailed network plans, Layout plan, longitudinal profiles of pipelines, as needed, detailed general arrangement drawings of all civil works in different sections and scales (1:50 and/or 1:25) for major civil works such as all buildings, HW/ WTP/ and PS, technical specifications and bills of quantities as well as cost estimation of supplies and construction works, and procurement plan for supplies and construction works.
- x. The Consultant shall submit the designs prepared using standard water design software as well as the layout of the transmission mains, including locations and capacity of pumping stations, storages and bulkr connections if any to ensure preparation of a sound estimate of the project budget.



- xi. As regards the proposed system, the Consultant shall focus on bulk networks, techno economically feasible and provide design of the intake structure, lift/ pumping stations, pumps, substation, transmission pipelines, and a general outline/ conceptual design of the water treatment plant and other associated infrastructure. Where required, for example – building, pumping stations, etc.

2) Hydraulic Design of system

Build and calibrate Hydraulic Numerical Model (HNM) of the system

Provide comprehensive and reliable calibrated hydraulic models of the each WTP/ ESR-GSR command area, & missing links / area if any in existing system.

The consultant shall design bulk water network by using latest design software to carry out the hydraulic modeling. All additional measurements including temporary flow measurement and any other diagnostic equipment necessary for the non-calibration / calibration of the model analysis shall be the responsibility of consultant.

As part of the Technical Submission the Consultant shall, use the updated network maps approved by the NMC for the development of model.

The Consultant shall describe the methodology to build the hydraulic models, e.g.

- i. Existing data review analysis (technical, operational)
- ii. Analysis of network operation
- iii. Building the model
- iv. Calibration of the model including necessary measurements.
- v. Consideration of average and Peak flow
- vi. Analysis of the hydraulic operation of the bulk system

The analysis should result in fundamental information in term of the hydraulic operation of the bulk water supply system and in recommendations to adjust, complete and improve it for the future: for example, in relation to existing or proposed zoning.

3) Project Cost & Financial Viability

- i. Estimation of Quantity and Costs including capital, O&M Costs shall be prepared along with financial and economic analysis including internal rate of return and economic rate of return of the project. The cost estimate shall be based on the current schedule of rates or other applicable WRD/ MJP / PWD SORs or market rate.
- ii. The estimate shall include road restoration charges. For items not covered in the schedule of rates market rates shall be adopted with evidence of three quotations received from reputed firms or suppliers.
- iii. BoQ should be detailed and comprehensive to cover all aspects, including safety, worker facilities, Environmental Management Plan (EMP) etc.
- iv. Critical costs such as shifting of underground utilities, working in unsafe-unhygienic-narrow areas, highly populated and high traffic areas and high rock and high-water table areas should be included. Provision for trenchless technology should be provided wherever required. Rates for material of construction should be



- specified for pipes, pumps and valves. Provision for statutory taxes and duties & GST; provisions for safety planning, EMP, appropriate costs towards, laboratory equipment and tests etc., should also be included.
- v. Normative costing method can be adopted for components like water treatment plants, Intake well, BPT, pumping machinery, pumping stations and offices etc. In case of pipe networks and connections the cost estimation shall be based on bill of quantities with separate costs for civil work, material supply and installation, commissioning including testing.
 - vi. Annual operating cost model shall be prepared from the year of commissioning and up to 10-year time frame with necessary inflation. The cost shall show the demand and connections growth, production volume, sales volume, breakup of electricity costs, staff salaries, repair and maintenance and other consumables etc. The Consultant shall prepare an operational plan duly assessing the organization structure, staffing required, office infrastructure required for staff for ensuring effective and efficient operations.
 - vii. Consultant shall carry out the estimation of components based upon the various pipe materials of pipeline considered in the design (i.e., Mild steel / Ductile Iron / RCC / Double Wall Corrugated (DWC) / HDPE Pipes or other) and put up the comparative study of the costing of the various pipe materials, suggest the use of material based on economy, operability & recovery of pipeline cost as per economic & financial analysis earned out by consultant.
 - viii. The Consultants shall prepare detailed estimates for quantities and project cost for the entire project (packages wise), including the cost of environmental and social safeguards proposed based on schedule of rates (SOR) preferably. For rates not available in SOR, the respective rates taken from the prevalent NMC / MJP/PWD/WRD SOR. For non-SOR items the market rate for the inputs shall be adopted in consultation with the NMC.
 - ix. The estimation of quantities shall be based on detailed design of various components of the projects. The estimate shall be prepared in Excel sheet as per NMC's standard format in consultation with the NMC Engineer.
 - x. Detailed measurement sheets for all the items shall be prepared. For special items, the quotations from the manufacturers should be obtained for the purpose of rate analysis.
 - xi. DPR approval from NMC, Central govt, State govt or any other statutory authority and all allied Liasoning for approval at all stages shall be responsibility of consultant.**

2.3.3 Detailed Scope of Pre-Tender Activity

Consultant shall prepare the tender document after approval of the proposal/DPR for which he shall be carry out following activities which may include finalization of specification, drawings and estimates required for the tendering purpose but not limited to:

- i. Preparation of Tender document consisting of BoQ & Cost Estimate including technical specification and O&M cost.



- ii. Bid Process management including evaluation of tender document, assistance in selection of contractor,
- iii. The consultant is required to prepare the detailed specifications of works of all components of the project. The detailed specifications of works/tender shall be in line with the standards, best engineering practices followed in India. The specifications of all components / subcomponents, entities relating to the works shall be got duly approved from the Engineer in Charge / NMC. The required Technical Eligibility Criteria specifically and reasonable time limit for execution of work as per vision of NMC shall also be given
- iv. The consultant shall suggest the construction contract package / clubbing of different components / subcomponents of Intake works / pumping station / Treatment plant / pipeline and allied works as per feasibility or as per area and shall seek the approval of the same from Engineer in Charge/NMC based upon cost of each component, it's Tendering for possible execution during the construction works
- v. The necessary draft tender document for each Construction packages as per the approved Contract packaging will be submitted by the consultant initially in the **three sets along** with the necessary drawings, details for undertaking the proposed bidding, calling Expression of Interest (EOI) if required for taking up the construction works of water supply scheme.
- vi. The booklet for EOI shall be prepared accordingly with all relevant details. The draft tender papers (DTP) shall have separate volumes of technical bid and price bid from the bidders for taking up the construction works.
- vii. The Data sheet shall be prepared by the consultant for calling the offers from the bidders of construction work.
- viii. Tender documents prepared by the consultant should also include:
 - a) Documents for Expression of interest.
 - b) Notice inviting tender stating conditions for pre-qualification of bidders / contractors as per E-Tendering procedure of NMC.
 - c) Special conditions of contract
 - d) Reference to specifications,
 - e) Technical Specification for Item of civil works
 - f) Technical Specification for Items of Mechanical works &
 - g) Technical specifications for items of electrical, machinery, substation, and instrumentation/automation (SCADA) works
 - h) Construction methodology, test plan etc.
- ix. The consultant will undertake the necessary modifications, changes suggested for seeking the approval of draft tender papers from the respective competent authority/Department of NMC.
- x. The consultant will coordinate with the Electrical/Mechanical Department of NMC



for seeking the approval of electrical and mechanical works relating to sewage pipeline scheme. Accordingly, consultant will provide the five sets of approved DTP / Tender copies to NMC

- xi. The consultant shall assist NMC for tender evaluation and cost comparison of the bids invited for the said works.
- xii. Assistance in PPP advisory including project formulation, assistance in marketing and outreach, conducting PPP transaction & monitoring development works during engagement duration.
- xiii. The Consultants shall not disclose to the unauthorized person /party confidential information other than as required by law except to its employees and other Consultants who need such confidential information in order to properly perform the services required.
- xiv. The Design Consultant shall be responsible for the completeness and /or accuracy of data provided by NMC on which designs will be based. The Consultant will verify the designs based on such data.



3 SWAPPING OF STP TREATED WATER & REUSE NETWORK:

Note:

i. Relevant activity as described in Para 2.0 above including Data collection, survey and Investigation, analysis, GIS integration, Preparation of PFR, DPR and Bid document etc. shall also be applicable for this task.

ii. Additional Activity needs To Perform Under This Task Is as Follows

1. Study of existing masterplan / DPR prepared by NMC / previous consultant.
2. Assessment of availability of treated waste water (existing and in future up to 2055) for recycle and reuse
3. Identification of Potential consumer for reuse option/s and assessment of their quantum and quality of treated water required
4. Study the norms of MPCB / CPCB for reuse option suggested by consultant
5. Assessment of swapping option for reuse of treated waste water with other non-potable applications in Nagpur region
6. Study the legal aspects / regulatory norms / Policy document
7. Consultation with stockholder for swapping option and assisting NMC in preparing policy document
8. Preparing Proposal for water swapping with Potential consumer / WRD, or any other user for use of treated effluent for Non potable application
9. Conceptualisation and Feasibility study for swapping option with life cycle costing
10. Mechanism of institutionalisation to check the quality, treatment capacity of STP, treated used water recycled, percentage of recycled water used by city, industrial, agriculture and other demand, whether the treated used water is released in water bodies shall be assessed
11. Finalisation of pipe alignment, Most economical diameter location of Pumping station, delivery structure at discharge point.
12. Preparing Design, Drawing, estimation and specification of complete system.
13. Preparation of DPR and Investment plan for posing it to State / central govt for financial assistance.

4 ENERGY EFFICIENCY & OPTION OF RENEWABLE ENERGY.

Objectives: -

In order to reduce the existing burden of energy charges in phased manner, NMC intends to go for renewable energy option/s and this RFP is to appoint Consultant for extending their services to prepare Techno-economic Feasibility Report & Transition Advisory Services for obtaining financial assistance to the project under AMRUT 2.0 or other State and Central scheme.

The Transition Adviser shall have to assist NMC in bid process management for appointing contractor / technology provider to execute project.



4.1 Detailed Scope of Work:

4.1.1 Feasibility Study:

Activity needs To Perform Under This Task Is as Follows

1. Energy audit if existing pumping stations of NMC (Water / sewerage system)
2. Collect Data of existing pump installation, connected load, type of consumer, connection type, applicable energy tariff, energy charges and existing Monthly & yearly energy consumption at various Raw and treated water Pumping station, BPS and treatment plant
3. Carry out analysis of yearly consumption and total capacity of Renewable energy unit required for reducing burden in phased manner.
4. Conduct Survey of the site selected for installation of Renewable energy unit.
5. Design of all components of suggested renewable energy unit.
6. Carry out the Environmental Impact Analysis (EIA).
7. Collection, verification and evaluation of proposal of technology provider
8. Simulation of the design (Generation of power from this project) by using any recognized software approved by energy company to know the probable generation of electricity from the project and cost per unit
9. Prepared Project Drawings indicating
 - a. Location – Map, project boundary and project site layout
 - b. Schematic diagram/flow chart showing project layout,
 - c. GAD indicating Components of projects
 - d. Any other important aspects
10. **Conceptualisation of Project:**
 - a. Planning, Concept, Project components and Stakeholder analysis
 - b. Identify the Socio-Environmental Risks
 - c. General Project Timeline
 - d. Project cost estimate
 - e. Evacuation Feasibility: To Know whether the existing infrastructure is sufficient or need to develop for power evacuation
 - f. Estimate the power generation potential depending on the site conditions.
11. **Preparation of Feasibility Report (FR)**

Preparation of Detailed Feasibility Report which shall include study of various models (e.g., PPP, CAPEX etc.) for execution of the project and recommendation for selection of model based on IRR and sensitivity analysis etc.

 - a. Capital cost of project (Total and Unit price per MW power generation)
 - b. Operation and maintenance costs as per Guide lines of MERC.



- c. Escalation in O&M costs and its basis.
- d. Taxes, duties and levies applied to equipment for projects
- e. Financial and economic analysis of the project.
- f. Replacement cost of specific components during the project life with breakups
- g. Performance generation testing & Generation payment guarantees.
- h. Accidental or Emergency protocols.
- i. Project Insurance / Material Insurance / Accidental Insurance.
- a. Details of statutory permission required for installation of proposed system
- b. Plan for laying evacuation feeder from project site to specified substation
- c. Documents / format for Obtaining the permission from Electrical Inspector
- d. Analysis of the permits (tariff security/power purchase agreement, building permits,) from a technical perspective.
- e. Permissions / clearances required to be obtained from Environmental Dept and - MSEDCL / MERC etc.

5 FEASIBILITY STUDY FOR A PPP MODEL:

Under AMRUT 2.0 mission, Public Private Partnerships (PPP): Projects amounting to at least 10% of total project allocation for all cities with population above ten lakhs in a State shall be mandatorily taken up in PPP mode.

The Consultant shall work with the concern authority of NMC to review the potential for **private sector participation** in the **all-above-mentioned Project** and draw up a list of options for such participation.

This could include inter alia outsourcing of specific functions and public-private partnership arrangements.

The Consultant must describe how it intends to assist NMC in the review of the available options and the development of a feasibility study of the technical, financial, contractual, risk allocation, legal and operational aspects for the structuring and financing model of the project as per the guidelines of AMRUT 2.0 and Ministry of Finance, Ministry of Urban Development and Planning Commission on Performance Based Contract (PBC).

The Consultant must specify the list of staff assigned to the activity and the total time that they will dedicate to the task.

6 TRANSITION ADVISORY SERVICES:

These activities should be carried out as and when required by NMC

- 1) **Development of Economic Model:** Based on the data, the consultant shall prepare an economic model to assess the Economic Rate of Return for the project under base case and sensitivity scenarios.
- 2) **Value For Money (VFM) Analysis:** Conduct appropriate economic cost- benefit and VFM analysis to establish the project rationale under a PPP modality versus



standard government procurement

- 3) **Development of Financial Model:** Based on the base case costs above, consultant shall develop a financial model based on project finance principles, including all assumptions for capital expenditure (CAPEX), operation and maintenance (O&M) costs, and revenue projections for the Project. Sensitivities and outputs (projected project financial statements balance sheet, cash flow, income statement, key ratio analysis, Financial Internal Rate of Return (FIRR), Debt Service Coverage Ratio (DSCR), other ratios) should be developed.

The rationale and justification for the project should be assessed in view of the EIRR, VFM, and FIRR.

- 4) **Financing Plan:** Develop a suggested financing plan including all possible sources of finance (government grant, commercial loans, private sector funds, VGF etc.).
- 5) **Recommend PPP Option:** Based on the assessment, project details and financial model, develop a preliminary recommended PPP structure for the project identifying all salient features of the project including (i) Structure, (ii) Risk matrix, (iii) Investment pattern, (iv) Time period etc.
- 6) **Market Consultation Exercise:** In conjunction with the authority, conduct preliminary scope discussion with potential private sector players and get feedback on PPP structure.
- 7) **Develop PPP Output Parameters:** Develop a concession agreement/ performance-based contract as determined in the PPP model.

The concession agreement should be a complete document with all schedules, output specifications, etc.

Bid Process Management: Finalization of timelines for PPP bid process with authority and assist in bid process management and getting required approvals.

- 8) **Preparation and launch of RFP and Concession Agreement:** Develop PPP and Concession Agreement, including legal inputs on contract documents and assist in the bid process including pre-bid meetings, evaluations and contract negotiations.

All other activities as agreed by authority to attain successful award of the project.



7 PROJECT MANAGEMENT CONSULTANCY:

1. The consultant shall initially mobilize the core team following notice to proceed to set up project office along with equipment and, Vehicle peripherals and then will mobilize further manpower as per requirement of the assignment at his own cost.
2. Handhold / support NMC for identification of project activities and prioritization, review of design investigations, design, procurement, supervision, cost control, scheduling, risk management, monitoring, auditing, reporting, and ensuring compliances and due diligences required for the project.
3. Planning, scheduling, and monitoring of the projects using latest tools.
4. Assist NMC in identifying key stakeholders, (such as from elected representatives, eminent persons, sector experts, government entities, institutions, etc.) and conducting regular meetings to discuss progress and issues related to project/s.
5. Establish all necessary records and the procedures of maintaining/updating such records for the entire project.
6. Develop and implement procedure for timely payments to the implementing agencies and monitor for compliance.

7.1 Construction & Supervision / Quality Check

PMC shall support NMC to undertake supervision and quality check of the work during pre & post construction stage as detailed under:

Prior To Construction Stage

The PMC shall, during the pre-construction period, inspect the project site at intervals in order to determine the progress of mobilization. The PMC shall monitor the progress of surveys and setting out, review the construction drawing submitted by the contractor and the extent of compliance with the Technical Requirements for the project, as well as conformity to the Contractor's proposals.

The Activities involved shall include following task but not limited to:

- Overall review of Project Management Mechanisms submitted by the works Contractor (e.g., PERT/CPM Charts)
- Suggesting on procedures and methodologies regarding Contractor's work program, method statements, material sources, etc. Scrutinizing, the Contractor's detailed work programme, suggesting modification, if any, in the works programme after a careful study and ensuring timely completion.
- Reviewing & Scrutinizing, the Construction Methods proposed by the Contractor for carrying out the works to ensure that these are satisfactory with reference to the technical requirements, and deployment of plant and machinery, project implementation schedule and environments aspects.
- Developing and implementing a system for the quality assurance of the works. The system of control of quality of material and completed works shall also include sampling method and criterion, and acceptance criteria. The sampling method and the acceptance criteria shall be based on statistical methods and the



recommendations of the relevant BIS codes, CPHEEO guidelines and NMC norms.

- Review the Inspection / procurement test plan prepared by the contractor for Civil & Other Items.
- Progress Report on achievement of components constructed under the project.
- Review the Material test certificates for cement, reinforcement, and other materials.
- Check test reports and establish laboratory for construction of material like cement, sand, aggregate and reinforcement steel etc.

Construction Stage

The PMC, during the construction period shall be available on a continuous basis during the project period at the project site in order to inspect the quality of works, ensure conformity with technical requirements stipulated for the works. The PMC shall also check the progress of setting out and review the construction drawings and as-built-drawings submitted by the contractor. The PMC shall also perform functions of adherence to project program and reporting. The PMC shall be responsible to generate the data/reports required to be submitted to ULB on a periodic basis or as required by the Engineer-in-charge.

The activities involved during this period shall include following but not limited to:

- Checking of all the construction materials arriving at site to ensure that they are in compliance with the requirements of the specification and the applicable standards.
- Issue instructions to the contractor under the contract for fulfilling his obligations in a timely manner.
- Preparing the material consumption report showing the detailed calculation for the quantity of Cement, Sand, Aggregate and Reinforcement steel used in the CC / RCC work based on the Design & Drawing. Design Mix and invoices, if desired by the NMC.
- Witnessing the quantity of each item executed in every bill duly verified and signed along with report by the PMC shall be attached / submitted with every bill processed for the payment.
- Witnessing time to time such tests regarding construction materials and workmanship as required under the construction contract to be executed by the contractor or elsewhere and instruct the contractor through NMC to undertake corrective action in case of non-compliance with the specification or the applicable standards.
- Ensure the compliance with the plan of action and decide on the basis of the results of the testing on whether the said facilities are sufficiently sound to be incorporated in the permanent works without affecting later operation and functioning.
- Ensuring setting up of field laboratories by the works contractor, if proposed in works contract.



- Review the testing and inspection of materials of construction, machineries, and equipment.
- Inspect the Proper alignment of components, water pipeline trenching, bedding, and refilling and compaction etc.
- Checking Orientation, location of structures, depth of foundation etc. with respect to approved drawings and approved test plan.
- Checking Dimensions, reinforcement, concreting in foundation for major civil works.
- Checking Shuttering, plumb, dimensions, concreting etc. in sub structure including vertical wall, ring beams, tie beams, columns, slab etc, as per approved inspection test plan.
- Reporting on adherence to safety codes, labour laws, byelaws and regulations and avoidance of public inconvenience.
- Reporting on Beneficiary participation in the project.
- Reporting on Physical Progress of the project.
- Reporting on Financial progress.
- Reporting on Quality Assurance systems and quality of executed works as per Checklist for Quality Control plan.
- Scrutinizing on random basis and / or reviewing contractor's superintendence, personnel and suggesting modifications, if any.
- Reviewing the test results/certificates of all construction material and /or sources of material and undertake additional tests as necessary to assess the quality of works as 2nd tier quality control.
- Monitoring the construction method by assessing the adequacy of the contractor's input materials, labour, equipment, and construction methods.
- Reviewing and finalizing the "as built" drawings submitted by the Contractor.
- Ensure that the contractor allow for sufficient lead time for the provision of all materials, plant, equipment, and labour to avoid hold ups or bottlenecks.
- The PMC shall issue necessary certification on progressive completion and recommendation of payment of running / final bill of the executed work after ensuring quantity, quality control and assurance so as to achieve the designed objectives of the work.
- The certification and recommendation shall be based on satisfactory adherence of the system and procedures of the inspection.
- PMC shall carry out the sample checking for the timely payment to the labour by the works contractor.
- In the event of technical problems arising on site, assist the contractor in overcoming them in the interest of the Client / works.



Commissioning And Trial Run Stage

During this period, the PMC shall report to the NMC at regular intervals, on a weekly & Monthly basis, such details as are mutually agreed between the Client and PMC.

Apart from periodical reports, the PMC shall intimate the NMC in writing of any deviations from the Technical Requirements.

The PMC shall:

- Make periodic site visits to ensure that any remaining work agreed upon with the contractor before the issue of the certificate of substantial completion is properly carried out.
- Visit the site in the event of any defect, whenever required, and ensure that repairs are properly carried out.
- Consequent upon site visits as above and / or request of the Client, supervise performance of the operators and report to the Client in case of shortcomings, including recommendation on corrective action.
- Recommend the issue of the certificate in accordance with the provisions of the construction contract, when all outstanding work is completed and all repairs are carried out satisfactorily,
- Ensure the functionality of the complete system.

Site Co-Ordination

- PMC shall attend periodic site meetings / meetings in NMC office and discuss site conditions bottlenecks faced likely hindrances, time overruns, cost overruns any other important matter along with solutions proposed. PMC will be required to submit periodic reports concerning quality standard and progress of the project.
- PMC to submit preliminary completion report, defect liability completion report, final job completion report to the NMC.
- PMC Shall check periodically the quantities recorded for various items and keep watch on excess / saving. PMC shall account for all variations in tender quantities with respect to execution drawings and submit a report.
- PMC shall assess impact of excessive quantities on the cost of project and wherever felt necessary, prepare a summary of cost for perusal of NMC.
- PMC shall warrant NMC prior to giving permission to contractor to go ahead with the work in advance, if the quantities taken in the contract are likely to exceed by 10%.
- Shall co-ordinate with all agencies working at site, liaison with local authorities for proper permissions / commencement certificate / completion certificate, etc.

Reports

- During the course of this assignment, the consultants shall provide inspection reports- weekly, monthly, quarterly, and annually to the NMC with contents meeting the TOR requirements (Exact structure of the reports will be decided with mutual consultation between NMC and PMC).



- The PMC will submit the following periodic reports at the time and in the number of copies (also in electronic copies) indicated for each, in addition to reports, which will be submitted on the specific tests under the scope of work.

Particulars of the Report	No. Of Copies
1) Monthly Progress Reports	2 + Softcopy
2) Quarterly Progress reports	2 + Softcopy
3) Annual Progress reports	2 + Softcopy
3) Completion Reports of each package	2 + Softcopy
4) Final Completion Report with CD	2 + Softcopy
5) Any additional report and power point Presentation in English	As and when required

Monthly Progress Report: Monthly progress reports to be submitted by the fifth day of the following month in English. The report shall include the progress of works, along with photographs of construction progress. (2 Copies in Hard and 1 in Soft Copy). The report shall summarize the work accomplished by the PMC for the preceding month (along with photographs).

The report will outline any issues/concerns/problems encountered (administrative, technical, environmental, social, or financial) and give recommendation on how these problems may be overcome.

The report should record the status of payment of contractor’s monthly certificates, of all claims for cost and of action required by NMC and other agencies to permit unconstrained works implementation.

Quarterly / Annual Site Assessment Report: PMC shall submit a comprehensive report summarizing all activities under the services at the end of each quarter / year, and also at other times when considered warranted by the NMC because of delay of the construction works or occurrence of technical / contractual difficulties. Such report shall summarize (i) the activities of the PMC (ii) the progress of the Contracts (iii) the status of Contractor’s claims, if any; etc.

The report shall include brief descriptions of the technical and contractual problems being encountered, physical and financial progress in approved formats, financial status of the contract and other relevant information for the on-going contracts.

All reports should be given in hard copy as well as MS office formats in soft copy.

7.2 Staffing Schedule -

7.2.1 Qualification and Experience Requirement for Proposed Team of PMC

Consultant shall provide required number of technically qualified key experts /support engineer for the project period in consultation with the NMC Authorities. The education qualification and experience required for each position shall be as under:



S. No.	Position	Nos	Qualification and xperience Requirement	Man-months
	Key Experts			
1	Team Leader	1	<ul style="list-style-type: none">• Graduate Civil Engineer and M. Tech in Public Health / Environmental Engineering shall be preferred.• Minimum 15 years of experience in design, contract management and execution of large-scale infrastructure projects of which minimum 05 years in water supply / sewerage projects in leadership roles• Should have experience of externally aided projects /centrally funded Mission projects.• Should have experience on at least 5 projects of similar nature & magnitude.	24
2	Project Manager cum Deputy Team Leader	1	<ul style="list-style-type: none">• Graduate Civil Engineer• Minimum total 10 years of experience in construction / project management of large infrastructure projects with minimum 7 years in Water supply/ Wastewater / Drainage projects / Urban Infra development work in leadership role.• Should have experience on at least 3 similar projects	24
3	Sewerage & water Specialist	1	<ul style="list-style-type: none">• Graduate Civil Engineer with Post-graduation in Water Resources / Public Health Chemical Engineeringstream shall be preferred.• Minimum 5years of overall experience of which minimum 3years in sewerage / drainage network design and construction.• Excellent experience in computer-based seweragenetwork designs• Design and Construction experience of STP and Pumping Station will be preferred.• Should have experience on at least 3 similar projectsnationally, internationally	12
4	Structural Engineer	1	<ul style="list-style-type: none">• Graduate Civil Engineer and master's degree in Structural Engineering having more than 07 years of overall experience in the field of Structural design.• Should have undertaken structural design for at least 2 projects in the field of WTP or STP or Environment/ Infrastructure sector.	12
5	Quantity Surveyor	1	<ul style="list-style-type: none">• Graduate Civil Engineer.• 7 years of experience in preparation of Rate Analysis, Schedule of Rates, BOQ, Cost Estimates etc. for Water Supply/sewerage/ drainage/ other development Works.• Should have a min. experience of 5 years in	24



