

**Tender Notice No:**

**Issue Date:**

**Ranchi Smart City Corporation Ltd. (RSCCL)**  
Urban Development and Housing Department  
Government of Jharkhand

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## **DISCLAIMER**

The information contained in this Request for Proposals document (“**RFP**”) or subsequently provided to applicants, whether verbally or in documentary or any other form by or on behalf of the Authority 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.

This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own 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 is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Authority, 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 Authority also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Applicant upon the statements contained in this RFP.

The Authority 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 Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Consultancy and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Applicant shall bear all its 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 Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other 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.

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Form 2: Summary of Cost

Form 3: Breakdown of Remuneration

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## **Glossary**

<b>Agreement</b>	As defined in Schedule-2
<b>Agreement Value</b>	As defined in Clause 6.1.2 of Schedule-2
<b>Applicable Laws</b>	As defined in Schedule-2
<b>Applicant</b>	As defined in Clause 2.1.1
<b>Associate</b>	As defined in Clause 2.3.3
<b>Authorized Representative</b>	As defined in Clause 2.13.3
<b>Authority</b>	As defined in Clause 1.1.1
<b>Bid Security</b>	As defined in Clause 2.20.1
<b>Conditions of Eligibility</b>	As defined in Clause 2.2.1
<b>Conflict of Interest</b>	As defined in Clause 2.3.1
<b>Consultancy</b>	As defined in Clause 1.2
<b>Consultancy Team</b>	As defined in [Paragraph 4] of Schedule-1
<b>Consultant</b>	As defined in Clause 1.2
<b>CV</b>	Curriculum Vitae
<b>Deliverables</b>	As defined in Paragraph 5 of Schedule-1
<b>Documents</b>	As defined in Clause 2.12
<b>Effective Date</b>	As defined in Clause 2.1 of Schedule-2
<b>Eligible Assignments</b>	As defined in Clause 3.1.4
<b>Financial Proposal</b>	As defined in Clause 2.15.1
<b>Form of Agreement</b>	Form of Agreement as in Schedule-2
<b>INR, Re, Rs.</b>	Indian Rupee(s)
<b>Inception Report</b>	As specified in [Paragraph 3] of Schedule-1
<b>Personnel</b>	As defined in Clause 2.1.4
<b>Lead Member</b>	As defined in Clause 2.1.1
<b>LOA</b>	Letter of Award
<b>Member</b>	As defined in Clause 2.3.3 (a)
<b>Official Website</b>	As defined in Clause 1.11.2
<b>Personnel</b>	As defined in Clause 1.1.1(n) of Schedule-2
<b>Professional Personnel</b>	As defined in Clause 2.14.6
<b>Prohibited Practices</b>	As defined in Clause 4.1
<b>Project</b>	As defined in Clause 1.1.1

<b>Project Manager</b>	As defined in Clause 4.6 of Schedule-2
<b>Proposal</b>	As defined in Clause 1.2
<b>Proposal Due Date or PDD</b>	As defined in Clauses 1.5 and 1.8
<b>PPP</b>	Public Private Partnership
<b>Resident Personnel</b>	As defined in Clause 1.1.1(o) of Schedule-2
<b>RFP</b>	As defined in Disclaimer
<b>Selected Applicant</b>	As defined in Clause 1.6
<b>Selection Process</b>	As defined in Clause 1.6
<b>Services</b>	As defined in Clause 1.1.1(q) of Schedule-2
<b>Sole Firm</b>	As defined in Clause 2.1.1
<b>Statement of Expenses</b>	As defined in Note 4, Form-2 of Appendix-II
<b>Statutory Auditor</b>	An Auditor appointed under Applicable Laws
<b>Sub-Consultant</b>	As defined in Clause 1.1.1(r) of Schedule-2
<b>Support Personnel</b>	As defined in Clause 2.14.6
<b>Project Manager</b>	As defined in Clause 2.1.4
<b>Technical Proposal</b>	As defined in Clause 2.14.1
<b>TOR</b>	As defined in Clause 1.1.3
<b>US\$</b>	United States Dollar

The words and expressions beginning with capital letters and defined in this document shall, unless repugnant to the context, have the meaning ascribed thereto herein.

Urban Development & Housing Department

**Ranchi Smart City Corporation Limited**

**NATIONAL COMPETITIVE BIDDING**

Tender Notice No.:RSCCL/PMC/34/2017/164

Date: 03.06.2021

1.	Name of the Work	Appointment of Project Management Unit (PMU) for assisting Ranchi Smart City Corporation Limited to Manage and Implement projects under Smart City Mission (SCM) in Ranchi City of Jharkhand
2.	Tender Fee (Non-Refundable)	Tender Fee – 10,000.00 (Rupees Ten Thousand Only) Demand Draft (DD in favour of “Ranchi Smart City Corporation Limited” payable at Ranchi OR Through RTGS/NEFT Mode. For RTGS/NEFT following are the details-Bank Details: Punjab national bank IFS Code: PUNB0040400 Account No: 0404000100994951 Address : S.N. Ganguli Road,Ranchi (Jharkhand)
3.	Earnest Money Depos (Refundable)	Rs.5,00,000.00(Five Lakhs Only) in favour of “Ranchi Smart City Corporation Limited” as Demand Draft (DD) payable at Ranchi or Bank Guarantee (BG)
4.	Contract Period	24 Months
5.	Publication of Request for Proposal	04.06.2021
6.	Last date for receiving queries/ clarifications	Up to 21.06.2021, 1700 hrs.
7.	Date of Pre-Proposal Conference	25.07.2021 at 1700 hrs.
8.	Mode of submission of bids	<b><u>Physical submission</u></b>
9.	Tender document availability	<a href="https://rsccl.in">https://rsccl.in</a>
10.	Last Date/Time for submission of bid	22.07.2021 up to 1600 hrs.
11.	Date of Bid Opening	23.07.2021 at 1700 hrs.
12.	Bid submission address	Ranchi Smart City Corporation Limited JUPMI Building ,2 <sup>nd</sup> Floor, Plant Plaza Road, Dhurwa,Ranchi-834004
13.	Helpline no.	E-mail – <a href="mailto:ranchismartcity@gmail.com">ranchismartcity@gmail.com</a>

Sd/  
Chief Executive Officer,  
Ranchi Smart city Corporation



# Invitation for Proposals

## I. INTRODUCTION

### I.1 Background

Ranchi Smart City Corporation Limited (RSCCL) hereinafter referred as the “**Authority**” is a company incorporated under the Companies Act, 2013, in which the State of Jharkhand and RMC will be the promoters having 50:50 equity shareholding. RSCCL will received funds from Government of India and Government of Jharkhand for the development of smart city in Ranchi and intends to invite the technical and financial proposals from the interested eligible bidders, to provide the consultancy services, for supporting client in developing and implementing the ABD and PAN city projects.

Ranchi Smart City Proposal (SCP) has been selected to implement the Area Based Development (ABD) and Pan-city proposals by Government of India (GoI) under Smart City Mission (SCM) as one of the first 13 first track cities which will be developed along with 20 cities. The Ranchi SCP proposes several initiatives in ABD and across PAN city. The modules for ADB includes Land Development, Transport & Circulation, Open Spaces & Parks, Public facility Centre, Power Supply, Transit Hub Centre, Safety & Security, EWS Housing, Health Facilities, Other Social Infrastructure etc. The PAN City modules includes Systems for Intelligent Public Transport, Corridor Management, Parking management, Fare management; IPT Integration, Command & Control Centre as per SCP.

Currently following projects are under Implementation –

Sl. No	Name of Project	Implementing Agency	Executing Agency	Project Progress
<b>A</b>	<b>Integrated Infrastructure Development Project for ABD</b>	JUIDCO	M/s L&T	50%
1	Land Development			
2	Transport & Circulation (Roads)			
3	Water Supply and Reuse of Recycled Water			
4	Waste Water Management -Sewerage & Sanitation			
5	Water Management - Storm Water Drainage			
6	Street Lighting for RSC (ABD Site)			
7	Construction power arrangement			

8	Power Distribution Infrastructure for RSC (ABD Site)			
9	Over head line Shifting of 33kV & 11kV and 33/11 kV HMTP Substation Shifting	JVBNL	M/s ShivaPrints	35%
10	220/33 kV GIS SS and Transmission Lines, Cables and Shifting 132kV OH-line to UG-cable	JUSNL	M/s L&T	85%
11	Water supply project for bringing 12 MLD water from Hatia to ABD site	DW&SD	M/s S.S. Enterprises	95%
<b>B</b>	<b>Command Control and Communication Centre</b>	RSCCL	M/s Honeywell	50%
<b>C</b>	<b>Public Bicycle Sharing System (PBS)</b>	RSCCL	M/s Chartered Speed	50%

Following projects for which SoW/DPRs have already been prepared and are in the advance stages of approval :

1. Solid waste management system in ABD Area
2. Open Spaces & Park Development in ABD Area
3. Riverfront Development in ABD Area
4. Public transport system

1.1.1 In pursuance of the above, the Authority has decided to carry out the process for selection of PMU for Assisting Ranchi Smart City Corporation Limited to Manage and Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of Jharkhand. The Consultant shall perform the activities in accordance with the Terms of Reference specified in Schedule-I (the "TOR").

## 1.2 Request for Proposals

The Authority invites proposals (the "**Proposals**") for selection of PMU for Assisting Ranchi Smart City Corporation Limited to Manage and Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of Jharkhand in conformity with the TOR (collectively the "**Consultancy**"). The Authority intends to select the Consultant through an open competitive bidding process in accordance with the procedure set out herein.

## 1.3 Due diligence by Applicants

Applicants are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Proposal by paying a visit to the Authority and the Project site, sending written queries to the Authority, and

attending a Pre-Proposal Conference on the date and time specified in Clause 1.10.

#### **1.4 Sale of RFP Document**

RFP document can be downloaded from the website of <https://smartranchi.jharkhand.gov.in/>. However, the bids of only those Applicant shall be considered for evaluation who will submit the Demand Draft of Rs 10,000/- (Rs Ten thousand only) in favor of Ranchi Smart City Corporation Limited payable at

Ranchi, without which bids will not be accepted. The Demand Draft against RFP Fee of Rs 10,000/- (Rs. Ten thousand only) is to be submitted in hard copy by applicant on any working day during official hours.

#### **1.5 Validity of the Proposal**

The Proposal shall be valid for a period of not less than 120 days from the Proposal Due Date (the “PDD”).

#### **1.6 Brief description of the Selection Process**

The Authority has adopted a two-stage selection process (collectively the “Selection Process”) for evaluating the Proposals comprising of technical bids and financial bids to be submitted by the Applicant. For avoidance of doubt, the Bid shall be submitted in hard copy to the Client Address a technical evaluation will be carried out as specified in Clause 3.1. Based on this technical evaluation, a list of short-listed applicants shall be prepared as specified in Clause 3.2. In the second stage, a financial evaluation will be carried out as specified in Clause 3.3. Proposals will finally be ranked according to their combined technical and financial scores as specified in Clause 3.4. The first ranked Applicant (the “Selected Applicant”) shall be called for negotiation, if necessary, while the second ranked Applicant will be kept in reserve.

#### **1.7 Currency and payment**

1.7.1 Consultants shall express the price of their Assignment/job in India Rupees. [In case of assignment where payments in foreign currency are allowed to be made, the consultants are free to make their quote in any foreign currency. The employer shall mention the provision regarding conversion of such foreign currency to Indian Rupees]

1.7.2 All payments to the Consultant shall be made in INR in accordance with the provisions of this RFP. The Consultant may convert INR into any foreign currency as per Applicable Laws and the exchange risk, if any, shall be borne by the Consultant.

## **1.8 Schedule of Selection Process**

The Authority would endeavor to adhere to the following schedule:

<b>S. No.</b>	<b>Event Description</b>	<b>Date and Time</b>
1.	Publication of Request for Proposal	
2.	Last date for receiving queries/ clarifications	
3.	Pre-Proposal Conference	
4.	Authority response to queries	
5.	Last date for purchase of RFP document	
6.	Proposal Due Date or PDD	
7.	Submission of hard copy of Technical Proposal	
8.	Opening of Technical Proposals	
9.	Opening of Financial Proposals	
10.	Letter of Award (LOA)	
11.	Signing of Agreement	
12.	Validity of Applications	

## **1.9 Pre-Proposal visit to the Site and inspection of data**

Prospective Applicants may visit the Site and review the available data at any time prior to PDD as per clause 1.8. For this purpose, they will provide at least two days' notice to the nodal officer specified below:

General Manager (Technical), Ranchi Smart City Corporation Limited,  
JUPMI Building, 2<sup>nd</sup> Floor, Plant Plaza Road, Dhurwa, Ranchi- 834004

## **1.10 Pre-Proposal Conference**

The date, time and venue of Pre-Proposal Conference shall be:

Date & Time: As mentioned in clause 1.8

Venue: Ranchi Smart City Corporation Limited

JUPMI Building, 2<sup>nd</sup> Floor, Plant Plaza Road, Dhurwa, Ranchi- 834004

## **1.11 Communications**

1.11.1 All communications including the submission of Proposal should be addressed to:

General Manager (Technical), Ranchi Smart City Corporation Limited,  
JUPMI Building, 2<sup>nd</sup> Floor, Plant Plaza Road, Dhurwa, Ranchi- 834004

1.11.2 The **Official Website** of the Authority is: <https://rsccl.in/>

**1.11.3 ALL COMMUNICATIONS, INCLUDING THE ENVELOPES, SHOULD CONTAIN THE FOLLOWING INFORMATION, TO BE MARKED AT THE TOP IN BOLD LETTERS:**

RFP Notice No..... / Project Management Unit (PMU) for **Assisting Ranchi**

**Smart City Corporation Limited to Manage and Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of Jharkhand**

## **2. INSTRUCTIONS TO APPLICANTS**

### **A. GENERAL**

#### **2.1 Scope of Proposal**

- 2.1.1 Detailed description of the objectives, scope of services, Deliverables and other requirements relating to this Consultancy are specified in this RFP. In case an applicant firm possesses the requisite experience and capabilities required for undertaking the Consultancy. The manner in which the Proposal is required to be submitted, evaluated and accepted is explained in this RFP. The Bidder should participate as “ Sole Bidder” and Consortium is not allowed.
- 2.1.2 Applicants are advised that the selection of Consultant shall be on the basis of an evaluation by the Authority through the Selection Process 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 Authority’s decisions are without any right of appeal whatsoever.
- 2.1.3 The Applicant shall submit its Proposal in the form and manner specified in this Part-2 of 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. Upon selection, the Applicant shall be required to enter into an agreement with the Authority in the form specified at Schedule-2.

## 2.1.4 Personnel

The Consultancy Team shall consist of the following Personnel as specified below:

S. No.	Position	Responsibilities
1.	Project Manager cum Urban Management Specialist (01 position)	<ul style="list-style-type: none"> <li>✓ Overall coordination and management of the PMU team and provide support to RSCCL for day to day activities.</li> <li>✓ To provide support for Master Plan related work and Providing compliance guidance as per URDPFI and other guidelines.</li> <li>✓ Provide Support to administer government plans and policies affecting land use, zoning, public utilities, community facilities, housing, and transportation.</li> <li>✓ Coordinate environmental impact reports pertaining to ABD planning projects and programs.</li> <li>✓ To support RSCCL for Plot-Auction Process</li> <li>✓ Monthly Progress Report preparation, documentation support and Report preparation support to RSCCL</li> <li>✓ Support to RSCCL for MOHUA related matters including GMIS Migration and data preparation</li> </ul>
2.	E Governance / ICT Specialist (01 position)	<ul style="list-style-type: none"> <li>✓ Support in making C4 operational at earliest by assisting RSCCL &amp; MSI for Testing (UAT/ FAT/ TPA etc.)</li> <li>✓ To help in implementing the pending work to make C4 fully functional (as per the SoW defined in RFP) in phases</li> <li>✓ To help RSCCL and MSI to get into O&amp; M phase through smooth transition</li> <li>✓ To monitor SLAs during Operation and Maintenance Phase</li> <li>✓ To assist RSCCL &amp; MSI to integrate external applications with C4 platform.</li> <li>✓ To guide department to convert the RSC C4 to a State Level C4 in phases</li> <li>✓ Assist department in conducting feasibility study, drafting documents (Feasibility reports/ DPRs/RFP) for other pipeline projects like ABD Area Surveillance, Smart Poles, Intelligent Road Transport System (IRTS) etc.</li> <li>✓ Exploring feasibility of other projects like Smart Education, Health, Digital Payments etc.</li> </ul>
3.	IT Infrastructure Expert (01 position)	<ul style="list-style-type: none"> <li>✓ Managing the assets of C4 (worth about 100 Cr+) and ensuring the compliance as per RFP</li> <li>✓ To take the existing C4 Infra to the Go-live Stage and conducting tests (UAT/ FAT/ TPA etc.) to take the project to the O&amp; M Phase</li> <li>✓ Regular C4 and Field Visit to ensure the overall design</li> </ul>

S. No.	Position	Responsibilities
		<p>in place for smooth functioning of C4 and RFP compliance</p> <ul style="list-style-type: none"> <li>✓ To monitoring SLA during Operation and Maintenance Phase</li> <li>✓ Assist client on any future external application integration with C4 platform.</li> <li>✓ To guide department to convert the RSC C4 to a State Level C4 in phases by designing the solution (on the scalability) as per requirement</li> </ul>
4.	Urban Finance expert (01 position)	<ul style="list-style-type: none"> <li>✓ Will assist RSCCL to prepare financial model for Bus Operation which includes cashflow, revenue generation form different aspects of revenue generation earned from this service and its expenses.</li> <li>✓ Will assist RSCCL to finalize land allotment rules based on which, all land parcel will be auctioned in different phases and in auction process</li> <li>✓ Will assist RSCCL and its valuers to derive a base value of land based on the land uses and other factors</li> <li>✓ Will prepare financial model for upcoming DPRs; such as Artisan Haat, Riverfront Development, RSCCL Housing, Open Space and Parks. The probable financial model includes cash flow, revenue generation form different aspects, revenue generation from the advertisement etc.</li> <li>✓ Will provide extensive support to CFO, CS for day to day work, including regulatory compliances</li> </ul>
5.	Transport Expert (01 position)	<ul style="list-style-type: none"> <li>✓ As per the National Urban Transport Policy 2006, assist RSCCL in setting up of Unified Metropolitan Transport Authority (UMTA) in all million-plus cities to facilitate more coordinated planning and implementation of urban transport program and projects. UMTA envisages reassignment of existing functions to facilitate the integration of land-use and urban transport planning. Will assist RSCCL in: <ul style="list-style-type: none"> <li>○ Integrated multimodal public transport network issues</li> <li>○ To offer smart mobility ensuring adequate support in traffic system, modernization of urban transportation through clean, and green transportation facilities and introduction of Integrated transit hubs in Ranchi.</li> <li>○ To optimize existing urban road space by introducing long-term policy framework for venders, on-street parking and pedestrian safety.</li> </ul> </li> <li>✓ To assist RSCCL for expansion in public transportation service at Ranchi by route rationalization, fleet allocation, ITRTS support and bus</li> </ul>

S. No.	Position	Responsibilities
		<p>stop locations</p> <ul style="list-style-type: none"> <li>✓ To review the Junction design, signage and road network in ABD area for Ranchi Smart City along with introduction of proposed public transport system</li> <li>✓ Introduction of short term and long-term traffic circulation plan based on temporal changes in traffic demand to streamline the traffic by supporting transportation system at Command Control and Communication Centre.</li> <li>✓ To develop transportation policy and strategies that encompass the needs of all transport users including pedestrians and cyclists, and which consider environmental, efficiency and safety issues to transform into a sustainable and equitable city.</li> </ul>
6.	PPP-INFRASTRUCTURE EXPERT (01 position)	<ul style="list-style-type: none"> <li>✓ Lead in formulating strategies and operational programs for private sector development and PPP promotion</li> <li>✓ Conduct policy dialogue with the private sector, and other stakeholders to identify and address challenges to scaling up private sector development and PPPs in Ranchi Smart City</li> <li>✓ Advise and assist RSCCL in identifying, developing, structuring, and executing PPP projects across all sectors. Actively support the development and financing of demonstration projects which apply innovative PPP approaches.</li> <li>✓ Liaise and coordinate with development partners and private sector financiers on co-financing for PPPs.</li> <li>✓ Promote application of innovative PPP structures and approaches within the RSCCL.</li> <li>✓ Advise on the financial risks in implementing PPPs and identify necessary mitigating and corrective actions.</li> <li>✓ Act as resource person on financial structuring related issues, including resolving complex financial structuring issues.</li> <li>✓ Maintain knowledge of emerging best practices on enhancing private sector development and PPPs, including good practice examples, and guidelines through internal and external networks.</li> <li>✓ Keep abreast of latest trends and developments in addressing PPP related issues. Ensure comparability of the RSCCL's operations to best practices.</li> <li>✓ Participate in and contribute to conferences on Investment Meets, private sector development and PPPs.</li> </ul>

S. No.	Position	Responsibilities
		<ul style="list-style-type: none"> <li>✓ Conduct initial project screening, interview potential project sponsors, assist in the appointment of Transaction Advisors (if needed) and check accuracy of information provided and evaluate capacity of the parties to successfully implement the proposed project</li> </ul>
7.	PPP-Marketing Expert (01 position)	<ul style="list-style-type: none"> <li>✓ Marketing specialists help develop, execute, and monitor marketing programs across a variety of channels</li> <li>✓ Analyze and recommend PPP risk allocation and develop an appropriate risk profile for the project</li> <li>✓ Their work includes researching the market, analyzing trends to help define the organization's marketing strategy, and providing advice as to how to best reach the target market.</li> </ul>

## 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 To be eligible for evaluation of its Proposal, the Applicant shall fulfil the following:

### (A) Basic Eligibility Criteria:

The following criteria will be used for screening the eligibility of the Firm and will be used to screen the proposal/ Technical Evaluation-

#	Basic Requirement	Specific Requirements	Documentary Evidence
PQ1	Legal Entity	The bidder must be a registered entity in India under Companies Act 1956/2013, partnership or LLP and should have been in operation for at least 5 years as on date of submission of the bid.	<p>Copy of certificate of Incorporation/Registration under Companies Act 1956/2013</p> <p>Limited Liability Partnership (LLP) registered under Limited Liability Partnership Act 2008</p>
PQ2	Turnover	The bidder must have minimum average annual Turnover of INR 100 Crores in Indian Rupees for last three (3) audited financial years ( 2018-19,2019-20,2020-21)	<p>Audited financial statements for three Financial Years 2018-19,2019-20,2020-21).</p> <p>Or</p> <p>Statutory auditor’s certificate clearly specifying the annual turnover for the specified years.</p>

#	Basic Requirement	Specific Requirements	Documentary Evidence
			MoA/AoA shall be submitted showing the area of business.
PQ3	Bidder consulting capacity	The company must have at least 100 Professionals / Consultants on the rolls of the company.	Certificate from HR
PQ4	Project Experience 1	The bidder must have project experience as PMU/PMC/PDMC with any Government Department or its Agencies / Corporations in India during the last 5 years financial years (since April 2014)  <b>Minimum no. of Projects = 3</b>  <b>Minimum value of each project = INR 1 Cr.</b>  <b>Project status = Completed / Ongoing</b>	Lol/LoA/Agreement
PQ5	Project Experience 2	The bidder must have project experience as PMU/PMC/PDMC in Jharkhand (Government Department, its agencies/corporations) during the last 5 years financial years (since April 2014)  <b>Minimum no. of Projects = 1</b>  <b>Minimum value of project = INR 1 Cr.</b>  <b>Project status = Completed / Ongoing</b>	Lol/LoA/Agreement
PQ6	Project Experience 3	The bidder must have project management consultant/ Design and/or Supervision consultant experience in Integrated ICT Systems/applications during the last 5 financial years (since April 2014)  <b>Minimum No. of Projects = 1</b>  <b>Minimum value of project = INR 50 Lakhs</b>  <b>Project status = Completed /Ongoing</b>	Lol/LoA/Agreement with Scope of work
PQ7	Project Experience 4	The Bidder must have project as PMC/PMU under ongoing smart city mission  <b>Minimum No. of Projects = 3</b>	Lol/LoA/Agreement with Scope of work

#	Basic Requirement	Specific Requirements	Documentary Evidence
		<b>Minimum value of project = INR 1 Cr.</b> <b>Project status = Completed /Ongoing</b>	
PQ8	Certifications	The Bidder must have CMMi Level 3 Certificate	Copies of the certificate
PQ9	Blacklisting	As on date of submission of the proposal, Bidder should not be blacklisted by Central/State Government/ PSU entity in India	Self -Declaration by the Bid Signing Authority

**(B) Conditions of Eligibility for Personnel:** Each of the Personnel must fulfil the Conditions of Eligibility specified below:

S./N.	Personnel	Minimum qualification	Minimum experience in years	Other Essential Experience
1	Project Manager cum Urban Management Specialist	Graduate in Civil Engineering	10 years in Urban Sector	<ul style="list-style-type: none"> <li>▪ Experience in Project Management of Urban Infrastructure Works.</li> <li>▪ Experience in working with Centre/State Government with well understanding of urban development policies, issues and procedures.</li> <li>▪ Experience in preparation of GIS based city development plans / city master plans / zonal development plan and experience in Urban research.</li> </ul>
2	E Governance / ICT Specialist	Graduate in Engineering in IT/ Computer Science/ Electronics & Telecommunication with MBA or equivalent (to MBA)	6 years' Experience in Similar Field	<ul style="list-style-type: none"> <li>▪ Experience in working with the Govt / State Government/ULB's or similar institution for implementation e-governance projects</li> <li>▪ Experience in Bid Management, preparation of technical document for the Services and solution to CCTV Surveillance/Smart Cities/implementation</li> </ul>

S./N.	Personnel	Minimum qualification	Minimum experience in years	Other Essential Experience
				g the IT related infrastructure services.
3	IT Infrastructure Expert	BE/B.Tech. in IT/ CS/ Electronics & Telecommunication /MCA/MSc. in IT	6 years' Experience in Similar Field	<ul style="list-style-type: none"> <li>▪ Managing IT/ICT assets and providing reports on health of the components indicating the capacity utilization and corresponding scalability requirements</li> <li>▪ SLAs monitoring/audit of IT/ICT infrastructure</li> <li>▪ Experience in preparing annual audit plan and checklists including stated audit areas and controls.</li> </ul>
4	Urban Finance expert	Chartered Accountant	6 years' Experience in Similar Field	<ul style="list-style-type: none"> <li>▪ Experience of developing financial capacity enhancement plan for municipalities, including creating land monetization plans Experience in developing business case for ULBs for market borrowing and multilateral agencies</li> <li>▪ Experience in raising finances and managing them for infrastructure projects</li> <li>▪ Experience in project finance</li> </ul>

S./N.	Personnel	Minimum qualification	Minimum experience in years	Other Essential Experience
				<p>evaluation resulting in bankable infrastructure projects</p> <ul style="list-style-type: none"> <li>▪ Experience in evaluating projects across central, state and ULBs</li> <li>▪ Innovative instrument design for investment in large infrastructure projects.</li> </ul>
5	Transport Planner	Graduate in Civil Engineering/ Bachelor of Architecture/Bachelor of Planning.	6 years' Experience in Planning, Designing and/or Implementation of Urban Transportation	<ul style="list-style-type: none"> <li>▪ Should have 2 years of experience in urban mobility infrastructure projects including ITMS</li> <li>▪ 2 years' Experience in urban Mobility Plan preparation, Transit Oriented Development (TOD) / Experience in designing and implementing mass transport systems and traffic management systems</li> </ul>
6	PPP- INFRASTRUCTURE EXPERT	Master's Degree in Economics/CAMBA(Finance) other related fields.	More than 10 years of solid project finance experience on several projects in a number of sectors from a private sector financing perspective as	<ul style="list-style-type: none"> <li>▪ Hands-on experience in originating, structuring, and executing loans and structured finance transactions for infrastructure</li> </ul>

S./N.	Personnel	Minimum qualification	Minimum experience in years	Other Essential Experience
			well as experience in understanding the project risks to both public and private sector participants.	<p>projects and/or hands-on experience developing and financing PPPs, including structuring and delivering infrastructure projects with PPP components.</p> <ul style="list-style-type: none"> <li>▪ Experience in structuring and financing low carbon infrastructure PPPs is desirable</li> <li>▪ Demonstrated ability to negotiate with project sponsors, financing parties, institutional investors, and governments</li> <li>▪ Proven strong analytical capabilities, particularly in credit assessment and risk mitigation</li> <li>▪ Excellent oral and written communication skills in English.</li> <li>▪ International experience working in development in several countries.</li> </ul>
7	PPP- Marketing Expert	B.E with MBA/MBA(Marketing)/MA(Economics) Degree (LLB) will be Perferred.	Preferably 7 - 10 years of successful and verifiable experience in a project	<ul style="list-style-type: none"> <li>• Experienced in the Marketing in researching the market, analyzing</li> </ul>

S./N.	Personnel	Minimum qualification	Minimum experience in years	Other Essential Experience
			marketing environment, preferably the legal department or private sector investors in a project marketing transaction .	<p>trends to help define the organization's marketing strategy</p> <p>Strong prioritization, organization, and project management skills</p> <p>Excellent analytical skills and a knack for data analysis</p> <p>Conduct market research and analyze trends to identify new marketing opportunities</p>

2.2.3 The Applicant shall enclose with its Proposal, certificate(s) from its Statutory Auditors<sup>1</sup> stating its total revenues from professional fees during each of the 3 (three) financial years preceding the PDD . In the event that the Applicant does not have a statutory auditor, it shall provide the requisite certificate(S)from the firm of Chartered Accountants that ordinarily audits the annual accounts of the Applicant. However, The LOI/LOA/Copy of agreement submitted as proof for each project must clearly indicate the total project value to be earned by the bidder or else that particular project will not be evaluated.

2.2.4 The Applicant should submit a Power of Attorney as per the format at Form-4 of Appendix-I; provided, however, that such Power of Attorney would not be required if the Application is signed by a partner of the Applicant, in case the Applicant is a limited liability partnership.

2.2.5 Any entity which has been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of Proposal, would not be eligible to submit a Proposal either by itself or through its Associate.

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<sup>1</sup> No separate annual financial statements should be submitted.

- 2.2.6 An Applicant or its Associate should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Applicant or its Associate.
- 2.2.7 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 or the Consultancy (the “**Conflict of Interest**”). Any Applicant found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Authority shall forfeit and appropriate the Bid Security as mutually agreed genuine pre-estimated compensation and damages payable to the Authority for, *inter alia*, the time, cost and effort of the Authority including consideration of such Applicant’s Proposal, without prejudice to any other right or remedy that may be available to the Authority hereunder or otherwise.
- 2.3.2 The Authority requires that the Consultant provides professional, objective, and impartial advice and at all times hold the Authority’s interests paramount, avoid conflicts with other assignments or its own interests, and act without any consideration for future work. The Consultant shall not accept or engage in any assignment that would be in conflict with its prior or current obligations to other clients, or that may place it in a position of not being able to carry out the assignment in the best interests of the Authority.
- 2.3.3 Some guiding principles for identifying and addressing Conflicts of Interest have been illustrated in the Guidance Note at Schedule-3. Without limiting the generality of the above, an Applicant shall be deemed to have a Conflict of Interest affecting the Selection Process, if:
- (a) The Applicant or Associate (or any constituent thereof) and any other Applicant or Associate (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding or ownership interest of an Applicant, its Member or Associate (or any shareholder thereof having a shareholding of more than 5% (five per cent) of the paid up and subscribed share capital of such Applicant, Member or Associate, as the case may be) in the other Applicant or Associate is less than 5 per cent of the subscribed and paid up equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension

fund or a public financial institution referred to in sub-section (72) of section 2 of the Companies Act, 2013. For the purposes of this Clause 2.3.3(a), indirect shareholding held through one or more intermediate persons shall be computed as follows: (aa) where any intermediary is controlled by a person through management control or otherwise, the entire shareholding held by such controlled intermediary in any other person (the “**Subject Person**”) shall be taken into account for computing the shareholding of such controlling person in the Subject Person; and (bb) subject always to sub-clause (aa) above, where a person does not exercise control over an intermediary, which has shareholding in the Subject Person, the computation of indirect shareholding of such person in the Subject Person shall be undertaken on a proportionate basis; provided, however, that no such shareholding shall be reckoned under this sub-clause (bb) if the shareholding of such person in the intermediary is less than 26% (twenty six per cent) of the subscribed and paid up equity shareholding of such intermediary; or

- (b) a constituent of such Applicant is also a constituent of another Applicant; or
- (c) such Applicant or its Associate receives or has received any direct or indirect subsidy or grant from any other Applicant or its Associate; or
- (d) such Applicant has the same legal representative for purposes of this Application as any other Applicant; or
- (e) such Applicant has a relationship with another Applicant, directly or through common third parties, that puts them in a position to have access to each other’s information about, or to influence the Application of either or each of the other Applicant; or
- (f) there is a conflict among this and other consulting assignments of the Applicant (including its personnel and Sub-consultant) and any subsidiaries or entities controlled by such Applicant or having common controlling shareholders. The duties of the Consultant will depend on the circumstances of each case. While providing consultancy services to the Authority for this particular assignment, the Consultant shall not take up any assignment that by its nature will result in conflict with the present assignment; or
- (g) a firm which has been engaged by the Authority to provide goods or works or services for a project, and its Associates, will be disqualified from providing consulting services for the same project save and except as provided in Clause 2.3.4; conversely, a firm hired to provide consulting services for the preparation or implementation of a project, and its Members or Associates, will be disqualified from subsequently providing goods or works or services related to the same project; or
- (h) the Applicant, its Member or Associate (or any constituent thereof), and the applicant, if any, for the Project, its contractor(s) or sub-

contractor(s) (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding or ownership interest of an Applicant, its Member or Associate (or any shareholder thereof having a shareholding of more than 5% (five per cent) of the paid up and subscribed share capital of such Applicant, Member or Associate, as the case may be,) in the bidder or Concessionaire, if any, or its contractor(s) or sub-contractor(s) is less than 5% (five per cent) of the paid up and subscribed share capital of such Concessionaire or its contractor(s) or sub-contractor(s); provided further that this disqualification shall not apply to ownership by a bank, insurance company, pension fund or a Public Financial Institution referred to in sub-section (72) of section 2 of the Companies Act, 2013. For the purposes of this sub-clause (h), indirect shareholding shall be computed in accordance with the provisions of subclause (a) above.

For purposes of this RFP, Associate means, in relation to the Applicant, a person who controls, is controlled by, or is under the common control with such Applicant (the “**Associate**”). As used in this definition, the expression “control” means, with respect to a person which is a company or corporation, the ownership, directly or indirectly, of more than 50% (fifty per cent) of the voting shares of such person, and with respect to a person which is not a company or corporation, the power to direct the management and policies of such person by operation of law or by contract.

- 2.3.4 An Applicant eventually appointed to provide Consultancy for this Project, and its Associates, shall be disqualified from subsequently providing goods or works or services related to the construction and operation of the same Project and any breach of this obligation shall be construed as Conflict of Interest; provided that the restriction herein shall not apply after a period of 5 (five) years from the completion of this assignment or to consulting assignments granted by banks/ lenders at any time; provided further that this restriction shall not apply to consultancy/ advisory services performed for the Authority in continuation of this Consultancy or to any subsequent consultancy/ advisory services performed for the Authority in accordance with the rules of the Authority. For the avoidance of doubt, an entity affiliated with the Consultant shall include a partner in the Consultant’s firm or a person who holds more than 5% (five per cent) of the subscribed and paid up share capital of the Consultant, as the case may be, and any Associate thereof.

## **2.4 Number of Proposals**

No Applicant or its Associate shall submit more than one Application for the Consultancy. An Applicant applying individually or as an Associate shall not be entitled to submit another application.

## **2.5 Cost of Proposal**

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 Authority, Project site etc. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

## **2.6 Site visit and verification of information**

Applicants are encouraged to submit their respective Proposals after visiting the office of the Authority and ascertaining for themselves the availability of documents and other data with the Authority, Applicable Laws and regulations or any other matter considered relevant by them.

## **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 Authority;
- (c) acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Authority 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 thereunder;
- (e) acknowledged that it does not have a Conflict of Interest; and
- (f) agreed to be bound by the undertaking provided by it under and in terms hereof.

2.7.2 The Authority shall not be liable for any omission, mistake or error on the part of the Applicant 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 Authority.

## **2.8 Right to reject any or all Proposals**

2.8.1 Notwithstanding anything contained in this RFP, the Authority 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 Authority reserves the right to reject any Proposal if:

- (a) at any time, a material misrepresentation is made or discovered, or
- (b) the Applicant does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Proposal.

Misrepresentation/ improper response by the Applicant may lead to the disqualification of the Applicant. If such disqualification / rejection occurs after the Proposals have been opened and the highest ranking Applicant gets disqualified / rejected, then the Authority reserves the right to consider the next best Applicant, or take any other measure as may be deemed fit in the sole discretion of the Authority, including annulment of the Selection Process.

## **B. DOCUMENTS**

### **2.9 Contents of the RFP**

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 Pre-Proposal Conference
- 6 Miscellaneous

#### **Schedules**

- 1 **Terms of Reference**
- 2 **Form of Agreement**
  - Annex-1: Terms of Reference
  - Annex-2: Deployment of Personnel
  - Annex-3: Estimate of Personnel Costs

Annex-4: Approved Sub-Consultant(s)

Annex-5: Cost of Services

Annex-6: Payment Schedule

Annex-7: Bank Guarantee for Performance Security

### **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: Description of Approach, Methodology, and Work plan

Form 7: Team Composition, Assignment and Expert's Inputs

Form 8: Particulars of Personnel

Form 9: Abstract of Assignments of the Applicant

Form 10(A)-10(G): Assignments of Applicant

Form 11: CVs of Professional Personnel

Form 12: Proposal for Sub-consultant(s)

Form 13: Staffing Schedule

Form 14: Work Schedule

#### **Appendix-II: Financial Proposal**

Form-1: Financial Proposal Submission Form

Form-2: Summary of Cost

Form-3: Breakdown of Remuneration

Form-4: Breakdown of reimbursable

Appendix-II(A) **Note for preparation of financial proposal**

## **2.10 Clarifications**

2.10.1 Applicants requiring any clarification on the RFP may send their queries to the Authority in writing by speed post/ courier/ special messenger or by e-mail so as to reach before the date mentioned in the Schedule of Selection Process at Clause 1.8. The envelopes shall clearly bear the following identification:

*"Queries concerning RFP for Appointment of Project Management Unit (PMU) for Assisting Ranchi Smart City Corporation Limited to Manage and Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of Jharkhand".*

The Authority shall endeavour to respond to the queries within the period specified therein but not later than 7 (seven) days prior to the Proposal Due Date. The responses will be sent by e-mail. The Authority will post the reply to all such queries on the Official Website and copies thereof will also be circulated to all Applicants who have purchased the RFP document without identifying the source of queries.

2.10.2 The Authority reserves the right not to respond to any questions or provide any clarifications, in its sole discretion, and nothing in this Clause 2.10 shall be construed as obliging the Authority 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 Authority 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 and by conveying the same to the prospective Applicants (who have purchased the RFP document) by e-mail.

2.11.2 All such amendments will be notified through e-mail to all Applicants who have purchased the RFP document. The amendments will also be posted on the Official Website along with the revised RFP containing the amendments and will be binding on all Applicants.

2.11.3 In order to afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Authority may, in its sole discretion, extend the Proposal Due Date

## **C. PREPARATION AND SUBMISSION OF PROPOSAL**

### **2.12 Language**

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 Authority would evaluate only those Proposals that are received in the specified forms and complete in all respects. The proposals shall be submitted online as well as physically.

2.13.2 The Applicant shall prepare one original set of the Proposal (together with originals/ copies of Documents required to be submitted along therewith

pursuant to this RFP). In the event of any discrepancy between the online submission and physically submitted version, the online submission shall prevail.

2.13.3 The Proposal shall be typed or written in indelible ink and signed by the authorised signatory of the Applicant who shall initial each page. In case of printed and published Documents, all the pages shall be initialled. All the alterations, omissions, additions, or any other amendments made to the Proposal shall be initialled by the person(s) signing the Proposal. The Proposals must be properly signed by the authorized representative (the “Authorised Representative”) as detailed below:

- (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 Limited Company or a corporation; or

A 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 Authority, and that evaluation will be carried out only on the basis of Documents submitted online 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 duly signed bid proposal in the formats and shall submit the proposal in physical form at the address mentioned in clause 1.11 in original on or before the date and time mentioned in clause 1.8.

2.14.2 While submitting the Technical Proposal, the Applicant shall, in particular, ensure that:

- (a) The Bid Security is provided as per the provisions laid down at clause 2.20;
- (b) all forms are submitted in the prescribed formats and signed by the prescribed signatories;
- (c) power of attorney, if applicable, is executed as per Applicable Laws;
- (d) CVs of all Personnel have been included;
- (e) Personnel have been proposed only if they meet the Conditions of Eligibility laid down at Clause 2.2.2 (E) of the RFP;

- (f) no alternative proposal for any Personnel is being made and only one CV for each position has been furnished;
- (g) The CVs have been recently signed and dated in blue ink by the respective Personnel and countersigned by the Applicant. Photocopy or unsigned / countersigned CVs shall be rejected;
- (h) the CVs shall contain an undertaking from the respective Personnel about his/her availability for the duration specified in the RFP;
- (i) Personnel proposed have good working knowledge of English and Hindi language;
- (j) Personnel would be available for the period indicated in the TOR;
- (k) No Personnel should have attained the age of 65 years at the time of submitting the proposal; and
- (l) The proposal is responsive in terms of Clause 2.21.3.

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 Personnel makes a false averment regarding his qualification, experience or other particulars, he shall be liable to be debarred for any future assignment of the Authority for a period of 3 (three) years. The award of this Consultancy to the Applicant may also be liable to cancellation in such an event.

2.14.5 The Technical Proposal shall not include any financial information relating to the Financial Proposal.

2.14.6 The proposed team shall include experts and specialists (the “**Professional Personnel**”) in their respective areas of expertise and managerial/support staff (the “**Support Personnel**”) such that the Consultant should be able to complete the Consultancy within the specified time schedule. The Personnel specified in Clause 2.1.4 shall be included in the proposed team of Professional Personnel. The team shall comprise other competent and experienced professional personnel in the relevant areas of expertise (where applicable) as required for successful completion of this Consultancy. The CV of each such professional personnel, if any, should also be submitted in the format at Form-11 of Appendix-I.

2.14.7 An Applicant may, from time to time, if it considers necessary, propose suitable Sub-Consultants in specific areas of expertise (where applicable). Credentials of such Sub-Consultants should be submitted by the Applicant in Form-12 of Appendix-I. A Sub-Consultant, however, shall not be a substitute for any Personnel.

2.14.8 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 thereunder.

2.14.9 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, 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 Authority without the Authority being liable in any manner whatsoever to the Selected Applicant or Consultant, as the case may be.

In such an event, the Authority shall forfeit and appropriate the 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.

## **2.15 Financial Proposal**

2.15.1 The Financial Proposal shall be submitted duly signed in the formats clearly indicating the total cost of the Consultancy in both figures and words, in Indian Rupees, and signed by the Applicant's Authorised Representative. In the event of any difference between figures and words, the amount indicated in words shall prevail. In the event of a difference between the arithmetic total and the total shown in the Financial Proposal, the lower of the two shall prevail.

2.15.2 While submitting the Financial Proposal, the Applicant shall ensure the following:

- (i) All the costs associated with the assignment shall be included in the Financial Proposal. These shall normally cover remuneration for all the Personnel (Expatriate and Resident, in the field, office etc), accommodation, air fare, equipment, printing of documents, etc. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption, and shall be final and binding. In case 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. For the avoidance of doubt, it is clarified that taxes (Service Tax/GST) shall be deemed to be not included in the costs shown under different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per Applicable Laws.
- (iii) Costs (including break down of costs) shall be expressed in INR.

## **2.16 Submission of Proposal**

2.16.1 The Applicants shall submit the Bid Proposal in physical form as per date and time mentioned in Clause 1.8. The applicants shall submit the Bid Proposal in hardbound or spiral bound form with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be initialed by the Authorized Representative of the Applicant as per the terms of this RFP.

2.16.2 The Proposal will be sealed in an outer envelope which will bear the address of the Authority, RFP Notice number, Consultancy name as indicated at Clause 1.11.1 and 1.11.3 and the name and address of the Applicant. It shall bear on top, the following:

**“Do not open, except in presence of the Authorised Person of the Authority”**

If the envelope is not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and consequent losses, if any, suffered by the Applicant.

2.16.3 **Hard Copy Submission:** The original copy of the ‘Technical Proposal’ shall be placed in a sealed envelope clearly marked ‘Technical Proposal’. The envelope marked ‘Technical Proposal’ shall contain the Application in the prescribed format (Form 1 of Appendix-I) along with Forms 2 to 12 of Appendix-I and supporting documents along with Bid Security as mentioned in Clause 2.20.1.

2.16.4 The Technical Proposal and Financial Proposal shall be typed or written in indelible ink and signed by the Authorised Representative of the Applicant. All pages of the original Technical Proposal and Financial Proposal must be numbered and initialed by the person or persons or Authorised Signatory signing the Proposal.

2.16.5 The completed Proposal must be submitted on or before the specified time on PDD as per clause 1.8. Proposals submitted by fax, telex, telegram or e-mail shall not be entertained. Technical Proposal shall be submitted in Physical form in original form dully signed by the competent person of the company.

2.16.6 The Proposal shall be made in the Forms specified in this RFP. Any attachment to such Forms must be provided on separate sheets of paper and only information that is directly relevant should be provided. This may include photocopies of the relevant pages of printed documents. No separate documents like printed annual statements, firm profiles, copy of contracts etc. will be entertained.

2.16.7 The rates quoted shall be firm throughout the period of performance of the assignment up to and including discharge of all obligations of the Consultant under the Agreement.

## **2.17 Proposal Due Date (PDD)**

2.17.1 Proposal should be submitted on or before the Proposal Due Date specified in Clause 1.8 at the address provided in Clause 1.11 in the manner and form as

detailed in this RFP. A receipt thereof should be obtained from the person specified therein.

2.17.2 The Authority may, in its sole discretion, extend the PDD as mentioned in clause 1.8 by issuing an Addendum in accordance with Clause 2.11 uniformly for all Applicants.

## **2.18 Late Proposals**

Proposals received by the Authority after the specified time on Proposal Due Date shall not be eligible for consideration and shall be summarily rejected.

## **2.19 Withdrawal of Proposals**

2.19.1 The Applicant may withdraw its Proposal after it has been submitted by sending a written Withdrawal Notice, duly signed by an authorised representative, and including a copy of the authorisation document. The Withdrawal Notice must be:

- a) submitted in accordance with Clause 2.16 and the respective envelopes shall be clearly marked 'WITHDRAWAL'; and
- b) received by the Authority prior to the deadline prescribed by the Authority for submission of Proposals.

2.19.2 Proposals that are withdrawn in accordance with Clause 2.19.1 shall be returned unopened to the Consultant.

2.19.3 No Proposal shall be withdrawn in the interval between the deadline for submission of Proposals and the expiration of the period of Proposal validity specified in the Data Sheet or any extension thereof, except in the case of a request by the Authority to extend the Proposal validity.

## **2.20 Bid Security**

2.20.1 The Applicant shall furnish as part of its Proposal, a bid security of Rs. 5,00,000 (Rupees five lakhs) "**Bid Security**", returnable not later than 60 (sixty) days from PDD as per clause 1.8 except in case of the two highest ranked Applicants as required in Clause 2.25.1.

2.20.2 In the event that the first ranked Applicant commences the assignment as required in Clause 2.30, the second ranked Applicant, who has been kept in reserve, shall be returned its Bid Security forthwith, but in no case not later than 120 (one hundred and twenty) days from PDD as per clause 1.8. The Selected Applicant's Bid Security shall be returned, upon the Applicant signing the Agreement and completing the Deliverables assigned to it for the first 2 (two) months of the Consultancy in accordance with the provisions thereof.

2.20.3 Any Bid not accompanied by the Bid Security shall be rejected by the Authority as non-responsive.

2.20.4 The Authority shall not be liable to pay any interest on the Bid Security and the same shall be interest free.

2.20.5 The Applicant, by submitting its Application pursuant to this RFP, shall be deemed to have acknowledged that without prejudice to the Authority's any other right or remedy hereunder or in law or otherwise, the Bid Security shall be forfeited and appropriated by the Authority as the mutually agreed pre-estimated compensation and damage payable to the Authority for, inter alia, the time, cost and effort of the Authority 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 in Section 4 of this RFP;
- (b) If an Applicant withdraws its Proposal during the period of its validity as specified in this RFP and as extended by the Applicant from time to time;
- (c) In the case of the Selected Applicant, if the Applicant fails to reconfirm its commitments during negotiations as required vide Clause 2.25.1;
- (d) In the case of a Selected Applicant, if the Applicant fails to sign the Agreement or commence the assignment as specified in Clauses 2.29 and 2.30 respectively; or
- (e) If the Applicant is found to have a Conflict of Interest as specified in Clause 2.3.

## **2.21 Performance Security**

2.21.1 The Applicant, by submitting its Application pursuant to this RFP, shall be deemed to have acknowledged that without prejudice to the Authority's any other right or remedy hereunder or in law or otherwise, its Performance Security in the form of bank guarantee shall be forfeited and appropriated by the Authority as the mutually agreed pre-estimated compensation and damages payable to the Authority for, inter alia, the time, cost and effort of the Authority 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 in Clause 4.1 of this RFP;
- (b) if the Applicant is found to have a Conflict of Interest as specified in Clause 2.3; and
- (c) if the selected Applicant commits a breach of the Agreement.

2.21.2 An amount equal to 5% (five per cent) of the Agreement Value shall be deemed to be the Performance Security for the purposes of this Clause 2.21, which may be forfeited and appropriated in accordance with the provisions hereof.

## **D. EVALUATION PROCESS**

### **2.22 Evaluation of Proposals**

- 2.22.1 The Authority shall open the Proposals on the PDD as specified in clause 1.8, at the place and time specified in Clause 1.11 and in the presence of the Applicants who choose to attend. The envelopes marked “Technical Proposal” shall be opened first.
- 2.22.2 Proposals for which a notice of withdrawal has been submitted in accordance with Clause 2.19 shall not be opened.
- 2.22.3 Prior to evaluation of Proposals, the Authority will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive only if:
- (a) the Technical Proposal is received in the form specified at Appendix-I;
  - (b) it is received by the PDD as per clause 1.8 including any extension thereof pursuant to Clause 2.18;
  - (c) it is signed, sealed, bound together in hard cover or spiral bound and marked as stipulated in Clauses 2.13 and 2.16;
  - (d) it is accompanied by the Power of Attorney as specified in Clause 2.2.4;
  - (e) it contains all the information (complete in all respects) as requested in the RFP;
  - (f) it does not contain any condition or qualification; and
  - (g) it is not non-responsive in terms hereof.
- 2.22.4 The Authority 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 Authority in respect of such Proposals.
- 2.22.5 The Authority shall subsequently examine and evaluate Proposals in accordance with the Selection Process specified at Clause 1.6 and the criteria set out in Section 3 of this RFP.
- 2.22.6 After the technical evaluation, the Authority shall prepare a list of pre-qualified Applicants in terms of Clause 3.2 for opening of their Financial Proposals. A date, time and venue will be notified to all Applicants for announcing the result of evaluation and opening of Financial Proposals. Before opening of the Financial Proposals, the list of pre-qualified Applicants along with their Technical Scores will be read out. The opening of Financial Proposals shall be done in presence of respective representatives of Applicants who choose to be present. The Authority will not entertain any query or clarification from Applicants who fail to qualify at any stage of the Selection Process. The financial evaluation and final ranking of the Proposals shall be carried out in terms of Clauses 3.3 and 3.4.

- 2.22.7 Applicants are advised that Selection shall be entirely at the discretion of the Authority. Applicants shall be deemed to have understood and agreed that the Authority shall not be required to provide any explanation or justification in respect of any aspect of the Selection Process or Selection.
- 2.22.8 Any information contained in the Proposal shall not in any way be construed as binding on the Authority, its agents, successors or assigns, but shall be binding against the Applicant if the Consultancy is subsequently awarded to it.

## **2.23 Confidentiality**

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 Authority in relation to matters arising out of, or concerning the Selection Process. The Authority 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 Authority 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 is to enforce or assert any right or privilege of the statutory entity and/or the Authority or as may be required by law or in connection with any legal process.

## **2.24 Clarifications**

- 2.24.1 To facilitate evaluation of Proposals, the Authority 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 Authority for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.
- 2.24.2 If an Applicant does not provide clarifications sought under Clause 2.24.1 above within the specified time, its Proposal shall be liable to be rejected. In case the Proposal is not rejected, the Authority 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 Authority.

## **E. APPOINTMENT OF CONSULTANT**

### **2.25 Negotiations**

- 2.25.1 The Selected Applicant may, if necessary, be invited for negotiations. The negotiations shall generally not be for reducing the price of the Proposal, but will be for re-confirming the obligations of the Consultant under this RFP. Issues such as deployment of Personnel, understanding of the RFP, methodology and quality of the work plan shall be discussed during negotiations. A Personnel who did not score 60% (sixty per cent) marks as required under Clause 3.1.2 shall be replaced by the Applicant with a better candidate to the satisfaction of the Authority. In case the Selected Applicant fails to reconfirm its commitment,

the Authority reserves the right to designate the next ranked Applicant as the Selected Applicant and invite it for negotiations.

2.25.2 The Authority will examine the CVs of all other Professional Personnel and those not found suitable shall be replaced by the Applicant to the satisfaction of the Authority.

2.25.3 The Authority will examine the credentials of all Sub-Consultants proposed for this Consultancy and those not found suitable shall be replaced by the Applicant to the satisfaction of the Authority.

## **2.26 Substitution of Personnel**

2.26.1 The Authority will not normally consider any request of the Selected Applicant for substitution of Personnel. Substitution will, however, be permitted if the Personnel is not available in case of resignation/ unavoidable health issues, subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Authority. No penalty will be deducted for the above stated scenario. Also, for the replacement asked by Authority, no penalty will be deducted. Otherwise, 5% deduction will be imposed on the present rate against each replacement.

## **2.27 Indemnity**

The Consultant shall, subject to the provisions of the Agreement, indemnify the Authority, 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.

## **2.28 Award of Consultancy**

After selection, a Letter of Award (the “**LOA**”) shall be issued, in duplicate, by the Authority to the Selected Applicant and the Selected Applicant shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Applicant is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the Bid Security of such Applicant as mutually agreed genuine pre estimated loss and damage suffered by the Authority on account of failure of the Selected Applicant to acknowledge the LOA, and the next highest ranking Applicant may be considered.

## **2.29 Execution of Agreement**

After acknowledgement of the LOA as aforesaid by the Selected Applicant, it shall execute the Agreement within the period prescribed in Clause 1.8. The Selected Applicant shall not be entitled to seek any deviation in the Agreement.

## **2.30 Commencement of assignment /**

The Consultant shall commence the Services at the Project site within 14 (fourteen) 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 2.29 or commence the assignment as specified herein, the Authority may invite the second ranked Applicant for negotiations. In such an event, the Bid Security of the first ranked Applicant shall be forfeited and appropriated in accordance with the provisions of Clause 2.20.5.

### 2.31 Proprietary data

Subject to the provisions of Clause 2.23, all documents and other information provided by the Authority or submitted by an Applicant to the Authority shall remain or become the property of the Authority. Applicants and the Consultant, as the case may be, are to treat all information as strictly confidential. The Authority will not return any Proposal or any information related thereto. All information collected, analysed, processed or in whatever manner provided by the Consultant to the Authority in relation to the Consultancy shall be the property of the Authority.

## 3. CRITERIA FOR EVALUATION

### 3.1 Evaluation of Technical Proposals

The following criteria will be used for technical evaluation of the proposal submitted :

#	Technical Evaluation Criteria	Marks	Documentary Evidence
<b>TQ 1.0</b>	<b>Company's Financial Profile</b>  <b>Marking Criteria:</b> Marks will be awarded based on average annual turnover as defined above in the last three financial years (2016-17, 2017-18, 2018-19)	<b>5</b>	Audited financial statements for three Financial Years (2018-19,2019-20,2020-21)/ Statutory auditor's certificate clearly specifying the annual turnover for the specified years.
TQ 1.1	> 100 Crores and <=150 Crores	1	
TQ 1.2	>150 Crores and <=200 Crores	2	
TQ 1.3	>200 Crores and <=500 Crores	3	
TQ 1.4	>500 Crores	5	
<b>TQ 2.0</b>	<b>CMMi Level Certification</b>	<b>0</b>	
TQ 2.1	CMMi Level 3	0	
TQ 2.2	CMMi Level 5	0	
<b>TQ 3.0</b>	<b>ISO 9001 Certification</b>	<b>2</b>	Copy of the certificate
TQ 3.1	ISO 9001	2	
<b>TQ 4.0</b>	<b>Years of Business</b>	<b>3</b>	Copy of Audited Balance sheet/

#	Technical Evaluation Criteria	Marks	Documentary Evidence
TQ 4.1	>5 years and <=7 years	1	projects work Orders/ Lol/ LoA/ Agreement
TQ 4.2	>7 years and <=10 years	2	
TQ 4.3	>10 years	3	
<b>TQ 5.0</b>	<b>Professional / Consultant on the pay rolls of the Company</b>	<b>5</b>	Certificate from HR
TQ 5.1	>100 and <=200	1	
TQ 5.2	>200 and <=300	2	
TQ 5.3	>300 and <=400	3	
TQ 5.4	>400 and <=500	4	
TQ 5.5	>500	5	
<b>TQ 6.0</b>	<b>Relevant Experience</b>	<b>20</b>	
<b>TQ 6.1</b>	The bidder should have project experience as PMU/PMC/PDMC with any Government Department or its Agencies / Corporations in India during the last 5 financial years (since April 2014)  <b>Min. Value of each project = INR 1 Cr.</b>  <b>Project status = Completed / Ongoing</b>	5	1. Lol/LoA/Agreement
TQ 6.1.1	>3 and <=5 projects	1	
TQ 6.1.1	>5 and <=7 projects	3	
TQ 6.1.1	>7 and <=10 projects	4	
TQ 6.1.1	>10 projects	5	
<b>TQ 6.2</b>	The bidder should have project experience as PMU/PMC/PDMC in Jharkhand (Government Department, its agencies/corporations) during the last financial 5 years (since April 2014).  <b>Min. Value of project = INR 1 Cr.</b>  <b>Project status = Completed / Ongoing</b>	5	1. Lol/LoA/Agreement
TQ 6.2.1	1 project	1	

#	Technical Evaluation Criteria	Marks	Documentary Evidence
TQ 6.2.2	2 projects	3	
TQ 6.2.3	3 or more projects and at least one project is with Urban Development and Housing Department or with its agencies (SUDA, DMA, RSCCL, JUIDCO) / corporations.	5	
<b>TQ 6.3</b>	The bidder should have project experience as PMU/PMC under ongoing smart city mission  <b>Minimum value of project = INR 1 Cr.</b>  <b>Project status = Completed /Ongoing</b>	5	Lol/LoA/Agreement
/TQ 6.3.1	1 project	1	
TQ 6.3.2	2 projects	2	
TQ 6.3.3	3 projects	3	
TQ 6.3.4	More than 3 projects	5	
<b>TQ 6.4</b>	The bidder should have project management consultant/ Design and/or Supervision consultant experience in Integrated ICT Systems/applications during the last 5 financial years (since April 2014)  <b>Minimum value of project = INR 50 Lakhs</b>  <b>Project status = Completed /Ongoing</b>	5	Lol/LoA/Agreement with Scope of Work
TQ 6.4.1	Per projects 1 marks (maximum 5 projects)	5	
<b>TQ 7.0</b>	<b>Proposed Personnel (refer Annexure A for position wise scoring breakups)</b>	<b>35</b>	
TQ 7.1	Project Manager cum Urban Management Specialist	6	CV signed by Expert and Authorized Representative
TQ 7.2	e-Governance / ICT Specialist	5	
TQ 7.3	IT Infrastructure Expert	5	
TQ 7.4	Urban Finance expert	5	
TQ 7.5	Transport Planner	5	

#	Technical Evaluation Criteria	Marks	Documentary Evidence
TQ 7.6	PPP-Infrastructure Expert	5	
TQ 7.7	PPP- Marketing Expert	4	
<b>TQ 8.0</b>	<b>Technical Presentation</b> ( <i>Approach and Methodology, Understanding of the Scope of Work</i> )	<b>10</b>	Technical Presentation ( <i>Understanding of work environment and limitation and clear roadmap to address the roadblocks will be preferred</i> )
	<b>Total</b>	<b>80</b>	

### **Award Criteria**

- Bidder will be selected under the Quality cum Cost Based System (QCBS) with weightages on 80:20 (Technical proposal and financial proposal).
- The lowest Financial Proposal ( $F_t$ ) will be given a financial score ( $S_f$ ) of 20 points. The financial scores ( $S_f$ ) of the other Financial Proposals will be determined using the following formula:

$$S_f = 20 \times F_t / F;$$

In which  $S_f$  is the financial score,  $F_t$  is the lowest Financial Proposal, and  $F$  is the Financial Proposal (in Rs) under consideration. Proposals will be finally be ranked in accordance with their combined technical ( $S_t$ ) and financial ( $S_f$ ) scores:

$$S = S_t + S_f$$

Where  $S$  is the absolute combined score,  $S_t$  for absolute Technical score,  $S_f$  for absolute financial score.

## Annexure A

#	Resource Role	Maximum Marks	Other Requirements
1.	Project Manager cum Urban Management Specialist	6.0	<p><b>Educational Qualification (1.5 Marks):</b></p> <ul style="list-style-type: none"> <li>BE/ B.Tech in Civil= 0.5 Mark</li> </ul> <p>Additional Qualification:</p> <ul style="list-style-type: none"> <li>Post Graduate Degree in Urban Planning = 1 Mark</li> </ul> <p><b>Work experience (4.5 Marks):</b></p> <ul style="list-style-type: none"> <li>&lt; 10 Years = disqualify</li> <li>=&gt;10 Years but &lt;11 years = qualify but will score zero</li> <li>=&gt;11 Years but &lt; 12 years = 0.5</li> <li>=&gt;12 Years but &lt; 13 years = 1</li> <li>=&gt;13 Years but &lt; 14 years = 1.5</li> <li>=&gt;14 Years = 2</li> </ul> <p>Additional Experience:</p> <p>Continuous deployment (in a single project as a named resource) in any Smart City Project in India:</p> <p>Less than 12 months =0</p> <p>From 12 to 18 months = 1 Mark</p> <p>Above 18 but below 24 months = 1.5 Marks</p> <p>Above 24 months = 2 Marks</p> <p><b>Experience in GIS based Master Plan preparation = 0.5 Mark</b></p>
2.	e-Governance / ICT Specialist	5.0	<p><b>Educational Qualification (2 Mark):</b></p> <ul style="list-style-type: none"> <li>BE/ B.Tech in IT/CS/Electronics &amp; Telecommunication with MBA or equivalent (to MBA) = 1 Mark</li> </ul> <p><b>Work experience (3 Marks):</b></p> <ul style="list-style-type: none"> <li>&lt; 6 Years = disqualify</li> <li>=&gt;6 Years but &lt;7 years = qualify but will score zero</li> <li>=&gt;7 Years but &lt; 8 years = 0.5</li> <li>=&gt;8 Years but &lt; 9 years = 1</li> <li>=&gt;9 Years = 1.5</li> </ul> <p>Additional Experience:</p> <p>Continuous deployment (in a single project as a named</p>

#	Resource Role	Maximum Marks	Other Requirements
			<p>resource) in any Smart City project in India:</p> <p>Less than 12 months =0</p> <p>From 12 to 18 months = 0.5 Mark</p> <p>Above 18 but below 24 months = 1 Mark</p> <p>Above 24 months = 1.5 Marks</p>
3.	IT Infrastructure Expert	5.0	<p><b>Educational Qualification (2 Mark):</b></p> <ul style="list-style-type: none"> <li>BE/ B.Tech in IT/CS/Electronics &amp; Telecommunication/MCA/MSc. (IT) = 1 Mark</li> </ul> <p><b>Work experience (3 Marks):</b></p> <ul style="list-style-type: none"> <li>&lt; 6 Years = disqualify</li> <li>=&gt;6 Years but &lt;7 years = qualify but will score zero</li> <li>=&gt;7 Years but &lt; 8 years = 1</li> <li>=&gt;8 Years but &lt; 9 years = 2</li> <li>=&gt;9 Years = 3</li> </ul>
4.	Urban Finance expert	4.0	<p><b>Educational Qualification (1 Marks):</b></p> <ul style="list-style-type: none"> <li>Chartered Accountant (CA) = 1 Marks</li> </ul> <p><b>Work Experience (3 Marks):</b></p> <ul style="list-style-type: none"> <li>&lt; 6 Years = disqualify</li> <li>=&gt;6 Years but &lt;7 years = qualify but will score zero</li> <li>=&gt;7 Years but &lt; 8 years = 0.5</li> <li>=&gt;8 Years but &lt; 9 years = 1</li> <li>=&gt;9 Years = 1.5</li> </ul> <p>Additional Experience:</p> <p>Continuous deployment (in a single project as a named resource) in any Smart City project in India:</p> <p>Less than 12 months =0</p> <p>From 12 to 18 months = 0.5 Mark</p> <p>Above 18 but below 24 months = 1 Mark</p> <p>Above 24 months = 1.5 Marks</p>
5.	Transport Planner	5.0	<p><b>Educational Qualification (1 Marks):</b></p> <ul style="list-style-type: none"> <li>Graduate in Civil Engineering/ Bachelor of Architecture/Bachelor of Planning= 1 Mark</li> </ul> <p><b>Work Experience (3 Marks):</b></p>

#	Resource Role	Maximum Marks	Other Requirements
			<ul style="list-style-type: none"> <li>• &lt; 6 Years = disqualify</li> <li>• =&gt;6 Years but &lt;7 years = qualify but will score zero</li> <li>• =&gt;7 Years but &lt; 8 years = 1</li> <li>• =&gt;8 Years but &lt; 9 years = 2</li> <li>• =&gt;9 Years = 3</li> </ul>
6.	PPP- INFRASTRUCTURE EXPERT	5.0	<p><b>Educational Qualification (1 Marks):</b></p> <ul style="list-style-type: none"> <li>• Master's Degree in Economics/CA/MBA(Finance)= 1 Mark</li> </ul> <p><b>Relevant Work Experience (4 Marks):</b></p> <ul style="list-style-type: none"> <li>• =&gt;05 Years but &lt; 07 years = 02</li> <li>• =&gt;07 Years but &lt; 10 years = 03</li> <li>• =&gt;10 Years = 4</li> </ul>
7.	PPP- Marketing Expert	5.0	<p><b>Educational Qualification (1 Mark):</b></p> <ul style="list-style-type: none"> <li>• B.E with MBA/MBA (Marketing)/MA(Economics)=1</li> <li>• Degree(LLB) will be preferred= 1 Mark</li> </ul> <p><b>Relevant Work Experience (4 Marks):</b></p> <ul style="list-style-type: none"> <li>• =&gt;5 Years but &lt;=07 years = 02</li> <li>• &gt;07 Years but &lt; 10 years = 03</li> <li>• =&gt;10 Years = 04</li> </ul>

3.4.2 The Selected Applicant shall be the first ranked Applicant (having the highest combined score). The second ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked Applicant withdraws, or fails to comply with the requirements specified in Clauses 2.25, 2.29 and 2.30, as the case may be.

3.4.3 The TC can correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures, the former will prevail. In addition to the above corrections the items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items. In case an activity or line item is quantified in the Financial Proposal differently from the Technical Proposal, (i) if the Time-Based form of contract has been included in the RFP, the Evaluation Committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity and correct the total Proposal cost, (ii) if the Lump-Sum form of contract

has been included in the RFP, no corrections are applied to the Financial Proposal in this respect. If permitted under RFP to quote in any currency other than Indian Rupees, prices shall be converted to Indian Rupees using the selling rates of exchange, source and reference date indicated in the Data sheet. Normally, the date will be the date of opening of the tender unless specified otherwise in the Data sheet.

#### 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 Authority 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 Authority shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Authority for, *inter alia*, time, cost and effort of the Authority, in regard to the RFP, including consideration and evaluation of such Applicant’s Proposal.
- 4.2 Without prejudice to the rights of the Authority under Clause 4.1 hereinabove and the rights and remedies which the Authority may have under the LOA or the Agreement, if an Applicant or Consultant, as the case may be, is found by the Authority 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 Authority during a period of 2 (two) years from the date such Applicant or Consultant, as the case may be, is found by the Authority to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 4.3 For the purposes of this Section, 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 Authority 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 therefrom, 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 Authority, 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 Authority 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 Authority 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. PRE-PROPOSAL CONFERENCE**

5.1 Pre-Proposal Conference of the Applicants shall be convened at the designated date, time and place. Only those Applicants, who have purchased the RFP document or downloaded the same from the Official Website of the Authority, shall be allowed to participate in the Pre-Proposal Conference. A maximum of two representatives of each Applicant shall be allowed to participate on production of an authority letter from the Applicant.

5.2 During the course of Pre-Proposal Conference, the Applicants will be free to seek clarifications and make suggestions for consideration of the Authority. The Authority shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Selection Process.

## **6. MISCELLANEOUS**

6.1 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts in the State in which the Authority has its

headquarters shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

6.2 The Authority, 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 Authority 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.

6.3 It shall be deemed that by submitting the Proposal, the Applicant agrees and releases the Authority, 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.

6.4 All documents and other information supplied by the Authority or submitted by an Applicant shall remain or become, as the case may be, the property of the Authority. The Authority will not return any submissions made hereunder. Applicants are required to treat all such documents and information as strictly confidential.

6.5 The Authority reserves the right to make inquiries with any of the clients listed by the Applicants in their previous experience record.

# SCHEDULES

SCHEDULE-I  
(See Clause 1.1.3)

Consultancy Services for

Appointment of  
PMU for  
Assisting Ranchi Smart City Corporation Limited to Manage and  
Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of  
Jharkhand

## Terms of Reference (TOR)

### 7.1 Background

7.1.1 Ranchi Smart City Proposal (SCP) has been selected to implement the Area Based Development (ABD) and Pan-city proposals by Government of India (GoI) under Smart City Mission (SCM) as one of the first 13 first track cities which will be developed along with 20 cities. The Ranchi SCP proposes several initiatives in ABD and across PAN city.

### 7.2 Objective of the Assignment

7.2.1 The objective of the assignment is to provide direct assistance to Ranchi Smart City Corporation Limited of the Ranchi to manage and implement Smart City Projects as per para 10.6 of Smart City Mission Guidelines.

### 7.3 Scope of Services

7.3.1 The Consultant shall support the Ranchi Smart City Corporation Limited of the Ranchi in overall project management of Smart City projects identified by the city on the following two outputs:

- (i) Output 1: Area Based Development
- (ii) Output 2: Pan-city Solution

7.3.2 Under this assignment the consultant is required to review/monitor projects identified by the Smart City, for Area Based Development as well as for Pan City Solution (Smart City).

7.3.6 PMU shall operate full-fledged with all its Experts from their Project Office in Ranchi.

7.3.7 Without limiting the scope, the PMU shall be responsible for the following tasks:

### 7.4 Detailed Scope of Work:

#### 7.4.1 Project Implementation and Supervision

##### a. Area Based Development:

The PMU shall assist the Ranchi Smart City Corporation Limited in supervision & monitoring of the work of implementing agencies and shall be responsible for overall management of the project.

Further the PMU shall:

- i. Provide advice and guidance to the Ranchi Smart City Corporation Limited for modern procedures and guidelines for project implementation and management in general.
- ii. Prepare on behalf of Ranchi Smart City Corporation Limited monthly project progress reports describing the physical and financial progress of each subproject, highlighting impediments to the quality and progress, to be submitted to Ranchi Smart City Corporation Limited

- iii. Support Ranchi Smart City Corporation Limited in overall Project Management and coordination with implementing agencies, government agencies, private players, technology service providers and others.
- iv. To support for Master Plan related work and Providing compliance guidance as per URDPFI and other guidelines.
- v. Support RSCCL to administer government plans and policies affecting land use, zoning, public utilities, community facilities, housing, and transportation.
- vi. Coordinate environmental impact reports pertaining to ABD planning projects and programs.
- viii. Monitor the implementing agency's detailed work program and guide implementing agency in preparation of supervision schedule/ work plan
- ix. Monitor methods proposed by implementing agency including environmental, safety, personnel and public issues;
- xi. Monitor and maintain issue tracker and keep on updating the status of all risks and issues from time to time.
- xiii. Assist the Ranchi Smart City Corporation Limited in issue of completion certificates;
- xiv. Assist RSCCL in the Auction Process of plots under ABD and for RERA registration.
- xv. Assist Ranchi Smart City Corporation Limited to conduct stakeholder consultation during implementation process.
- xvi. Maintain MOHUA-project management information system (G-MIS) to track project progress and generate MIS progress reports such as physical and financial progress.
- xvii. Support Ranchi Smart City Corporation Limited to meet Statutory compliance requirements as and when required.
- xviii. Fund management support to be provided to Ranchi Smart City Corporation Limited on a regular basis.
- xix. Assist RSCCL to prepare financial model for Bus Operation which includes cashflow, revenue generation form different aspects of revenue generation earned from this service and its expenses.
- xx. Assist RSCCL to finalize land allotment rules based on which, all land parcel will be auctioned in different phases and in auction process
- xxi. Assist RSCCL and its valuers to derive a base value of land based on the land uses and other factors
- xxii. Prepare financial model for upcoming DPRs; such as Artisan Haat, Riverfront Development, RSCCL Housing, Open Space and Parks. The probable financial model includes cash flow, revenue generation form different aspects, revenue generation from the advertisement etc.
- xxiii. The Consultant shall responsible for reviewing the work of Contractors and recommend payments to RSCCL.
- xxiv. Support Ranchi Smart City Corporation Limited in documentation and presentation of outputs

- xxv. Prepare Capacity building plan for Ranchi Smart City Corporation Limited.
- xxvi. Will assist RSCCL in Integrated multimodal public transport network issues
- xxvii. To offer smart mobility ensuring adequate support in traffic system, modernization of urban transportation through clean, and green transportation facilities and introduction of Integrated transit hubs in Ranchi.
- xxviii. To optimize existing urban road space by introducing long-term policy framework for vendors, on-street parking and pedestrian safety. Assist RSCCL for expansion in public transportation service at Ranchi by route rationalization, fleet allocation, ITMS support and bus stop locations.
- xxix. Review the Junction design, signage and road network in ABD area for Ranchi Smart City along with introduction of proposed public transport system.
- xxx. Introduction of short term and long-term traffic circulation plan based on temporal changes in traffic demand to streamline the traffic by supporting transportation system at Command Control and Communication Centre.
- xxxi. To develop transportation policy and strategies that encompass the needs of all transport users including pedestrians and cyclists, and which consider environmental, efficiency and safety issues to transform into a sustainable and equitable city.

#### b. Pan-City Proposal

The project implementation support shall include

##### i. **Project Management Activities**

- a) Responsible for reviewing the deliverables submitted by C4 MSI.
- b) Monitor and maintain issue tracker and keep on updating the status of all risks and issues from time to time.
- c) Highlight deviations/issues in the deliverables of C4 MSI to relevant authority within the specified time limits and assist RSCCL in resolution of issues.
- d) Ensure that the technology standards, guidelines & frameworks are adhered to during implementation.
- e) Suggest and co-ordinate capacity building needs and training programs.
- f) Defining the escalation mechanism for timely resolution of issues & risks.
- g) Co-ordinate for STQC certification.
- h) Monitoring the performance of the C4 MSI against the base Project Plan
- i) Monitoring the performance of the overall system in terms of availability & efficiency against the service levels already defined for C4 MSI
- j) Suggest corrective and preventive measures to RSCCL and C4 MSI to enhance the performance of the system
- k) Build mechanisms to ensure coordination and consultation between all stakeholders and members of RSCCL on a continued basis to facilitate the execution of the project.

##### ii. **Monitoring the deployment and commissioning of necessary hardware**

- a) Monitoring installation and commissioning of pending ICT infrastructure implementation.
- b) Monitor the facility management services and help desk of the C4 MSI, to ensure system uptime
- c) Provide fortnightly reports to RSCCL for the status of implementation till “go-live”.

### iii. **Monitoring the O&M**

- a) Support RSCCL for monitoring of the compliance of the contractual obligations of the C4 MSI.
- b) Monitor the operations and maintenance of the overall system as per the standards and requirements defined for C4 MSI including but not limited to resolution of issues, availability of the system, updating hardware or system software etc.
- c) Ensure that the SLAs and performance levels defined for C4 MSI are met as agreement. The Consultant shall review the SLA performance, capacity and effectiveness of the helpdesk set up by the C4 MSI.
- d) Will perform SLA audit every quarter for physical infrastructure and entire IT and non-IT infrastructure to review and monitor the performance with reference to the SLA between C4 MSI and RSCCL including audit the services (such as call resolution etc.) and overall uptime of data center
- e) Will tabulate, in a template, all possible measurable parameters as defined in the SLA. These parameters shall be checked with random performance indicator against each parameter as reflected in the EMS being used to monitor the services. PMU shall collate the results in a report and submit to RSCCL.
- f) PMU shall proactively convey to the stakeholders any concerns based on the configuration of or information generated through EMS.
- g) PMU shall review the SLA performance on a quarterly basis and compute penalty for SLA non-compliance.
- h) PMU would also verify the parameters of the all SLAs, which cannot be monitored using EMS.
- i) PMU shall review the helpdesk procedures.
- j) Helpdesk must be implemented in line with ITIL leading practices for service.
- K) The consultant shall responsible for reviewing the word of system Integrator and recommend for payments to RSCCL.

### IV **Other envisaged Projects**

- a) Assist department in conducting feasibility study, drafting documents (Feasibility reports/ DPRs/RFP) for other envisaged projects like ABD Area Surveillance, Smart Poles, Intelligent Road Transport System (IRTS) etc.
- b) Exploring feasibility of other project like Smart Education, Health, Digital Payments etc.
- c) PPP Projects and necessary support related to development and execution of such projects through the PPP Infrastructure & Marketing Experts

## 7.5 Team Composition and deployment duration

The man-month required are mentioned below:

<b>S./N.</b>	<b>Personnel</b>	<b>Man Months Reqd.</b>
1	Project Manager cum Urban Management Specialist	24
2	E Governance / ICT Specialist	24
3	IT Infrastructure Expert	24
4	Urban Finance expert	24
5	Transport Expert	24
6	PPP-Infrastructure Expert	24
7	PPP- Marketing Expert	24

## **ANNEXURE I: SCP Summary**

### **I. Introduction**

- A. The capital cost of all the proposals as per SCP was Rs. 1489.27 Cr. However the revised ABD proposals account for Rs. 820 Cr Cr and the pan city proposal for about Rs. 218 Cr. Therefore, the total funding from SCM is envisaged to be about Rs 1037 Crores.
- B. The projects identified for ABD and Pan City development were finalized in consultation with stakeholders with regard to the technical and economic feasibility and sustainability etc. However,, projects which are yet to implemented may change and other projects which may be envisaged for making city smart can be adapted in consultation with the stakeholders/employer.

### **2. Area Based Development:**

- A. Area based development in Ranchi envisages development of a greenfield encumbrance free land of 648 acres. This area is well within the municipal core of RMC within 5kms distance from the central business district (CBD) and close proximity to the Proposed Capital Complex, Airport and Hatia railway station. The ABD shall aim for inclusive development and shall act as a lighthouse to the rest of the city in terms of smart features which shall be replicated to other parts of Ranchi city.
- B. The focus shall be to create an enabling educational ecosystem to create a vibrant economy while addressing the socio-economic needs. The solution shall aim at moving people and not vehicles, improving the livability by leveraging ICT.
- C. The smart features executed successfully in the ABD area shall be replicated to the rest of the city in phased manner through strategic projects taken up by the SPV. D. The set of projects identified under the ABD proposal and are currently under execution /consideration are as below:

<b>S No</b>	<b>SCM funded Projects</b>	<b>Project Cost (Cr)</b>
1	Land Development	469.96
2	Transport & Circulation (Roads) with Pedestrian facility duct for utilities including gas line, power line, Optical fibre, provision for sewerage & drainage	
3	Water Supply and Reuse of Recycled Water	
4	Waste Water Management -Sewerage & Sanitation	
5	Water Management - Storm Water Drainage	

6	Street Lighting for RSC (ABD Site)	
7	Construction power arrangement	
8	Power Distribution Infrastructure for RSC (ABD Site)	
9	Over head line Shifting of 33kV & 11kV and 33/11 kV HMTP Substation Shifting	17.70
10	220/33 kV GIS SS and Transmission Lines, Cables and Shifting 132kV OH-line to UG-cable	226.00
11	Water supply project for bringing 12 MLD water from Hatia to ABD site	10.09
13	Solid waste management system	5.00
14	DPR for Open Spaces & Park Development (phase-1)	90.53
15	DPR for Open Spaces & Park Development (phase-2)	
16	DPR for Riverfront Development ( package-1)	
17	DPR for Riverfront Development ( package-2)	
	<b>TOTAL</b>	<b>819.28</b>

### 3. Pan City Proposal:

A. Ranchi Integrated Traffic and Transport System (RITTS) aims at integrating all the present and upcoming solution related to transport and traffic under one umbrella through ICT.

B. It will provide digital platform for integrating Public transport management, Parking management, Corridor Management (Traffic), IPT Integration, Fare management along with integration of ABD's transport and traffic needs. It is housed in a central control and command centre which shall act as epicentre to all the traffic and transport related decision making and also cater to the safety and security environment of Ranchi city and in future shall be scaled to other utilities including SWM.

C. The set of projects identified under the PCP is as below:

SI	SCM funded Projects	Cost (Cr)
1	Command Control and Communication Centre	164.85
2	Public transport system- phase I, buses, bus stop, IPT Integration, Fare management, IPTS	52.5
	<b>TOTAL</b>	<b>217.35 Cr</b>

(See Clause 2.1.3)

## **CONTRACT FOR CONSULTANT'S SERVICES**

### **–: Project Name :–**

Project Management for Assisting Ranchi Smart City Corporation Limited to Manage and Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of Jharkhand

**Contract No.** \_\_\_\_\_  
between

\_\_\_\_\_  
**[Name of the Authority]**

and

\_\_\_\_\_  
**[Name of the Consultant]**

**Dated:** \_\_\_\_\_

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## AGREEMENT

### Appointment of Project Management for Ranchi Smart City

This AGREEMENT (hereinafter called the “**Agreement**”) is made on the ..... day of the month of ..... 20..., between, on the one hand, the Ranchi Smart City Corporation Ltd. acting through its Chairman-cum-Managing Director (hereinafter called the “**Authority**” which expression shall include their respective successors and permitted assigns, unless the context otherwise requires) and, on the other hand, ..... (hereinafter called the “**Consultant**” which expression shall include their respective successors and permitted assigns).

#### WHEREAS

- (A) The Authority vide its Request for Proposal for appointment of Project Management for Ranchi smart city (hereinafter called the “**Consultancy**”) for the Ranchi Smart City Project (hereinafter called the “**Project**”);
- (B) the Consultant submitted its proposals for the aforesaid work, whereby the Consultant represented to the Authority that it had the required professional skills, and in the said proposals the Consultant also agreed to provide the Services to the Authority on the terms and conditions as set forth in the RFP and this Agreement; and
- (C) the Authority, on acceptance of the aforesaid proposals of the Consultant, awarded the Consultancy to the Consultant vide its Letter of Award dated ..... (the “**LOA**”); and
- (D) in pursuance of the LOA, the parties have agreed to enter into this Agreement.

NOW, THEREFORE, the parties hereto hereby agree as follows:

#### I. GENERAL

##### I.1 Definitions and Interpretation

I.1.1 The words and expressions beginning with capital letters and defined in this Agreement shall, unless the context otherwise requires, have the meaning hereinafter respectively assigned to them:

- (a) “**Agreement**” means this Agreement, together with all the Annexes;
- (b) “**Agreement Value**” shall have the meaning set forth in Clause 6.1.2;
- (c) “**Applicable Laws**” means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time;
- (d) “**Confidential Information**” shall have the meaning set forth in Clause 3.3;

- (e) “**Conflict of Interest**” shall have the meaning set forth in Clause 3.2 read with the provisions of RFP;
- (f) “**Dispute**” shall have the meaning set forth in Clause 9.2.1;
- (g) “**Effective Date**” means the date on which this Agreement comes into force and effect pursuant to Clause 2.1;
- (h) “**Government**” means the Government of Jharkhand;
- (i) “**INR, Re. or Rs.**” means Indian Rupees;
- (l) “**Member**”, in case the Consultant consists of a joint venture or consortium of more than one entity, means any of these entities, and “**Members**” means all of these entities;
- (m) “**Party**” means the Authority or the Consultant, as the case may be, and Parties means both of them;
- (n) “**Personnel**” means persons hired by the Consultant or by any Sub-Consultant as employees and assigned to the performance of the Services or any part thereof;
- (o) “**Resident Personnel**” means such persons who at the time of being so hired had their domicile inside India;
- (p) “**RFP**” means the Request for Proposal document in response to which the Consultant’s proposal for providing Services was accepted;
- (q) “**Services**” means the work to be performed by the Consultant pursuant to this Agreement, as described in the Terms of Reference hereto;
- (r) “**Sub-Consultant**” means any entity to which the Consultant subcontracts any part of the Services in accordance with the provisions of Clause 4.7; and
- (s) “**Third Party**” means any person or entity other than the Government, the Authority, the Consultant or a Sub-Consultant.

All terms and words not defined herein shall, unless the context otherwise requires, have the meaning assigned to them in the RFP.

1.1.2 The following documents along with all addenda issued thereto shall be deemed to form and be read and construed as integral parts of this Agreement and in case of any contradiction between or among them the priority in which a document would prevail over another would be as laid down below beginning from the highest priority to the lowest priority:

- (a) Agreement;
- (b) Annexes of Agreement;
- (c) RFP; and

- (d) Letter of Award.

## **1.2 Relation between the Parties**

Nothing contained herein shall be construed as establishing a relation of master and servant or of agent and principal as between the Authority and the Consultant. The Consultant shall, subject to this Agreement, have complete charge of Personnel performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

## **1.3 Rights and obligations**

The mutual rights and obligations of the Authority and the Consultant shall be as set forth in the Agreement, in particular:

- (a) the Consultant shall carry out the Services in accordance with the provisions of the Agreement; and
- (b) the Authority shall make payments to the Consultant in accordance with the provisions of the Agreement.

## **1.4 Governing law and jurisdiction**

This Agreement shall be construed and interpreted in accordance with and governed by the laws of India, and the courts in the State in which the Authority has its headquarters shall have exclusive jurisdiction over matters arising out of or relating to this Agreement.

## **1.5 Language**

All notices required to be given by one Party to the other Party and all other communications, documentation and proceedings which are in any way relevant to this Agreement shall be in writing and in English language.

## **1.6 Table of contents and headings**

The table of contents, headings or sub-headings in this Agreement are for convenience of reference only and shall not be used in, and shall not affect, the construction or interpretation of this Agreement.

## **1.7 Notices**

Any notice or other communication to be given by any Party to the other Party under or in connection with the matters contemplated by this Agreement shall be in writing and shall:

- (a) in the case of the Consultant, be given by e-mail and by letter delivered by hand to the address given and marked for attention of the Consultant's Representative set out below in Clause 1.10 or to such other person as the Consultant may from time to time designate by notice to the Authority; provided that notices or other communications to be given to an address outside the city specified in Sub-clause (b) below may, if they are subsequently confirmed by

sending a copy thereof by registered acknowledgement due, air mail or by courier, be sent by e-mail to the number as the Consultant may from time to time specify by notice to the Authority;

- (b) in the case of the Authority, be given by e-mail and by letter delivered by hand and be addressed to the Authority with a copy delivered to the Authority Representative set out below in Clause 1.10 or to such other person as the Authority may from time to time designate by notice to the Consultant; provided that if the Consultant does not have an office in the same city as the Authority's office, it may send such notice by email and by registered acknowledgement due, air mail or by courier; and
- (c) any notice or communication by a Party to the other Party, given in accordance herewith, shall be deemed to have been delivered when in the normal course of post it ought to have been delivered and in all other cases, it shall be deemed to have been delivered on the actual date and time of delivery; provided that in the case of e-mail, it shall be deemed to have been delivered on the working days following the date of its delivery.

## **1.8 Location**

The Services shall be performed at the site of the Project in accordance with the provisions of RFP and at such locations as are incidental thereto, including the offices of the Consultant.

## **1.9 Authority of Member-in-charge**

In case the Consultant consists of a consortium of more than one entity, the Parties agree that the Lead Member shall act on behalf of the Members in exercising all the Consultant's rights and obligations towards the Authority under this Agreement, including without limitation the receiving of instructions and payments from the Authority. **However, in this case, Consortium is not permitted.**

## **1.10 Authorised Representatives**

1.10.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Agreement by the Authority or the Consultant, as the case may be, may be taken or executed by the officials specified in this Clause 1.10.

1.10.2 The Authority may, from time to time, designate one of its officials as the Authority Representative. Unless otherwise notified, the Authority Representative shall be:

.....

.....

Tel: .....

Mobile: .....

Email: .....

1.10.3 The Consultant may designate one of its employees as Consultant's Representative. Unless otherwise notified, the Consultant's Representative shall be:

.....

.....

Tel: .....

Mobile: .....

Email: .....

### **1.11 Taxes and duties**

Unless otherwise specified in the Agreement, the Consultant shall pay all such taxes, duties, fees and other impositions as may be levied under the Applicable Laws and the Authority shall perform such duties in regard to the deduction of such taxes as may be lawfully imposed on it.

## **2. COMMENCEMENT, COMPLETION AND TERMINATION OF AGREEMENT**

### **2.1 Effectiveness of Agreement**

This Agreement shall come into force and effect on the date of this Agreement (the "**Effective Date**").

### **2.2 Commencement of Services**

The Consultant shall commence the Services within a period of 7 (seven) days from the Effective Date, unless otherwise agreed by the Parties.

### **2.3 Termination of Agreement for failure to commence Services**

If the Consultant does not commence the Services within the period specified in Clause 2.2 above, the Authority may, by not less than 2 (two) weeks' notice to the Consultant, declare this Agreement to be null and void, and in the event of such a declaration, the Bid Security of the Consultant shall stand forfeited.

## 2.4 Expiry of Agreement and Project Extension

Unless terminated earlier pursuant to Clauses 2.3 or 2.9 hereof, this Agreement shall, unless extended by the Parties by mutual consent, expire upon the earlier of (i) expiry of a period of 90 (ninety) days after the delivery of the final deliverable to the Authority; and (ii) the expiry of [1 (one) year] from the Effective Date. Upon Termination, the Authority shall make payments of all amounts due to the Consultant hereunder.

The project can be extended on mutual consent between Consultant and Authority for a period of upto 2 years after completion of 24 months.

## 2.5 Entire Agreement

2.5.1 This Agreement and the Annexes together constitute a complete and exclusive statement of the terms of the agreement between the Parties on the subject hereof, and no amendment or modification hereto shall be valid and effective unless such modification or amendment is agreed to in writing by the Parties and duly executed by persons especially empowered in this behalf by the respective Parties. All prior written or oral understandings, offers or other communications of every kind pertaining to this Agreement are abrogated and withdrawn; provided, however, that the obligations of the Consultant arising out of the provisions of the RFP shall continue to subsist and shall be deemed to form part of this Agreement.

2.5.2 Without prejudice to the generality of the provisions of Clause 2.5.1, on matters not covered by this Agreement, the provisions of RFP shall apply.

## 2.6 Modification of Agreement

Modification of the terms and conditions of this Agreement, including any modification of the scope of the Services, may only be made by written agreement between the Parties. Pursuant to Clauses 4.2.3 and 6.1.3 hereof, however, each Party shall give due consideration to any proposals for modification made by the other Party.

## 2.7 Force Majeure

### 2.7.1 Definition

- (a) For the purposes of this Agreement, “**Force Majeure**” means an event which is beyond the reasonable control of a Party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the

power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

- (b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or such Party's SubConsultant or agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Agreement, and (B) avoid or overcome in the carrying out of its obligations hereunder.
- (c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

#### 2.7.2 No breach of Agreement

The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Agreement insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Agreement.

#### 2.7.3 Measures to be taken

- (a) A Party affected by an event of Force Majeure shall take all reasonable measures to remove such Party's inability to fulfil its obligations hereunder with a minimum of delay.
- (b) A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any event not later than 14 (fourteen) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal conditions as soon as possible.
- (c) The Parties shall take all reasonable measures to minimise the consequences of any event of Force Majeure.

#### 2.7.4 Extension of time

Any period within which a Party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

#### 2.7.5 Payments

During the period of its inability to perform the Services as a result of an event of Force Majeure, the Consultant shall be entitled to be reimbursed for Additional Costs reasonably and necessarily incurred by it during such period for the purposes of the Services and in reactivating the Services after the end of such period.

#### 2.7.6 Consultation

Not later than 30 (thirty) days after the Consultant has, as the result of an event of Force Majeure, become unable to perform a material portion of the Services, the Parties shall consult with each other with a view to agreeing on appropriate measures to be taken in the circumstances.

## **2.8 Suspension of Agreement**

The Authority may, by written notice of suspension to the Consultant, suspend all payments to the Consultant hereunder if the Consultant shall be in breach of this Agreement or shall fail to perform any of its obligations under this Agreement, including the carrying out of the Services; provided that such notice of suspension (i) shall specify the nature of the breach or failure, and (ii) shall provide an opportunity to the Consultant to remedy such breach or failure within a period not exceeding 30 (thirty) days after receipt by the Consultant of such notice of suspension.

## **2.9 Termination of Agreement**

### **2.9.1 By the Authority**

The Authority may, by not less than 30 (thirty) days' written notice of termination to the Consultant, such notice to be given after the occurrence of any of the events specified in this Clause 2.9.1, terminate this Agreement if:

- (a) the Consultant fails to remedy any breach hereof or any failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Clause 2.8 hereinabove, within 30 (thirty) days of receipt of such notice of suspension or within such further period as the Authority may have subsequently granted in writing;
- (b) the Consultant becomes insolvent or bankrupt or enters into any agreement with its creditors for relief of debt or take advantage of any law for the benefit of debtors or goes into liquidation or receivership whether compulsory or voluntary;
- (c) the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause 9 hereof;
- (d) the Consultant submits to the Authority a statement which has a material effect on the rights, obligations or interests of the Authority and which the Consultant knows to be false;
- (e) any document, information, data or statement submitted by the Consultant in its Proposals, based on which the Consultant was considered eligible or successful, is found to be false, incorrect or misleading;
- (f) as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than 60 (sixty) days; or

- (g) the Authority, in its sole discretion and for any reason whatsoever, decides to terminate this Agreement.

#### 2.9.2 By the Consultant

The Consultant may, by not less than 30 (thirty) days' written notice to the Authority, such notice to be given after the occurrence of any of the events specified in this Clause 2.9.2, terminate this Agreement if:

- (a) the Authority fails to pay any money due to the Consultant pursuant to this Agreement and not subject to dispute pursuant to Clause 9 hereof within 45 (forty five) days after receiving written notice from the Consultant that such payment is overdue;
- (b) the Authority is in material breach of its obligations pursuant to this Agreement and has not remedied the same within 45 (forty five) days (or such longer period as the Consultant may have subsequently granted in writing) following the receipt by the Authority of the Consultant's notice specifying such breach;
- (c) as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than 60 (sixty) days; or
- (d) the Authority fails to comply with any final decision reached as a result of arbitration pursuant to Clause 9 hereof.

#### 2.9.3 Cessation of rights and obligations

Upon termination of this Agreement pursuant to Clauses 2.3 or 2.9 hereof, or upon expiration of this Agreement pursuant to Clause 2.4 hereof, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, or which expressly survive such Termination; (ii) the obligation of confidentiality set forth in Clause 3.3 hereof; (iii) the Consultant's obligation to permit inspection, copying and auditing of such of its accounts and records set forth in Clause 3.6, as relate to the Consultant's Services provided under this Agreement; and (iv) any right or remedy which a Party may have under this Agreement or the Applicable Law.

#### 2.9.4 Cessation of Services

Upon termination of this Agreement by notice of either Party to the other pursuant to Clauses 2.9.1 or 2.9.2 hereof, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant and equipment and materials furnished by the Authority, the Consultant shall proceed as provided respectively by Clauses 3.9 or 3.10 hereof.

### 2.9.5 Payment upon Termination

Upon termination of this Agreement pursuant to Clauses 2.9.1 or 2.9.2 hereof, the Authority shall make the following payments to the Consultant (after offsetting against these payments any amount that may be due from the Consultant to the Authority):

- (i) remuneration pursuant to Clause 6 hereof for Services satisfactorily performed prior to the date of termination;
- (ii) reimbursable expenditures pursuant to Clause 6 hereof for expenditures actually incurred prior to the date of termination; and
- (iii) except in the case of termination pursuant to sub-clauses (a) through (e) of Clause 2.9.1 hereof, reimbursement of any reasonable cost incidental to the prompt and orderly termination of the Agreement including the cost of the return travel of the Consultant's personnel.

### 2.9.6 Disputes about Events of Termination

If either Party disputes whether an event specified in Clause 2.9.1 or in Clause 2.9.2 hereof has occurred, such Party may, within 30 (thirty) days after receipt of notice of termination from the other Party, refer the matter to arbitration pursuant to Clause 9 hereof, and this Agreement shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

## 3. OBLIGATIONS OF THE CONSULTANT

### 3.1 General

#### 3.1.1 Standards of Performance

The Consultant shall perform the Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Agreement or to the Services, as a faithful adviser to the Authority, and shall at all times support and safeguard the Authority's legitimate interests in any dealings with Sub-Consultants or Third Parties.

#### 3.1.2 Terms of Reference

The scope of services to be performed by the Consultant is specified in the Terms of Reference (the “**TOR**”) at Annex-I of this Agreement. The Consultant shall provide the Deliverables specified therein in conformity with the time schedule stated therein.

### 3.1.3 Applicable Laws

The Consultant shall perform the Services in accordance with the Applicable Laws and shall take all practicable steps to ensure that any Sub-Consultant, as well as the Personnel and agents of the Consultant and any Sub-Consultant, comply with the Applicable Laws.

## 3.2 Conflict of Interest

3.2.1 The Consultant shall not have a Conflict of Interest and any breach hereof shall constitute a breach of the Agreement.

### 3.2.2 Consultant and Affiliates not to be otherwise interested in the Project

The Consultant agrees that, during the term of this Agreement and after its termination, the Consultant or any Associate thereof and any entity affiliated with the Consultant, as well as any Sub-Consultant and any entity affiliated with such Sub-Consultant, shall be disqualified from providing goods, works, services, loans or equity for any project resulting from or closely related to the Services and any breach of this obligation shall amount to a Conflict of Interest; provided that the restriction herein shall not apply after a period of five years from the completion of this assignment or to consulting assignments granted by banks/ lenders at any time; provided further that this restriction shall not apply to consultancy/ advisory services provided to the Authority in continuation of this Consultancy or to any subsequent consultancy/ advisory services provided to the Authority in accordance with the rules of the Authority. For the avoidance of doubt, an entity affiliated with the Consultant shall include a partner in the Consultant's firm or a person who holds more than 5% (five per cent) of the subscribed and paid up share capital of the Consultant, as the case may be, and any Associate thereof.

### 3.2.3 Prohibition of conflicting activities

Neither the Consultant nor its Sub-Consultant nor the Personnel of either of them shall engage, either directly or indirectly, in any of the following activities:

- (a) during the term of this Agreement, any business or professional activities which would conflict with the activities assigned to them under this Agreement;
- (b) after the termination of this Agreement, such other activities as may be specified in the Agreement; or
- (c) at any time, such other activities as have been specified in the RFP as Conflict of Interest.

### 3.2.4 Consultant not to benefit from commissions, discounts, etc.

The remuneration of the Consultant pursuant to Clause 6 hereof shall constitute the Consultant's sole remuneration in connection with this Agreement or the Services and the Consultant shall not accept for its own benefit any trade commission, discount or similar payment in connection with

activities pursuant to this Agreement or to the Services or in the discharge of its obligations hereunder, and the Consultant shall use its best efforts to ensure that any Sub-Consultant, as well as the Personnel and agents of either of them, similarly shall not receive any such additional remuneration.

- 3.2.5 The Consultant and its Personnel shall observe the highest standards of ethics and shall not have engaged in and shall not hereafter engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the “**Prohibited Practices**”). Notwithstanding anything to the contrary contained in this Agreement, the Authority shall be entitled to terminate this Agreement forthwith by a communication in writing to the Consultant, without being liable in any manner whatsoever to the Consultant, if it determines that the Consultant has, directly or indirectly or through an agent, engaged in any Prohibited Practices in the Selection Process or before or after entering into of this Agreement. In such an event, the Authority shall forfeit and appropriate the performance security, if any, as mutually agreed genuine pre-estimated compensation and damages payable to the Authority towards, *inter alia*, the time, cost and effort of the Authority, without prejudice to the Authority’s any other rights or remedy hereunder or in law.
- 3.2.6 Without prejudice to the rights of the Authority under Clause 3.2.5 above and the other rights and remedies which the Authority may have under this Agreement, if the Consultant is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any Prohibited Practices, during the Selection Process or before or after the execution of this Agreement, the Consultant shall not be eligible to participate in any tender or RFP issued during a period of 2 (two) years from the date the Consultant is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any Prohibited Practices.
- 3.2.7 For the purposes of Clauses 3.2.5 and 3.2.6, 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 actions of any person connected with the Selection Process (for removal of doubt, offering of employment or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly with Selection Process or LOA or dealing with matters concerning the Agreement 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 Authority, shall be deemed to constitute influencing the actions of a person connected with the Selection Process); or (ii) engaging in any manner whatsoever, whether during the Selection Process or after the issue of 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 adviser the Authority in relation to any matter concerning the Project;

- (b) “**fraudulent practice**” means a misrepresentation or omission of facts or suppression 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 person or property to influence any person’s participation or action in the Selection Process or the exercise of its rights or performance of its obligations by the Authority under this Agreement;
- (d) “**undesirable practice**” means (i) establishing contact with any person connected with or employed or engaged by the Authority 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.

### 3.3 Confidentiality

The Consultant, its Sub-Consultants and the Personnel of either of them shall not, either during the term or within two years after the expiration or termination of this Agreement disclose any proprietary information, including information relating to reports, data, drawings, design software or other material, whether written or oral, in electronic or magnetic format, and the contents thereof; and any reports, digests or summaries created or derived from any of the foregoing that is provided by the Authority to the Consultant, its Sub-Consultants and the Personnel; any information provided by or relating to the Authority, its technology, technical processes, business affairs or finances or any information relating to the Authority’s employees, officers or other professionals or suppliers, customers, or contractors of the Authority; and any other information which the Consultant is under an obligation to keep confidential in relation to the Project, the Services or this Agreement (“**Confidential Information**”), without the prior written consent of the Authority.

Notwithstanding the aforesaid, the Consultant, its Sub-Consultants and the Personnel of either of them may disclose Confidential Information to the extent that such Confidential Information:

- (i) was in the public domain prior to its delivery to the Consultant, its SubConsultants and the Personnel of either of them or becomes a part of the public knowledge from a source other than the Consultant, its SubConsultants and the Personnel of either of them;

- (ii) was obtained from a third party with no known duty to maintain its confidentiality;
- (iii) is required to be disclosed by Applicable Laws or judicial or administrative or arbitral process or by any governmental instrumentalities, provided that for any such disclosure, the Consultant, its Sub-Consultants and the Personnel of either of them shall give the Authority, prompt written notice, and use reasonable efforts to ensure that such disclosure is accorded confidential treatment; and
- (iv) is provided to the professional advisers, agents, auditors or representatives of the Consultant or its Sub-Consultants or Personnel of either of them, as is reasonable under the circumstances; provided, however, that the Consultant or its Sub-Consultants or Personnel of either of them, as the case may be, shall require their professional advisers, agents, auditors or its representatives, to undertake in writing to keep such Confidential Information, confidential and shall use its best efforts to ensure compliance with such undertaking.

### **3.4 Liability of the Consultant**

3.4.1 The Consultant's liability under this Agreement shall be determined by the Applicable Laws and the provisions hereof.

3.4.2 The Consultant shall, subject to the limitation specified in Clause 3.4.3, be liable to the Authority for any direct loss or damage accrued or likely to accrue due to deficiency in Services rendered by it.

3.4.3 The Parties hereto agree that in case of negligence or wilful misconduct on the part of the Consultant or on the part of any person or firm acting on behalf of the Consultant in carrying out the Services, the Consultant, with respect to damage caused to the Authority's property, shall not be liable to the Authority: (i) for any indirect or consequential loss or damage; and

(ii) for any direct loss or damage that exceeds (a) the Agreement Value set forth in Clause 6.1.2 of this Agreement, or (b) the proceeds the Consultant may be entitled to receive from any insurance maintained by the Consultant to cover such a liability in accordance with Clause 3.5.2, whichever of (a) or (b) is higher.

3.4.4 This limitation of liability specified in Clause 3.4.3 shall not affect the Consultant's liability, if any, for damage to Third Parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the Services subject, however, to a limit equal to one (01) time the Agreement Value.

### **3.5 Insurance to be taken out by the Consultant**

- 3.5.1 (a) The Consultant shall, for the duration of this Agreement, take out and maintain, and shall cause any Sub-Consultant to take out and maintain, at its (or the Sub-Consultant's, as the case may be) own cost, but on terms and conditions approved by the Authority, insurance against the risks, and for the coverages, as specified in the Agreement and in accordance with good industry practice.
- (b) Within 15 (fifteen) days of receiving any insurance policy certificate in respect of insurances required to be obtained and maintained under this clause, the Consultant shall furnish to the Authority, copies of such policy certificates, copies of the insurance policies and evidence that the insurance premia have been paid in respect of such insurance. No insurance shall be cancelled, modified or allowed to expire or lapse during the term of this Agreement.
- (c) If the Consultant fails to effect and keep in force the aforesaid insurances for which it is responsible pursuant hereto, the Authority shall, apart from having other recourse available under this Agreement, have the option, without prejudice to the obligations of the Consultant, to take out the aforesaid insurance, to keep in force any such insurances, and pay such premia and recover the costs thereof from the Consultant, and the Consultant shall be liable to pay such amounts on demand by the Authority.
- (d) Except in case of Third Party liabilities, the insurance policies so procured shall mention the Authority as the beneficiary of the Consultant and the Consultant shall procure an undertaking from the insurance company to this effect; provided that in the event the Consultant has a general insurance policy that covers the risks specified in this Agreement and the amount of insurance cover is equivalent to 3 (three) times the cover required hereunder, such insurance policy may not mention the Authority as the sole beneficiary of the Consultant or require an undertaking to that effect.

3.5.2 The Parties agree that the risks and coverages shall include but not be limited to the following:

- (a) Third Party liability insurance as required under Applicable Laws, with a minimum coverage of [Rs. 1 (one) crore]<sup>2</sup>;
- (b) employer's liability and workers' compensation insurance in respect of the Personnel of the Consultant and of any Sub-Consultant, in accordance with Applicable Laws; and

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<sup>2</sup> This amount may be fixed at 1% (one per cent) of the indicative capital cost of the Project, but subject to a maximum of Rs. 20 (twenty) crore.

- (c) professional liability insurance for an amount no less than the Agreement Value.

The indemnity limit in terms of “Any One Accident” (AOA) and “Aggregate limit on the policy period” (AOP) should not be less than the amount stated in Clause 6.1.2 of the Agreement. In case of , the policy should be in the name of Member

### **3.6 Accounting, inspection and auditing**

The Consultant shall:

- (a) keep accurate and systematic accounts and records in respect of the Services provided under this Agreement, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify all relevant time charges and cost, and the basis thereof (including the basis of the Consultant’s costs and charges); and
- (b) permit the Authority or its designated representative periodically, and up to one year from the expiration or termination of this Agreement, to inspect the same and make copies thereof as well as to have them audited by auditors appointed by the Authority.

### **3.7 Consultant’s actions requiring the Authority's prior approval**

The Consultant shall obtain the Authority's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Professional Personnel as are not listed in Annex–2.
- (b) entering into a subcontract for the performance of any part of the Services, it being understood (i) that the selection of the Sub-Consultant and the terms and conditions of the subcontract shall have been approved in writing by the Authority prior to the execution of the subcontract, and (ii) that the Consultant shall remain fully liable for the performance of the Services by the Sub-Consultant and its Personnel pursuant to this Agreement; or
- (c) any other action that is specified in this Agreement.

### **3.8 Reporting obligations**

The Consultant shall submit to the Authority the reports and documents specified in the Agreement, in the form, in the numbers and within the time periods set forth therein.

### **3.9 Documents prepared by the Consultant to be property of the Authority**

- 3.9.1 All plans, drawings, specifications, designs, reports and other documents (collectively referred to as “**Consultancy Documents**”) prepared by the Consultant (or by the Sub-Consultants or any Third Party) in performing the Services shall become and remain the property of the Authority, and all intellectual property rights in such Consultancy Documents shall vest with the Authority. Any Consultancy Document, of which the ownership or the intellectual property rights do not vest with the Authority under law, shall automatically stand assigned to the Authority as and when such Consultancy Document is created and the Consultant agrees to execute all papers and to perform such other acts as the Authority may deem necessary to secure its rights herein assigned by the Consultant.
- 3.9.2 The Consultant shall, not later than termination or expiration of this Agreement, deliver all Consultancy Documents to the Authority, together with a detailed inventory thereof. The Consultant may retain a copy of such Consultancy Documents. The Consultant, its Sub-Consultants or a Third Party shall not use these Consultancy Documents for purposes unrelated to this Agreement without the prior written approval of the Authority.
- 3.9.3 The Consultant shall hold the Authority harmless and indemnified for any losses, claims, damages, expenses (including all legal expenses), awards, penalties or injuries (collectively referred to as ‘Claims’) which may arise from or due to any unauthorised use of such Consultancy Documents, or due to any breach or failure on part of the Consultant or its Sub-Consultants or a Third Party to perform any of its duties or obligations in relation to securing the aforementioned rights of the Authority.

### **3.10 Equipment and materials furnished by the Authority**

Equipment and materials made available to the Consultant by the Authority shall be the property of the Authority and shall be marked accordingly. Upon termination or expiration of this Agreement, the Consultant shall furnish forthwith to the Authority, an inventory of such equipment and materials and shall dispose of such equipment and materials in accordance with the instructions of the Authority. While in possession of such equipment and materials, the Consultant shall, unless otherwise instructed by the Authority in writing, insure them in an amount equal to their full replacement value.

### **3.11 Providing access to Project Office and Personnel**

The Consultant shall ensure that the Authority, and officials of the Authority having authority from the Authority, are provided unrestricted access to the Project Office and to all Personnel during office hours. The Authority’s official, who has been authorised by the Authority in this behalf, shall have the right to inspect the Services in progress, interact with Personnel of the Consultant and verify the records relating to the Services for his satisfaction.

### **3.12. Accuracy of Documents**

The Consultant shall be responsible for accuracy of the data collected by it directly or procured from other agencies/authorities, the designs, drawings, estimates and all other details prepared by it as part of these services. Subject to the provisions of Clause 3.4, it shall indemnify the Authority against any inaccuracy in its work which might surface during implementation of the Project, if such inaccuracy is the result of any negligence or inadequate due diligence on part of the Consultant or arises out of its failure to conform to good industry practice. The Consultant shall also be responsible for promptly correcting, at its own cost and risk, the drawings including any re-survey / investigations.

## **4. CONSULTANT'S PERSONNEL AND SUB-CONSULTANTS**

### **4.1 General**

The Consultant shall employ and provide such qualified and experienced Personnel as may be required to carry out the Services.

### **4.2 Deployment of Personnel**

4.2.1 The designations, names and the estimated periods of engagement in carrying out the Services by each of the Consultant's Personnel are described in Annex2 of this Agreement. The estimate of Personnel costs and man day rates are specified in Annex-3 of this Agreement.

4.2.2 Adjustments with respect to the estimated periods of engagement of Personnel set forth in the aforementioned Annex-3 may be made by the Consultant by written notice to the Authority, provided that: (i) such adjustments shall not alter the originally estimated period of engagement of any individual by more than 20% (twenty per cent) or one week, whichever is greater, and (ii) the aggregate of such adjustments shall not cause payments under the Agreement to exceed the Agreement Value set forth in Clause 6.1.2 of this Agreement. Any other adjustments shall only be made with the written approval of the Authority.

4.2.3 If additional work is required beyond the scope of the Services specified in the Terms of Reference, the estimated periods of engagement of Personnel, set forth in the Annexes of the Agreement may be increased by agreement in writing between the Authority and the Consultant, provided that any such increase shall not, except as otherwise agreed, cause payments under this Agreement to exceed the Agreement Value set forth in Clause 6.1.2.

### **4.3 Approval of Personnel**

4.3.1 The Professional Personnel listed in Annex-2 of the Agreement are hereby approved by the Authority. No other Professional Personnel shall be engaged without prior approval of the Authority.

4.3.2 If the Consultant hereafter proposes to engage any person as Professional Personnel, it shall submit to the Authority its proposal along with a CV of such person in the form provided at Appendix-I (Form-12) of the RFP. The Authority may approve or reject such proposal within 14 (fourteen) days of

receipt thereof. In case the proposal is rejected, the Consultant may propose an alternative person for the Authority's consideration. In the event the Authority does not reject a proposal within 14 (fourteen) days of the date of receipt thereof under this Clause 4.3, it shall be deemed to have been approved by the Authority.

#### **4.4 Substitution of Personnel**

The Authority expects all the Personnel specified in the Proposal to be available during implementation of the Agreement. The Authority will not consider any substitution of Personnel except under compelling circumstances beyond the control of the Consultant and the concerned Personnel. Such substitution shall be subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Authority. Without prejudice to the foregoing, substitution of Personnel shall be permitted subject to reduction of remuneration equal to 5% (five per cent) of the total remuneration specified for the Personnel who is proposed to be substituted.

#### **4.5 Working hours, overtime, leave, etc.**

The Personnel shall not be entitled to be paid for overtime nor to take paid sick leave or vacation leave except as specified in the Agreement, and the Consultant's remuneration shall be deemed to cover these items. All leave to be allowed to the Personnel is excluded from the man days of service set forth in Annex-2. Any taking of leave by any Personnel for a period exceeding 7 (seven) days shall be subject to the prior approval of the Authority, and the Consultant shall ensure that any absence on leave will not delay the progress and quality of the Services. Working days & working time of RSCCL is to be strictly followed.

#### **4.6 Resident Project Manager and Project Manager**

The person designated as the Project Manager of the Consultant's Personnel shall be responsible for the coordinated, timely and efficient functioning of the Personnel. In addition, the Consultant shall designate a suitable person as Project Manager (the "**Project Manager**") who shall be responsible for day to day performance of the Services.

#### **4.7 Sub-Consultants**

Sub-Consultants listed in Annex-4 of this Agreement are hereby approved by the Authority. The Consultant may, with prior written approval of the Authority, engage additional Sub-Consultants or substitute an existing Sub-Consultant. The hiring of Personnel by the Sub-Consultants shall be subject to the same conditions as applicable to Personnel of the Consultant under this Clause 4.

### **5. OBLIGATIONS OF THE AUTHORITY**

#### **5.1 Assistance in clearances etc.**

Unless otherwise specified in the Agreement, the Authority shall make best efforts to ensure that the Government shall:

- (a) provide the Consultant, its Sub-Consultants and Personnel with work permits and such other documents as may be necessary to enable the Consultant, its Sub-Consultants or Personnel to perform the Services;
- (b) facilitate prompt clearance through customs of any property required for the Services; and
- (c) issue to officials, agents and representatives of the Government all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services.

## **5.2 Access to land and property**

The Authority warrants that the Consultant shall have, free of charge, unimpeded access to the site of the project in respect of which access is required for the performance of Services; provided that if such access shall not be made available to the Consultant as and when so required, the Parties shall agree on (i) the time extension, as may be appropriate, for the performance of Services, and (ii) the additional payments, if any, to be made to the Consultant as a result thereof pursuant to Clause 6.1.3.

## **5.3 Change in Applicable Law**

If, after the date of this Agreement, there is any change in the Applicable Laws with respect to taxes and duties which increases or decreases the cost or reimbursable expenses incurred by the Consultant in performing the Services, by an amount exceeding 2% (two per cent) of the Agreement Value specified in Clause 6.1.2, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Agreement shall be increased or decreased accordingly by agreement between the Parties hereto, and corresponding adjustments shall be made to the aforesaid Agreement Value.

## **5.4 Payment**

In consideration of the Services performed by the Consultant under this Agreement, the Authority shall make to the Consultant such payments and in such manner as is provided in Clause 6 of this Agreement.

## **6. PAYMENT TO THE CONSULTANT**

### **6.1 Cost estimates and Agreement Value**

- 6.1.1 An abstract of the cost of the Services payable to the Consultant is set forth in Annex-5 of the Agreement.
- 6.1.2 Except as may be otherwise agreed under Clause 2.6 and subject to Clause 6.1.3, the payments under this Agreement shall not exceed the agreement value specified herein (the “**Agreement Value**”). The Parties agree that the Agreement Value is Rs. .... (Rupees. ....).
- 6.1.3 Notwithstanding anything to the contrary contained in Clause 6.1.2, if pursuant to the provisions of Clauses 2.6 and 2.7, the Parties agree that additional payments shall be made to the Consultant in order to cover any additional

expenditures not envisaged in the cost estimates referred to in Clause 6.1.1 above, the Agreement Value set forth in Clause 6.1.2 above shall be increased by the amount or amounts, as the case may be, of any such additional payments.

## **6.2 Currency of payment**

All payments shall be made in Indian Rupees. The Consultant shall be free to convert Rupees into any foreign currency as per Applicable Laws.

## **6.3 Mode of billing and payment**

Billing and payments in respect of the Services shall be made as follows:-

- (a) As the project is on Time and Material basis, the payment will be made on Monthly basis post submission of submission of invoices and Monthly Progress Report.
- (b) The Consultant shall be paid for its services as per the Payment Schedule at Annex-6 of this Agreement, subject to the Consultant fulfilling the following conditions:
  - (i) No payment shall be due for the next stage till the Consultant completes, to the satisfaction of the Authority, the work pertaining to the preceding stage.
  - (ii) The Authority shall pay to the Consultant, only the undisputed amount.
- (c) The Authority shall cause the payment due to the Consultant to be made within 30 (thirty) days after the receipt by the Authority of duly completed bills with necessary particulars (the “**Due Date**”). Interest at the rate of 10% (ten per cent) per annum shall become payable as from the Due Date on any amount due by, but not paid on or before, such Due Date.
- (d) The final payment under this Clause shall be made only after the final report and a final statement, identified as such, shall have been submitted by the Consultant and approved as satisfactory by the Authority. The Services shall be deemed completed and finally accepted by the Authority and the final deliverable shall be deemed approved by the Authority as satisfactory upon expiry of 90 (ninety) days after receipt of the final deliverable by the Authority unless the Authority, within such 90 (ninety) day period, gives written notice to the Consultant specifying in detail, the deficiencies in the Services. The Consultant shall thereupon promptly make any necessary corrections and/or additions, and upon completion of such corrections or additions, the foregoing process shall be repeated. The Authority shall make the final payment upon acceptance or deemed acceptance of the final deliverable by the Authority.
- (e) Any amount which the Authority has paid or caused to be paid in excess of the amounts actually payable in accordance with the provisions of this Agreement shall be reimbursed by the Consultant to

the Authority within 30 (thirty) days after receipt by the Consultant of notice thereof. Any such claim by the Authority for reimbursement must be made within 1 (one) year after receipt by the Authority of a final report in accordance with Clause 6.3 (d). Any delay by the Consultant in reimbursement by the due date shall attract simple interest @ 10% (ten per cent) per annum.

- (f) All payments under this Agreement shall be made to the account of the Consultant as may be notified to the Authority by the Consultant.

## **7. LIQUIDATED DAMAGES AND PENALTIES**

### **7.1 Performance Security**

7.1.1 **The** Authority shall retain by way of performance security (the “**Performance Security**”), 5% (five per cent) of all the amounts due and payable to the Consultant, to be appropriated against breach of this Agreement or for recovery of liquidated damages as specified in Clause 7.2. The balance remaining out of the Performance Security shall be returned to the Consultant at the end of 3 (three) months after the expiry of this Agreement pursuant to Clause 2.4 hereof. For the avoidance of doubt, the parties hereto expressly agree that in addition to appropriation of the amounts withheld hereunder, in the event of any default requiring the appropriation of further amounts comprising the Performance Security, the Authority may make deductions from any subsequent payments due and payable to the Consultant hereunder, as if it is appropriating the Performance Security in accordance with the provisions of this Agreement.

7.1.2 The Consultant may, in lieu of retention of the amounts as referred to in Clause 7.1.1 above, furnish a Bank Guarantee substantially in the form specified at Annex-7 of this Agreement.

### **7.2 Liquidated Damages**

#### **7.2.1 Liquidated Damages for error/variation**

In case any error or variation is detected in the reports submitted by the Consultant and such error or variation is the result of negligence or lack of due diligence on the part of the Consultant, the consequential damages thereof shall be quantified by the Authority in a reasonable manner and recovered from the Consultant by way of deemed liquidated damages, subject to a maximum of 10% (ten per cent) of the Agreement Value.

#### **7.2.2 Liquidated Damages for delay**

In case of delay in submission of deliverables beyond two weeks from due date of submission of deliverable, liquidated damages not exceeding an amount equal to 0.5% (Zero point five percent) of the milestone payment per day, subject to a maximum of 10% (ten percent) of the milestone payment will be imposed and shall be recovered by appropriation from the

Performance Security or otherwise. However, in case of delay due to reasons beyond the control of the Consultant, suitable extension of time shall be granted.

### **7.2.3 Encashment and appropriation of Performance Security**

The Authority shall have the right to invoke and appropriate the proceeds of the Performance Security, in whole or in part, without notice to the Consultant in the event of breach of this Agreement or for recovery of liquidated damages specified in this Clause 7.2.

### **7.3 Penalty for deficiency in Services**

In addition to the liquidated damages not amounting to penalty, as specified in Clause 7.2, warning may be issued to the Consultant for minor deficiencies on its part. In the case of significant deficiencies in Services causing adverse effect on the Project or on the reputation of the Authority, other penal action including debarring for a specified period may also be initiated as per policy of the Authority.

## **8. FAIRNESS AND GOOD FAITH**

### **8.1 Good Faith**

The Parties undertake to act in good faith with respect to each other's rights under this Agreement and to adopt all reasonable measures to ensure the realisation of the objectives of this Agreement.

### **8.2 Operation of the Agreement**

The Parties recognise that it is impractical in this Agreement to provide for every contingency which may arise during the life of the Agreement, and the Parties hereby agree that it is their intention that this Agreement shall operate fairly as between them, and without detriment to the interest of either of them, and that, if during the term of this Agreement either Party believes that this Agreement is operating unfairly, the Parties will use their best efforts to agree on such action as may be necessary to remove the cause or causes of such unfairness, but failure to agree on any action pursuant to this Clause shall not give rise to a dispute subject to arbitration in accordance with Clause 9 hereof.

## **9. SETTLEMENT OF DISPUTES**

### **9.1 Amicable settlement**

The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Agreement or the interpretation thereof.

## 9.2 Dispute resolution

- 9.2.1 Any dispute, difference or controversy of whatever nature howsoever arising under or out of or in relation to this Agreement (including its interpretation) between the Parties, and so notified in writing by either Party to the other Party (the “**Dispute**”) shall, in the first instance, be attempted to be resolved amicably in accordance with the conciliation procedure set forth in Clause 9.3.
- 9.2.2 The Parties agree to use their best efforts for resolving all Disputes arising under or in respect of this Agreement promptly, equitably and in good faith, and further agree to provide each other with reasonable access during normal business hours to all non-privileged records, information and data pertaining to any Dispute.

## 9.3 Conciliation

In the event of any Dispute between the Parties, either Party may call upon [Principal Secretary/Secretary, Urban Development & Housing Department] and the Chairman of the Board of Directors of the Consultant or a substitute thereof for amicable settlement, and upon such reference, the said persons shall meet no later than 10 (ten) days from the date of reference to discuss and attempt to amicably resolve the Dispute. If such meeting does not take place within the 10 (ten) day period or the Dispute is not amicably settled within 15 (fifteen) days of the meeting or the Dispute is not resolved as evidenced by the signing of written terms of settlement within 30 (thirty) days of the notice in writing referred to in Clause 9.2.1 or such longer period as may be mutually agreed by the Parties, either Party may refer the Dispute to arbitration in accordance with the provisions of Clause 9.4.

## 9.4 Arbitration

- 9.4.1 Any Dispute which is not resolved amicably by conciliation, as provided in Clause 9.3, shall be finally decided by reference to arbitration by an Arbitral Tribunal appointed in accordance with Clause 9.4.2. Such arbitration shall be held in accordance with the Rules of Arbitration of the International Centre for Alternative Dispute Resolution, New Delhi (the “**Rules**”), or such other rules as may be mutually agreed by the Parties, and shall be subject to the provisions of the Arbitration and Conciliation Act, 1996. The place of such arbitration shall be Ranchi, Jharkhand where the Authority has its headquarters and the language of arbitration proceedings shall be English.
- 9.4.2 There shall be [a sole arbitrator whose appointment] / [an Arbitral Tribunal of three arbitrators, of whom each Party shall select one, and the third arbitrator shall be appointed by the two arbitrators so selected, and in the event of disagreement between the two arbitrators, the appointment shall be made in accordance with the Rules.

9.4.3 The arbitrators shall make a reasoned award (the “**Award**”). Any Award made in any arbitration held pursuant to this Clause 9 shall be final and binding on the Parties as from the date it is made, and the Consultant and the Authority agree and undertake to carry out such Award without delay.

9.4.4 The Consultant and the Authority agree that an Award may be enforced against the Consultant and/or the Authority, as the case may be, and their respective assets wherever situated.

9.4.5 This Agreement and the rights and obligations of the Parties shall remain in full force and effect, pending the Award in any arbitration proceedings hereunder.

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

SIGNED, SEALED AND DELIVERED

SIGNED, SEALED AND DELIVERED

For and on behalf  
of Consultant:

In the presence of:

- 1.
- 2.

For and on behalf of Authority

(Signature)

(Name)

(Designation)

(Address)

Annex-I

**Terms of Reference**

*(Refer Clause 3.1.2)*

(Reproduce Schedule-I of RFP)

Annex-2

**Deployment of Personnel**  
(Refer Clause 4.2)

(Reproduce as per Form-7 of Appendix-I)

Annex-3

**Estimate of Personnel Costs**

*(Refer Clause 4.2)*

(Reproduce as per Form-3 of Appendix-II)

Annex-4

**Approved Sub-Consultant(s)**  
(Refer Clause 4.7)

(Reproduce as per Form-I2 of Appendix-I)

## Annex-5

### **Cost of Services** (*Refer Clause 6.1*)

(Reproduce as per Form-3 of Appendix-II) Annex-6

### **Payment Schedule** (*Refer Clause 6.3*)

#### **Payments shall be made according to the following schedule:**

- i) 5% of the Contract Value will be paid in advance, if so desired, on submission of bank guarantee of the amount equal to 10% of the advance sought by the Consultant.  
The First instalment of recovery shall be effected from each running bill paid immediately following the payment of mobilisation advance and the last instalment of the recovery shall be affected during the third month preceding the month in which the due date of completion falls. The various instalments of recovery shall be of equal amounts.
- ii) Remuneration of Personnel as indicated in Financial proposal submission Form Fin 3, and as agreed during Negotiations, will be reimbursed on monthly basis as per this contract according to the agreed work plan;
- iii) Payment for Reimbursable Expenses as indicated in Financial proposal submission Form Fin 4, be reimbursed on actual/ and as agreed during Negotiations and as per **Appendix-II(A) of Financial Proposal** iv) Payment for Provisional Sum as per **Appendix-II(A) of Financial Proposal** (Reproduced)

Annex- 7

**Bank Guarantee for Performance Security**  
(Refer Clause 7.1.2)

To

Ranchi Smart City Corporation Limited

In consideration of Ranchi Smart City Corporation Limited (hereinafter referred as the “**Authority**”, which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) awarding to ....., having its office at ..... (hereinafter referred as the “**Consultant**” which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), vide the Authority’s Agreement no. .... dated ..... valued at Rs. .... (Rupees .....), (hereinafter referred to as the “**Agreement**”) the assignment for consultancy services in respect of the Project Management for assisting RSCCL to Design, Develop, Manage, and Implement

Smart City projects under Smart City Mission in Ranchi City of Jharkhand, and the Consultant having agreed to furnish a Bank Guarantee amounting to Rs..... (Rupees .....) to the Authority for performance of the said Agreement.

1. We, ..... (hereinafter referred to as the “**Bank**”) at the request of the Consultant do hereby undertake to pay to the Authority an amount not exceeding Rs. .... (Rupees .....) against any loss or damage caused to or suffered or would be caused to or suffered by the Authority by reason of any breach by the said Consultant of any of the terms or conditions contained in the said Agreement.
2. We, ..... (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, merely on a demand from the Authority stating that the amount/claimed is due by way of loss or damage caused to or would be caused to or suffered by the Authority by reason of breach by the said Consultant of any of the terms or conditions contained in the said Agreement or by reason of the Consultant’s failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs. ....  
(Rupees .....).
3. We, ..... (indicate the name of Bank) undertake to pay to the Authority any money so demanded notwithstanding any dispute or disputes raised by the Consultant in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment

thereunder and the Consultant shall have no claim against us for making such payment.

4. We, ..... (indicate the name of Bank) further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be required for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Authority under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till the Authority certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Consultant and accordingly discharges this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before a period of one year from the date of this Guarantee, we shall be discharged from all liability under this Guarantee thereafter.
5. We, ..... (indicate the name of Bank) further agree with the Authority that the Authority shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Consultant from time to time or to postpone for any time or from time to time any of the powers exercisable by the Authority against the said Consultant and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Consultant or for any forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Consultant or any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.
6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Consultant(s).
7. We, ..... (indicate the name of Bank) lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Authority in writing.
8. For the avoidance of doubt, the Bank's liability under this Guarantee shall be restricted to Rs. .... crore (Rupees ..... crore) only. The Bank shall be liable to pay the said amount or any part thereof only if the Authority serves a written claim on the Bank in accordance with paragraph 2 hereof, on or before [..... (indicate the date falling 365 days after the Bid Due Date specified in the RFP)].

Dated, the ..... day of ..... 20

For .....

(Name of Bank)

(Signature, name and designation of the authorised signatory)

Seal of the Bank:

NOTES:

- (i) The Bank Guarantee should contain the name, designation and code number of the officer(s) signing the Guarantee.
- (ii) The address, telephone no. and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

## **SCHEDULE-3**

(See Clause 2.3.3)

### **Guidance Note on Conflict of Interest**

1. This Note further explains and illustrates the provisions of Clause 2.3 of the RFP and shall be read together therewith in dealing with specific cases.
2. Consultants should be deemed to be in a conflict of interest situation if it can be reasonably concluded that their position in a business or their personal interest could improperly influence their judgment in the exercise of their duties. The process for selection of consultants should avoid both actual and perceived conflict of interest.
3. Conflict of interest may arise between the Authority and a consultant or between consultants and present or future concessionaries/ contractors. Some of the situations that would involve conflict of interest are identified below:
  - (a) Authority and consultants:
    - (i) Potential consultant should not be privy to information from the Authority which is not available to others;
    - (ii) potential consultant should not have defined the project when earlier working for the Authority;
    - (iii) potential consultant should not have recently worked for the Authority overseeing the project.
  - (b) Consultants and concessionaires/contractors:
    - (i) No consultant should have an ownership interest or a continuing business interest or an on-going relationship with a potential concessionaire/ contractor save and except relationships restricted to project-specific and short-term assignments; or
    - (ii) no consultant should be involved in owning or operating entities resulting from the project; or
    - (iii) no consultant should bid for works arising from the project.

The participation of companies that may be involved as investors or consumers and officials of the Authority who have current or recent connections to the companies involved, therefore, needs to be avoided.
4. The normal way to identify conflicts of interest is through self-declaration by consultants. Where a conflict exists, which has not been declared, competing companies are likely to bring this to the notice of the

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Authority. All conflicts must be declared as and when the consultants become aware of them.

5. Another approach towards avoiding a conflict of interest is through the use of “Chinese walls” to avoid the flow of commercially sensitive information from one part of the consultant’s company to another. This could help overcome the problem of availability of limited numbers of experts for the project. However, in reality effective operation of “Chinese walls” may be a difficult proposition. As a general rule, larger companies will be more capable of adopting Chinese walls approach than smaller companies. Although, “Chinese walls” have been relatively common for many years, they are an increasingly discredited means of avoiding conflicts of interest and should be considered with caution. As a rule, “Chinese walls” should be considered as unacceptable and may be accepted only in exceptional cases upon full disclosure by a consultant coupled with provision of safeguards to the satisfaction of the Authority.
6. Another way to avoid conflicts of interest is through the appropriate grouping of tasks. For example, conflicts may arise if consultants drawing up the terms of reference or the proposed documentation are also eligible for the consequent assignment or project.
7. Another form of conflict of interest called “scope–creep” arises when consultants advocate either an unnecessary broadening of the terms of reference or make recommendations which are not in the best interests of the Authority but which will generate further work for the consultants. Some forms of contractual arrangements are more likely to lead to scopecreep. For example, lump-sum contracts provide fewer incentives for this, while time and material contracts provide built in incentives for consultants to extend the length of their assignment.
8. Every project contains potential conflicts of interest. Consultants should not only avoid any conflict of interest, they should report any present/ potential conflict of interest to the Authority at the earliest. Officials of the Authority involved in development of a project shall be responsible for identifying and resolving any conflicts of interest. It should be ensured that safeguards are in place to preserve fair and open competition and measures should be taken to eliminate any conflict of interest arising at any stage in the process.

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## **APPENDICES**

**Form-1**

**TECHNICAL PROPOSAL**

**Letter of Proposal**

(On Applicant's letter head)

(Date and Reference)

To,

.....

.....

.....

Sub: Submission of Technical Proposal for the RFP invited for Appointment of PMU for Assisting Ranchi Smart City Corporation Limited to Manage and Implement Smart City Projects under Smart City Mission (SCM) in Ranchi City of Jharkhand

Dear Sir,

i. We have examined the RFP document, we, the undersigned, herewith submit our proposal in response to your RFP no. RSCCL/PMC/34/2017/86 dated 10.03.2021 for "Appointment of Project Management Unit (PMU) for assisting Ranchi Smart City Corporation Limited to Manage and Implement projects under Smart City Mission (SCM) in Ranchi City of Jharkhand" in full conformity with the said RFP document.

ii. We have read the provisions of the RFP document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.

iii. In the event of acceptance of our bid, we do hereby undertake: -

a. To commence services as stipulated in the schedule of delivery forming a part of the attached proposal.

b. We affirm that the price quoted are exclusive of all taxes.

iv. We agree to abide by this proposal, consisting of this letter, the detailed response to the RFP and all attachments, for a period of 120 days from the date of submission of the bid.

v. The EMD as given in Tender Notice is attached with this proposal.

vi. We further declare that we have agreed and accepted all the clauses / sub-clauses / formats / terms & conditions other requirements related to the said tender and we will abide by the same as mentioned in the tender document while participating and executing the said tender.

vii. We would like to declare that there is no conflict of interest in the services that we will be providing under the terms and conditions of this RFP. We further declare that we were not blacklisted by any Dept. of Government in Jharkhand or any other state earlier.

viii. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification.

ix. We understand you are not bound to shortlist / accept any proposal you receive.

Yours faithfully,

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

**Form-2**

**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 our Proposal for and selection as the Project Management Unit for Assisting RSCCL to Manage and Implement Smart City Projects under Smart City Mission in Ranchi City of Jharkhand, proposed to be developed by the Ranchi Smart City Development Corporation (the "Authority") 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 Authority, representing us in all matters before the Authority, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Authority 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 Authority.

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 favour 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 Apostille certificate.

**Form-3 (PQ-2 and TQ-1.0)**

**Financial Capacity of the Applicant**

<b>S. No.</b>	<b>Financial Year</b>	<b>Annual Turnover of the Firm (Rs)</b>
1.		
2.		
3.		
Average		
<b>Certificate from the Statutory Auditor</b>		
This is to certify that .....(name of the Applicant) has received the payments shown above against the respective years on account of Annual Turnover.		
(Signature, name and designation of the authorized signatory)		
Date:		Name and seal of the audit firm:

“In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.”

**Form-4 (TQ-8.0)**

**DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN  
IN RESPONDING TO THE TERMS OF REFERENCE**

A description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing.

Suggested structure:

- a) **Technical Approach and Methodology**: Explain understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology for implementing the tasks to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.
  
- b) **Work Plan**: Outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations and tentative delivery dates of the monthly progress reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here.
  
- c) **Organization and Staffing**: Describe the structure and composition of your team, man-months including the list of the personnel over the period of 24 months.

**Form-5 (PQ-4 and TQ-6.1)**

**“Experience as PMU/PMC/PDMC with any Government Department or its Agencies / Corporations in India during the last 5 years financial years (since April 2014)”**

<b>Assignment Name:</b>	<b>Approx. value of the contract:</b>
<b>Location:</b>	<b>Duration of assignment (months):</b>
<b>Name of Client:</b>	<b>Total number of staff-months:</b>
<b>Address of Client:</b>	<b>Approx. value of the services provided by your firm:</b>
<b>Start Date (Month/Year):</b> <b>Completion Date (Month/Year):</b>	<b>Approx. value of the contract:</b>
<b>Narrative Description of Project:</b>	
<b>Description of Actual Services Provided by Your Staff:</b>	

**Note:**

- I. Use separate sheet for each Assignment.

Form-6 (PQ-5 and TQ-6.2)

“Experience as PMU/PMC/PDMC in Jharkhand (Government Department, its agencies/corporations) during the last 5 years financial years (since April 2014)”

<b>Assignment Name:</b>	<b>Approx. value of the contract:</b>
<b>Location:</b>	<b>Duration of assignment (months):</b>
<b>Name of Client:</b>	<b>Total number of staff-months:</b>
<b>Address of Client:</b>	<b>Approx. value of the services provided by your firm:</b>
<b>Start Date (Month/Year):</b> <b>Completion Date (Month/Year):</b>	<b>Approx. value of the contract:</b>
<b>Narrative Description of Project:</b>	
<b>Description of Actual Services Provided by Your Staff:</b>	

**Note:**

I. Use separate sheet for each Assignment.

Form-7 (PQ-6 and TQ-6.4)

**“Project management consultant/ Design and/or Supervision consultant experience in Integrated ICT Systems/applications during the last 5 financial years (since April 2014)”**

<b>Assignment Name:</b>	<b>Approx. value of the contract:</b>
<b>Location:</b>	<b>Duration of assignment (months):</b>
<b>Name of Client:</b>	<b>Total number of staff-months:</b>
<b>Address of Client:</b>	<b>Approx. value of the services provided by your firm:</b>
<b>Start Date (Month/Year):</b> <b>Completion Date (Month/Year):</b>	<b>Approx. value of the contract:</b>
<b>Narrative Description of Project:</b>	
<b>Description of Actual Services Provided by Your Staff:</b>	

**Note:** Use separate sheet for each Assignment.

Form-8 (PQ-7 and TQ-6.3)

**“Project experience as PMC/PMU under ongoing smart city mission”**

<b>Assignment Name:</b>	<b>Approx. value of the contract:</b>
<b>Location:</b>	<b>Duration of assignment (months):</b>
<b>Name of Client:</b>	<b>Total number of staff-months:</b>
<b>Address of Client:</b>	<b>Approx. value of the services provided by your firm:</b>
<b>Start Date (Month/Year):</b> <b>Completion Date (Month/Year):</b>	<b>Approx. value of the contract:</b>
<b>Narrative Description of Project:</b>	
<b>Description of Actual Services Provided by Your Staff:</b>	

**Note:** Use separate sheet for each Assignment.

**Form-9 (TQ-7.0)**

**Curriculum Vitae (CV) of Professional Personnel**

1. Proposed Position: [For each position of professional separate form will be prepared]:
2. Name of Firm: [Insert name of firm proposing the staff]:
3. Name of Staff: [Insert full name]:
4. Brief Profile of Proposed Staff: [Provide summary of proposed staff experience, qualifications and achievements in no more than 250 words]
5. Date of Birth:
6. Nationality:
7. Education: [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:
8. Membership of Professional Associations:
9. Other Training:
10. Countries of Work Experience: [List countries where staff has worked in the last ten years]:
11. Languages [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
12. Employment Record: [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see form at here below): dates of employment, name of employing organization, positions held.]:

From [Year]: \_\_\_\_\_ To [Year]: \_\_\_\_\_

Employer:

Positions held:

13. Detailed Tasks Assigned: [List all tasks to be performed under this Assignment]
14. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned [Among the Assignment/jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks.

Name of Assignment or project: \_\_\_\_\_ Employer: \_\_\_\_\_

Year: \_\_\_\_\_ Location: \_\_\_\_\_

Main project features:

Positions held:

Activities performed:

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

**FINANCIAL PROPOSAL**  
**FINANCIAL PROPOSAL SUBMISSION FORM**

(On Applicant's letter head)

[Location, Date]

To:

Chief Executive Officer  
Ranchi Smart City Corporation limited  
JUPMI Building, 2<sup>nd</sup> Floor,  
Dhurwa, Ranchi, Pin-834004

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 for the sum of [Insert amount(s) in words and figures]. Detailed breakup of the financial bid is enclosed. This amount is exclusive of service tax/GST, we hereby confirm that the financial proposal is unconditional and we acknowledge that any condition attached to financial proposal shall result in rejection of our financial proposal. Any out-of-pocket expenses incurred for project delivery will be reimbursed by Ranchi Smart City Corporation Limited on actuals.

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

Name and Title of Signatory:

Name of Firm:

Address:



