



## **REQUEST FOR PROPOSAL**

**FOR**

### **PROJECT MANAGEMENT ADVISORY CONSULTANCY FOR ESTABLISHMENT OF CETP AT INDUSTRIAL PARK GOLLAPURAM, ANANTAPUR DISTRICT.**

**Andhra Pradesh State Industrial Infrastructure Corporation Ltd.**  
(A Govt. of AP State Undertaking)  
D.No.59/A-8/12,VijayaResidency, Plot No.113, Srivasavi Nagar,  
Vijayawada– 520 008 Website: [www.apiic.in](http://www.apiic.in)

## Contents

1.0	INTRODUCTION.....	3
2.0	SCOPE OF WORK .....	3
2.1	Stage-I: Diagnostic Study & Preparation of feasibility Report:.....	4
2.2	Stage-II: Preparation of Detailed Project Report: .....	6
2.4	Stage-IV: Assistance for Financial Closure: .....	6
2.5	Stage-V: Selection of Developer: .....	7
3.0	Project Implementation Schedule.....	8
4.0	Remuneration.....	9
5.0	MODE OF PAYMENT: .....	9
6.0	REIMBURSABLE EXPENSES:-.....	10
7.0	GENERAL PROVISIONS.....	10
8.0	ELIGIBILITY CRITERIA FOR THE CONSULTANT (WHO CAN APPLY):.....	11
9.0	PREPARATION AND SUBMISSION OF BID .....	13
9.1	FORMAT AND SIGNING OF BID .....	13
9.2	EARNEST MONEY DEPOSIT.....	13
9.3	VALIDITY OF BIDS .....	13
9.4	SEALING AND MARKING .....	13
10.0	PROCEDURE FOR OPENING OF BIDS .....	16
11.0	EVALUATION OF BIDS .....	18
	Annexure I.....	20
	Annexure II.....	21
	Annexure III .....	22
	Annexure IV.....	23
	Annexure V.....	24
	Annexure VI (Proforma-I) .....	25
	Annexure VI (Proforma-II).....	26
	Annexure VII.....	27

## 1.0 INTRODUCTION

Andhra Pradesh State Industrial Infrastructure Corporation Limited (APIIC) Ltd., here after referred as “**Authority**” is a progressive Government Organization responsible for development of Industrial Infrastructure in the Industrial Parks of APIIC in the State of Andhra Pradesh. The Authority is known for creating landmark infrastructure projects in the Andhra Pradesh State, which are fuelling for the economic growth of Andhra Pradesh State. As such, the role of APIIC is that of a facilitator for Mega Infrastructure Projects apart from Industrial Parks developed on its own like NIMZ, Pharma City, Mega Food Park, Textile Parks, PCPIR, VCIC, CBIC etc.

APIIC intends to invite applications/bids for appointment of Project Management Advisory Consultant (PMC) for establishment of CETP at Industrial Park Gollapuram, Anantapur District being developed in an extent of 942.28 acres. The PMC shall function as the Principal Advisor to APIIC and would be expected to provide comprehensive handholding services and to carry out the feasibility study, preparation of DPR, prepare Preliminary Design & Engineering, Preliminary Estimate, Bid Document, Bid Process Management including scrutiny of designs furnished by the bidders and selection of bidder and supervision during construction of CETP.

The Consultant shall take into consideration the locational advantages and the industrial developments in the vicinity and also the requirements of Industrial Park Gollapuram, Anantapur District. **A modular approach shall be followed so as to accommodate the possible changes/modifications (if so required). The funds for the project are proposed to be sourced from the various schemes of Government of India, such as, viz. Integrated Processing Development Scheme (IPDS) / MOEF Scheme / Small Industries Cluster Development Program (SICDP) etc. The assistance & funding terms shall be as per the guidelines/terms of the particular scheme through which funds are being availed.**

## 2.0 SCOPE OF WORK

The responsibility of the PMC would be both advisory and technical. They shall undertake necessary field studies, analyze the primary and secondary data, develop the concept for the proposed CETP, take necessary action for obtaining funds from GoI and State Government by submitting necessary reports/applications, prepare RFP document for selection of construction agency, obtain their bids, scrutinize their designs and assist in selection of developer, provide supervision during execution and commissioning of the scheme. The detailed stages of services to be rendered are given below.