			<ul style="list-style-type: none"> working with public agencies. 	
6	Mechanical / Electrical Engineer	1+1	<ul style="list-style-type: none"> Graduate in Mechanical / Electrical Engineering. graduate degree in Mechanical will be preferred. Minimum 10 years of experience, of which 5 years should be in design, construction, and rehabilitation of mechanical components of WTPs, STP's and pumping stations. Should have a minimum experience of 5 years in working with public agencies. 	12
7	Senior Engineer (Civil)	2	<ul style="list-style-type: none"> Graduate Civil Engineer. Minimum total 07 years of experience in construction of large infrastructure projects with minimum 5 years in water supply/wastewater projects 	24
Supporting Staff for PMC work. No CV to be attached				
8	Site Engineer	4	<ul style="list-style-type: none"> Graduate Civil /mechanical Engineering with Minimum 5 years of experience or Diploma in Civil / mechanical Engineering with minimum 7 years' experience in construction supervision and quality assurance programs related to water supply/ sewerage / public infrastructure works within municipal limits such as roads, drains, building works etc. 	24
9	GIS / CAD operator	1	<ul style="list-style-type: none"> Minimum 5 years' experience involving GIS including 3 years of GIS based utility asset data management. Experience in the field of development of GIS mappings for urban areas Expertise in using latest GIS Software's like Arc-info, AutoCAD Map, Map- info etc. 	18

7.2.2 Pool of Experts:

Apart from Key & Non-Key experts, the consultant shall also submit profiles of key pool of experts that shall support the PMC team, it is envisaged that following experts shall be available with the bidder, viz Hydraulic / Hydrological Expert, Water Recycling and Reuse Expert / Procurement Management Expert, Dashboard / MIS Expert, PPP / Transaction Expert, Economic / Finance Expert, Dispute Management Expert, etc.

7.2.3 Mobilization/Replacement of Staff

- The PMC will be responsible for deployment / withdrawal of staff / additional staff for efficient and complete checks / certification. NMC may instruct for increase / decrease in deployment of staff as required during the contract subject to limitation as per **clause 9.2.1** The CVs of key personnel shall be included in the proposal along with qualification and experience, their written consent and availability.



- (ii) Only under exceptional circumstances and with prior approval of Engineer- in-charge any staff will be allowed to be replaced. Any such request for replacement shall be raised by giving proper justification of the need of replacement. In case of such replacements, the PMC will ensure that there is an overlap of at least one month between staff to be replaced for knowledge transfer, at the cost of the PMC.
- (iii) The NMC may ask for mobilization or demobilization of team / staff with one-month prior notice as per performance and requirement of work. The team / staff shall be mobilized /demobilized as communicated by the NMC.

7.3 Obligation of Project Management Consultant:

- a) The PMC will be responsible to:
 - Arrange for fully equipped office and office operation related facilities for project development team at his own cost.
 - Arrange for communication related to contract, data processing, computers, printing equipment and necessary stationeries at his own cost.
 - Arrange for all transportation and travelling including local travel required for the assignments to perform the consultancy services/job at his own cost.

8 TERMS OF PAYMENT

8.1 For DPR Activity: -

The mode of payment for **Sr No 1.1 to 1.3 of FIN-3** to be made in consideration of the work to be performed by the consultant shall be as follows:

- i] **10%** on submission and acceptance of Feasibility Report
- ii] **10%** on submission Draft Detailed Project Report (DPR) along with draft designs and estimates.
- iii] **60%** of fees on **approval to Final Detailed Project Report (FDPR)** along with final designs and estimates by the **competent authority** i.e NMC / State Govt / Central Govt.
- iv] **10%** of fees on submission draft bid document.
- v] **10%** of fees on submission final bid document.

Note:

The Competent authority for Administrative and Technical Sanction / approval to respective Project will be

- If DPR for particular component is submitted for funding under AMRUT 2.0 Mission, then DPR approving authority will be the Project approving Committee constituted for AMRUT 2.0 Mission by the Central Govt.
- If DPR is submitted for funding under State Govt funding, then it will be authority constituted / nominated by the State Govt.



- If Project is funded by NMC from its own fund or under PPP mode then it will be DPR approving authority constituted by the NMC

The mode of payment for **Sr No 1.4 of FIN-3** to be made in consideration of the work to be performed by the consultant shall be as follows:

- i] 30% on submission and acceptance of Feasibility Report
- ii] 30% of fees on submission draft bid document.
- iii] 30% of fees on submission final bid document.
- iv] 10% of fees after appointment of agency.

8.2 For PMC Activity: -

The mode of payment for **Sr No 1.5 of FIN-3** will be monthly payment based on actual manpower deployed by the consultant subject to limit as mentioned in GR क्रमांक: - अमृत-2022/प्र.क्र.141/नव-33, Dt. 14-07-2022 of Govt of Maharashtra (UD Department) for implementation of projects under AMRUT 2.0,

9 SCHEDULE OF COMPLETION OF TASKS: -

- | | |
|--|-----------|
| i) Feasibility Report (FR) | 30 days |
| ii) Draft Detailed Project Report (after approval of FR) | 90 days |
| iii) Final Detailed Project Report (after approval of Draft DPR) | 30 days |
| iv) Draft Bid Document (after approval of Final DPR) | 60 days |
| v) Final Bid Document (after approval of Draft Bid Document) | 90 days |
| vi) Project Management consultancy (Two Years) | 24 Months |

Note:

- 1) The above schedule is to be reckoned from the start date, which will be 15 days from the date of receipt of LOI/Work Order.

11.1] **Data, Services and facilities to be provided by the Client:** -

- i] The maps and other data related to this work, to the extent available in the Nagpur Municipal Corporation offices will be provided at free of cost.

11.2] **Final Outputs (i.e., drawings, reports etc.) that shall be furnished by the Consultant:** -

- i] Feasibility Report: - General discussion, concept, options, comparison of option, preliminary design, present status and details along with framework for collection and interpretation of data, further work plan, Feasibility analysis and preliminary costing and Institutional strengthening with alternate proposals for PPP.
- ii] Draft Detailed Project Report: - Draft design and cost estimate & PPP model and its viability.



- iii] Final Detailed Project Report: - Detailed design and estimate containing final detailed design along with flow chart, drawings, cost estimates, operating system for submission to AMRUT 2.0 / Govt. Schemes.
- iv] Draft bid document: - Draft Bid documents.
- v] Final bid document with Implementation Schedule and project budget.

The consultant should submit draft reports in 3 hard copies + one soft copy and Final report/s in 5 hardcopies +2 soft copies for each of the Proposal separately.

Soft copy of all reports and documents (MS word format) and drawings (AutoCAD) shall be also submitted to the Nagpur Municipal Corporation.

Commissioner
Nagpur Municipal Corporation,
Nagpur



SCHEDULE-2

AGREEMENT (DRAFT)

Appointment of Consultant for Preparing DPR of Project to be taken under AMRUT 2.0 / Govt. Schemes / PPP and Project Management Consultancy Services (PMC) for Nagpur Municipal Corporation



STANDARD FORM OF CONTRACT

CONTRACT FOR CONSULTANTS' SERVICES

between

 [name of the Client]

and

 [name of the Consultant]

Dated: _____



I. FORM OF CONTRACT

Lump Sum Remuneration

This CONTRACT (hereinafter called the "Contract") is made the _____ day of the month of _____, 20____, between _____ (hereinafter called the "Client") and _____ (hereinafter called the "Consultants").

[Note*: If the Consultants consist of more than one entity, the above should be partially amended to read as follows:

“... (hereinafter called the "Client") and, a joint venture consisting of the following entities, each of which will be jointly and severally liable to the Client for all the Consultants' obligations under this Contract, namely, _____ and _____ (hereinafter called the "Consultants.")”].

WHEREAS

- (a) the Client has requested the Consultants to provide certain consulting services as defined in the General Conditions of Contract attached to this Contract (hereinafter called the "Services");
(b) the Consultants, having represented to the Client that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract; and

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:

(a) The following Appendices:

- Appendix A: Description of the Services _____
Appendix B: Reporting Requirements _____
Appendix C: Key Personnel and Sub-consultants _____
Appendix D: Breakdown of Contract Price in Foreign Currency - Deleted
Appendix E: Breakdown of Contract Price in Local Currency _____
Appendix F: Services and Facilities Provided by the Client _____
Appendix G: Form for Guarantee for Advance payments _____

2. The mutual rights and obligations of the Client and the Consultants shall be as set forth in the Contract; in particular:

- (a) The Consultants shall carry out the Services for the Client in accordance with the provisions of the Contract; and
(b) The Client shall make payments to the Consultants in accordance with the provisions of the Contract.



IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

FOR AND ON BEHALF OF
[NAME OF THE CLIENT]

By
(Authorized Representative)

FOR AND ON BEHALF OF
[NAME OF THE CONSULTANTS]

By
(Authorized Representative)

[Note: If the Consultants consist of more than one entity, all of these entities should appear as signatories, e.g., in the following manner:]

FOR AND ON BEHALF OF EACH OF
THE MEMBERS OF THE CONSULTANTS

[Name of the Member]

By
(Authorized Representative)

[Name of the Member]

By
(Authorized Representative)

etc.



APPENDICES

APPENDIX-I

TECHNICAL PROPOSAL

FORM-1 LETTER OF PROPOSAL

(On Applicant's letter head)

Date and Reference

To,

Sub: Request for Proposal for "***Appointment of Consultant for Preparing DPR of Project to be taken under AMRUT 2.0 / Govt. Schemes / PPP and PMC services for Nagpur Municipal Corporation.***"

Dear Sir,

With reference to your RFP Document dated, I/We, having examined all relevant documents and understood their contents, hereby submit our Request for Proposal for "***Appointment of Consultant for Preparing DPR of Project to be taken under AMRUT 2.0 / Govt. Schemes / PPP and PMC services for Nagpur Municipal Corporation***". (Collectively the "Consultancy"). The proposal is unconditional and unqualified.

1. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals..
2. This statement is made for the express purpose of appointment as the Consultant for the aforesaid Project.
3. I/We shall make available to the Employer any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. I/We acknowledge the right of the Employer to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. I/We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial Employer or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or contract by any public Employer nor have had any contract terminated by any public Employer for breach on our part.
6. I/We declare that:
 - a. I/We have examined and have no reservations to the RFP Documents,



- including any Addendum issued by the Employer;
- b. I/We do not have any conflict of interest in accordance with Clause 2.3 of the RFP Document;
 - c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in Clause 4.3 of the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Employer or any other public sector enterprise or any government, Central or State; and
 - d. I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of Section 4 of the RFP, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
7. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants in accordance with Clause 2.8 of the RFP document.
 8. I/We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory Employer which would cast a doubt on our ability to undertake the Consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.
 9. I/We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
 10. I/We further certify that no investigation by a regulatory Employer is pending either against us or against our Associates or against any of our Directors / Managers / employees.
 11. I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Employer [and/ or the Government of India] in connection with the selection of Consultant or in connection with the Selection Process itself in respect of the above mentioned Project.
 12. The EMD of Rs. _____/- (Rupees _____ only) is paid through the online e tendering system in accordance with the RFP document.
 13. I/We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall I/we have any claim or right of whatsoever nature if the Consultancy for the Project is not awarded to me/us or our proposal is not opened or



rejected.

14. I/We agree to keep this offer valid for 120 (one twenty) days from the PDD specified in the RFP.
15. A Power of Attorney in favour of the authorized signatory to sign and submit this Proposal and documents is attached herewith as per APPENDIX-I- FORM-3..
16. In the event of my/our firm being selected as the Consultant, I/we agree to enter into an Agreement in accordance with the format Schedule-2 of the RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
17. In the event of my/our firm being selected as the Consultant, I/we agree and undertake to provide the services in accordance with the provisions of the RFP.
18. I/We have studied RFP and all other documents carefully. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Employer or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of Consultancy.
19. The Financial Proposal is being submitted online through the e-tendering system. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.
20. I/We agree and undertake to abide by all the terms and conditions of the RFP Document. In witness thereof, I/we submit this Proposal under and in accordance with the terms of the RFP Document.

Yours faithfully,

(Signature, name and designation of the authorized signatory)
(Name and seal of the Applicant)



FORM-2 PARTICULARS OF THE APPLICANT

1.	Title of Consultant :.....
2.	Title of Project:.....
3.	State the following: Name of Firm: Legal status (e.g. sole proprietorship or partnership): Country of incorporation: Registered address: Year of Incorporation: Year of commencement of business: Principal place of business:
4.	Name, designation, address and phone numbers of authorized signatory of the Applicant: Name: Designation: Company: Address: Phone No.: Fax No. : E-mail address:
	(Signature, name and designation of the authorized signatory) For and on behalf of



FORM-3 STATEMENT OF LEGAL CAPACITY
(To be forwarded on the letter head of the Applicant)

Ref.

Date:

To,

Sub: RFP for “Appointment of Consultant for Preparing DPR of Project to be taken under AMRUT 2.0 / Govt. Schemes / PPP and *PMC services* for Nagpur Municipal Corporation.”

Dear Sir,

I hereby confirm that I, the Applicant, satisfy the terms and conditions laid down in the RFP document. I have agreed that(insert individual’s name) will act as Authorized Representative of (insert the name of consultancy firm _____) and has been duly authorized by the competent person of the company to submit the Proposal. Further, it is stated that I, the authorized signatory of (insert the name of consultancy firm _____), have been vested with requisite powers to furnish such proposal and all other documents, information or communication and authenticate the same.

Yours faithfully,

(Signature, name and designation of the authorized signatory

For and on behalf of.....



Form-4 Power of Attorney

Know all men by these presents, We, (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr. /Ms. son/daughter/wife and presently residing at ,who is presently employed with/ retained by us and holding the position of as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of Appointment of Consultant for Preparing DPR of Project to be taken under AMRUT 2.0 / Govt. Schemes / PPP and **PMC services** for Nagpur Municipal Corporation (the “Employer”) including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the Employer, representing us in all matters before the Employer, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Employer in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the Employer.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF..... 20**

For
(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarized Accepted

(Signature, name, designation and address of the Attorney)

Notes:

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.

Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed the Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Apostilcertificate.



FORM-5 FINANCIAL CAPACITY OF THE APPLICANT

S. No.	Financial Year	Escalation Factor	Annual Revenue (Rs)	Factored Revenue (Rs)
1.	2017-18	1.611		
2.	2018-19	1.464		
3.	2019-20	1.331		
4.	2020-21	1.210		
5.	2021-22	1.100		

Certificate from the Statutory Auditor/ Chartered Accountant §

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

The Applicant has received an average of Rs..... (Figure in words) per annum as professional fees during the preceding three financial years.

Date: (Signature, name and designation of the authorized signatory) Name and seal of the audit firm:

§ The Applicant shall provide the certificate from its Statutory Auditor/ Chartered Accountant that ordinarily audits the annual accounts of the Applicant.

£ In the event that the Applicant does not wish to disclose its Annual Revenue, it may state that it has received more than the amount specified in the aforesaid certificate.

Note:

- 1. Please do not attach any printed Annual Financial Statement.



FORM-6 PARTICULARS OF KEY PERSONNEL

S. No.	Name & Designation of Key Personnel	Educational Qualification	Length of Professional Experience	Employment Employed Since
(1)	(2)	(3)	(4)	(5)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				



FORM-7A SUCCESSFUL DEMONSTRATION OF SIMILAR MAJOR PROJECTS

Successful demonstration of Commissioning of similar major projects in an Indian city with minimum 1 million population where Consultant / PMC services provided by applicant. Assessment shall be done by supporting documents /videos/ presentations/ field visits by NMC officials as appropriate



FORM-7B: APPROACH & METHODOLOGY & WORK PLAN

The proposed methodology and work plan shall be described as follows:

1. Understanding of TOR

The Applicant shall clearly state its understanding of the TOR and highlight its important aspects. The Applicant may supplement various requirements of the TOR and also make precise suggestions if it considers this would bring more clarity and assist in achieving the Objectives laid down in the TOR.

2. Methodology and Work Plan

The Applicant will submit its methodology for carrying out this assignment, outlining its approach toward achieving the Objectives laid down in the TOR. The Applicant will submit a brief write up on its proposed team and organization of personnel explaining how different areas of expertise needed for this assignment has been fully covered by its proposal. The Applicant should specify the sequence and locations of important activities, and provide a quality assurance plan for carrying out the Consultancy Services.

Work plan to be provided in bar chart also along with manning schedule and proposed organization chart



FORM-8 ELIGIBLE ASSIGNMENTS OF APPLICANT

Name of the Project:	
Sector:	
Type of Eligible Assignment:	
Description of services performed by the Applicant firm:	
Name of client and Address:	
Name, telephone no. and fax no. of client's representative:	
Estimated capital cost of Project (in Rs):	
Payment received by the Applicant as professional fees (in Rs.):	
Start date and finish date of the services(month/ year):	
Brief description of the Project:	

Notes:

1. Use separate sheet for each Eligible Assignment.



FORM-9 CURRICULUM VITAE (CV) OF PROFESSIONAL PERSONNEL

1. Proposed Position:
2. Name of Personnel:
3. Date of Birth:
4. Nationality:
5. Educational Qualifications:
6. Employment Record:
(Starting with present position, list in reverse order every employment held.)
7. List of projects /assignments on which the Personnel has worked
Name of Project /Assignments
Description of responsibilities

Certification:

- 1 I am willing to work on the Project and I will be available for entire duration of the Projectassignment as required.
- 2 I, the undersigned, certify that to the best of my knowledge and belief, this CV correctlydescribes my qualifications, my experience and me.

Place.....
Personnel)

(Signature and name of the Professional

(Signature and name of the authorized signatory
of the Applicant)

Notes:

1. Use separate form for each Key Personnel and Professional Personnel.
2. Each page of the CV shall be signed in ink by both the Personnel concerned and by the Authorized Representative of the Applicant firm along with the seal of the firm. Photocopies will not be considered for evaluation.



APPENDIX II

FORM FIN-1

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To: [Name and address of Employer]

Dear Sirs:

We, the undersigned, offer to provide the consulting Assignment/job for [Insert title of Assignment/job] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is in the sum of [Insert amount(s) in words and figures¹]. This amount is inclusive of the Domestic taxes, excluding GST. We hereby confirm that the financial proposal is unconditional and we acknowledge that any condition attached to financial proposal shall result in reject of our financial proposal.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

¹Total as per Form FIN-2



SUMMARY OF COST

Sr. No.	Particulars	Form	Amount in Rupees	Amount in words
A. Competitive Components				
1.	Rate to be quoted for preparation of FR, DPR and Bid Process and Project Management services	FIN 3		
2.	Technical Services & Field Investigation for Preparation of DPR.	FIN 4		
Total				

Note: -

- 01] The above price should be inclusive of all the Taxes as on date as applicable, Duties & Insurance. Statutory payments required for the assignments. Only GST shall be paid extra over and above the Consultancy Charges at the Rate and as per the Statutory Rules made applicable by Government from time to time. However, statutory variation if any will be on account of NMC.

Authorized Signature

Name:

Designation

Name of firm:

Address



Preparation of FR, DPR and Bid Process Management

Sr. No.	Description	Unit	Rate to be quoted in Rs.
1]	Appointment of Consultant for Preparation of FR, DPR and Bid Process management and Transition advisory services For PPP projects as described In TOR (A Project/s to be taken under AMRUT 2.0 / Govt. Schemes / PPP for Nagpur Municipal Corporation)		
1.1	Identification & Augmentation of Raw Water source	LS	
1.2	Swapping of STP treated waste water and reuse network	LS	
1.3	Energy Efficiency & Option of Renewable Energy, Feasibility Study	LS	
1.4	PPP Model & Transaction Advisory services for above Project/s	LS	
1.5	Project Management services On Man month Basis		
	Position	Duration	MM rate to Quote In INR
1	Team leader	1 x 24 M	
2	Dy Team Leader	1 x 24 M	
3	Sewerage / water supply specialist	1 x 12 M	
4	Structural Engineer	1 x 12 M	
5	Quantity Surveyor	1 x 24 M	
6	Mechanical / Electrical Engineer	2 x 12 M	
7	Senior Engineer	2 x 24 M	
8	Site Engineer	4 x 24 M	
9	GIS / CAD operator	1 x 18 M	
TOTAL Rs.			

Note:-

- 01] The Agency shall quote his firm and fix lump sum prices for entire technical services for preparation of FR, DPR defined in more details in various sections of the RFP.
- 02] The rates and prices shall be submitted in the format given in the enclosed price schedule. Rates and prices received in any other format will be rejected and bids will be disqualified.



- 03] The above price should be inclusive of all the Taxes, Duties & Insurance. Statutory payments required for the assignments. Only GST shall be paid extra over and above the Consultancy Charges at the Rate and as per the Statutory Rules made applicable by Government from time to time. However, statutory variation if any will be on account of NMC.

**Commissioner,
Nagpur Municipal Corporation
Nagpur**



Technical Services & Field Investigation for Preparation of DPR

Sr. No.	Description	Unit	Indicative Qty.	Rate in Rs.	Amount in Rs.
A]	Detailed Engineering Survey				
1	Alignment Survey (Total Station/DGPS) for Identified project area and including G.L. at every 30 mtr. along with centre line of sewer network, at junction manhole, outfall sewer etc.	Km.	50 km		
2	Contour Survey of project area of each component	Hector	10 Ha		
3	ROW Survey for final alignment	Hector	30 km		
4	Bathymetry survey with double eco sounding method at location of Intake structure in reservoir / major river	Hector	1.0 Ha		
B]	Soil Investigation including laboratory testing				
1	Trial pits 1.5 x 1.5 x 3.0 m	No.	20 nos'		
2	100 mm die bore up to 10 mtr. for soil analysis and soil bearing capacity	No.	10 nos'		
C]	GIS Mapping (if required)				
1	Latest – Drone Survey Imagery / Indian Satellite Imagery.	Sq.Km.	20 Sq.km		
2	DGPs Survey, Image Geo-ref., Aerial Triangulation, DEM, Contour Generation	Sq.Km.	20 Sq.km		
3	Layered GIS Base Map	Sq.Km.	20 Sq.km		
4	Data Entry, Geo-spatial Data Integration, Matching Major landmark / road names / water bodies survey, capture and integrate into GIS map.	Sq.Km.	20 Sq.km		
D]	Other Survey Activity				
5	Bulk water pipe line / trunk sewer network update in GIS map	Km.	100 km		
7	Survey for Pipe Alignment: Recycle reuse option / for swapping option pipe line	Km.	20 km		
		Total Rs.			

01] The Consultant to quote the separate rates only in Form FIN-4 and payment will be made on actual work carried out.



- 02] The break up cost of engineering survey / field work / GIS mapping are as follows:
- (i) 90% of respective work on actual i.e. measurement and quantity of completion of field work & after submission of relevant record of measurement & field work which has been done, each month
 - (ii) 10% on submission of processed data / drawings & overall submission of field work as input for further design / project.
- 03] Field work related to project area only. The liaison and fees payable to Government and other agencies are deemed to be paid by NMC.
- 04] The above price should be including of all the Taxes, duties & Insurance. Statutory payment required for the assignments. Only GST shall be paid extra over and above the Consultancy Charges at the Rate and as per the Statutory Rules made applicable by Government from time to time.
- 05] The rate to be quoted shall inclusive of all permissions and software & license fees required for the completion of job
- 06] The rate to be quoted shall inclusive of all labour, material, tools and instruments required for the completion of job
- 07] Rate for survey / field work shall be remain same for one year and after one year from the date of agreement price variation clause as per CPI.
- 08] 100% payment within 30 days shall be paid actual i.e., measurement and quantity of completion of field work each month
- 09] The rates and prices shall be submitted in the format given in the enclosed price schedule. Rates and prices received in any other format will be rejected and bids will be disqualified.

**Commissioner,
Nagpur Municipal Corporation
Nagpur**



APPENDIX III

Bank Guarantee Format for Bid Security (EMD)

To
.....
.....
.....
.....

Whereas (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP TENDER NO. dated for (Hereinafter called "the Bid") to Nagpur Municipal Corporation.

Know all Men by these presents that we (Bank Name) having our office at <<Address>> (hereinafter called "the Bank") are bound unto the <NMC> (hereinafter called "the Purchaser") in the sum of Rs. <<Amount in figures>> (Rupees <<Amount in words>> only) for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this <<Date>>

The conditions of this obligation are:

- 1. If the Bidder having its bid withdrawn during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of validity of bid
(a) Withdraws his participation from the bid during the period of validity of bid document; or
(b) Fails or refuses to participate in the subsequent Tender process after having been short listed;

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to <<insert date>> and including <<extra time over and above mandated in the RFP>> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.



NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

- I. Our liability under this Bank Guarantee shall not exceed Rs. <<Amount in figures>> (Rupees <<Amount in words>> only)
- II. This Bank Guarantee shall be valid up to <<insert date>>)
- III. 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 date>>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank) Seal:

Date: