

Expression of Interest
for
Project Management Unit (PMU) for monitoring Real Estate
Projects in Greater Noida City



Issued by:

Greater Noida Industrial Development Authority (GNIDA)

Plot No: 01, Knowledge Park IV, Greater Noida

Uttar Pradesh 201310

DISCLAIMER

This Expression of Interest (Eoi) for “Project Management Unit (PMU) for monitoring Real Estate Projects in Greater Noida City” (‘the Project’) contains brief information about the Project and scope of work for the prospective Applicant. The purpose of Eoi is to provide the Applicant with information to assist the formulation of their response.

While all efforts have been made to ensure the accuracy of information contained in this Eoi document, this document does not contain all the information required by the Applicant. The Applicant are encouraged to conduct their own independent assessment, investigations and analysis and check the reliability, accuracy and completeness of the information at their end and obtain independent advice from relevant sources as required before submission of their response. Greater Noida Industrial Development Authority (GNIDA or the Authority) and any of its employees or advisors shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the Eoi document.

GNIDA reserves the right to change any or all conditions/ information set in this Eoi document by way of revision, deletion, updating or annulment through issuance of appropriate addendum as GNIDA may deem fit without assigning any reason thereof.

GNIDA reserves the right to accept or reject any or all applications without giving any reasons thereof. GNIDA will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the applications to be submitted in terms of this Eoi Document.

Table of contents

| | |
|---|---|
| DISCLAIMER..... | 1 |
| Table of contents | 2 |
| 1 Invitation for Expression of Interest | 3 |
| 2 Key Instructions..... | 3 |
| 3 Scope of Work..... | 4 |
| 4 Desired Experience | 6 |
| 5 Formats for Submission | 7 |

1 Invitation for Expression of Interest

Greater Noida Industrial Development Authority (“GNIDA” or “the Authority”) invites Expression of Interest (Eoi) for “Project Management Unit (PMU) for monitoring Real Estate Projects in Greater Noida City” (‘the Project’). Interested Applicants can submit their “Expression of Interest” in the formats duly filled and signed with required enclosures, in a sealed envelope superscribed “Project Management Unit (PMU) for monitoring Real Estate Projects in Greater Noida City” at the address given in table below.

2 Key Instructions

Interested Applicants should make note of the following key points:

- ▶ This Eoi invitation document is not a Tender or Request for Proposal in any form and would not be binding on GNIDA in any manner whatsoever.
- ▶ GNIDA reserves the right to cancel the Eoi invitation as a whole or in part without assigning any reasons.
- ▶ The Applicants are encouraged to conduct their own independent assessment, investigations and analysis and check the reliability, accuracy and completeness of the information at their end and obtain independent advice from relevant sources as required before submission of their response.
- ▶ GNIDA reserves the right to update, amend and supplement the information given in this document at its sole discretion before the last date and time of submission of the responses.
- ▶ Applicants should submit their response in English language and as per formats provided in the last section of this document. Submission not conforming to the instructions or prescribed formats will be rejected.

The key dates and information for the Project are as below:

| | |
|--|--|
| Address for submission of Eoi | Shri Janardan, Additional Chief Executive Officer (J) Greater Noida Industrial Development Authority, Plot No: 01, Knowledge Park IV, Greater Noida, Uttar Pradesh, 201308 |
| Meeting for Eoi | To be communicated later on Authority’s website: [http://www.greaternoidaauthority.in/] |
| Last date for submission of Eoi | 14.07.17 |
| Contact details for clarification & queries | Shri Janardan, Additional Chief Executive Officer (J) Greater Noida Industrial Development Authority, Plot No: 01, Knowledge Park IV, Greater Noida, Uttar Pradesh, 201308 |
| Last date of receipt of query | 14.07.17 |

3 Scope of Work

The Greater Noida Industrial Development Authority (“GNIDA” or “the Authority”) has allotted land to a number of private developers for developing Group Housing Societies in the city. The projects were conceptualised and launched by the developers but they have been unable to meet the timelines committed for completion and handover of the projects. Hence it is important that these Projects be reviewed for viability and facilitation as deemed necessary to expedite the delivery process.

The key tasks to be undertaken by the consultant are as follows:

- ▶ Current state assessment
- ▶ Data analysis and categorisation
- ▶ Mitigation strategy and facilitate builder-buyer meetings
- ▶ Regular monitoring and reporting

The Consultant to achieve the above mentioned task shall be responsible for providing services, including, but not limited to:

Phase 1: Current state assessment

- ▶ The consultants shall be responsible for undertaking an assessment of the identified projects and as a first step would collect data on the same. Some information will be available with the Authority but a lot of information will have to be collected from the Developers.
- ▶ The consultant shall develop standard templates/checklist to collect information which may include (but not limited to) the following (indicative):
 - General information about the promoter and other parties involved in development of the project
 - Project specific information such Allotted area, Allotment date, Lease rights as allotment/lease particulars, sanction details like floor plans, Ground coverage, FAR, number of flats, information on sold inventory, the buyer details, amount at which the flat was sold, amount paid and balance to be paid etc.
 - List of approvals pending on a project, tentative timelines and challenges if any
 - Information pertaining to stage of completion, actual costs for activities in progress, project cost estimates, estimated completion date, payment schedule for the project, payment made to Authority and pending dues, rescheduled payment plan (in any) etc.
 - Additional land if lying unutilised with the Developer/promoter
- ▶ This information may be captured through an IT tool that can be developed by the consultant for the same. The information feed to the portal may be entered by the Developer or the consultant’s PMU as the case may be.
- ▶ All information collected needs to be cross-verified or authenticated with respective stakeholders.
- ▶ The portal will display an up to date Project Specific Report Card based on the aggregated details from all stakeholders.
- ▶ The developers would also be asked schedule to complete the projects with a financing plan. The financial plan would be duly approved/authorised by a financing institution of repute.

Phase 2: Data analysis and Categorisation

- ▶ Based on the data provided by the Authority and the Developers the consultants shall analyse the project status, identify the challenges faced by each project and advise Authority on its viability of the Project in light of the proposed financing plan.
- ▶ The projects can then be segregated on basis of pre-determined categories causing delay in handing over final possession of the flat to the homebuyer i.e. financial/economic related delay, regulation/code related delay, construction related delays etc.

Phase 3: Mitigation strategy and facilitating meetings

- ▶ The developers of these identified projects shall be asked propose mitigation strategies based on their respective issues. Before submitting the mitigation proposals, the developers will have to get these vetted by appropriate authorities. These mitigation proposals might be (but not limited to) the following:
 - Insolvency
 - Pitch-in
 - Take-over
 - Buy-back
- ▶ To facilitate above-mentioned process, the Consultant shall have regular coordination with identified developers to make sure that only correct validated proposals are submitted.
- ▶ The Consultant shall assist the Authority to review and identify any regulatory revisions that may be required to implement the proposed mitigation strategies.
- ▶ Additionally, the Consultant shall also devise Standard Operating Procedure (SOP), eligibility criteria & evaluation parameters for the selection of the best possible mitigation strategy.

Phase 4: Monitoring and reporting

- ▶ The Consultants shall monitor the progress of selected Projects based on their finalized mitigation schedule.
- ▶ The Consultants shall prepare monthly/quarterly monitoring reports and identify any upcoming delays and issues and submit to the Authority.

4 Desired Experience

For determining the eligibility, the Applicant has to fulfil both the technical and financial capability defined hereunder.

Technical capability:

| Sr. No. | Criteria | Documents to be submitted |
|---------|---|--|
| 1 | Experience in processes, standard operating procedures, housing, real estate, taxation, legal, financial restructuring etc. | Contracts / Work Orders for experience cited and Certificate of successful completion of the projects which are completed. |
| 2 | Experience of monitoring at least three construction projects in the last three years having a gross project cost of INR 250 crore. | |
| 3 | Experience of managing at least one large PMU with consulting fee of minimum INR 5 crore in last 3 years. | |
| 4 | The Applicant should be either an existing company registered in India under the Company Act, 1956 or should be eligible to register as a company to carry out stated activities, should the Applicant be selected. | Certificate of Incorporation/ Registration |
| 5 | Applicant may be a single entity or a Consortium of a maximum of 2 (two) members. | |

Financial capability:

| Sr. No. | Criteria | Documents to be Submitted |
|---------|---|---|
| 1 | Average Annual Turnover should be minimum INR 100 crore during the last three financial years. Note: In the case of a Consortium, the Annual Turnover criteria to be met by the lead member. | Audited/Certified Annual Financial Statements and Annual Report for the three financial years (2014-15, 2015-16 and 2016-17) and Certificate from the Statutory Auditor |

- ▶ At this stage, the Applicant may or may not declare the complete nature of the Consortium but at the proposal stage preference would be given to Applicant that can collectively demonstrate experience of running Project Management Units (PMU) of similar nature.
- ▶ The Applicants will be assessed on technical and financial capabilities.

5 Formats for Submission

Form 1: Information about the Applicant

A: GENERAL INFORMATION *(in case of a Consortium details to be filled for all parties)*

i. Details of the Applicant

- Name of Applicant: _____
- Address: _____
- Tel No. (with code): _____
- Contact person: _____
- Name and Designation: _____
- Address, Telephone No. and Email address:

ii. Type of Company: [with supporting documents]

iii. Date of incorporation with documentary evidence (or equivalent certificate):

iv. Registration detail of firm with documentary evidence (or equivalent certificate):

v. Brief description of the entity, organization structure and business.

B: FINANCIAL INFORMATION *(in case of a Consortium details to be filled for the Lead member)*

Please provide with financial details about the Applicant along with necessary supporting documents. Annuals reports for the last three (3) years must be attached to the response. Along with that please provide financial information in the following format:

| Year | Annual Turnover |
|------|-----------------|
| | |
| | |
| | |

On Behalf of (Name of the Applicant)

Signature of the Authorized Person

Name:

Designation:

Form 2: List of Projects

A: Experience in processes, standard operating procedures, housing, real estate, taxation, legal, financial restructuring etc.

| Sr.No. | Project & Client | Project details |
|--------|------------------|-----------------|
| | | |
| | | |
| | | |
| | | |

(Insert as many rows as required)

B: Experience of monitoring at least three construction projects in the last three years having a gross project cost of INR 250 crore.

| Sr.No. | Project & Client | Gross Project Cost | Project details |
|--------|------------------|--------------------|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |

C: Experience of managing at least one large PMU with consulting fee of minimum INR 5 crore in last 3 years

| Sr.No. | Project & Client | Consulting fee | Project details |
|--------|------------------|----------------|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |

(Insert as many rows as required)

On Behalf of (Name of the Applicant)

Signature of the Authorized Person

Name:

Designation:

Note: Form 3 has to be filled for each Project with necessary documentary evidence in support of the experience claimed

Form 3: Project Information

[Use separate sheet for each cited Project]

Applicants Name: *[insert full name]*

Date: *[insert day, month, year]*

| | | | |
|--|---|--|--|
| Project No. <i>[insert number]</i> | Information | | |
| Project Identification | <i>[insert Project name and number, if applicable]</i> | | |
| Award date | <i>[insert day, month, year, e.g. 15 June, 2017]</i> | | |
| Date of Commissioning | <i>[insert day, month, year, e.g. 15 June, 2017]</i> | | |
| Completion date | <i>[insert day, month, year, e.g. 15 June, 2017]</i> | | |
| Project Scope | <i>[insert Project details and scope of works]</i> | | |
| Role in Contract <i>[check the appropriate box]</i> | Sole Developer | Consortium/JV Partner | |
| Total Project Amount | <i>[insert total Project amount in local currency]</i> | | INR <i>[insert total Project amount in INR equivalent]</i> |
| If partner in a Consortium/ JV, or sub-Concessionaire, specify participation in total Project amount | <i>[insert a percentage amount]</i> | <i>[insert total Project amount in local currency]</i> | <i>[insert total Project amount in INR equivalent]</i> |
| Employer/ Client's Name: | <i>[insert full name]</i> | | |
| Address: | <i>[indicate street / number / town or city / country]</i> | | |
| Telephone/fax number | <i>[insert telephone/fax numbers, including country and ity area codes]</i> | | |
| E-mail: | <i>[insert e-mail address, if available]</i> | | |

Note: Applicants should provide information on the following:

1. Contracts executed where the work is completed
2. Ongoing contracts/current commitments for which a letter of intent or acceptance has been received
3. Any additional documentary evidence in support of the experience claimed