## **2.1 Stage-I: Diagnostic Study & Preparation of feasibility Report:**

- i. Conducting Stakeholder meetings for coordination, collecting information and understanding of requirements and possible list of beneficiaries under this project.
- ii. Door-to-Door Industrial Survey for collection of data on existing units, Effluent quantity & Production details etc.,
- iii. Collection of secondary data from Pollution Control Board, Municipal department, Water and Sewerage department etc.,
- iv. Detailed analysis of Industrial data collected during field studies for proposing Treatment plant capacities.
- v. Suitable funding pattern for making the CETP viable & sustainable running of units in consultation with stakeholder.
- vi. Carryout diagnostic study about the units and land availability & industry readiness for finalization of No. of Phases and capacity of CETPs etc.,
- vii. Gross cost estimation of CETP based on the capacities identified and finalized during the survey.

2.1.1 The various tasks to be accomplished under the feasibility study include but not limited to the following

### **A. Problem analysis**

Data collection and analysis on the amount and type of wastewater generated. Projected quality of wastewater based on similar parks.

Assessment of the volumetric flow, key constituents, concentrations, variations in flow at the future scenario would be made.

Collection of proposed / existing industries profile including numbers, types of product and major wastewater producing processes/ operations/ facilities and proposed size of business, future projections, and proposed conveyance and analysis of the same would be done for estimating the treatment capacity requirement.

### **B. Identification of alternatives/concepts for wastewater treatment**

Identification and quantification of the gap between existing practices and regulatory requirements would be undertaken and justification with regard to how the proposed system would be able to mitigate the gap would be reflected in the study report.

On the basis of the problem analysis carried out by the consultants in above steps, alternate treatment concepts would be evolved and recommended that are able to assure compliance on treatment of wastewater including reuse of the treated water.

### **C. Proofing of principles**

In order to verify that the identified concepts/solutions would work, the consultant would also suggest the necessary lab testing for each treatment trains. This would be done keeping in mind consolidation of the treatment schemes. Necessary timeline that would be required for such measures would also be reflected.

### **D. Assessment of energy, materials and resource consumption**

The consultant would also suggest ways and means that would ensure material and resource consumption at the operating stages and in engaging energy efficient equipment/ systems for the treatment trains to in-built overall energy efficiency of the CETP.

### **E. Land requirement and suitability**

Assessment of the land requirements, its suitability and availability would also be carried out by the consultant

### **F. Comparison of alternatives treatment schemes**

The consultant will also compare the alternate treatment concepts/ trains to arrive at the preferred concept on the basis of the technical merit in terms of treatment effectiveness and cost-economics keeping in mind of the future changes like capacity expansion, change of products and change of processes.

### **G. Pilot tests**

The consultant would lay the guidelines for carrying out the pilot studies for the suggested solutions which has to be undertaken to ascertain the viability of the identified technical solutions.

### **H. Business model**

In view of the identified treatment trains, broad financial viability of the project would be analyzed and capital costs, operating costs, user charges/costing aspects, business models (BOO, BOT, etc.), formation of SPV, subsidy from the government, service provider/mode of delivery of services etc. would be reflected as appropriate as part of suggested business model(s);

### **I. Operation and management aspects etc.,**

Consultant will elaborate on management of collection and transportation system, pre-treatments, CETP, disposal / reuse system, overall maintenance of CETP, management structure, revenue generation, ownership & risk assessment.

**J. Stakeholder Consultations:**

The consultant would also conduct stakeholder consultations, from time to time as needed for recording the views of the relevant stakeholders and incorporate the essential requirements.

**K. Preparation of Feasibility Report**

The consultant will prepare a pre-feasibility report as per the scope of the study defined above (clause 2.1), with clear recommendations on the viable technical model(s), business model(s) and management model(s) for initiating bid process management by the competent authorities for setting up of a common effluent treatment plant (CETP) for the wastewater (including reuse of treated water and sludge disposal) generated from the Industrial Park at Gollapuararam.

**2.2 Stage-II: Preparation of Detailed Project Report:**

- i. Collection of Effluent Sampling (Grab and Composite) from the units based on the categorization of Industries for Internal and External Analysis.
- ii. Detailed study of the units to understand their processes, need for cleaner technology, intervention, water and energy requirements, land area & infrastructure required, common facilities etc., for establishing new cluster.
- iii. Topographical Survey for selection of pipeline route and locations for pumping stations and treatment plant.
- iv. Geo-technical Survey along the proposed pipeline route and in the proposed treatment plant areas.
- v. To study various options for providing captive power and steam for the CETP and cluster and make recommendations.
- vi. Developing concept, examining the different Technology Solutions, Preparation of detailed Project report (DPR) along with layout, Preliminary designs, BOQ, Clear specification & Cost estimates, PFD and P&ID sufficient for obtaining funds and for preparation of RFP document.

**2.3 Stage-IV: Assistance for Financial Closure:**

- i. The PMC shall assist the Authority/SPV in submission of the proposals under the various schemes identified for getting the funds released for the Project as per the respective scheme guidelines.
- ii. The PMC shall also explore the other means of funds/loans and provide its

assistance in this regard. The project shall be taken up by identifying a developer with adequate experience in this field who would invest in the project, operate and maintain the system and recover through user charges.

#### **2.4 Stage-V: Selection of Developer:**

##### **b. Preparation and issue of RFP**

- i. The PMC shall prepare a suitable RFP document with terms and conditions, BOQ, Specification and drawings and provide technical assistance to the Authority in selection of the Developer. Appropriate conditions for ensuring smooth operation and maintenance of the system, calculation of user charges, tripartite agreement with the users, developer and the Authorities representative shall also be provided by the PMC.
- ii. Technical Evaluation of bids received and preparation of techno commercial comparative statement and assisting the Authority for opening of price bids, price negotiations and placing orders.

##### **c. Construction stage**

- i. Contract Management including verification and clearance of Construction drawings, detailed designs supplied by the developer and any other details for completion of the project, Equipment Inspection prior to dispatch to the site, recommendation to client authority for release of payment based on verification of invoice & work completion.
- ii. Site supervision to monitor and ensure quality of construction, fabrication, erection.

##### **d. Trial run, Testing, O&M guidance**

- i. Supervision of pre-commissioning & Post commissioning including performance Guarantee Test Run (PGTR) & Reliability Test Run (RTR) to be carried out by the developer.

### **3.0 Project Implementation Schedule**

The time schedule of various services is given below. Only on approval of Services under a particular stage by the Authority, the services under subsequent stage shall be commence

S. No	Description of Activity/Stage	Time Schedule	2	4	6	8	10	12	14	16	18	20	22	24	26	28	30	32
1	Stage-I Diagnostic Study & Preparation of Feasibility Report																	
a.	Field survey & collection of data (Diagnostic Study)	1 month	↔															
b.	Submission of Feasibility report	1 month	↔															
2	Stage II: Preparation of Detailed Project Report																	
a.	Submission of draft DPR	2 months		↔														
b.	Receipt of Comments / Clearance	1 month			↔													
c.	Submission of final DPR	1 month			↔													
3	Stage-III: Assistance for Financial Closure	2 months				↔												
4	Stage-IV Selection of Developer																	
a.	Preliminary Design & Engineering and draft RFP 1 Month submission (from approval of DPR and means of finance)	1 month					↔											
b.	Bid Process Management including evaluation of Bid documents and recommendation by PMC for finalization of suitable contracts	3 months						↔										
c.	Project Implementation supervision	18 months							↔									
d.	Project Commissioning supervision	2 months																↔



## 4.0 Remuneration

- 4.1 For rendering the above services, the Authority shall pay the fee as quoted in the financial proposal form (Annexure-VII) and accepted at \_\_\_\_\_% of actual project cost (including all taxes but excluding service tax and statutory payments) on the total actual executed cost of the project. The above fee shall be worked out initially on 50% of the block estimate of cost furnished by the PMC and accepted by the authority. The final fees shall be worked out on the actual executed cost of project.
- 4.2 The amount payable is inclusive of all taxes and levies but excluding service tax which will be paid additionally as applicable from time to time. The statutory taxes and other deductions as per income tax and relevant Acts will be made out of the payments to be made to the consultants.
- 4.3 The cost of the project shall exclude the cost of land, statutory payments to other departments and departmental overheads of the authority.

## 5.0 MODE OF PAYMENT:

- 5.1 For each of the services in the scope of services the Consultant shall be paid in the following stages consistent with the work done as agreed upon. Payments made to the consultant are on account and shall be adjusted against the final fee payable. The payments shall be made in the form of crossed cheque in favor of the Consultants

### STAGE – I

On receipt and approval of Services as per Stage - 1	)(	10% of the total fees for the Project.
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### STAGE – II

On receipt and approval of all Services as per Stage – II	)(	30% of the total fees for the Project less the payment made earlier.
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### STAGE – III

On receipt and approval of all Services as per Stage –IV	)(	50% of the total fees for the Project less the payment made earlier.
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### STAGE – IV

On receipt and approval of all Services under Stage – IVa ( Selection of developer)	)(	70% of the total fees for the Project less the payment made earlier.
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On receipt and approval of all Services under Stage – IVb. Construction stage	)(	90% of the total fees for the Project less the payment made earlier.
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On receipt and approval of all Services under Stage – IVc. Trial run, testing O&M guide lines	)(	100% of the total fees for the Project less the payment made earlier.
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## **6.0 REIMBURSABLE EXPENSES:-**

No additional payment will be made towards travel expenses, lodging & boarding at Vijayawada/Project site. For visits made to other States/sites at the instance of the Authority, the Consultants will be paid to and fro actual 1st class train fare/economy class air fare plus Rs. 2500/- per day per head towards lodging, boarding and out of pocket expenses on submission of vouchers and bills.

## **7.0 GENERAL PROVISIONS:**

- 7.1** The Consultants shall provide state-of-the-art creative designs keeping in view the aesthetics and utilitarian aspects of the structures capable of being constructed at an optimum cost. The designs shall be created specifically for this project and shall not be replicated in to or partly from any other project.
- 7.2** The services under any stage will be treated to be complete only after such services carried out by the Consultants are approved by the Authority. All the stages of work shall be completed by the Consultants according to the time schedule as agreed. The works throughout the stipulated period of contract will be carried out with due diligence.
- 7.3** In the event of the Consultant's firm closing its business or failing to complete balance work within reasonable time, the Authority will have the power to employ any other agency to complete the work at the cost of the original Consultants.
- 7.4** In the event of the failure on the part of Consultants to complete their work, committing a breach of any one or more of the terms and conditions of the agreement, the Authority will be entitled to rescind this agreement without prejudice to its rights to claim damages or remedies under the law.
- 7.5** The Consultants shall advise the Authority on the time and progress chart prepared by the contractor for the completion of the work, if required.
- 7.6** The Consultants shall be solely responsible for the competency and the correctness of the detailed design of the system furnished by the developer/contractor and scrutinized by the PMC and shall be fully responsible for the plans, estimates, designs, drawings and specification provided by them for items described in the schedule or work (BOQ). The drawings, designs etc., shall conform to the statutory provisions and standards laid down by the Bureau of Indian Standards or where no such standards exist, to the standards laid down by any similar body and they shall also be efficient, economical and sound in every manner.
- 7.7** The Consultants must have the approval of the Authority before initiating any stage of its duties.
- 7.8** The Consultants shall supply to the Authority free of cost five sets of all drawings, specifications, estimates, etc., prepared for all stages along with one set of drawings on reproducible tracings. Any additional sets required by the Authority will be paid

for on actual cost basis.

- 7.9** The Consultants, during visits to the site, shall advise the Authority regarding the work under execution and submit reports on their observations.
- 7.10** Any deviation from the approved drawings or specifications that may be observed by the Consultants shall be given in writing by them to the Authority who shall issue, necessary instructions to the executing agencies.
- 7.11** The Consultants shall make necessary revisions in the drawings and other documents submitted by them as may be required by the Authority.
- 7.12** The designs, drawings, specifications and documents prepared for the project will be the property of the Authority. The consultants or the Authority shall not use these documents for any other purpose without mutual agreement.
- 7.13** The Authority will have liberty to postpone or not execute any work and the Consultants shall not be entitled to any compensation or damage for such postponement or non execution of the work except the fees which are payable to the Consultants up to the stage of services then in progress.
- 7.14** If the delay in executing the project or any part of the project is due to the failure or non-receipt of information, details, plans, etc., from the Consultants, the responsibility for the time over run for the execution of the project shall lie with the Consultants and a penalty of 1% of the total fees payable up to the relevant stage will be imposed for every week of delay or part thereof subject to a maximum amount of 10% of fee payable.
- 7.15** The Consultants shall provide extra services, if any, essential for the successful implementation of the scheme. These shall comprise of works that are not included or covered under this agreement. However, any or all services that are in contravention of the standards, norms or requirements provided by the Authority, local Municipal bye-laws, etc., shall be to the account of Consultants, and redoing of all such works services shall not come in the purview of extra work.
- 7.16** If at a later date it is found that the consultant has furnished false information in respect of qualification information furnished by them, the bid / Agreement will be summarily rejected and no further payment will be made. Further the EMD submitted by the Consultant shall be forfeited.
- 7.17** Any dispute arising out of the provision of this agreement shall be subject to the jurisdictions of the courts in Hyderabad only and no other courts shall have jurisdiction to entertain any petition, application or suit to resolve such disputes.

## **8.0 ELIGIBILITY CRITERIA FOR THE CONSULTANT (WHO CAN APPLY):**

- 8.1** The Bidders should satisfy the following minimum eligibility criteria and only those who satisfy these criteria should submit the proposal with necessary supporting documents:

- a) Companies/firms/private, public or government owned legal entities having business of providing professional services/consultancy for Environmental/infrastructure works. Interested parties may submit their bids in individual capacity or as consortium/joint ventures of above entities (not exceeding two members).
- b) The bidder should have experience in undertaking feasibility study, preparation of Detailed Project Report, Financial Closure, Detailed Engineering, Bid Process Management, Implementation Supervision and Testing and Commissioning of similar ZLD CETPs.
- c) The bidder or the lead member of the consortium should have experience/handled at least two similar projects **i.e., Project Management Consultancy for ZLD CETP's with at least 1.0 MLD capacity each for textile/chemical industries**, and should have complete at least 2 projects in the last 5 years. Photocopy of completion certificate and present status of the facility should be enclosed. The bidding firm or its group companies should not be an Engineering Procurement Construction Company or Original Equipment Manufacturer of the components of such facilities.
- d) The bidder should have minimum Annual turnover of Rs. 5.00 Crores in last three financial years.
- e) Last Three years Balance Sheet certified by Chartered Accountant, Income Tax Returns, Registration of Firm/Incorporation certificate of Company etc.
- f) The Bidder Team shall be manned with adequate number of experts having relevant experience in the similar assignment of the project.
- g) Methodology: A detailed plan indicating how the firm proposed to carry out the proposed study. The plan should include the rationale behind the intended methodology and number/type of personnel proposed to be deployed for the assignment.
- h) The bidder should submit the Company Profile.
- i) The bidder should submit the Curriculum Vitae of permanent key professional staff.

8.2 The bidder is also required to submit the following documents apart from the above:

8.2.1 Firm Registration Certificate

8.2.2 Service tax registration certificate

8.2.3 Copy of Latest IT returns filed along with copy of PAN.

8.2.4 Value of works executed in the last five financial years including current financial

year in the tenderers name along with supporting certificates.

8.2.5 Details of existing commitments (i.e. works on hand) with supporting certificates.

8.3 **The bidders shall submit all the above mentioned documents dully attested by themselves mentioning clearly the name and seal.**

## **9.0 PREPARATION AND SUBMISSION OF BID**

### **9.1 FORMAT AND SIGNING OF BID**

The Bid (Financial) shall be in the format annexed to this RFP. The Financial bid shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder who shall also sign all the pages of RFP. In the Financial proposal, the bidders are required to quote their fee for complete services to be rendered to the Authority in Bid Process Management for the upcoming CETP in Industrial Park. The fee quoted by the bidder shall be exclusive of Service Tax, but inclusive of all other taxes overheads, travel expenses, incidentals, cost of site visits, liaisoning with the office of competent authority, printing cost of documents, Reports etc.

### **9.2 EARNEST MONEY DEPOSIT**

9.2.1 Bidder shall pay E.M.D. of Rs. Rs. 1,00,000/- in the form of Demand Draft drawn in favor of "APIIC Ltd.," payable at Vijayawada along with the bid.

9.2.2 Bids received without EMD shall be summarily rejected.

9.2.3 EMD of the unsuccessful bidders shall be refunded without any interest at the earliest after selection of the bidder.

9.2.4 EMD of the successful bidder shall be retained towards security for fulfilment of the obligations of the Consultant under this agreement.

9.2.5 The EMD may be forfeited if a bidder withdraws or amends or impairs or derogates its Bid during the period of bid validity.

9.2.6 Termination of contract due to breach of any of the terms and condition of the agreement will entail forfeiture of EMD.

9.2.7 The EMD shall be refunded to the successful bidder after completion of the project implementation.

### **9.3 VALIDITY OF BIDS**

The bids submitted shall be valid for a period of 90 days.

### **9.4 SEALING AND MARKING**

The bidder shall make the submittals in two cover system as detailed below:

#### 9.4.1 Envelop A: Enclosures of Technical Bid

Applicants shall submit proposals in English with all the documents in a sealed cover conforming to prescribed formats provided in **Annexure I to VII** super scribing each as Original. This envelope shall contain the following:

- i. Covering letter (Annexure I)
  - ii. Index (giving list of contents and corresponding page numbers in the proposal document)
  - iii. Copy of this RfP document duly signed on each page as a token of acceptance of all the terms & conditions of this bid
  - iv. Non-refundable 'Demand Draft' of Rs. 10000/- in favor of "APIIC Limited, Vijayawada payable at Vijayawada.
  - v. Methodology: A detailed plan indicating how the firm proposed to carry out the proposed study. The plan should include the rationale behind the intended methodology and number/type of personnel proposed to be deployed for the assignment.
  - vi. Company Profile (Annexure II)
  - vii. Summary of Permanent Key Professionals (Annexure III)
  - viii. Summary of Financial Performance (Annexure IV)
  - ix. Abstract of Project Management Advisory Consultancy Services (Annexure V) carried out in last five years
  - x. Detailed particulars of assignments completed/ in-progress (Proforma-I)
  - xi. Curriculum Vitae of permanent key professional staff (Proforma-II)
  - xii. Audited annual accounts for the last three years
  - xiii. Accreditation / Certification for Laboratory from MoEF/any other Competent Authorities.
  - xiv. Work Order/ Work completion order/ performance letter, etc.
  - xv. Other documents, if any
- 9.4.1.1 The proposal (original and duplicate), shall be signed by the applicant or duly authorized person (s). The authorization shall be indicated by written power of attorney.
- 9.4.1.2 The proposal should be submitted by Registered post/speed post or in person only Proposals received by facsimile/e-mail shall be treated as invalid and rejected. Only detailed complete proposals received prior to the closing date of the proposals shall be taken as valid.
- 9.4.1.3 The last date for the receipt of the proposal is **30.12.2016 (3.00 PM)**.
- 9.4.1.4 Proposals received after the specified date shall not be considered for evaluation.
- 9.4.1.5 Applicants are not permitted to modify, substitute, or withdraw after submission of proposal.
- 9.4.1.6 During evaluation of the proposals, APIIC may, at its discretion, ask applicants for

clarifications on their proposal.

- 9.4.1.7 The Authority 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 Authority to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Authority there under.
- 9.4.1.8 In case it is found during the evaluation or at any time before 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, or has history of poor performance, the Applicant shall be disqualified forthwith if not yet appointed as the Consultant either by issue of the LOA or entering into 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 Authority without the Authority being liable in any manner whatsoever to the Selected Applicant or Consultant, as the case may be.
- 9.4.1.9 In such an event, the Authority shall forfeit appropriate Performance Security, if available, as mutually agreed pre-estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, without prejudice to any other right or remedy that may be available to the Authority.
- 9.4.1.10 The content in “**Envelop A**” shall be submitted in “**ORIGINAL**” only and be marked “**TECHNICAL BID**” for Project Management Advisory Consultancy to Carry out the Feasibility Study, DPR and PMA services for establishing a CETP in the Industrial Park , Gollapuram, Anantapur District.

#### **9.4.2 Envelop B: Financial Bid**

**The Financial Bid should comprise of the following**

- 9.4.2.1 The Financial proposal shall be as per the format given in this RFP.
- 9.4.2.2 The content in **Envelop B** shall be submitted in “**ORIGINAL**” only and be marked “**FINANCIAL BID**” for Project Management Advisory Consultancy to Carry out the Feasibility Study, DPR and PMA services for establishing a CETP in the Industrial Park , Gollapuram, Anantapur District.

#### **9.4.3 Envelope C:**

- 9.4.3.1 These two envelopes ‘A’ & ‘B’ carrying contents, detailed as above shall be placed in another Envelope “C”, which shall be sealed and clearly labelled the following identification:

**“Project Management Advisory Consultancy to Carry out the Feasibility Study, DPR and PMA services for establishing a CETP in the Industrial Park , Gollapuram, Anantapur District”.**

- 9.4.3.2 In addition to this Bid due date should be indicated on the right hand top corner of the envelope.
- 9.4.3.3 The Cover 'C', thus sealed as above, shall be furnished to:

**THE CHIEF ENGINEER-I**

**Andhra Pradesh State Industrial Infrastructure Corporation Limited**  
D.No.59/A-8/12,Vijaya Residency, Plot  
No.113, SrivasaviNagar, Vijayawada– 520 008.

- 9.4.3.4 If the envelopes are not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Bid and consequent losses, if any, suffered by the Bidder.

## **10.0 PROCEDURE FOR OPENING OF BIDS**

- 10.1 Bids received on or before **30.12.2016** by 3.00 PM (IST) will only be considered for evaluation. The bid opening authority will not consider any bid received after expiry of time and date specified.
- 10.2 The bids shall be opened on the same day at 3.30 PM (last date for receipt of bid). The authorized representatives of the interested bidders may like to be present during opening of bids.
- 10.3 The bid process shall be in two stages i.e., Technical bid and financial bid.
- 10.4 Cover “A” (Technical bid) will be opened at 1<sup>st</sup> instance and credential of the bidder will be evaluated. Based on their credentials the bidders will be shortlisted.
- 10.5 Cover “B” (Financial bid) of those bidders who are qualified/shortlisted in technical bid evaluation will only be opened and considered for award of work.
- 10.6 The bid inviting authority reserve the right to reject any or all bids or to accept any bid wholly or in part without assigning any reasons whatsoever to anybody.
- 10.7 The successful bidder shall furnish the originals of all the documents/certificates/statements, furnished by him along with bid for verification and return before concluding the agreement.
- 10.8 For any further details/clarifications please contact:



**Environmental Management & Planning (EMP) Wing**  
o/o Chief Engineer-I, D.No.59/A-8/12,VijayaResidency, Plot No.113, SrivasaviNagar,  
Vijayawada– 520 008 Contact No.7729955419

## 11.0 EVALUATION OF BIDS

11.1.1 Evaluation Criteria: - The evaluation would be Quality and Cost based. The technical proposal would be evaluated first and points would be allotted to each of the bidders as follows:

- a. The minimum Technical Score to be obtained for considering Financial Proposal shall be 70 points:

Sr. No.	Particulars	Marks (Max 100)	Criteria
1	Concept, Approach and Methodology	25	Marks shall be awarded based on the quality of approach and methodology proposed by the Applicant.
2	Relevant Experience of Applicant	35	Marks will be awarded based on the overall capability of the firm, experience of similar assignments etc.
3	Overall turnover of the firm in consultancy Business	10	Marks will be awarded based on the overall turnover of the firm on relative basis
4	Relevant Experience of the key personnel	30	Key Personnel having suitable educational qualification and No. of years' experience shall be considered. Each Key Personnel will be eligible for marking only if each of them is existing employee of the Applicant firm (Permanent employee)

11.1.2 The financial evaluation would be done for only those proposals which qualify technically. The financial evaluation would be based on the total cost which shall include the cost of carrying out the services as well as taxes, duties, fees, levies and other charges.

11.1.3 The lowest financial proposal (FPMin) will be given a score of 100 points. The financial scores of the other financial proposals (SF) will be calculated as:

$$SF = 100 \times FPMin / FP$$

SF = Financial score of other financial proposals  
 FPMin = Price of lowest financial proposal

FP = Price of the proposal under consideration

11.1.4 The weightages given to Technical and Financial proposals are WT = 0.70 and WF =

0.30 respectively.

11.1.5 Proposals will be ranked according to their combined technical and financial scores using the weightages mentioned.

$$S = ST \times WT + SF \times WF$$

Where; S = Final combined score

ST = Technical score

WT = weight given to technical score

SF = Financial score

WF = weight given to financial score

11.1.6 The firm achieving the highest combined technical and financial scores would be called for negotiations

11.1.7 In the event of a tie in the final combined scores, the consultants having the lower financial quote amongst the two would be given preference and would be called for negotiation

**Annexure I**

**APPLICATION**

Date:.....

**To**

The Chief Engineer-I  
Andhra Pradesh State Industrial Infrastructure Cooperation (APIIC),  
Vijayawada- 500 004

**Sub:** Appointment of Project Management Consultant for establishment of CETP at  
Industrial Park Gollapuram, Anantapur District.

**Ref:** RFP Dated \_\_\_\_\_

**Dear Sir,**

Having examined the RFP document indicating scope of works, I/We hereby submit our proposal together with all the necessary information and relevant documents for Project Management Advisory Consultancy for establishment of CETP at Industrial Park Gollapuram, Anantapur District.

The proposal is made by me/us on behalf of.....  
(Company/Firm/Association of individuals) in the capacity of ..... duly authorized to submit the proposal.

I/We understand that The Authority reserves the right to reject any proposal without assigning any reason. I/We undertake that all the information furnished by me/us in the proposal is true to the best of me/our knowledge and belief. If any of the information is found to be false on subsequent verification, I/We understand that our bid/agreement shall be rejected/terminated and take that I/We may be debarred from submission of bid to this Authority in future.

**Encl:** As above

**AUTHORISED SIGNATORY**

(Name and Designation)

Name of Firm:

Address:

## Annexure II

### Company Profile

1	Name of the Applicant Firm	
2	Ownership (Government/ PSU/ Private)	
3	Type of Organization: Proprietary firm/Partnership firm/ Public Limited Company/ Pvt. Limited Company/ Others (please specify and attach proof)	
4	(i) PAN Number (ii) Service Tax Registration Number	
5	Name and Designation of Key Management Person(s)	
6	Date & Year of establishment of firm	
7	Number of years of experience in Consultancy Services	
8	Number of Permanent Employees	
9	Number of Permanent Employees for Consultancy Services	
10	Areas of Consultancy	
11	Core Competency	
12	Any other important information about the organization	

**Signature with seal**

**Annexure III**

**Summary of Permanent Key Professionals**

<b>Sl. No.</b>	<b>Name and Designation</b>	<b>Experience In completed Years</b>	<b>Educational/ Professional Qualifications</b>	<b>Number of Years with the Present Employer</b>	<b>Areas of specialization</b>
(1)	(2)	(3)	(4)	(5)	(6)

**Signature with seal**

**Annexure IV**

**Summary of Financial Performance**

<b>Year</b>	<b>Turnover from all sources (In Rs. Lakh)</b>	<b>Turnover from consultancy assignments (In Rs. Lakh)</b>	<b>Percentage share of revenue from consultancy assignments</b>	<b>Net profit (in Rs. Lakh)</b>
(1)	(2)	(3)	(4)	(5)
<b>2012-13</b>				
<b>2013-14</b>				
<b>2014-15</b>				

- Note:** 1. Financial performance for three consecutive latest financial years for which audited accounts are available should be given.
2. Audited annual accounts for the three years for which information is given in the statement above should be provided.
3. Figures given in columns (2) and (3) above must match with those given in the Audited Accounts.

**Signature with seal**

**Annexure V**

Project Management Advisory Consultancy Services Carried out on CETP in the Last Five Years.

<b>S. No.*</b>	<b>Title of Survey/ Assignment</b>	<b>Client Organization</b>	<b>Period of Assignment</b>	<b>Total capacity of CETP.</b>
(1)	(2)	(3)	(4)	(5)

\* Should be consistent with the Sl. No. given in the Proforma I for detailed particulars of the assignment.

**Signature with seal**



**Annexure VI (Proforma-I)****Detailed Particulars of Assignments completed/ In-progress**

1.	Title of the Survey/ Investigations/ Assignment:	2.	CETP details with capacity  a) Project cost in Rs.	
3.	Geographical Coverage (States/ districts covered in the survey):	3.	Client Organization:	
4.	No. of Professional Staff employed:	5.	Start Date:(Month/Year)	
6.	Completion Date:(Month/Year)	7.	Duration of Assignment:	8. No. of Man months provided by firm:
9.	Sample details:	10.	Remuneration received by your firm for Professional Services (in Rs. lakh):	
11.	Names of associated firms, if any:	12.	No. of man-months provided by associated firms:	
13.	Name of senior professionals associated with the Survey/ Study/ Assignment:			
14.	Brief Description of Survey/ Investigations / Assignment:			
15.	Exact Nature of services provided by your firm:			

**Note:** 1) Please use separate sheet for each assignment

**Signature with seal**

**Annexure VI (Proforma-II)****Format of Curriculum Vitae (CV) of Permanent Key Professional Staff**

1.	S. No. ( <i>should be consistent with the Summary of Key Professionals in Annexure III</i> )	
2.	Name of Staff	
3.	Position	
4.	Date of Birth	
5.	Nationality	
6.	Education [ <i>Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment</i> ]	
7.	Membership of Professional Associations	
8.	Training [ <i>Indicate significant training since completion of education</i> ]	
9.	Employment Record [ <i>Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment period of employment, name of employing organization, positions held.</i> ]	
10.	Work Undertaken in which the staff has made significant contribution	
11.	Certification:	
<p>I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. Date: <i>[Signature of staff member or authorized representative of the staff]</i></p>		
12.	Name of authorized representative	
13.	Designation of authorized representative	

**Note:** Please provide separate CVs for each key professional

**Signature with seal**

## **Annexure VII**

### **FINANCIAL PROPOSAL FORM**

We, M/s \_\_\_\_\_ hereby offer to render the Project Management Advisory Consultancy Services for “Establishment of CETP at Industrial Park Gollapuram, Anantapur District.” indicated in the scope of work as per the Terms & Conditions in this document at \_\_\_\_\_% (\_\_\_\_\_ percent) of actual project cost.

**CONSULTANT**

#### **FOOTNOTE TO BID OFFER:**

- 1.0 The Consultants shall carefully fill the bid offer both in figures and words in terms of percentage. Over writing shall not be permitted. Errors if any in the bid offer shall be corrected by striking out and rewriting clearly and initialled.
- 2.0 If on check any difference is found in the bid offer between the percentage given by the consultants in words and figures the lower of the two shall only be considered.
- 3.0 The bidder is not allowed to make any alterations to the Terms & Conditions. For any such alteration the offer of the consultants is liable for rejection.
- 4.0 The Authority reserves the right to reject any bid or all the bids without assigning any reason there for
- 5.0 Conditional bid/offer will not be accepted.

**CHIEF ENGINEER-I**