



**Integrated Industrial Township Greater Noida Limited**

**Program Manager for Integrated Industrial Township, in  
Greater Noida, Uttar Pradesh, under the Delhi-Mumbai  
Industrial Corridor (DMIC) Project**

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**REQUEST FOR QUALIFICATION**

**CUM**

**REQUEST FOR PROPOSAL**

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**Integrated Industrial Township Greater Noida Limited**

Greater Noida Industrial Development Authority.

169 Chitvan Estate, Sector Gamma – II, Greater Noida,

Gautam Budh Nagar, Uttar Pradesh 201308

## NOTICE INVITING REQUEST FOR QUALIFICATION CUM REQUEST FOR PROPOSAL

### IITGNL Integrated Industrial Township Greater Noida Limited

#### **RFQ cum RFP for Selection of Program Manager for Integrated Industrial Township, in Greater Noida, Uttar Pradesh, under the Delhi-Mumbai Industrial Corridor (DMIC) Project**

An Integrated Industrial Township is being developed at Greater Noida as part of the Delhi Mumbai Industrial Corridor (DMIC). A special purpose company in the name of Integrated Industrial Township Greater Noida Limited (IITGNL) has been incorporated between DMIC Trust, and Greater Noida Industrial Development Authority (GNIDA) to implement, promote and facilitate the development of Integrated Industrial Township project

IITGNL invites "Request for Qualification cum Request for Proposal" (RFQ cum RFP) from interested bidders for **Selection of Program Manager for Integrated Industrial Township, in Greater Noida, Uttar Pradesh, under the Delhi-Mumbai Industrial Corridor (DMIC) Project**. The details of the project are available from 31<sup>st</sup> March 2016, in the RFQ cum RFP document uploaded on the websites: [<http://www.greaternoidaauthority.in/>, [www.dmicdc.com](http://www.dmicdc.com).]

**Interested applicants are requested to submit their responses to the Request for Qualification cum Request for Proposal at the address mentioned below on or before 16<sup>th</sup> May 2016 3:00PM.**

The submissions must be addressed to:

**Managing Director**  
**Integrated Industrial Township Greater Noida Limited**  
Greater Noida Industrial Development Authority.  
169 Chitvan Estate, Sector Gamma – II, Greater Noida,  
Gautam Budh Nagar, Uttar Pradesh 201308  
Phone: +91 120 2326 134  
Email: [gmpIngnnida@gmail.com](mailto:gmpIngnnida@gmail.com), [cs.gniitl@gmail.com](mailto:cs.gniitl@gmail.com), [tenders@dmicdc.com](mailto:tenders@dmicdc.com)

**CIN No: U74900UP2014PLC063430**

## Disclaimer

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1. This RFQ cum RFP document is neither an agreement nor an offer by the Integrated Industrial Township Greater Noida Limited (IITGNL) to the prospective Applicants or any other person. The purpose of this RFQ cum RFP is to provide information to the interested parties that may be useful to them in the formulation of their proposal pursuant to this RFQ cum RFP.
2. IITGNL does not make any representation or warranty as to the accuracy, reliability or completeness of the information in this RFQ cum RFP document and it is not possible for IITGNL to consider particular needs of each party who reads or uses this RFQ cum RFP document. This RFQ cum RFP includes statements which reflect various assumptions and assessments arrived at by IITGNL in relation to the consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. Each prospective applicant should conduct its own investigations and analyses and check the accuracy, reliability and completeness of the information provided in this RFQ cum RFP document and obtain independent advice from appropriate sources.
3. IITGNL will not have any liability to any prospective Consultancy Company / Firm/ Consortium or any other person under any laws (including without limitation the law of contract, tort), the principles of equity, restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFQ cum RFP document, any matter deemed to form part of this RFQ cum RFP document, the award of the Assignment, the information and any other information supplied by or on behalf of IITGNL or their employees, any consultants or otherwise arising in any way from the selection process for the Assignment. IITGNL will also not be liable in any manner whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon any statements contained in this RFQ cum RFP.
4. IITGNL will not be responsible for any delay in receiving the proposals. The issue of this RFQ cum RFP does not imply that IITGNL is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the consultancy and IITGNL reserves the right to accept/reject any or all of proposals submitted in response to this RFQ cum RFP document at any stage without assigning any reasons whatsoever. IITGNL also reserves

the right to withhold or withdraw the process at any stage with intimation to all who submitted the RFQ cum RFP Application.

5. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. IITGNL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
6. IITGNL reserves the right to change/ modify/ amend any or all provisions of this RFQ cum RFP document. Such revisions to the RFQ cum RFP/ amended RFQ cum RFP will be made available on the website of IITGNL.

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## Section 1. Letter of Invitation

### 1. Introduction

The Government of India is undertaking the development of Delhi Mumbai Industrial Corridor (DMIC) along the alignment of proposed Multi-modal High Axle Load Dedicated Freight Corridor between Delhi and Mumbai, covering an overall length of 1,483 km. The DMIC is conceived as a model industrial corridor of international standards for propelling the growth of the manufacturing and services industries falling in its influence area. Further, Delhi Mumbai Industrial Corridor Development Corporation Limited (DMICDC), a special purpose company, was incorporated to establish, promote and facilitate development of the DMIC Project.

The Dadri-Noida-Ghaziabad Investment Region is one of the 24 nodes proposed under the Delhi Mumbai Industrial Corridor (DMIC). The development of 'Integrated Industrial Township at Greater Noida' has been selected as one of the 'Early Bird Projects' under the development plan for the Dadri – Noida – Ghaziabad Investment Region located in the sub-region of DMIC falling in the State of Uttar Pradesh (UP).

The Integrated Industrial Township development is expected to create a skilled and employable workforce, essential for the industrial & commercial development envisaged in the DMIC region and which offers a sustainable environment that promotes the highest standard of live-work-play-learn (work-life balance).

The Integrated Industrial Township Greater Noida Limited (IITGNL), a special purpose company, was incorporated to implement, promote and facilitate the development of Integrated Industrial Township project. Therefore, Integrated Industrial Township Greater Noida Limited (IITGNL) invites proposals to undertake following assignment (**"The Assignment"**): ***"Program Manager for Integrated Industrial Township in Greater Noida, Uttar Pradesh, under the Delhi-Mumbai Industrial Corridor (DMIC) Project"***

### 2. Objectives

Integrated Industrial Township Greater Noida Limited (IITGNL) wishes to engage a consultant for obtaining Program Management Services for the Integrated Industrial Township Project in Greater Noida being developed under the DMIC Project (**the "Assignment"**). The appointed consultant will be responsible for implementation of the project in accordance with the given scope within the stipulated time. The consultancy assignment extends to implementation of all components pertaining to development of

Integrated Industrial Township Project. The envisaged duration of the Assignment is provided in the Data sheet. The detailed scope of services is provided in the Terms of Reference.

**3. A Consultant will be selected under Combined Quality cum Cost Based Selection (CQCCBS) and procedures described in this RFQ cum RFP.**

**4. The RFQ cum RFP includes the following documents:**

SECTION 1: Letter of Invitation

SECTION 2: Instructions to Consultants

SECTION 3: Pre-Qualification and Technical Proposal - Standard Forms

SECTION 4: Financial Proposal - Standard forms

SECTION 5: Terms of Reference

SECTION 6: Standard forms of Contract

**All clarifications/ corrigenda will be published only on the DMICDC website. The official website for accessing the information related to this RFQ cum RFP is [www.dmicdc.com](http://www.dmicdc.com) (the “Official Website”).**

Note: From the “Home” page access the “Tenders” section to access all the uploaded documents related to this RFQ cum RFP.

## Section 2. Instructions to Consultants

### 2.1 Introduction

- 2.1.1 The Client named in the Data sheet will select a firm / organisation (the “**Consultant**”), in accordance with the method of selection specified in the Data sheet. Applicants are advised that the selection of Consultant shall be on the basis of an evaluation by Client through the selection process specified in this RFQ cum RFP (the “**Selection Process**”). 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 Client’s decisions are without any right of appeal whatsoever.
- 2.1.2 The Applicants are invited to submit Pre-Qualification, Technical and Financial Proposals (collectively called as the “**Proposal**”), as specified in the Data sheet, for the services required for the Assignment. The term “**Applicant**” refers to a single entity or the group of entities coming together as a Consortium to execute the Assignment. The Proposal will form the basis for contract signing with the selected Consultant. The Consultant shall carry out the Program Management for development of Integrated Industrial Township in accordance with the Terms of Reference of this RFQ cum RFP (the “**TOR**”).
- 2.1.3 The Applicant shall submit the Proposal in the form and manner specified in this RFQ cum RFP. The Proposal shall be submitted as per the forms given in relevant sections herewith. Upon selection, the Applicant shall be required to enter into a contract with the Client in the form specified in this RFQ cum RFP (the “**Contract**”).
- 2.1.4 Applicants should familiarize themselves with local conditions and take them into account in preparing their Proposals.
- 2.1.5 The Client will timely provide, at no cost to the Consultants, all the available inputs and facilities required to carry out the services, and provide relevant project data and reports related to the Assignment. However, for avoidance of doubt, it is hereby clarified that the aforesaid data/ information provided under the RFQ cum RFP or to be provided later, is only indicative and solely for the purposes of rendering assistance to the Applicants towards preparation of their proposals. The Applicants are hereby advised to undertake their own due diligence (to their complete satisfaction) before placing reliance on any such data/information furnished or to be provided later by the Client and/ or any of his consultants.
- 2.1.6 Applicants shall bear all costs associated with the preparation and submission of their proposals, and their participation in the selection process, and presentation including but not limited to postage, delivery fees, expenses associated with any

demonstrations or presentations which may be required by Client or any other costs incurred in connection with or relating to its Proposal. The Client is not bound to accept any Proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Applicants.

2.1.7 Client requires that the Consultant provides professional, objective, and impartial advice and at all times hold Client'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 may place it in a position of not being able to carry out the assignment in the best interests of Client and the Project.

2.1.8 It is the Client's policy to require that the Consultants observe the highest standard of ethics during the Selection Process and execution of such contracts. In pursuance of this policy, the Client:

- (i) defines, for the purposes of this provision, the terms set forth below as follows:
  - a) "Corrupt practice" means the offering, giving, receiving, or soliciting anything of value to influence the action of officials in the Selection Process or in contract execution; and
  - b) "Fraudulent practice" means a misrepresentation of facts in order to influence the selection process or the execution of a contract in a way which is detrimental to the Client, and includes collusive practices among consultants (prior to or after submission of proposals) designed to establish prices at artificial, non-competitive levels and to deprive the Client of the benefits of free and open competition.
- (ii) will reject the Proposal for award if it determines that the Applicant has engaged in corrupt or fraudulent activities in competing for the contract in question;
- (iii) will declare an Applicant ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the Applicant has engaged in corrupt or fraudulent practices in competing for and in executing the contract.

2.1.9 All members of the Consortium are required to follow the highest level of work ethics, if any member of the Consortium has a Conflict of Interest or indulge in "Prohibited Practices", the whole Consortium is liable to be disqualified. Further, in the event any entity 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 or bid, and the bar subsists as on the date of the Proposal Due Date, it would not be eligible to submit a Proposal either by itself or as part of a Consortium.

2.1.10 Details related to timelines and submission of deliverables at each stage is given in the TOR.

2.1.11 The Proposal shall be valid for a period of not less than 180 (one hundred and eighty) days from the Proposal Due Date (the “PDD”) as specified the Data sheet.

2.1.12 **Brief Description of the Selection Process:** The Client has adopted a three stage selection process (collectively the “**Selection Process**”) for evaluating the Proposals. The Bids shall comprise of three parts namely the Pre-Qualification, Technical and Financial Proposals to be submitted in three separate sealed envelopes. The Pre-Qualification Proposal shall be placed separately in a sealed envelope titled Request for Qualification (RFQ) along with the processing fee as prescribed in this RFQ cum RFP document. The Technical Proposal, Financial Proposal and Bid Security shall be placed in a sealed envelope titled Request for Proposal as prescribed in this RFQ cum RFP document. The submissions for Pre-Qualification shall be evaluated first as specified in this RFQ cum RFP. Subsequently the technical evaluation as specified in this RFQ cum RFP will be carried out only for those Applicants who meet the Pre-Qualification criteria. Based on this technical evaluation, a list of technically qualified Applicants shall be prepared. Only the Financial Proposals of technically qualified Applicants will be opened. Proposals will finally be ranked according to their combined technical and financial scores as specified in this RFQ cum RFP. The first ranked Applicant (the “**Selected Applicant**”) shall be invited for Negotiations while the second ranked Applicant will be kept in reserve.

2.1.13 **Number of Proposals:** No Applicant or its Associate shall submit more than one Application for the Consultancy. An Applicant applying individually or as a member of a Consortium shall not be entitled to submit another application either individually or as a member of any Consortium, as the case may be.

2.1.14 **Visit to the Client, Site and Verification of Information:** Applicants are encouraged to submit their respective Proposals after visiting the office of the Client or its delegates as the case may be, visit the site for the Integrated Industrial Township project and ascertaining for themselves the availability of documents and other data with the Client, local conditions, Applicable Laws and regulations or any other matter considered relevant by them.

2.1.15 **Right to reject any or all Proposals:**

- (i) Notwithstanding anything contained in this RFQ cum RFP, the Client 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.
- (ii) Without prejudice to the generality of above, the Client 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 Client, the supplemental information sought by the Client for evaluation of the Proposal.
- (iii) Such 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 Client 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 Client, including annulment of the Selection Process.

#### **2.1.16 Acknowledgement by Applicant;**

- (i) It shall be deemed that by submitting the Proposal, the Applicant has:
  - a) made a complete and careful examination of the RFQ cum RFP;
  - b) received all relevant information requested from the Client;
  - c) accepted the risk of inadequacy, error or mistake in the information provided in the RFQ cum RFP or furnished by or on behalf of the Client;
  - d) satisfied itself about all matters, things and information, including matters herein above, necessary and required for submitting an informed Application and performance of all of its obligations there under;
  - 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 term hereof.
- (ii) The Client and/ or its advisors/ consultants 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 RFQ cum RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Client and/ or its consultant.

**2.1.17 RFQ cum RFP Processing Fee:** The RFQ cum RFP submissions shall be accompanied by a Bank Draft of USD 2,000.00 only (USD Two Thousand Only) plus Service Tax or INR 1,00,000/- (Indian Rupees One Lakh only) plus Service Tax in favour of “Integrated Industrial Township Greater Noida Limited(IITGNL )”, payable at Greater Noida, India, as a non-refundable RFQ cum RFP processing fee (the “RFQ cum RFP Processing Fee”). Proposals unaccompanied with the aforesaid RFQ cum RFP Processing Fee shall be liable to be rejected by the Client.

## **2.2 Clarification and amendment of RFQ cum RFP documents**

2.2.1 Consultants may seek clarification on this RFQ cum RFP document. Any request for clarification must be sent by standard electronic means MS word file to the Client’s office addressed to:

**Managing Director,**

**Integrated Industrial Township Greater Noida Limited**

**Greater Noida Industrial Development Authority**

**169 Chitvan Estate, Sector Gamma - II**

**Greater Noida, Gautam Budh Nagar,**

**Uttar Pradesh 201308, India**

**Phone: +91 120 2326 134**

**Email: gmplnggnida@gmail.com, cs.gniitl@gmail.com, tenders@dmicdc.com**

The Client will endeavour to respond to the queries not later than 2 (two) weeks prior to the Proposal Due Date. The responses will be sent by fax or e-mail. The Client will post the reply to all such queries on its official website.

2.2.2 At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the RFQ cum RFP documents by an amendment. All amendments/ corrigenda will be posted only on the Client’s Official Website. In order to afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Client may at its discretion extend the Proposal Due Date.

2.2.3 Date of pre-bid meeting and venue is mentioned in the Data sheet. Applicants willing to attend the pre-bid should inform client beforehand in writing and email. The maximum no. of participants from an applicant, who chose to attend the pre-bid meeting, shall not be more than two per applicant. The representatives attending the

pre-bid meeting shall accompany with an authority letter duly signed by the authorised signatory of his/her organisation.

### **2.3 Clarification and/ or interpretation of reports**

After submission of the final reports of each phase by the Consultant, to the satisfaction of the Client, if clarifications are required or doubt arises as to the interpretation of anything included in the reports, consultant shall, on receipt of written request form the Client, furnish such clarification to the satisfaction of Client within five (05) working days without any extra charge.

### **2.4 Ownership of document and copyright**

All the study outputs including primary data shall be compiled, classified and submitted by the Consultants to the Client in hard and soft copies in addition to the requirements for the reports and deliverables indicated in the TOR. The study outputs shall remain the property of the Client and shall not be used for any purpose other than that intended under these terms of reference without the permission of the Client.

### **2.5 Bid security**

- 2.5.1 A bid security in the form of a Demand Draft / Bank Guarantee, from a scheduled Indian Bank in favour of 'Integrated Industrial Township Greater Noida Limited (IITGNL)', valid for 180 (one hundred and eighty) days from the PDD, payable at Greater Noida, for the sum of Rs 10,00,000/- (Rupees Ten Lakhs Only) or US dollars 20,000.00 (Twenty thousand only) shall be required to be submitted by each Applicant ("Bid Security").
- 2.5.2 The Demand Draft/ Bank Guarantee in original shall be placed in an envelope and attached with the envelope containing the Technical Proposal and Financial Proposal marked as "RFP – [name of assignment]" and "Not to be opened except in the presence of evaluation committee". Bids received without the specified Bid Security will be summarily rejected.
- 2.5.3 Client will not be liable to pay any interest on bid security deposits. Bid security of Pre Qualified but unsuccessful Applicants shall be returned, without any interest, within two months after signing the contract with the Selected Applicant or when the selection process is cancelled by Client. The Selected Applicant's Bid Security shall be returned, without any interest upon the Applicant signing the contract and furnishing the Performance Security in accordance with provision of the RFQ cum RFP and contract.

2.5.4 Client will be entitled to forfeit and appropriate the bid security as mutually agreed loss and damage payable to Client in regard to the RFQ cum RFP without prejudice to Client's any other right or remedy under the following conditions:

- (i) If an Applicant engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as envisaged under this RFQ cum RFP (including the Standard Form of Contract);
- (ii) If any Applicant withdraws its Proposal during the period of its validity as specified in this RFQ cum RFP and as extended by the Applicant from time to time,
- (iii) In the case of the Selected Applicant, if the Selected Applicant fails to sign the contract or provide the Performance Security within the specified time limit, or
- (iv) If the Applicant commits any breach of terms of this RFQ cum RFP or is found to have made a false representation to Client.

2.5.5 Performance Security equivalent to the amount indicated in this RFQ cum RFP shall be furnished before signing of the contract in form of a Bank Guarantee substantially in the form specified in the RFQ cum RFP/ contract. For the successful bidder the Performance Security shall be retained by Client until the completion of the assignment by the Consultant and be released 180 (one hundred and eighty) days after the completion of the assignment. The Performance Security shall be obtained from a Scheduled Commercial Bank, in compliance with Applicable Laws.

## 2.6 Eligibility of Applicants

2.6.1 The Applicant for participation in the Selection Process, may be a single entity or a group of entities (the "**Consortium**"), coming together to execute the Assignment. However, no applicant applying individually or as a member of a Consortium, as the case may be, can be member of another consortia bidding for the Assignment.

2.6.2 An Applicant or a member of Consortium may either be a sole proprietorship firm/ a partnership firm/ a limited liability partnership/ a company incorporated under the Companies Act 1956 / 2013, or a body corporate incorporated under the applicable laws of its origin.

2.6.3 An Applicant currently executing three or more similar projects being managed by the DMICDC or its related SPVs [namely, Aurangabad Industrial Township Limited (AITL) Vikram Udyogpuri Ltd. (VUL), Pithampur Jal Prabandhan Company Limited (PJPCL), Integrated Industrial Township Greater Noida Limited (IITGNL) and Dholera Industrial City Development Ltd [DICDL]] shall not be eligible to bid. Similar projects to be construed as Project Management Consultants/Program Managers/Construction Supervision Consultants etc.

2.6.4 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 Client will forfeit and appropriate the Bid Security as mutually agreed genuine pre-estimated compensation and damages payable to the Client for, inter alia, the time, cost and effort of the Client including consideration of such Applicant’s Proposal, without prejudice to any other right or remedy that may be available to the Client hereunder or otherwise.

2.6.5 An Applicant shall be deemed to have a Conflict of Interest affecting the Selection Process, if:

- (i) the Applicant, its Consortium member (the “**Member**”) or Associate (or any constituent thereof) and any other Applicant, its Consortium member 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 percent of the paid up and subscribed share capital of such Applicant, Member or Associate, as the case may be) in the other Applicant, its Consortium member or Associate is less than 5 percent 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 section 4A of the Companies Act, 1956. For the purposes of this clause, 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 percent of the subscribed and paid up equity shareholding of such intermediary; or

- (ii) a constituent of such Applicant is also a constituent of another Applicant; or
- (iii) such Applicant or its Associate receives or has received any direct or indirect subsidy or grant from any other Applicant or its Associate; or
- (iv) such Applicant has the same legal representative for purposes of this Application as any other Applicant; or
- (v) 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 others' information about, or to influence the Application of either or each of the other Applicant; or
- (vi) there is a conflict among this and other consulting assignments of the Applicant (including its personnel and sub-consultants) 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 Client 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
- (vii) a firm which has been engaged by the Client 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 per provisions of this RFQ cum RFP, 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
- (viii) the Applicant, its Member or Associate (or any constituent thereof), and the bidder or Concessionaire, 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 percent 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 percent 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 section 4A of the Companies Act, 1956. For the purposes of this sub-clause (h), indirect shareholding shall be computed in accordance with the provisions of sub-clause (a) above.

- (ix) For purposes of this RFQ cum 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 percent 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.

2.6.6 An Applicant eventually appointed to provide Program Manager Services ( the “**Services**”) for this Assignment, and its Associates, shall be disqualified from subsequently providing goods or works or services ( other than the Services under this Assignment) 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 2 (two) years from the completion of this Assignment or to consulting assignments granted by banks / lenders at any time;. 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 percent of the subscribed and paid up share capital of the Consultant, as the case may be, and any Associate thereof.

2.6.7 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 the Proposal Due Date, would not be eligible to submit a Proposal either by itself or through its Associate.

2.6.8 An Applicant or its Associate should have, during the last 3 (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.

2.6.9 In case the Applicant is a Consortium, it shall, comply with the following additional requirements:

- (i) Number of members in a Consortium shall not exceed 3 (three);
- (ii) Subject to the provisions of sub-clause (1) above, the Application should contain the information required for each member of the Consortium;
- (iii) Members of the Consortium shall nominate one member as the lead member (the “**Lead Firm**”). The nomination(s) shall be supported by a Power of Attorney, as per the format in this RFQ cum RFP, signed by all the other members of the Consortium. The duties, responsibilities and powers of such Lead firm shall be specifically included in the joint Bidding Agreement. It is expected that the Lead Firm would be authorized to incur liabilities and to receive instructions and payments for and on behalf of the Consortium. The Client expects that Lead Firm should have maximum responsibility pertaining to execution of Assignment;
- (iv) The Application should include a brief description of the roles and responsibilities of individual members;
- (v) An individual Applicant cannot at the same time be a member of a Consortium applying for the Assignment. Further, a member of a particular Applicant Consortium cannot be member of any other Applicant Consortium applying for the Assignment;
- (vi) No Change in the composition of the Consortium will be permitted by the Client during the Selection Process and during the subsistence of the contract (in case the successful applicant/ consultant is a Consortium).
- (vii) Members of the Consortium shall enter into a binding Joint Bidding Agreement (the “**Jt. Bidding Agreement**”), for the purpose of submitting a Proposal. The Jt. Bidding Agreement, to be submitted along with the Application, shall, inter alia:
  - 1. clearly outline the proposed roles and responsibilities, if any, of each member;
  - 2. include a statement to the effect that all members of the Consortium shall be liable jointly and severally for all obligations of the Consultant in relation to the Assignment until the completion of the Assignment in accordance with the contract and the TOR;

3. clearly define the proposed administrative arrangements (organisation chart) for the management and execution of the Assignment, if awarded to the Consortium;
4. except as provided under this RFQ cum RFP, there shall not be any amendment to the Jt. Bidding Agreement without the prior written consent of the Client.

## **2.7 Preparation of proposal**

- 2.7.1 Consultants are requested to submit their Proposal in English language and strictly in the formats provided in this RFQ cum RFP. The Client will evaluate only those Proposals that are received in the specified forms and complete in all respects.
- 2.7.2 In preparing their Proposal, Consultants are expected to thoroughly examine the RFQ cum RFP Document. Material deficiencies in providing the information requested may result in rejection of a Proposal.
- 2.7.3 Technical Proposal: While preparing the Technical Proposal, Consultants must give particular attention to the following:
  - (i) The Key Personnel – Core Team proposed must be permanent full time employees of the Applicant. It is desirable that the other Key Personnel be either permanent full time employees of the firm or have a dedicated full time contract to work on this project.
  - (ii) If any Key Personnel (Non-core) proposed is not a permanent employee of the Applicant (including in case of a JV, of its members), a self-certification of the personnel mentioning his/ her availability for the project counter-signed by the Applicant must be furnished. In the absence of such certificate, his/ her CV will not be evaluated.
  - (iii) Consultant is to ensure that the time allocated for the proposed Key Personnel does not conflict with the time allocated or proposed for any other assignment. The Client reserves the right to request a workload projection (including time spent on other projects/clients) for the Key Personnel.
  - (iv) The composition of the proposed Team and Task Assigned to individual personnel shall be clearly stated.
  - (v) No such Key Personnel shall be proposed for any position if the CV of the personnel does not meet the requirements of the TOR.
  - (vi) The Key Personnel shall remain available for the period as indicated in the RFQ cum RFP.

- (vii) No alternative proposal for any Key Personnel shall be made and only one CV for each position shall be furnished.
- (viii) Each CV needs to have been recently signed by the Key Personnel and/or countersigned by the authorized official of the Firm. At the time of submission of bid proposal, the scanned copies of the signature of Key Personnel will be allowed but at the time of signing of contract, the original signature will be required. However, in both the cases, original counter signature of Authorised signatory shall be required in original.
- (ix) A CV shall be summarily rejected if the educational qualification of the Key Personnel proposed does not match with the requirement of the RFQ cum RFP document.
- (x) Client certifications are mandatory for the projects listed under the experience section. The certifications must confirm the project attributes (size, fee, duration etc) and the scope of work on the projects. The Bidder can provide completion certificate issued by Client for the completed projects or for projects with more than 80% completion. The bidder can also provide Work Order or Contract Agreement along with verified payment receipts specifying that more than 50% of the total professional fees has been received by the bidder for the project.
- (xi) The Applicant may form a Joint Venture / Consortium with his Associate in case he wants to submit the proposal using the experience/ strength of his Associate.
- (xii) If the Applicant being a Consortium is qualified on the strength of the experience of a member which is a foreign company / entity, then the requisite Key Personnel from the Lead Firm may be proposed. However, in such cases, the Applicant must submit an undertaking (Form 3P) signed by the authorized representative of the foreign company/entity stating full support and cooperation during the Assignment.
- (xiii) The personnel proposed should possess good working knowledge of English Language.
- (xiv) No Key Personnel involved should have attained the age of 65 (sixty five) years at the time of submitting the proposal. The client reserves the right to ask for proof of age, qualification and experience at any stage of the project.

(xv) The technical proposal must not include any financial information

2.7.4 Failure to comply with the requirements spelt out above shall lead to the deduction of marks during the evaluation. Further, in such a case, Client will be entitled to reject the Proposal.

2.7.5 Proposals shall be typed or written in indelible ink and signed by the Authorised Representative of the Applicant who shall initial each page, in blue ink. In case of printed and published documents, only the cover 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 Authorised Representative (the “**Authorised Representative**”) as detailed below:

- (i) by the proprietor in case of a proprietary firm;
- (ii) by a partner, in case of a partnership firm and/or a limited liability partnership;  
or
- (iii) by a duly authorised person holding the Power of Attorney, in case of a Limited Company or a corporation; or
- (iv) by the Authorised Representative of the Lead Firm, in case of Consortium; and,
- (v) Power of Attorney, for the Authorised Representative and or the Lead Firm of the Consortium, if applicable, is executed as per Applicable Laws.

2.7.6 Applicants should note the Proposal Due Date, as specified in the Data sheet, for submission of Proposals. Except as specifically provided in this RFQ cum RFP, no supplementary material will be entertained by the Client, and that evaluation will be carried out only on the basis of Documents received by the closing time of Proposal Due Date as specified in the Data sheet. 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. For the avoidance of doubt, the Client reserves the right to seek clarifications in case the proposal is non-responsive on any aspects.

2.7.7 The Proposal shall be accompanied by a certified copy of legally binding Joint Bidding Agreement in case of JV/Consortium, in the format provided in this RFQ cum RFP, signed by all firms/entities confirming the following therein:

- i. Date and place of signing

- ii. Purpose of JV/Consortium (must include the details of the Services hereunder for which the JV/Consortium has been invited to bid)
- iii. A clear and definite description of the proposed administrative arrangements (organisation chart) for the management and execution of the assignment
- iv. Delineation of duties/ responsibilities and scope of work to be undertaken by each member along with resources committed by each member of the JV/Consortium for the proposed services
- v. An undertaking that the members of the JV/Consortium are jointly and severally liable to the Client for the performance of the services and
- vi. The authorized representative of the JV/Consortium (as approved by a Board resolution of Member-in-Charge).

The furnishing of this Joint Bidding Agreement to the Client shall not in any manner prejudice the provisions in the contract relating to joint and severe liability of the Members.

2.7.8 Similarly, Power of Attorney for both authorised representative and lead member of the JV/Consortium shall also be furnished as per the formats available in the RFQ cum RFP.

2.7.9 A firm can bid for a project either as a sole consultant or in the form of joint venture with other consultant. Experience of sub-consultant will not be considered while evaluating the bid.

2.7.10 The Pre-Qualification Proposal should provide the following information using the attached Standard Forms.

- i. Details of eligible projects as per the Standard Forms so as to meet the Minimum Qualification Criteria prescribed in this RFQ cum RFP.

2.7.11 The Technical Proposal should provide the following information using the attached Standard Forms.

- (i) For recent assignments of similar nature, the outline should indicate, inter alia, the profiles and names of the staff provided, duration of the assignment, contract amount, and firm's involvement.
- (ii) The comments and suggestions provided by the Applicant on the RFQ cum RFP / Contract / TOR are not binding and shall not affect the financial proposal.
- (iii) Detailed Approach and Methodology for undertaking the current Assignment.

- (iv) Against the list of proposed staff, details of tasks assigned to each staff as per his / her experience shall influence the evaluation.
- (v) Each page of the CV must be signed in original by the Authorised representative together with original or electronic signature of the key team member at the proposal stage. However, at the time of contract signing, original signatures of both authorised representative and the Key Personnel shall be required.
- (vi) The consultant shall make the assessment of support personnel both technical and administrative to undertake the Assignment. Additional support and administrative staff shall be provided as needed for the timely completion of the Assignment within the total estimated cost. Consultant should provide time estimates of Key Personnel as well as support staff in the staffing schedule. Support staff will be required during the project with suitable qualification having 5-6 years' of experience. The Consultant is expected to deploy minimum fifteen (15) support staff for at least nine (09) months per annum, for each year of consultancy to be provided (Cumulatively taken to be as twenty-three (23) months). The deployment will be as per requirement of the project. Consequently, the payment will be as per actual deployment. It is stressed that the time period for the Assignment indicated in the TOR should be strictly adhered to.
- (vii) Ongoing projects can be submitted with detail of progress supported by suitable documents. Projects/ assignments completed up to 80 percent or more shall only be considered for evaluation but marks awarded for such projects shall only be up to 80 percent of maximum marks. The Applicant shall provide the proof that the project is completed up to 80 percent through copy of invoice or payment received till date or through certificate from the respective client.
- (viii) It is desirable that the Key Personnel proposed be permanent employees of the Applicant / Member of a Consortium and have an extended and stable working relation with it. If any of the Key Personnel (excluding Core Team) proposed is not a permanent employee of the Applicant / Member of a Consortium, a self-certification of the personnel mentioning his/ her availability for the project counter-signed by the Applicant must be furnished. In the absence of such certificate, his/ her CV will not be considered for evaluation.

**2.7.12 Financial Proposal:** While preparing the Financial Proposal, Consultants are expected to take into account the various requirements and conditions stipulated in this RFQ cum RFP document. The Consultant will clearly indicate the total cost of the

Consultancy as per the formats provided, in both figures and words, in Indian Rupees. The Financial Proposal should be a lump sum Proposal inclusive of all the costs including but not limited to all taxes associated with the Assignment. While submitting the Financial Proposal, the Consultant 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, transportation, equipment, printing of documents, consumables, secondary and primary data collection, 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 the expenses and tax liabilities and cost of insurance specified in the draft Contract, levies and other impositions applicable under the prevailing law on the Consultants, sub-consultants and their staff. For the avoidance of doubt, it is clarified that all taxes, excluding service tax, shall be deemed to be included in the cost shown under different items of Financial Proposal. The Consultant shall be paid only service tax over and above the cost of Financial Proposal. Further, all payments shall be subjected to deduction of taxes at source as per Applicable Laws.

2.7.13 The proposal should be submitted as per the standard Financial Proposal submission forms prescribed in this RFQ cum RFP.

2.7.14 The Financial Proposal shall be divided into professional fee and out of pocket expenses as per forms prescribed in this RFQ cum RFP. The breakup of the remuneration and out of pocket expenses should match the total cost of the Financial Proposal.

2.7.15 Consultants shall express the price of their services (including break down of their costs) in Indian Rupees.

2.7.16 The Consultants may be subjected to local taxes (such as service tax, social charges or income taxes on non-resident foreign personnel, duties, fees, levies etc) on amounts payable by the Client under the Contract. Consultants must do their due diligence about the tax implications and Client will not be liable for any incident.

2.7.17 The Proposals must remain valid for a period as specified in the Data Sheet. During this period, the consultant is expected to keep available the professional staff

proposed for the assignment. The Client will make its best effort to complete Contract signing within this period. If the Client wishes to extend the validity period of the proposals, it may ask the consultants to extend the validity of their proposals for a stated period. Consultants, who do not agree, have the right not to extend the validity of their proposals. The Client will return the bid security deposits of the Applicants who do not extend the period of validity of their Proposals and wish to withdraw.

## **2.8 Submission, receipt and opening of proposals**

2.8.1 The Proposal shall be prepared in indelible ink. It shall contain no inter-lineation or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be initialled by the person or persons who sign(s) the Proposal.

2.8.2 An Authorized Representative of the Applicant should initial all pages of the Pre-Qualification, Technical and Financial Proposals. The Authorized Representative's authorization should be confirmed by a written power of attorney by the competent authority accompanying the Proposal.

2.8.3 The Applicant shall submit two (2) copies of Pre-Qualification Proposal (one original and one copy), two (2) copies of Technical Proposal (one original and one copy) and one copy of Financial Proposal. One soft copy in a PDF format of both Pre-Qualification and Technical Proposals shall also be submitted by the Applicant. The Pre-Qualification, Technical and Financial Proposals must necessarily be '**Hard Bound**' separately and all pages serially numbered. Hard Bound implies such binding between two covers through stitching whereby it may not be possible to replace any paper without disturbing the document. In case of any discrepancy between the original and the copy (including soft copy) of the technical proposal, the contents as per original will only be considered.

The Pre-Qualification Proposal with Processing Fee shall be placed in a sealed envelope clearly marked "**RFQ– [Name of Assignment]**," The Bid Security, and the Technical Proposal placed in a sealed envelope clearly marked "**TECHNICAL PROPOSAL– [Name of Assignment]**," and the Financial Proposal in a sealed envelope clearly marked "**FINANCIAL PROPOSAL – [Name of Assignment]**" shall be placed in a sealed envelope clearly marked "**RFP – [Name of Assignment]**". The two sealed envelopes (RFQ and RFP) shall be placed into an outer sealed envelope bearing the submission address, name of assignment and marked "**DO NOT OPEN EXCEPT IN PRESENCE OF THE EVALUATION COMMITTEE.**" The information on the outer envelope should also include name of the Assignment.

2.8.4 **Proposal submissions:**

<b>Outer Envelope</b>	Request for Qualification (RFQ) and Request for Proposal (RFP)	<b>NA</b>
<b><u>RFQ Envelope</u></b>	<p>Processing Fee (Separately sealed envelope)</p> <p>and</p> <p>Pre-Qualification Proposal (Separately sealed envelope)</p>	<ul style="list-style-type: none"> <li>• Form 3A: Pre-Qualification Proposal Submission Form</li> <li>• Form 3B: Format for Pre-Qualification Proposal (Eligible Projects)</li> <li>• Form 3C: Format for Pre-Qualification Proposal (Average Annual Turnover from Consultancy Services of Applicant)</li> <li>• Form 3D: Format for Joint Bidding Agreement (in case of JV/ Consortium)</li> <li>• Form 3E: Format for Power of Attorney for Authorised representative</li> <li>• Form 3F: Format for Power of Attorney for Lead Member of JV/ Consortium</li> <li>• Form 3P: Format for Undertaking from Foreign Member</li> </ul>
<b><u>RFP Envelope</u></b>	<p>Bid Security (Separately sealed envelope)</p>	<ul style="list-style-type: none"> <li>• Form 3G: Format of Bank Guarantee for Bid Security</li> </ul>
	<p>Technical Proposal (Separately sealed envelope)</p>	<ul style="list-style-type: none"> <li>• Form 3H: Technical Proposal Submission Form</li> <li>• Form 3I: Applicant's experience</li> </ul>

		<ul style="list-style-type: none"> <li>• Form 3J: Comments and Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Client</li> <li>• Form 3K: Description of Approach, Methodology and Work Plan for Performing the Assignment</li> <li>• Form 3L: Team Composition and Task Assignments</li> <li>• Form 3M: Curriculum Vitae (CV) for Proposed Personnel (with one page of summary of experience)</li> <li>• Form 3N: Staffing schedule</li> <li>• Form 3O: Work Schedule</li> </ul>
	<p>Financial proposal (Separately sealed envelope)</p>	<ul style="list-style-type: none"> <li>• Form 4A: Financial Proposal Submission Form</li> <li>• Form 4B: Remuneration of Personnel</li> <li>• Form 4C: Out of Pocket Expenses</li> <li>• Form 4D: Summary of Financial Proposal</li> </ul>

2.8.5 Submission address:

**Managing Director,  
Integrated Industrial Township Greater Noida Limited  
Greater Noida Industrial Development Authority  
169 Chitvan Estate, Sector Gamma - II  
Greater Noida, Gautam Budh Nagar,  
Uttar Pradesh 201308, India  
Phone: +91 120 2326 134**

**Email:** gmpinggnida@gmail.com, cs.gniitl@gmail.com, tenders@dmicdc.com

- 2.8.6 No proposal shall be accepted after the closing time of submission of proposals.
- 2.8.7 After the deadline for submission of proposals, the Pre-Qualification Proposal shall be opened by the Evaluation Committee to evaluate whether the Applicants meet the prescribed Minimum Qualification Criteria. The RFP envelope containing the Bid Security, Technical and Financial Proposals shall remain sealed.
- 2.8.8 After the Proposal submission until the contract is awarded, if any Consultant wishes to contact the Client on any matter related to its proposal, it should do so in writing at the Proposal submission address. Any effort by the firm to influence the Client during the Proposal evaluation, Proposal comparison or contract award decisions may result in the rejection of the consultant's proposal.

## **2.9 Proposal evaluation**

- 2.9.1 As part of the evaluation, the Pre-Qualification Proposal submission shall be checked to evaluate whether the Applicant meets the prescribed Minimum Qualification Criteria. Subsequently the Technical Proposal submission, for Applicants who meet the Minimum Qualification Criteria (**“Shortlisted Applicants”**), shall be checked for responsiveness in accordance with the requirements of the RFQ cum RFP and only those Technical Proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this RFQ cum RFP document.
- 2.9.2 Prior to evaluation of Proposals, the Client will determine whether each Proposal is responsive to the requirements of the RFQ cum RFP at each evaluation stage as indicated below. The Client may, in its sole discretion, reject any Proposal that is not responsive hereunder. A Proposal will be considered responsive at each stage only if:

### **RFQ Stage**

- (i) The Pre-Qualification Proposal is received in the form specified in this RFQ cum RFP;
- (ii) it is received by the Proposal Due Date including any extension thereof in terms hereof;
- (iii) It is accompanied by the Processing Fee as specified in this RFQ cum RFP;
- (iv) it is signed, sealed, bound together in hard cover and marked as stipulated in this RFQ cum RFP;

- (v) it is accompanied by Joint Bidding Agreement, the Power of Attorney, for the Authorised Representative and the Lead Firm of the Consortium, if applicable;
- (vi) it does not contain any condition or qualification; and
- (vii) it is not non-responsive in terms hereof.

**RFP Stage**

**Technical Proposal:**

- (i) the Technical Proposal is received in the form specified in this RFQ cum RFP;
- (ii) it is accompanied by the Bid Security as specified in this RFQ cum RFP;
- (iii) it is received by the Proposal Due Date including any extension thereof in terms hereof;
- (iv) it is signed, sealed, bound together in hard cover and marked as stipulated in this RFQ cum RFP; it does not contain any condition or qualification; and
- (v) It is not non-responsive in terms hereof.

**Financial Proposal:**

- (i) The Financial Proposal is received in the form specified in this RFQ cum RFP
- (ii) it is received by the Proposal Due Date including any extension thereof in terms hereof;
- (iii) it is signed, sealed, bound together in hard cover and marked as stipulated in this RFQ cum RFP;
- (iv) it does not contain any condition or qualification; and
- (v) It is not non-responsive in terms hereof.

The Client reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal will be entertained by the Client in respect of such Proposals. However, client reserves the right to seek clarifications or additional information from the applicant during the evaluation process. The Client will subsequently examine and evaluate Proposals in accordance with the Selection Process detailed out below.

2.9.3 As part of the evaluation, the Pre-Qualification Proposals submitted should fulfil the Minimum Qualification Criteria. In case an Applicant does not fulfil the Minimum Qualification Criteria, the Technical Proposal of such an Applicant will not be opened and evaluated further. In such cases, the RFP envelope containing the Technical Proposal, Financial Proposal and Bid Security will be returned unopened after completion of evaluation of Pre-Qualification.

2.9.4 Minimum Qualification Criteria

Clause	Minimum Qualification Criteria	No of Projects
a)	(A) Experience of project management including construction supervision / independent engineer during the last ten (10) years preceding the PDD, for implementation of area development projects (urban areas / Integrated township / industrial cities / townships / industrial parks / industrial estates / special economic zones / special	At least 2 area development projects with a project cost more than Rs. 500 crore each.

Clause	Minimum Qualification Criteria	No of Projects
	<p>investment zones) spread over a minimum area of 400 acres</p> <p><i>Note: Ongoing projects can be submitted with detail of progress supported by suitable documents. Only projects which have been completed more than 80% and payments have been received will be considered for evaluation. [Refer clause 2.7.3 (x)]</i></p>	
	OR *	
	<p>(B) Experience of project management including construction supervision / independent engineer during last Ten (10) years preceding the PDD for implementation / execution of infrastructure components (as described <u>below</u>) in urban areas / Integrated township / industrial cities / industrial townships / industrial parks / industrial estates / special economic zones / special investment zones / Airport / area development projects of minimum project cost of Rs 500 crore with atleast two (2) infrastructure components in a single project as defined below:</p> <ul style="list-style-type: none"> <li>▪ Roads &amp; Drainage</li> <li>▪ Water Supply</li> <li>▪ Sewerage</li> <li>▪ Public Transport system (metro rail)</li> </ul>	<p>At least 2 projects with different base infrastructure components with a minimum value of Rs. 500 crore.</p>

Clause	Minimum Qualification Criteria	No of Projects
	<ul style="list-style-type: none"> <li>▪ Integrated solid waste management</li> <li>▪ Power / energy</li> </ul> <p><i>*Ongoing projects can be submitted with detail of progress supported by suitable documents. Only projects which have been completed more than 80% and payments have been received will be considered for evaluation. [Refer clause 2.7.3 (x)]</i></p>	
	OR *	
	(C) Applicants having at least 1 project each under Sub-Clause (A) and Sub-Clause (B)	At least 1 project under Sub-Clause (A)  and  At least 1 project under Sub-Clause (B)
b)	Average annual turnover for last 3 financial years i.e. 2012-13, 2013-14 and 2014-15.	Individual Applicant- <b>INR 50 crore</b>  Joint Venture / Consortium <ul style="list-style-type: none"> <li>▪ Lead Member- INR 25 crore</li> <li>▪ All members of JV / Consortium – INR 50 crore</li> </ul>

*\*Under Minimum Qualification Criteria under Clause 2.9.4 a), Applicants must meet experience prescribed under either Sub-Clause (A) or (B) or (C).*

2.9.5 Technical Evaluation Criteria: The Evaluation Committee (“**Evaluation Committee**”) appointed by the Client will carry out the technical evaluation of Proposals on the basis of the following evaluation criteria and points system. Each evaluated Proposal will be given a technical score (St) as detailed below. The maximum points/ marks to be given under each of the evaluation criteria are:

Clause	Evaluation criteria	Points
(i)	<p>Specific experience* of the consultant / firm related to this assignment.</p> <p>Experience of project management and construction supervision / program management assignments, in five (5) similar projects during the last ten (10) years preceding the PDD, in base infrastructure projects with a minimum value of Rs. 200 crore in Integrated township development / industrial townships / industrial parks / industrial estates / special economic zones / special investment zones / Airports spread over minimum area of 400 acres) with atleast two (2) base infrastructure components in a single project as defined below</p> <ul style="list-style-type: none"> <li>▪ Roads &amp; Drainage (NH/SH)</li> <li>▪ Water Supply</li> <li>▪ Sewerage</li> <li>▪ Public Transport system (metro rail)</li> <li>▪ Integrated solid waste management</li> <li>▪ Power / energy</li> </ul> <p><i>Projects encompassing multiple sectors will be counted as one project.</i></p> <p><i>*Ongoing projects can be submitted with detail of progress supported by suitable documents. Only projects which have been completed more than 80% and payments received will be considered for evaluation.</i></p> <p><i>*Applicant where the Lead Member has experience of at least 2 projects out of the 5 projects stated</i></p>	25

<b>Clause</b>	<b>Evaluation criteria</b>	<b>Points</b>
	<i>above, will be preferred.</i>	
ii)	Proposed technical approach and work plan in response to the TOR  (a) Technical approach and methodology  (b) Work plan  (c) Organization and Staffing	25
iii)	Qualification and competence of the proposed Key Personnel for the Assignment.	50
	<b>Total Points</b>	<b>100</b>

The minimum technical score required to qualify technical evaluation is 70 (seventy) Points out of 100 (hundred). A proposal will be considered unsuitable and will be rejected at this stage if it does not respond to important aspects of RFQ cum RFP Document and the Terms of Reference or if it fails to achieve the minimum technical score. The Client will notify Applicants who fail to score the minimum technical score about the same and return their Financial Proposals unopened after completing the selection process.

- 2.9.6 The Client will notify the Applicants who secure the minimum qualifying technical score, indicating the date and time set for opening the Financial Proposals. The notification may be sent by registered letter, facsimile, or electronic mail.
- 2.9.7 The Financial Proposals will be opened publicly in the presence of Applicants' representatives who choose to attend. The name of the Applicants, their technical scores and the proposed prices will be read aloud and recorded when the Financial Proposals are opened.
- 2.9.8 Prior to evaluation of the Financial Proposals, the Evaluation Committee will determine whether the Financial Proposals are complete in all respects, unqualified and unconditional, and submitted in accordance with the terms hereof.
- 2.9.9 The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services and should be stated in INR only. The man-months considered for calculation of costs for the personnel in the Financial Proposal should match the man-months for the corresponding personnel given in the Technical

Proposal. In case, the man-months considered for calculation of costs for the personnel in the Financial Proposal are more than the corresponding man-months given in the Technical Proposal, the man-months considered in the Financial Proposal shall be reduced to match the man-months given in the Technical Proposal with a corresponding reduction in the cost indicated in the Financial Proposal. In case the man-months considered for calculation of costs for the personnel in the Financial Proposal are less than the corresponding man-months given in the Technical Proposal, the Consultant has to deploy the personnel for the man-months given in the Technical Proposal, without any claim or increase of the Financial Proposal. Omissions, if any, in costing of any item shall not entitle the Applicant to be compensated and the liability to fulfil its obligations as per the Terms of Reference within the total quoted price shall be that of the Applicant. The evaluation shall exclude those taxes, duties, fees, levies and other charges imposed under the Applicable Law as applicable on foreign and domestic inputs. The lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be determined using the following formula:

$$Sf = 100 \times Fm/F;$$

in which Sf is the financial score, Fm is the lowest Financial Proposal, and F is the Financial Proposal (in INR) under consideration.

Proposals will be finally be ranked in accordance with their combined technical (St) and financial (Sf) scores:

$$S = St \times Tw + Sf \times Fw;$$

Where S is the combined score, and Tw and Fw are weights assigned to Technical Proposal and Financial Proposal that will be 0.80:0.20.

The Applicant achieving the highest combined technical and financial score will be considered to be the Successful Applicant and will be invited for contract signing (the “**Successful Applicant**”).

## 2.10 Negotiation

2.10.1 The Successful Applicant may, if necessary, be invited for negotiations. The negotiations shall generally not be for reducing the price of proposal, but will be for re-confirming the obligations of the consultant under this RFQ cum RFP. Issues such as deployment of Key Personnel, scope of work, methodology and quality of work plan shall be discussed during negotiations. In case the Successful Applicant fails to

reconfirm its commitment, the Client reserves the right to designate the next ranked Applicant as the Successful Applicant and invite for negotiations.

2.10.2 The Client will examine the CVs of all other Key Personnel and those not found suitable shall be replaced by the Successful Applicant to the satisfaction of the Client. The conditions governing the substitution of Key Personnel will be as provided in Clause 6.11.2 of the Standard Form of Contract (General Conditions of Contract) provided in Section 6.

## **2.11 Award of contract**

2.11.1 After selection, a Letter of Award (the “LOA”) will be issued, in duplicate, by the Client to the Successful Applicant and the Successful 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 Successful Applicant is not received by the stipulated date, the Client 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 Client on account of failure of the Successful Applicant to acknowledge the LOA, and the next highest ranking Applicant may be considered.

2.11.2 **Performance Security:** Performance Security equivalent to 5 (five) percent of the total cost of Financial Proposal shall be furnished from a nationalised / Scheduled Bank, before signing of the Contract, in form of a Bank Guarantee substantially in the form specified at Annexure A of the Contract. For the Successful Applicant / Consultant, the Performance Security will be retained by Client until the expiry of the Defect Liability Period.

2.11.3 **Execution of contract:** After acknowledgement of the LOA and furnishing of Performance Security as aforesaid by the Successful Applicant, it shall execute the Agreement within 30 (thirty) days from the date of issue of LOA. The Successful Applicant shall not be entitled to seek any deviation in the Agreement

2.11.4 **Commencement of Assignment:** The Successful Applicant / Consultant is expected to commence the Assignment on the date of Commencement of Service as prescribed in the Clause 6.3.2 of the General Conditions of Contract. If the Successful Applicant fails to either sign the Agreement or commence the Assignment as specified herein, the Client may invite the second ranked Applicant for contract signing. In such an event, the Bid Security/ Performance Security, as the case may be, of the first ranked Applicant is liable to be forfeited by the Client.

## 2.12 Confidentiality

Information relating to evaluation of proposals and recommendations concerning awards of contract shall not be disclosed to the consultants who submitted the proposals or to other persons not officially concerned with the process, until the winning firm has been notified that it has been awarded the contract.

## 2.13 Fraud and corrupt practices

2.13.1 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 RFQ cum RFP, the Client will 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 Client will, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security, as mutually agreed genuine pre-estimated compensation and damages payable to the Client for, inter alia, time, cost and effort of the Client, in regard to the RFQ cum RFP, including consideration and evaluation of such Applicant’s Proposal.

2.13.2 Without prejudice to the rights of the Client under this Clause, hereinabove and the rights and remedies which the Client may have under the LOA or the Agreement, if an Applicant or Consultant, as the case may be, is found by the Client 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 RFQ cum RFP issued by the Client during a period of 2 (two) years from the date such Applicant or Consultant, as the case may be, is found by the Client 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.

2.13.3 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:

1. “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 Client who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Client, 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 Client in relation to any matter concerning the Project;

2. “fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
3. “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;
4. “undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the Client 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
5. “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.

## **2.14 Pre-Bid meeting**

2.14.1 Pre-Bid Meeting of the Applicants will be convened at the designated date, time and place as indicated in the Data sheet. A maximum of two representatives of each Applicant will be allowed to participate on production of an authorisation letter from the Applicant.

2.14.2 During the course of Pre-Bid Meeting, the Applicants will be free to seek clarifications and make suggestions for consideration of the Client. The Client will 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.

## **2.15 Miscellaneous**

2.15.1 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Gautam Budh Nagar shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

2.15.2 The Client, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:

- (i) 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;
- (ii) consult with any Applicant in order to receive clarification or further information;
- (iii) retain any information and/or evidence submitted to the Client by, on behalf of and/or in relation to any Applicant; and/or
- (iv) 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.

2.15.3 It shall be deemed that by submitting the Proposal, the Applicant agrees and releases the Client, 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.

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

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

## 2.16 Tentative schedule for selection process

The Client will endeavour to follow the following schedule:

Date of issue of RFQ cum RFP	31 March 2016
Last date for receiving queries / requests for clarifications	12 April 2016
Pre-Bid Meeting	13 April 2016(1100 hrs IST)
Employer response to pre-bid queries latest by	19 April 2016
Proposal Due Date	16 May 2016 (before 1500 hrs IST)

## 2.17 Data sheet

Reference	Description
Section 1, Para 1	The main objective of this assignment is Selection of Program Manager for Integrated Industrial Township in Greater Noida, Uttar Pradesh, under the Delhi-Mumbai Industrial Corridor (DMIC) Project. The detailed descriptions of services are mentioned in the Terms of Reference.
Section 1, Para 3	The method of selection is Combined Quality cum Cost Based Selection (CQCCBS)
Clause 2.1.1	The name of Client is: "Integrated Industrial Township Greater Noida Limited(IITGNL)"
Clause 2.1.11	The proposal of the consultant shall be valid for 180 (one hundred and eighty) days from the Proposal Due Date.
Clause 2.2	Clarification must be requested on or before <b>the Pre-bid meeting</b> . Applicants shall share the MS Word file in soft copy of pre-bid queries at the time of requesting clarifications. The address for requesting clarification is:  Managing Director,  Integrated Industrial Township Greater Noida Limited  Greater Noida Industrial Development Authority

Reference	Description
	<p>169 Chitvan Estate, Sector Gamma - II</p> <p>Greater Noida, Gautam Budh Nagar,</p> <p>Uttar Pradesh 201308, India</p> <p>Phone: +91 120 2326 134</p> <p>Email: <a href="mailto:gmpInggnida@gmail.com">gmpInggnida@gmail.com</a>, <a href="mailto:cs.gniitl@gmail.com">cs.gniitl@gmail.com</a>,  <a href="mailto:tenders@dmicdc.com">tenders@dmicdc.com</a></p>
Clause 2.2.3	Date & Time of pre bid meeting is as per Clause 2.16 at the address mentioned at the address Clause 2.7.6.
Clause 2.7.6	<p>The last date of submission of Proposal is as per Clause 2.16. The address for submission of Proposal is,</p> <p><b>Managing Director,</b>  <b>Integrated Industrial Township Greater Noida Limited</b>  <b>Greater Noida Industrial Development Authority</b>  <b>169 Chitvan Estate, Sector Gamma - II</b>  <b>Greater Noida, Gautam Budh Nagar,</b>  <b>Uttar Pradesh 201308, India</b>  <b>Phone: +91 120 2326 134</b>  <b>Email: <a href="mailto:gmpInggnida@gmail.com">gmpInggnida@gmail.com</a>, <a href="mailto:cs.gniitl@gmail.com">cs.gniitl@gmail.com</a>,  <a href="mailto:tenders@dmicdc.com">tenders@dmicdc.com</a></b></p>
Clause 2.8.3	<p>Consultants must submit:</p> <ul style="list-style-type: none"> <li>• Pre-Qualification Proposal : Two copies (one original + one copy) and one soft copy (PDF Format)</li> <li>• Technical proposal: Two copies (one original + one copy) and one soft copy (PDF Format).</li> <li>• Financial proposal: One Original hard copy.</li> </ul>
Clause 2.9.9	The consultant to state cost in Indian Rupees only. The weights given to technical and financial proposals are:

Reference	Description
	<ul style="list-style-type: none"> <li>• Technical = 0.80</li> <li>• Financial = 0.20</li> </ul>
Section 5, Clause 5.2.1	Duration of project: Thirty (30) months / 2.5 years with provision for extension by a further Two (2) years on mutually agreeable basis.
6.6.4 a)	The extent of sub-contracting would be restricted to the percentage provided in the associated Clause of the General Conditions of Contract. The client will be provided by the consultant with particulars (name, financial and technical back ground, excluding prices) of sub consultants.

## 2.18 Required experience and expertise of Key Personnel

### 2.18.1 Eligible Projects for Key Personnel:

A) Implementation of area development projects (urban areas / industrial cities / townships / industrial parks / industrial estates / special economic zones / special investment zones/Airports) having project cost more than Rs. 100 crore and/or project area of 200 acres

**OR**

B) Implementation of base infrastructure projects having a minimum project cost of more than Rs. 100 crore and/or project area of 200 acres in any of the following sectors: roads, water, sewerage & drainage, public transport (metro/rail), power/energy, airports, (projects encompassing multiple sectors will be counted as one project).

#### 2.18.1.1 Key Personnel

The list of Key Personnel who will be required during the Project, are as shown below;

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
<u>Core Team</u>				

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
1.	Team Leader and Chief Resident Engineer	Bachelor degree in Civil engineering and Masters degree in Engineering/Management is mandatory.  20 years	Should have led Project / Program management assignments for at least two (2) Eligible Projects.	Team leader will be responsible for overall management and administration of the project components during design and construction stage as per the best engineering practices. He will be overall in-charge of the PMC Team and will be responsible for all the project activities. He will report and interact with the SPV for necessary approvals. He will lead, coordinate and supervise the PMC team and responsible for review of DPR and tender packages prepared for Project, appointment of contractors, monitoring progress, project scheduling, cost management, construction supervision, implementation of Quality Assurance / Control, and Safety Program.
2.	Construction Manager cum Resident Engineer	Bachelor degree in Civil Engineering is mandatory.  15 years	Should have worked in the role of Construction Manager / Resident Engineer for at least two (2) Eligible Projects.	Responsible for construction planning, verification of surveys, monitoring progress of work, supervising / ensuing compliance of quality, safety and environmental standards at Project Site, development of method statements and work procedures, billing / measurement, checking all

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
				construction & related activities, etc.
3.	Program / Planning Expert	Bachelor degree in engineering/Planning and Training in Project Management Software is mandatory.  10 years	Should have worked in the role of Program Expert for at least two (2) Eligible Projects.	Responsible for project scheduling, Baseline Program, updates, progress tracking and reporting, and document control. The Program Expert shall monitor / review Critical activities, adequacy of resource mobilisation by the contractor(s), prepare recovery plans for recovering delays. The Program Expert shall interact with the Construction Manager for coordination among various disciplines.
4.	Quality Assurance / Control Manager*	Bachelor degree in Civil engineering with Masters degree is preferred.  15 years	Should have worked in the role of Quality Assurance / Control Manager for at least three (3) Eligible Projects..	Responsible for establishing and auditing Quality Assurance System and Quality Control at Project Site including development of inspection and testing procedures, managing quality / inspection / test reports, inspecting works in the Project Site, witnessing lab tests, checking materials, reviewing effectiveness of Quality System, assisting Construction Manager/Resident Engineer in changing the method statements and work procedures, carrying out audits on construction supervision team and contractor(s)'s'

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
				works and training to site personnel.
5.	Finance Manager	CA/ MBA in Finance with Bachelor's in Commerce or Engineering is mandatory.  5 years	Preferably should have worked in the role of Finance Manager for at least two (2) Eligible Projects.	Responsible for overseeing preparation of financial model, land monetization strategy and economic validation of previous studies. Would also be responsible to manage and recommend approval to DMICDC for all contractor invoices and other payments due under the PMC.
Non-Core Team				
6.	Marketing Manager	Management degree in marketing.  5 years	Preferably should have worked in the role of Marketing Manager for at least two (2) Eligible Projects.	Responsible for preparation of marketing plan and marketing strategy and creating a brand for the IIT project.
7.	Roads & bridges Expert	Bachelor degree in civil engineering with Masters degree in Highway Engineering is mandatory .  10 years	Should have worked in the role of Construction Expert (Roads, Bridges) for at least three (3) Eligible Projects of National Highways, State Highways with a minimum cost of Rs. 100 crore.	Responsible for providing technical expertise in design and construction of roads, bridges, culverts etc to the requirements of the Scope of Services. The Construction Expert shall also assist in establishing the Quality Assurance System, develop method statements, work procedures, direct and train field engineers, inspect works, and provide assistance to Construction Manager /Resident Engineer and

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
				Design Review Manager. The Construction Expert will also review all aspects of design, construction and operation & maintenance of works pertaining to sector of expertise.
8.	Water Expert	Bachelor degree in civil engineering and Masters degree in water supply / public health engineering is preferred.  15 years	Should have worked in the role of Construction Expert (Water) for at least three (3) Eligible Projects.	Responsible for providing technical expertise in design and construction of intake structures, pump houses, WTP, water transmission, supply, distribution infrastructure etc to the requirements of the Scope of Services. The Construction Expert shall also assist in establishing the Quality Assurance System, develop method statements, work procedures, direct and train field engineers, inspect works, and provide assistance to Construction Manager /Resident Engineer and Design Review Manager. The Construction Expert will also review all aspects of design, construction and operation & maintenance of works pertaining to Construction of expertise.
9.	Wastewater, solid waste management & sewerage	Bachelor degree in civil engineering and Masters	Should have worked in the role of Construction Expert	Responsible for providing technical expertise in design and construction of storm water drains, STP, sewage pumping station and other

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
	Expert )	degree in environmental engineering or equivalent course is mandatory.  15 years	(Wastewater, solid waste management & sewerage) for at least three (3) Eligible Projects.	wastewater & sewerage related infrastructure, design and construction of compost plant, and works related to management and disposal of domestic and industrial waste etc to the requirements of the Scope of Services. The Sector Expert shall also assist in establishing the Quality Assurance System, develop method statements, work procedures, direct and train field engineers, inspect works, and provide assistance to Construction Manager /Resident Engineer and Design Review Manager. The Sector Expert will also review all aspects of design, construction and operation & maintenance of works pertaining to Construction of expertise.
10.	Power Expert	Bachelor degree in electrical engineering Masters degree in Electrical----- --- engineering is mandatory.  15 years	Should have worked in the role of Construction Expert (Power) for at least three (3) Eligible Projects.	Responsible for providing technical expertise in design and construction of power transmission, supply and distribution infrastructure etc to the requirements of the Scope of Services. The Sector Expert shall also assist in establishing the Quality Assurance System, develop method statements, work procedures, direct and train field engineers, inspect works, and provide assistance to

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
				Construction Manager /Resident Engineer and Design Review Manager. The Sector Expert will also review all aspects of design, construction and operation & maintenance of works pertaining to Construction of expertise.
11.	Information Communication Technology Expert ()	Bachelor degree in electronics or instrumentation or computer science Masters degree in electronics or instrumentation / telecommunications is mandatory.  10 years	Should have worked in the role of Sector Expert (Information Communication Technology) for at least three (3) Eligible Projects.  OR  Should have worked in at least three (3) projects with respect to planning / design / implementation and operation of ICT networks for integrated operation & management of urban infrastructure utilities for cities /	Responsible for providing technical expertise in design and implementation of ICT integration with the physical infrastructure being developed for realising a Smart and Sustainable City development as per the requirements of the Scope of Services. The Sector Expert shall also assist in establishing the Quality Assurance System, develop method statements, work procedures, direct and train field engineers, inspect works, and provide assistance to Construction Manager /Resident Engineer and Design Review Manager. The Sector Expert will also review all aspects of design, construction and operation & maintenance of works pertaining to sector of expertise.

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
			towns / integrated townships. The projects should be for urban infrastructure utilities with a capital cost of minimum Rs. 100 crore.	
12.	Contract Specialist	Bachelor degree in engineering or law is mandatory. Masters degree in management or law being preferred  10 years	Should have worked in the role Contract Specialist for at least two (2) Eligible Projects with knowledge of State Government / Central Government procurement norms , FIDIC etc.	Responsible for all aspects of contract management in proper implementation of the provisions of contracts entered into with the contractor(s), including controlling the project cost of the tender packages, preparing manuals / schedules in line with the provisions of the contracts with the contractor(s), provide inputs on any issues related to contracts, and advise the Construction Manager /Resident Engineer and the Team Leader and Chief Resident Engineer on all aspects of contract management.
13.	Sustainability Expert (Urban Planner)	Bachelor degree in Architecture / Urban Planning / Civil Engineering is	Should have worked in the role Sustainability Expert / Specialist for at least two (2)	Responsible for all aspects of sustainability in design, execution and implementation of the project, advising the client and contractor on reviewing/checking design,

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
		<p>mandatory. 10 years</p>	<p>Eligible Projects with expertise and thorough knowledge of LEED USGBC, GRIHA ratings system, procedures, norms and documentation, national and international benchmarks, standards and norms for sustainable development of infrastructure projects, etc.</p>	<p>drawings, specifications of various components of projects for improvement, , make sure that contractor is maintaining up to date records and documentation necessary for certification and commissioning of the entire project, provide inputs on any issues related to sustainability and advise the Design Review Chief Manager, Design Review Managers (ME, EL, PHE), Construction Manager, Resident Engineer, Team Leader and Chief Resident Engineer on all aspects of sustainability and procedures to be followed for the project</p>
14.	Quantity Surveyor *	<p>Bachelor / Diploma degree in engineering is mandatory. 10 years</p>	<p>Should have worked in the role of Quantity Surveyor for at least three (3) Eligible Projects.</p>	<p>Responsible for managing all aspects related to quantity surveying. The Quantity Surveyor shall report all measures required to control Project cost and time-overruns, get levels &amp; quantity measurements checked in all items of works executed in different stages for payment processing, examine claims of contractor(s), variation</p>

<b>S. No</b>	<b>Position</b>	<b>Qualifications &amp; minimum years of professional experience</b>	<b>Specific expertise</b>	<b>Responsibilities</b>
				orders, and prepare the progress reports as required in the Scope of Services. The Quantity Surveyor shall also assist in establishing the Quality Assurance System, develop method statements, work procedures, direct and train field engineers, inspect works, and provide assistance to Construction Manager /Resident Engineer.
15.	Materials Engineer	Bachelors degree in civil engineering is mandatory. Masters degree in Civil or Geo-Technical engineering is preferred.  5 years	Should have worked in role of Materials Engineer / Geo-Technical Engineer for at least one eligible project.	Responsible for supervising all tests to be carried out during different stages of construction and ensuring that all specified tests are as per applicable codes and specifications prescribed in the contract document with the contractor(s). The Materials Engineer will also coordinate and manage the support personnel placed with him and report to the Team Leader and Construction Manager cum Resident Engineer.
16.	Environment, Health and Safety Manager	Diploma in Health and Safety Management or equivalent with Bachelors as basic degree is preferred.	Should have worked in the role of Environment, Health and Safety Manager for at least one (1) Eligible Project.	Responsible for environmental management system, and health and safety management system as per the Scope of Services, including reporting / managing incidence / accident reports, site inspections, safety drills / trainings to site personnel, ensuring adherence to

S. No	Position	Qualifications & minimum years of professional experience	Specific expertise	Responsibilities
		5 years		safety procedures, assisting Construction Manager / Resident Engineer in changing the method statements and work procedures on safety considerations.
17.	Architect/Urban Planner.	Bachelor degree in Architecture and Master degree in Urban planning/ equivalent is mandatory.  15 years	Should have worked as an Architect/Planner for at least two (02) projects of a minimum area of 25 acres.	Responsible for all works related to requisite statutory approvals, reviewing/checking of detailed design drawings and supervision of construction on site.  Responsible for any other activities that may be necessary to be undertaken in that role from time to time.
18.	Landscape Architect	Bachelor degree in Architecture and Master degree in Landscape Architecture is mandatory.  10 years	Should have worked as Landscape Architect for at least two (2) Projects. The projects should be landscape projects of a minimum area of 10 acres or township projects of a minimum area of 25 acres.	Responsible for reviewing/ checking of landscape design of the site with all necessary detailed drawings.  Responsible for any other activities that may be necessary to be undertaken in that role from time to time.

**\*\*The Quality Assurance / Control Manager shall be the Key Personnel responsible for inspection and rectification of defects during the Defect Liability Period for the contract works. The Quantity Surveyor shall be responsible for assisting the Quality Assurance / Control Manager for inspection and rectification of defects during the Defect Liability Period for the contract works.**

- Personnel proposed against positions in the Core Team above should have been full time employees with the Applicant as on proposal due date.
- In case of a Consortium, Applicant where one-third of the proposed Core Team are full time employees with the Lead Member will be preferred.
- Age of the Key Personnel proposed should not be more than 65 (sixty five) Years on the last day of submission of proposal.
- The client reserves the right to ask for the details regarding the proof of age, qualification, experience and association of the Key Personnel with the firm.
- Consultants, who are executing ongoing mandates from Client, must propose a separate team of Key Personnel while bidding for this project.
- The Key Personnel proposed above should be available for presentations/ discussions/ meetings with the Client, State Government and Delhi.
- A summary of experience (in one page) is to be provided by the consultant for each of the Key Personnel.
- The consultant may need to deploy additional manpower for the project as they may feel necessary. However, the CV's of only the above mentioned experts shall be used for the purpose of technical evaluation.

#### 2.18.2 Qualification and competence of Key Personnel

The total number of marks allocated for qualification and competence of the proposed Key Personnel is 50 marks, distributed among the Key Personnel, as detailed further:

S. No.	Key Personnel	Marks
<u>Core Team</u>		
1.	Team Leader and Chief Resident Engineer	5
2.	Construction Manager cum Resident Engineer	3
3.	Program /Planning Expert	3

<b>S. No.</b>	<b>Key Personnel</b>	<b>Marks</b>
4.	Quality Assurance / Control Manager	3
5.	Finance Manager	3
<b>Non Core Team</b>		
6.	Marketing Manager	3
7.	Roads & Bridges Expert	3
8.	Water Expert	3
9.	Wastewater, solid waste management & sewerage Expert	3
10.	Power Expert	3
11.	Information Communication Technology Expert	3
12.	Contract Specialist	2
13.	Sustainability Expert	2
14.	Quantity Surveyor	2
15.	Materials Engineer	2
16.	Environment, Health and Safety Manager	2
17.	Architect/Urban Planner.	3
18.	Landscape Architect	2
	<b>Total</b>	<b>50</b>

### 2.18.3 Evaluation criteria for Key Personnel

<b>A.</b>	<b>GENERAL QUALIFICATIONS</b>	<b>20%</b>
A1.	Technical qualifications	10%
A2.	Professional experience	5%

A3.	Training and publications	5%
<b>B.</b>	<b>ADEQUACY FOR THE ASSIGNMENT</b>	<b>65%</b>
B1.	Experience in similar capacity/ broad sector	25%
B2.	Experience relevant to TOR/ Assignment	30%
B3.	Overseas/ International experience	10%
<b>C.</b>	<b>FAMILIARITY WITH THE REGION</b>	<b>5%</b>
C1.	Experience in infrastructure project in India	3%
C2.	Knowledge of local language and culture	2%
<b>D.</b>	<b>ASSOCIATION WITH THE FIRM</b>	<b>10%</b>
D1.	Full Time permanent staff	6%
D2.	Years of association	4%

Detailed evaluation criteria will be prepared by the evaluation committee for evaluation of the qualification and competence of the Key Personnel for the assignment.

The Client reserves the right, during bid evaluation or anytime during execution, to check documentary evidence on the use of international experts/expatriates. Failure to comply with this requirement will result in disqualification of the bid or termination of contract.

## Section 3. Pre-qualification and Technical Proposal – Standard Forms

The Technical Proposal shall comprise of an Executive Summary plus 3 sections as described below:

**Executive Summary:** This section shall be limited to 10 single sided pages (5 sheets double sided printing, excluding cover and back page if stand-alone document), minimum 11 font size, A4 paper size, inclusive of graphics

**Section 1 – Specific experience of the firm(s) related to this assignment.** In addition to requisite information as requested in this RFQ cum RFP document, indicate the projects where the Consortium firms / individuals / sub consultants have successfully working together. The write-up should also include the roles and responsibilities of the Consortium members and sub-consultants, how decisions will be made and quality ensured. The write up in this section shall be limited to 20 single sided sheets excluding the requisite Format, with minimum 11 font size, A4 paper size. Use of A3 paper size is acceptable but each single sided A3 page will be counted as 2 sheets

**Section 2 – Proposed technical approach & methodology, work plan and organization/staffing.** The write up in this section shall be limited to 40 single sided pages (20 sheets double sided), minimum 11 font size, A4 paper size. Use of A3 paper size is acceptable but each single sided A3 page will be counted as 2 sheets

**Section 3 – Qualification, experience and competence of the Key Professional.** The write up in this section should provide information on Key Professional qualifications, adequacy for the project assignment and familiarity with the local region. This section shall be limited to 20 single sided pages (10 sheets double sided), minimum 11 font size, A4 paper size. Formats to indicate the cost of additional personnel is not included in the paper count. Use of A3 paper size is acceptable but each single sided A3 page will be counted as 2 sheets.

**Additional Material:** Bidders may include additional information in a separately bound Appendix. Any Appendix material will be treated as “for information only”.

**Forms:** Format (but not the content) can be modified to suit your proposal layout

- A) Form 3A: Pre-Qualification Proposal Submission Form
- B) Form 3B: Format for Pre-Qualification Proposal (Eligible Projects)

- C) Form 3C: Format for Pre-Qualification Proposal (Average Annual Turnover from Consultancy Services of Applicant)
- D) Form 3D: Format for Joint Bidding Agreement (in case of JV/ Consortium)
- E) Form 3E: Format for Power of Attorney for Authorised representative
- F) Form 3F: Format for Power of Attorney for Lead Member of JV/ Consortium
- G) Form 3G: Format of Bank Guarantee for Bid Security
- H) Form 3H: Technical Proposal Submission Form
- I) Form 3I: Applicant's experience
- J) Form 3J: Comments and Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Client
- K) Form 3K: Description of Approach, Methodology and Work Plan for Performing the Assignment
- L) Form 3L: Team Composition and Task Assignments
- M) Form 3M: Curriculum Vitae (CV) for Proposed Personnel (with one page of summary of experience)
- N) Form 3N: Staffing schedule
- O) Form 3O: Work Schedule
- P) Form 3P: Format for Undertaking from Foreign Member

### 3.1 Form 3A: Pre-Qualification Proposal Submission Form

[Location, Date]

To  
Managing Director,  
Integrated Industrial Township Greater Noida Limited  
Greater Noida Industrial Development Authority  
169 Chitvan Estate, Sector Gamma - II  
Greater Noida, Gautam Budh Nagar,  
Uttar Pradesh 201308, India  
Tel: +91-XXX  
Fax: +91-XXX

#### **RFQ cum RFP dated [date] for selection of consultant for [name of assignment]**

Dear Sir,

With reference to your RFQ cum RFP Document dated [date], we, having examined all relevant documents and understood their contents, hereby submit our Pre Qualification Proposal for selection as [name of assignment]. The Proposal is unconditional and unqualified.

We are submitting our Proposal as [sole applicant/ JV/Consortium] [with] [insert a list with full name and address of each JV/Consortium/Consultant].

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

Further:

1. We acknowledge that Client will be relying on the information provided in the Proposal and the documents accompanying the Proposal for selection of the Consultant, and we certify that all information provided in the Proposal and in the supporting documents is true and correct, nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.

2. This statement is made for the express purpose of appointment as the Consultant for the aforesaid Project.
3. We shall make available to Client any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. We acknowledge the right of Client to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We certify that in the last 3 (three) years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
6. We declare that:
  - a) We have examined and have no reservations to the RFQ cum RFP, including any Addendum issued by the Authority;
  - b) We do not have any conflict of interest in accordance with the terms of the RFQ cum RFP;
  - c) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFQ cum RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with Client or any other public sector enterprise or any government, Central or State; and
  - d) We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
7. We understand that you may cancel the selection process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants.
8. We declare that we are not a member of any other Consortium/JV applying for selection as a Consultant.

9. We certify that in regard to matters other than security and integrity of the country, we or any of our affiliates have not been convicted by a court of law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.
10. We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a court of law for any offence committed by us or by any of our affiliates. We further certify that neither we nor any of our Consortium members have been barred by the central government, any state government, a statutory body or any public sector undertaking, as the case may be, from participating in any project or bid, and that any such bar, if any, does not subsist as on the date of this RFQ cum RFP.
11. We further certify that no investigation by a regulatory authority is pending either against us or against our affiliates or against our CEO or any of our Directors/ Managers/ employees.
12. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by Client in connection with the selection of Consultant or in connection with the selection process itself in respect of the above mentioned Project.
13. We agree and understand that the proposal is subject to the provisions of the RFQ cum RFP document. In no case, shall we have any claim or right of whatsoever nature if the consultancy for the Project is not awarded to us or our proposal is not opened or rejected.
14. We agree to keep this offer valid for one hundred eighty (180) days from the PDD specified in the RFQ cum RFP.
15. A Power of Attorney in favour of the authorised signatory to sign and submit this Proposal and documents is attached herewith.
16. In the event of our being selected as the Consultant, we agree to enter into a Contract in accordance with the contract prescribed in the RFQ cum RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
17. We have studied RFQ cum RFP and all other documents carefully. We understand that except to the extent as expressly set forth in the Contract, we shall have no claim, right

or title arising out of any documents or information provided to us by Client or in respect of any matter arising out of or concerning or relating to the selection process including the award of consultancy.

18. The Technical and Financial Proposal is being submitted in a separate cover. This Pre-Qualification Proposal read with the Technical and Financial Proposal shall constitute the application which shall be binding on us.

19. We agree and undertake to abide by all the terms and conditions of the RFQ cum RFP Document.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

(Name and seal of the Applicant/Member in Charge)

### 3.2 Form 3B: Format for Pre-Qualification Proposal (Eligible Projects)

#### Project Specific Experience

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within a JV for carrying out consulting services similar to the ones requested under this assignment.]

- Use projects with copy of proof of experience as required for meeting the minimum qualification criteria prescribed.
- Exhibit projects in the last Ten years.
- Projects without the proof of experience from respective client will not be considered

Assignment Name and project cost:	Approx. value of the contract (in INR in Crore):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in INR in Crore):
Start Date (Month/Year): Completion Date (Month/Year):	No. of professional staff – months provided by associated Consultants:
Name of Lead Partner:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Name of Associated Consultants, If any:	

Narrative Description of Project:

(highlight project capital cost in the narration)

Description of actual services provided by your staff within the assignment:

Firm's Name:

Authorized Signature:

Note:

1. For the purpose of evaluation of applicants INR 50.0 (INR Fifty only) per USD shall be considered as the applicable currency conversion rate. In case of any other currency, the same shall first be converted to USD as on the date 60 (Sixty) days prior to the proposal due date and the amount so derived in USD shall be converted in to INR at the aforesaid rate. The conversion rate of such currency shall be the daily representative exchange rates published by the IMF for the relevant date.
2. Please strictly limit the description of the project in two A4 size sheet of paper. Descriptions exceeding two A4 size sheet of paper shall not be considered for evaluation.

Ongoing projects can be submitted with detail of progress supported by suitable documents.

Only projects which have been completed more than 80% and payments have been received will be considered for evaluation.: The Bidder can provide completion certificate issued by Client for the completed projects or for projects with more than 80% completion. The bidder can also provide Work Order or Contract Agreement along with verified payment receipts specifying that more than 50% of the total professional fees has been received by the bidder for the project.

### 3.3 Form 3C: Format for Pre-Qualification Proposal (Average Annual Turnover from Consultancy Services of Applicant)

#### 3.3.1 Average Annual Turnover from Consultancy Services of Applicant

S. No.	Financial years	Annual Turnover from Consultancy Services of Applicant (INR)
1.	2012-13	
2.	2013-14	
3.	2014-15	
4.	<b>Average Annual Turnover from Consultancy Services of Applicant</b>	<i>[indicate sum of above divided by 3]</i>

#### Certificate from the Statutory Auditor

This is to certify that [name of company] [registered address] has received the payments shown above on account of consultancy fees against the respective years.

Name of Authorized Signatory

Designation

Name of firm

Signature of Authorized Signatory

Seal of Audit firm

Note:

1. In case of a Consortium, above form has to be submitted for each Consortium member and Minimum Eligibility Criteria for revenue should be satisfied by the Lead Member.
2. In case the consultant does not have a Statutory Auditor, it may provide the certificate from its Chartered Accountant.

### **3.4 Form 3D: Format for Joint Bidding Agreement (in case of JV/ Consortium)**

(To be executed on stamp paper of appropriate value)

THIS JOINT BIDDING AGREEMENT is entered into on this the [date in words] day of [month in words] [year in 'yyyy' format].

AMONGST

1. [Name of company], a company incorporated under the Companies Act, 1956 / 2013 and having its registered office at [registered address] (hereinafter referred to as the "First Part" which expression shall, unless repugnant to the context include its successors and permitted assigns);

AND,

2. [Name of company], a company incorporated under the Companies Act, 1956 / 2013 and having its registered office at [registered address] (hereinafter referred to as the "Second Part" which expression shall, unless repugnant to the context include its successors and permitted assigns);

AND,

3. [Name of company], a company incorporated under the Companies Act, 2013 / 1956 and having its registered office at [registered address] (hereinafter referred to as the "Third Part" which expression shall, unless repugnant to the context include its successors and permitted assigns);

The above mentioned parties of the [FIRST, SECOND AND THIRD] PART are collectively referred to as the "Parties" and each is individually referred to as a "Party".

WHEREAS,

- a) Integrated Industrial Township Greater Noida Limited, a company incorporated under the Companies Act, 1956, having its registered office at Integrated Industrial Township Greater Noida Limited, Greater Noida Industrial Development Authority, 169 Chitvan Estate, Sector Gamma – II, Greater Noida, Gautam Budh Nagar, Uttar Pradesh 201308, India (hereinafter referred to as the "Authority" which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) has invited proposals ("the Applications") by its Request for Qualification cum Request for Proposal No. [number] dated [date] (the "RFQ cum RFP") for appointment of consultant for [name of assignment] (the "Consultancy").

- b) The Parties are interested in jointly bidding for the Consultancy as members of a Consortium and in accordance with the terms and conditions of the RFQ cum RFP document and other bid documents in respect of the Consultancy, and
- c) It is a necessary condition under the Consultancy document that the members of the Consortium shall enter into a Joint Bidding Agreement and furnish a copy thereof with the Application.

NOW IT IS HEREBY AGREED as follows:

1. Definitions and interpretations: In this Agreement, the capitalised terms shall, unless the context otherwise requires, have the meaning ascribed thereto under the RFQ cum RFP.
2. Consortium
  - a) The Parties do hereby irrevocably constitute a Consortium (the "Consortium") for the purposes of jointly participating in the selection process for the Consultancy.
  - b) The Parties hereby undertake to participate in the Bidding process only through this Consortium and not individually and/ or through any other Consortium constituted for this Consultancy, either directly or indirectly or through any of their Affiliates.
3. Covenants: The Parties hereby undertake that in the event the Consortium is declared the selected Consultant and awarded the Consultancy, the Parties shall enter into a contract for consultancy services ("Contract") with the Authority and for performing all obligations as the Consultant in terms of the Contract for the Consultancy.
4. Role of the parties: The Parties hereby undertake to perform the roles and responsibilities as described below:
  - a) Party of the First Part shall be the Member in Charge ( Lead Member) of the Consortium and shall have the power of attorney from all Parties for conducting all business for and on behalf of the Consortium during the selection process for the Consultancy and until the Effective Date under the Contract;
  - b) Party of the Second Part shall be [role]; and
  - c) Party of the Third Part shall be [role]; and,

5. **Joint and Several Liability:** The Parties do hereby undertake to be jointly and severally responsible for all obligations and liabilities relating to the Consultancy and in accordance with the terms of the RFQ cum RFP and the Contract, for the performance of the Contract.
6. **Member in-charge:** Without prejudice to the joint and severe liability of all the Parties, each Party agrees that it shall exercise all rights and remedies under the Contract through the Member in Charge and the Authority shall be entitled to deal with such Member in Charge as the representative of all Members. Each Party agrees and acknowledges that:
  - a) any decision (including without limitation, any waiver or consent), action, omission, communication or notice of the Member in Charge on any matters related to the Contract shall be deemed to have been on its behalf and shall be binding on it. The Authority shall be entitled to rely upon any such action, decision or communication from the Member in Charge;
  - b) consolidated invoices for the services in relation to the Consultancy performed by all the Members shall be prepared and submitted by the Member in Charge and the Authority shall have the right to release payments solely to the Member in Charge and the Authority shall not in any manner be responsible or liable for the inter se allocation of payments, works etc. among the Parties;
  - c) any notice, communication, information or documents to be provided to the Consultant shall be delivered to the authorized representative of the Consultant (as designated pursuant to the Contract) and any such notice, communication, information or documents shall be deemed to have been delivered to all the Parties.
7. **Representation of the Parties:** Each Party represents to the other Parties as of the date of this Agreement that:
  - a) Such Party is duly organised, validly existing and in good standing under the laws of its incorporation and has all requisite power and authority to enter into this Agreement;
  - b) The execution, delivery and performance by such Party of this Agreement has been authorised by all necessary and appropriate corporate or governmental action and a copy of the extract of the charter documents and board resolution/ power of attorney in favour of the person executing this Agreement for the

delegation of power and authority to execute this Agreement on behalf of the Party is annexed to this Agreement, and will not, to the best of its knowledge:

- (i) require any consent or approval not already obtained;
  - (ii) violate any Applicable Law presently in effect and having applicability to it;
  - (iii) violate the memorandum and articles of association, by-laws or other applicable organisational documents thereof;
  - (iv) violate any clearance, permit, concession, grant, license or other governmental authorisation, approval, judgement, order or decree or any mortgage agreement, indenture or any other instrument to which such Party is a party or by which such Party or any of its properties or assets are bound or that is otherwise applicable to such Party; or
  - (v) create or impose any liens, mortgages, pledges, claims, security interests, charges or Encumbrances or obligations to create a lien, charge, pledge, security interest, encumbrances or mortgage in or on the property of such Party, except for encumbrances that would not, individually or in the aggregate, have a material adverse effect on the financial condition or prospects or business of such Party so as to prevent such Party from fulfilling its obligations under this Agreement;
- c) this Agreement is the legal and binding obligation of such Party, enforceable in accordance with its terms against it; and
- d) there is no litigation pending or, to the best of such Party's knowledge, threatened to which it or any of its Affiliates is a party that presently affects or which would have a material adverse effect on the financial condition or prospects or business of such Party in the fulfilment of its obligations under this Agreement.
8. Termination: This Agreement shall be effective from the date hereof and shall continue in full force and effect until the Effective Date under the Contract, in case the Consultancy is awarded to the Consortium. However, in case the Consortium is not selected for award of the Consultancy, the Agreement will stand terminated upon intimation by the Authority that it has not been selected and upon return of the Bid Security by the Authority.
9. Miscellaneous
- a) This Joint Bidding Agreement shall be governed by laws of India.

- b) The Parties acknowledge and accept that this Agreement shall not be amended by the Parties without the prior written consent of the Authority.

IN WITNESS WHEREOF THE PARTIES ABOVE NAMED HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS OF THE DATE FIRST ABOVE WRITTEN.

SIGNED, SEALED & DELIVERED

For and on behalf of

MEMBER IN-CHARGE by:

[Signature]

[Name]

[Designation]

[Address]

SIGNED, SEALED & DELIVERED

For and on behalf of

SECOND PART by:

[Signature]

[Name]

[Designation]

[Address]

SIGNED, SEALED & DELIVERED

For and on behalf of

THIRD by:

[Signature]

[Name]

[Designation]

[Address]

In presence of:

1. [Signature, name and address of witness]

2. [Signature, name and address of witness]

Notes:

1. The mode of the execution of the Joint Bidding Agreement 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 or official seal of all members.
2. Each Joint Bidding Agreement should attach a copy of the extract of the charter documents and documents such as resolution / power of attorney in favour of the person executing this Agreement for the delegation of power and authority to execute this Agreement on behalf of the Consortium Member.
3. For a Joint Bidding Agreement executed and issued overseas, the document shall be legalised by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney has been executed.

### **3.5 Form 3E: Format for Power of Attorney for Authorised representative**

Know all men by these presents, We, [name of organization and address of the registered office] do hereby constitute, nominate, appoint and authorise Mr / Ms [name], son/ daughter/ wife of [name], and presently residing at [address], who is presently employed with/ retained by us and holding the position of [designation] as our true and lawful attorney (hereinafter referred to as the “Authorised Representative”), with power to sub- delegate to any person, 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 consultant for [name of assignment], to be developed by Integrated Industrial Township Greater Noida Limited(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 until the entering into of the Contract 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 Authorised 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 Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, [name of organization], THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS [date in words] DAY OF [month] [year in ‘yyyy’ format].

For [name and registered address of organization]

[Signature]

[Name]

[Designation]

Witnesses:

1. [Signature, name and address of witness]

2. [Signature, name and address of witness]

Accepted

Signature]

[Name]

[Designation]

[Address]

Notes:

1. 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 seal affixed in accordance with the required procedure.
2. 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.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised 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 legalised by the Indian Embassy if it carries a conforming Apostille certificate.

### **3.6 Form 3F: Format for Power of Attorney for Lead Member of JV/ Consortium**

(To be executed by all members of the Consortium)

Whereas the Integrated Industrial Township Greater Noida Limited (the “Authority”) has invited proposals from empanelled applicants for selection of consultant for [name of assignment] being developed under Delhi-Mumbai Industrial Corridor (DMIC) Project, (the “Consultancy”).

Whereas, [name of Party], [name of Party] and [name of Party] (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Consultancy in accordance with the terms and conditions of the Request for Proposal and other connected documents in respect of the Consultancy, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Member in-charge with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Consultancy and its execution.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS,

We, [name of Party] having our registered office at [registered address], M/s. [name of Party], having our registered office at [registered address], and M/s. [name of Party], having our registered office at [registered address], (hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorise M/s [name of Member In-charge], having its registered office at [registered address], being one of the Members of the Consortium, as the Member In-charge and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”) and hereby irrevocably authorise the Attorney (with power to sub- delegate to any person) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the Contract, during the performance of the services related to the Consultancy, and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the submission of its bid for the Consultancy, including but not limited to signing and submission of all applications, bids and other documents and writings, accept the Letter of Acceptance, participate in bidders’ and other conferences, respond to queries, submit information/documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its

dealings with the Authority, and/ or any other government agency or any person, in all matters in connection with or relating to or arising out of the Consortium's bid for the Consultancy and/ or upon award thereof until the Contract is entered into with the Authority.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney 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 Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS [date in words] DAY OF [month] [year in 'yyyy' format].

SIGNED, SEALED & DELIVERED

For and on behalf of

MEMBER IN-CHARGE by:

[Signature]

[Name]

[Designation]

[Address]

SIGNED, SEALED & DELIVERED

For and on behalf of

SECOND PART by:

[Signature]

[Name]

[Designation]

[Address]

SIGNED, SEALED & DELIVERED

For and on behalf of

FOURTH by:

[Signature]

[Name]

[Designation]

[Address]

In presence of:

1. [Signature, name and address of witness]
2. [Signature, name and address of witness]

Notes:

1. 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 or official seal of all members.
2. 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.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised 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 legalised by the Indian Embassy if it carries a conforming Apostille certificate
4. In case of a Consortium, above form has to be submitted for each Consortium member and Minimum Eligibility Criteria for revenue should be satisfied by the Lead Member.

### 3.7 Form 3G: Format of Bank Guarantee for Bid Security

BG No.

Date:

1. In consideration of you, **Integrated Industrial Township Greater Noida Limited**, a company incorporated under the Companies Act, 1956, having its registered office at Integrated Industrial Township Greater Noida Limited, Greater Noida Industrial Development Authority, 169 Chitvan Estate, Sector Gamma – II, Greater Noida, Gautam Budh Nagar, Uttar Pradesh 201308, India (hereinafter referred to as the “Authority” which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) having agreed to receive the proposal of **[Name of company]**, a company registered under the Companies Act, 2013 and having its registered office at [registered address of company], [and acting on behalf of a Consortium comprising of [name of company], [name of company] and [name of company] (hereinafter referred to as the “Bidder” which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns), for appointment as Consultant for [name of assignment] (hereinafter referred to as the “Consultancy”) pursuant to the RFQ cum RFP Document dated [date] issued in respect of the Consultancy and other related documents including without limitation the draft contract for consultancy services (hereinafter collectively referred to as “RFQ cum RFP Documents”), we [Name of the Bank] having our registered office at [registered address] and one of its branches at [branch address] (hereinafter referred to as the “Bank”), at the request of the Bidder, do hereby in terms of relevant clause of the RFQ cum RFP Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfilment and compliance of the terms and conditions of the RFQ cum RFP Document by the said Bidder and unconditionally and irrevocably undertake to pay forthwith to the Authority an amount of Rs. [in figures] ([in words]) (hereinafter referred to as the “Guarantee”) as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder if the Bidder shall fail to fulfil or comply with all or any of the terms and conditions contained in the said RFQ cum RFP Document.
2. Any such written demand made by the Authority stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the RFQ cum RFP Document shall be final, conclusive and binding on the Bank. We, the

Bank, further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and conditions contained in the RFQ cum RFP Document including, Document including without limitation, failure of the said Bidder to keep its Proposal valid during the validity period of the Proposal as set forth in the said RFQ cum RFP Document, and the decision of the Authority that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Authority and the Bidder or any dispute pending before any court, tribunal, arbitrator or any other authority.

3. We, the Bank, do hereby unconditionally undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Authority is disputed by the Bidder or not, merely on the first demand from the Authority stating that the amount claimed is due to the Authority by reason of failure of the Bidder to fulfil and comply with the terms and conditions contained in the RFQ cum RFP Document including without limitation, failure of the said Bidder to keep its Proposal valid during the validity period of the Proposal as set forth in the said RFQ cum RFP Document for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards 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. [in figures] ([in words]).
4. This Guarantee shall be irrevocable and remain in full force for a period of 180 (one hundred and eighty) days from the Proposal Due Date and a further claim period of thirty (30) days or for such extended period as may be mutually agreed between the Authority and the Bidder, and agreed to by the Bank, and shall continue to be enforceable until all amounts under this Guarantee have been paid.
5. The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder or the Bank or any absorption, merger or amalgamation of the Bidder or the Bank with any other person.
6. In order to give full effect to this Guarantee, the Authority shall be entitled to treat the Bank as the principal debtor. The Authority shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the said RFQ cum RFP Document or to extend time for submission of the Proposals or the Proposal validity period or the period for conveying of Letter of Acceptance to the Bidder or the period for fulfilment and compliance with all or any of the terms and conditions contained in the said RFQ cum

RFP Document by the said Bidder or to postpone for any time and from time to time any of the powers exercisable by it against the said Bidder and either to enforce or forbear from enforcing any of the terms and conditions contained in the said RFQ cum RFP Document or the securities available to the Authority, and the Bank shall not be released from its liability under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Bidder or by any change in the constitution of the Authority or its absorption, merger or amalgamation with any other person or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Bank from its such liability.

7. Any notice by way of request, demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth herein.
8. We undertake to make the payment on receipt of your notice of claim on us addressed to [Name of bank along with branch address] and delivered at our above branch which shall be deemed to have been duly authorised to receive the said notice of claim.
9. It shall not be necessary for the Authority to proceed against the said Bidder before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which the Authority may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealised.
10. We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of the Authority in writing.
11. The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorised and has full power to execute this Guarantee for and on behalf of the Bank.
12. For the avoidance of doubt, the Bank's liability under this Guarantee shall be restricted to Rs. [in figures] ([in words]). 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 8 hereof, on or before [date].

Signed and Delivered by [name of bank]

By the hand of Mr. /Ms. [name], it's [designation] and authorised official.

(Signature of the Authorised Signatory) (Official Seal)

Notes:

- The Bank Guarantee should contain the name, designation and code number of the officer(s) signing the Guarantee.
- The address, telephone number 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.

### **3.8 Form 3H: Technical Proposal Submission Form**

[Location, Date]

To

Managing Director,  
Integrated Industrial Township Greater Noida Limited,  
Greater Noida Industrial Development Authority,  
169 Chitvan Estate, Sector Gamma – II, Greater Noida,  
Gautam Budh Nagar, Uttar Pradesh 201308, India

#### **RFQ cum RFP dated [date] for selection of consultant for [name of assignment]**

Dear Sir,

With reference to your RFQ cum RFP Document dated [date], we, having examined all relevant documents and understood their contents, hereby submit our Technical Proposal for selection as [name of assignment]. The Proposal is unconditional and unqualified.

We are submitting our Proposal as [sole applicant/ JV/ Consortium] [with] [insert a list with full name and address of each Joint Venture/ Consortium/ Consultant].

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate in accordance with the RFQ cum RFP. Our Proposal is binding upon us, subject only to the modifications resulting from technical discussions in accordance with the RFQ cum RFP.

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

Further:

1. We acknowledge that IITGNL will be relying on the information provided in the Proposal and the documents accompanying the Proposal for selection of the Consultant, and we certify that all information provided in the Proposal and in the supporting documents is true and correct, nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of appointment as the Consultant for the aforesaid Project.

3. We shall make available to IITGNL any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. We acknowledge the right of IITGNL to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We certify that in the last 3 (three) years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
6. We declare that:
  - a) We have examined and have no reservations to the RFQ cum RFP, including any Addendum issued by the Authority;
  - b) We do not have any conflict of interest in accordance with the terms of the RFQ cum RFP;
  - c) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFQ cum RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with IITGNL or any other public sector enterprise or any government, Central or State; and
  - d) We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
7. We understand that you may cancel the selection process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants.
8. We declare that we are not a member of any other Consortium/JV applying for selection as a Consultant.
9. We certify that in regard to matters other than security and integrity of the country, we or any of our affiliates have not been convicted by a court of law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to

undertake the Consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.

10. We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a court of law for any offence committed by us or by any of our affiliates. We further certify that neither we nor any of our Consortium members have been barred by the central government, any state government, a statutory body or any public sector undertaking, as the case may be, from participating in any project or bid, and that any such bar, if any, does not subsist as on the date of this RFQ cum RFP.
11. We further certify that no investigation by a regulatory authority is pending either against us or against our affiliates or against our CEO or any of our Directors/ Managers/ employees.
12. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by IITGNL in connection with the selection of Consultant or in connection with the selection process itself in respect of the above mentioned Project.
13. We agree and understand that the proposal is subject to the provisions of the RFQ cum RFP document. In no case, shall we have any claim or right of whatsoever nature if the consultancy for the Project is not awarded to us or our proposal is not opened or rejected.
14. In the event of our being selected as the Consultant, we agree to enter into a Contract in accordance with the contract prescribed in the RFQ cum RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
15. We have studied RFQ cum RFP and all other documents carefully. We understand that except to the extent as expressly set forth in the Contract, we shall have no claim, right or title arising out of any documents or information provided to us by IITGNL or in respect of any matter arising out of or concerning or relating to the selection process including the award of consultancy.
16. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall be binding on us.
17. We agree and undertake to abide by all the terms and conditions of the RFQ cum RFP Document.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

(Name and seal of the Applicant/Member in Charge)

### 3.9 Form 3I: Applicant's experience

[Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within a JV for carrying out consulting services similar to the ones requested under this assignment.]

- Use 5 (five) best projects with copy of proof of experience.
- Exhibit projects in the last Ten years.
- Projects without the proof of experience from client will not be considered for evaluation.

Assignment Name and project cost:	Approx. value of the contract (in INR in Crore):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in INR in Crore):
Start Date (Month/Year): Completion Date (Month/Year):	No. of professional staff – months provided by associated Consultants:
Name of Lead Partner:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Name of Associated Consultants, If any:	

Narrative Description of Project:

(highlight project capital cost in the narration)

Description of actual services provided by your staff within the assignment:

Firm's Name:

Authorized Signature:

Note:

1. For the purpose of evaluation of applicants INR 50.0 (INR Fifty only) per USD shall be considered as the applicable currency conversion rate. In case of any other currency, the same shall first be converted to USD as on the date 60 (Sixty) days prior to the proposal due date and the amount so derived in USD shall be converted in to INR at the aforesaid rate. The conversion rate of such currency shall be the daily representative exchange rates published by the IMF for the relevant date.
2. Please strictly limit the description of the project in two A4 size sheet of paper. Descriptions exceeding two A4 size sheet of paper shall not be considered for evaluation.

Ongoing projects can be submitted with detail of progress supported by suitable documents. Only projects which have been completed more than 80% and payments have been received will be considered for evaluation. The Bidder can provide completion certificate issued by Client for the completed projects or for projects with more than 80% completion. The bidder can also provide Work Order or Contract Agreement along with verified payment receipts specifying that more than 50% of the total professional fees has been received by the bidder for the project.

**3.10 Form 3J: Comments and Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Client**

A: On the Terms of Reference

- 1.
- 2.
- 3.
- 4.
- 5.

B: On the data, services and facilities to be provided by the client

- 1.
- 2.
- 3.
- 4.
- 5.

C: On Technical Proposal

- 1.
- 2.
- 3.

D: General Comments

- 1.
- 2.

### **3.11 Form 3K: Description of Approach, Methodology and Work Plan for Performing the Assignment**

The Technical approach with methodology and work plan is the key component of the Technical Proposal. The consultant is suggested to present its Technical Proposal divided into the following chapters:

- (a) **Technical Approach and Methodology.** In this chapter the consultant should explain the understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities to obtain the expected output and the degree of detail of such output. The consultant should highlight the problems to be addressed along with their importance and explain the technical approach the consultant would adopt to address them. The consultant should also explain the proposed methodologies to adopt and highlight the compatibility of those methodologies with the proposed approach. Please limit the discussion to 20 single sided pages (10 double sided pages). Discussions greater than this limit shall not be considered for evaluation.
  
- (b) **Work Plan.** In this chapter the consultant should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client) and delivery dates of the reports. The proposed work plan should be consistent with 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, drawings, and tables to be delivered as final output, should be included here. The work plan should be consistent with the Work Schedule of Form 3O.
  
- (c) **Organisation and Staffing.** In this chapter the consultant should propose the structure and composition of the proposed team. The consultant should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.

### 3.12 Form 3L: Team Composition and Task Assignments

1. Key Personnel*						
Sr. No.	Designation	Name	Firm	Area of expertise	Position assigned	Tasks assigned
<u>Core Team</u>						
1	Team Leader and Chief Resident Engineer					
2	Construction Manager cum Resident Engineer					
3	Program / Planning Expert					
4	Quality Assurance / Control Manager					
5	Finance Manager					
<u>Non Core Team</u>						
6	Marketing Manager					
7	Roads & Bridges Expert					
8	Water Expert					
9	Wastewater, solid waste management & sewerage Expert					
10	Power Expert					
11	Information Communication Technology Expert					
12	Contract Specialist					
13	Sustainability Expert					

1. Key Personnel*						
Sr. No.	Designation	Name	Firm	Area of expertise	Position assigned	Tasks assigned
14	Quantity surveyor					
15	Materials Engineer					
16	Environment, Health and Safety Manager					
17	Architect/Urban Planner					
18	Landscape Architect					

\* Consultants, who are executing ongoing mandates with DMICDC, must propose a separate team of Key Personnel while bidding for this project. The Key Personnel proposed above should be available for presentations/ discussions/ meetings with the Client, State Government etc.

**3.13 Form 3M: Curriculum Vitae (CV) for Proposed Personnel (with one page of summary of experience)**

1.	Proposed position		[Key Personnel ]		
2.	Name of firm				
3.	Name of staff		[First] [Middle] [Surname]		
4.	Date of birth		[Day / Month / Year]		
5.	Nationality				
6.	Education		[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and year of obtainment starting from the latest degree]		
7.	Membership of Professional Organizations				
8.	Training & Publications		[Indicate significant training since education degrees (under 5) were obtained]		
9.	Countries of Work Experience		[List countries where staff has worked in the last ten years]		
10.	Languages	Language	Proficiency (good/ fair/ poor)		
			Speaking	Reading	Writing
		English			
11.	Employment record [Starting with present position, list	Name of Organization	Position held		Duration
					YYYY to present

	in reverse order every employment held by staff member since graduation]			
12.	Details of tasks assigned			
13.	Work Undertaken that Best Illustrates Capability to Assigned Handle the Tasks Assigned	<p>[Among the assignments in which the Staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks assigned]</p> <p>Name of assignment or project:</p> <p>Duration of project (provide month &amp; year of start date and end date of project) :</p> <p>Number of months worked on project:</p> <p>Location:</p> <p>Client:</p> <p>Project Cost:</p> <p>Main project features:</p> <p>Positions held:</p> <p>Activities performed:</p>		
14.	Certification	<p>I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.</p>		
Signature		Signature		

Date: [dd/mm/yyyy]	Date: [dd/mm/yyyy]
Name of staff member:	Name of Authorized Signatory:

**Note:**

Please strictly restrict the number of pages per CV to four (04) pages (two sheets if printed both sides). The one-page summary shall be over and above the four (04) page CV. Pages in the CV greater than these limits shall not be considered for evaluation.

### 3.14 Form 3N: Staffing schedule

S.No.	Personnel	Staff input (in the form of a bar chart)							Total staff input
		M1	M2	M3	M4	M5	M6	n	(months)
Name of Key Personnel									
Name of Support Staff									
	Total								



### **3.16 Form 3P: Format for Undertaking from Foreign Member**

(To be submitted on the letterhead of the respective foreign member of the consortium/JV)

We are submitting this undertaking as a member of the consortium for this project where [Name of Lead Firm] is the Lead Firm.

We hereby authorize [Name of Lead Firm] to submit our experience/credentials or key personnel in order to qualify for this Assignment.

Further, we hereby undertake that we will provide complete support to [Name of Lead Firm] during the execution of this Assignment in terms of technical knowledge and relevant experts.

Firm's Name:

Name of Authorized Signatory:

Designation of Authorized Signatory:

Authorized Signature:

Note:

This undertaking must be submitted on the letterhead of the respective foreign member along with signature of the Authorized Signatory and stamp of the foreign member.

## **Section 4. Financial Proposal – Standard Forms**

- A. Form 4A: Financial Proposal Submission Form
- B. Form 4B: Remuneration of Personnel
- C. Form 4C: Out of Pocket Expenses
- D. Form 4D: Summary of Financial Proposal

#### 4.1 Form 4A: Financial Proposal Submission Form

[Location]

[Date]

To

Managing Director,  
Integrated Industrial Township Greater Noida Limited,  
Greater Noida Industrial Development Authority,  
169 Chitvan Estate, Sector Gamma – II, Greater Noida,  
Gautam Budh Nagar, Uttar Pradesh 201308, India

Dear Sir,

**Subject: Consultancy Services for [name of assignment].**

We, the undersigned, offer to provide the consulting services for [name of assignment] in accordance with your Request for Qualification cum Request for Proposal dated [date] and our Proposal. Our attached Financial Proposal is for the sum of [amount(s) in words and figures].

Our Financial Proposal shall be binding upon us subject to the modifications resulting from arithmetic correction, if any, up to expiration of the validity period of the Proposal, i.e. [date].

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

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

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

#### 4.2 Form 4B: Remuneration of Personnel

S. No	Personnel	Indicative Manmonths	Nos in Units	Unit	Rate in INR per Man Month		Amount in INR  [ No of man months X Rate in INR per Man Month]
					In figures	In words	
<b>Core Team</b>							
1)	Team Leader and Chief Resident Engineer	30		Man Month			
2)	Construction Manager cum Resident Engineer	24		Man Month			
3)	Program Expert / Planning Expert	24		Man Month			
4)	Quality Assurance / Control Manager	30		Man Month			
5)	Finance Manager	30		Man Month			
<b>Non Core Team</b>							
6)	Marketing Manager	30		Man Month			
7)	Roads & Bridges Expert	6		Man Month			
8)	Water Expert	4		Man Month			
9)	Wastewater, solid waste management & sewerage Expert	4		Man Month			
10)	Power Expert	2		Man Month			

S. No	Personnel	Indicative Manmonths	Nos in Units	Unit	Rate in INR per Man Month		Amount in INR  [ No of man months X Rate in INR per Man Month]
					In figures	In words	
11)	Information Communication Technology Expert	2		Man Month			
12)	Contract Specialist	3		Man Month			
13)	Sustainability Expert	6		Man Month			
14)	Quantity surveyor	26		Man Month			
15)	Materials Engineer	18		Man Month			
16)	Environment, Health and Safety Manager	20		Man Month			
17)	Architect/Urban Planner	6		Man Month			
18)	Landscape Expert	6		Man Month			
<b>Sub Total</b>							
19)	Support Staff*	23	15	Man Month			
<b>Grand TOTAL</b>							

Total amount for Remuneration in words: Rupees \_\_\_\_\_ only

The assignment comprises of two stages i.e. Stage 1- Pre-Construction Phase and Stage 2 - Construction Phase.

Indicative man-months for key personnel are provided. However, the consultants are free to make their own estimate of man months required for effective execution of the project.

The consultant shall seek prior approval of client before mobilizing or demobilizing any personnel to and from the project as specified in Section 6.

\*The Consultant is expected to deploy minimum fifteen (15) support staff (such as IT, Finance, human resource, administration, legal etc) for at least nine (09) months per annum, for each year of consultancy to be provided (Cumulatively taken to be as twenty-three (23) months). The deployment will be as per requirement of the project. Consequently, the payment will be as per actual deployment.

### 4.3 Form 4C: Out of Pocket Expenses

#### 4.3.1 Maintenance of office

S. No	Item	Unit	Quantity	Unit rate per Quantity in INR		Total Amount in INR  [ No of Units X Rate in INR per Quantity]
				In figures	In words	
1.	Establishment of office for Consultant with all required facilities / amenities including maintenance of site office.  Payment for expenditure on office consumables like stationery, photocopying, printers, other out of pocket expenses, miscellaneous and incidental charges*	Per Month	30 (Thirty) Months			
2.	Payment for hiring of vehicles for purpose of supervision of work by PMC Personnel *	Per vehicle	[2 (Two) vehicles] for 30 (Thirty) Months			
<b>TOTAL</b>						

Total amount for OPE in words: Rupees \_\_\_\_\_ only

\* Reimbursements will be per actual expenses when supported by documentary evidence, subject to the provisions of the Standard Form of Contract in Section 6 of this RFQ cum RFP (Clause 6.15.6)

#### 4.4 Form 4D: Summary of Financial Proposal

S. No	Description	Amount in INR
1.	Remuneration for Personnel (Form 4B: )	
2.	Out of Pocket Expenses (Form 4C: Out of Pocket Expenses)	
3.	Total fees without service tax (S. No 1 + S. No 2)	
4.	Service tax	
5.	Total Fees including service tax (S.No 3 + S. No 4)	

*\* The Total Fees without Service Tax should match with the break-up of costs given as per the Forms Form 4B: and Form 4C: Out of Pocket Expenses.*

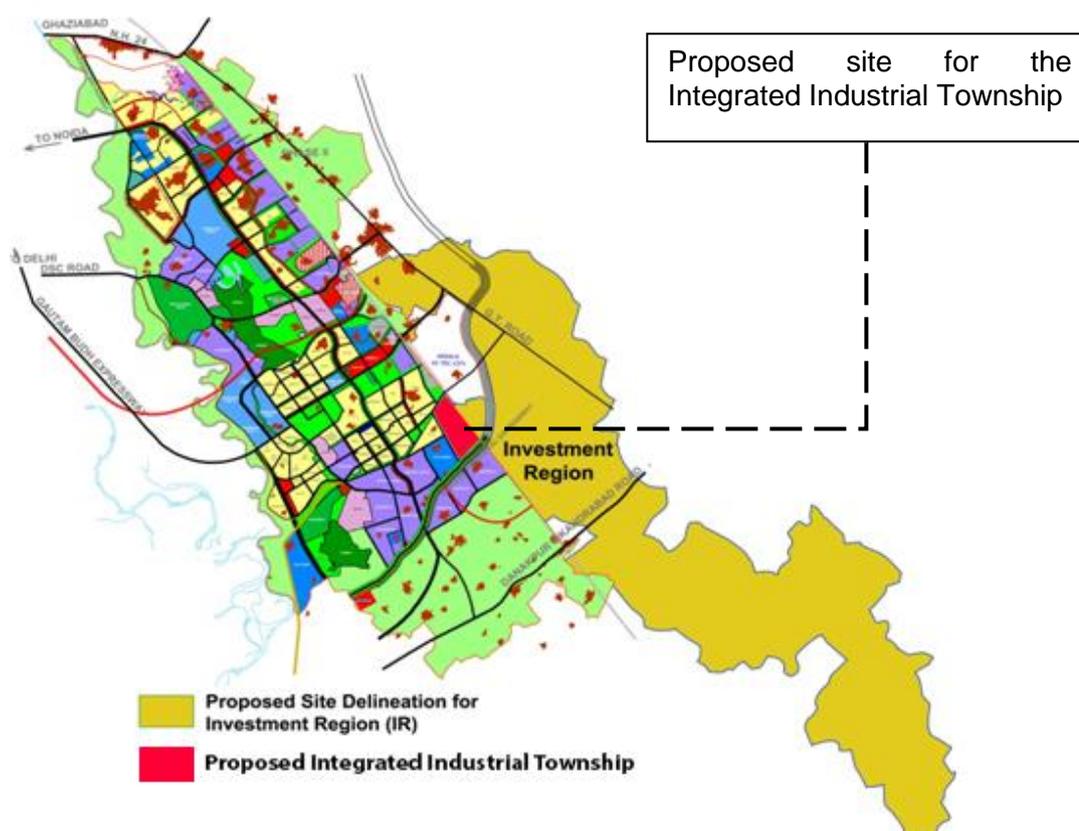
Total Finance Proposal (in figures): INR \_\_\_\_\_

Total Finance Proposal (in words): INR \_\_\_\_\_

## Section 5. Terms of Reference

### 5.1 Introduction:

- 5.1.1 The Dadri-Noida-Ghaziabad Investment Region (DNGIR) is one of the proposed 24 nodes under Delhi Mumbai Industrial Corridor (DMIC), which is conceived as a model industrial corridor of international standards to expand manufacturing and service base of its influence area and is one of the seven nodes identified for development in the first phase of the DMIC project. The development of the Integrated Industrial Township (the “Project”) has been selected as one of the ‘Early Bird Projects’ under development plan for DNGIR.
- 5.1.2 The Integrated Industrial Township is an initiative of DMIC to drive manufacturing activity in the region in order to promote sustainable development. The township will act as a magnet to promote R&D activities, and will subsequently promote industrial development, in line with DMIC’s objective to promote industrial and manufacturing activities in the DNGIR region.
- 5.1.3 It is intended that the Integrated Industrial Township will have sustainable economic base primarily driven by industries (manufacturing) integrated with institutional (public and semi-public use) and supported by residential land use and commercial activities. The township will provide trunk infrastructure facilities including supporting social and physical infrastructure to boost the same.



- 5.1.4 The site for the proposed Integrated Industrial Township is part of the delineated site for DNGIR, planned within the notified Greater Noida Master Plan-2021 area. It has a total site area of 302.5 Ha (747.5 acres). The location of the site with reference to DFC alignment is shown in the above figure.
- 5.1.5 The Consortium of M/s Tata Consulting Engineers Ltd and WS Atkins India Pvt Ltd) referred to as the “**Preliminary Engineering Consultant**” have been appointed by DMICDC as consultant for the Project for finalising the master plan and undertaking preliminary engineering design for the Project.
- 5.1.6 The indicative land use and product mix distribution for Integrated Industrial Township is given in table below. However this is subject to change based on finalisation of Master Plan by the Preliminary Engineering Consultant.

LAND USE	AREA (SQ.)	%
<b>Industry</b> , including Hi-Tech, Bio-Tech, and R&D Industries	<b>1,537,217</b>	<b>50.8%</b>
Commercial Mixed Use	190,441	6.3%
Residential	336,170	11.1%
Utilities	46,434	1.5%
Greens & Water Bodies	403,567	13.4%
Roads	471,168	15.6%
Existing Structures	39,924	1.3%
<b>Total Area (Sq. m.)</b>	<b>3,024,921</b>	<b>100.0%</b>
<b>Total Area( Ha/ Acres)</b>	<b>302.5 Ha/ 747.5 Acres</b>	

The financial feasibility assessment carried out for the Integrated Industrial Township Project has estimated the total cost of trunk infrastructure development at Rs. 1097.5 crore. The breakup of the cost is provided in the table below. However the trunk infrastructure components and the cost of development are subject to change depending on the finalisation of trunk infrastructure components and preliminary design by the Preliminary Engineering Consultant.

S.No.	Particulars	Amount (Rs. Cr.)	Description
<b>A</b>	<b>Trunk Level Infrastructure</b>	<b>819.50</b>	<b>Including water, sewerage, recycle water, storm water drainage, power and road infrastructure, underground utilities, site level landscape and IT/telecom infrastructure</b>
A.1	Road Works	133.17	1) Site clearance – Rs. 2.68 Crore 2) Road work – Rs 98.87 crore 3) Culvert and bridges – Rs 25.58 crore 4) Traffic signages, road marking and other appurtenances – Rs. 6.04 crore
A.2	Water, Sewerage and Storm water drainage Infrastructure	74.10	1) Potable Water system – Rs. 23.75 Crore 2) Recycle Water system – Rs 15.65 crore 3) Sewerage collection – Rs 6.54 crore 4) Storm Water Drainage – Rs. 28.16 crore
A.3	Power Infrastructure	416	1) 220 KV transmission line and 220 KV GIS substation – Rs 209.00 crore 2) Distribution system inside project area –Rs 128.00 crore 3) compact substation for utilities, street lighting, cable duct – Rs 64.00 crore 4) Canal top solar system – Rs 9.00 crore 5) Construction power – Rs 6.00 crore

S.No.	Particulars	Amount (Rs. Cr.)	Description
A.4	Other Trunk Level Infrastructure	196.23	1) Solid Waste Management – Rs 71.95 crore 2) Information and communication technology - Rs 46.26 crore 3) Gas – Rs.4.00 Cr. 4) Site grading and Landscape – Rs 52.16 crore 5) Compound wall and Administrative building - Rs. 21.86 crore

## 5.2 Objective of the consultancy assignment:

5.2.1 The objective of this Consultancy is to assist IITGNL / Client in implementing the Project till the successful completion, commissioning and handing over of all works to IITGNL and comprehensively supervise the works and activities carried out by the appointed contractor(s) as Client's Authorised Representatives or 'Owner's Engineer'. The initial term of the Program Manager Consultant (PMC) would be for thirty (30) months with provision for extension by a further two (2) years on mutually agreeable basis.

The PMC will provide program management services from review detailed infrastructure plan, technical assessment of design basis and preliminary design prepared by Preliminary Engineering Consultant, to commissioning including cost and schedule management, construction supervision, and financial management and project-wide quality control, health and safety management. The PMC will bear the overall responsibility for all activities related to the design review, coordination, implementation, monitoring, and contract management and commissioning of the trunk infrastructure of the Project as specified in this TOR. The consultancy assignment extends to implementation of all items of works pertaining to the projects complete in all respects up to the end of defect liability period. The PMC would be required to review the deliverables prepared by the Preliminary Engineering

Consultant. Some of the major activity heads to be carried out by the PMC include, but are not limited, to the following:

- To review and validate the Preliminary Design Report and design details prepared by the Preliminary Engineering Consultant, and other available reports relevant to the Integrated Industrial Township Project;
- To coordinate with the respective Central Government / State Government agencies for the development of internal and external infrastructure up to the Integrated Industrial Township Project site;
- To assist IITGNL for all requisite statutory & regulatory clearances necessary for the implementation of the Project;
- Monitor and supervise the progress of construction by the Contractor up to the final commissioning of the trunk infrastructure boundary wall and other utilities;
- Total compliance of technical specifications and various other requirements contained in the respective contracts by the Contractors and ensure high standards of quality assurance system as well as modern safety practices in execution of works at Project sites for ensuring complete safety to works, workers, general public and structures & properties adjacent to work sites;
- Comprehensive and documented reporting to IITGNL / Client regarding Consultant's own activities, progress of the Project and compliances / non-compliances by the contractors;
- Proper verification of measurements and bills submitted by the contractors so that payments made by IITGNL against these bills truly reflect the actual work done at site complying with the requirements of the respective contract(s)
- Proper interface and coordination among the IITGNL, contractors, other consultants / contractors and local bodies / State Government;
- Full documentation of the completed works including applications for various approvals

### **5.3 Scope of Services**

The Program Manager Consultant (PMC) shall perform activities necessary to plan, integrate, administer, manage and deliver the development and construction of the various internal and external components in the Integrated Industrial Township Project. The PMC shall be responsible for ensuring technical review of detailed infrastructure plan, technical

assessment of design basis and preliminary design prepared by Preliminary Engineering Consultant, and technical schedule prepared by Preliminary Engineering Consultant, execution, implementation & supervision/monitoring of works at site, taking measurements, preparation/ checking and certifying contractor's bills in coordination with the appointed Consultants and through the appointed contractors, due controls for safety, quality control, cost control, obtaining the requisite statutory approvals related to the entrusted works, project progress monitoring, handing over the completed works to IITGNL or its designated agencies on its completion. The assignment comprises of two stages i.e. Stage 1- Pre-Construction Phase and Stage 2 -Construction Phase. Indicative man-months for key personnel are provided. However, the consultants are free to make their own estimate of man months required for effective execution of the project.

The Scope of Services for this assignment includes but not limited to as below:

### **STAGE 1: PRE-CONSTRUCTION PHASE**

#### **5.3.1 Review of reports by Preliminary Engineering Consultant;**

The PMC will review the reports on Infrastructure Plan, Technical assessment of Preliminary Design & its basis and advise the IITGNL for any modifications required in preliminary engineering design, drawings, specifications, etc.

After appointment of contractor, the PMC shall coordinate with the Preliminary Engineering Consultant and the selected contractor(s) for finalisation of Good-For-Construction drawings and advise IITGNL for necessary modifications required for the same, if any. However, selected contractor(s) shall have the primary responsibility for preparation and/or subsequently modifications of good for construction drawings and after finalisation of the same, good for construction drawings shall be issued by the client for execution of the work by Contractor (s).

#### **5.3.2 Assisting in pre-construction activities**

- i. To assist IITGNL to obtain all necessary clearances/ approvals from statutory bodies and Local authorities for starting the works, execution, completion and use of the completed works.
- ii. The PMC shall give particular attention on durability, ease of construction at various stages, while finalizing the design /details of the trunk infrastructure, utility structures & buildings. The PMC shall also ensure that all the drawings are coordinated drawings incorporating all services etc required for execution purpose.

- iii. The PMC shall establish the quality assurance system consisting of model documents on management procedures for managing construction, design, quality, safety, training, environment, non-conformances, payment, reporting, project schedule etc. These model documents will form the basis on which the selected contractor(s) will prepare their own respective documents that shall be checked, commented upon and finally concurred with by the PMC before start of respective work by the contractor(s).
- iv. The PMC shall develop formats for method statements and work procedures for describing important and complex construction works including model documents for key aspects of the Project. These formats and model documents would form the basis on which the contractor(s) would prepare their own respective documents that shall be checked, commented upon and finally concurred with by the PMC before start of respective work by the contractor(s).
- v. The PMC shall develop formats for inspection and testing procedures for quality control at site and record keeping including model documents for key aspects of the Project. These formats and model documents would form the basis on which the contractor(s) would prepare their own respective documents that shall be checked, commented upon and finally concurred with by the PMC before start of respective work by the contractor(s).
- vi. The PMC shall develop a Project Schedule that coordinates and integrates the design efforts / schedule with construction schedules in suitable software for monitoring the Project, incorporating a detailed schedule for all activities of the Project, including realistic activity sequences & durations, process / prepare all drawings, bar bending schedule, check and finalize appointed contractor's detailed program of activities commensurate with the tender provisions, compliance to prevalent environmental and statutory regulations, requirement of labour, materials & samples and delivery of products requiring long lead-time procurement including the Client's development requirements showing portions of the project having development priority.
- vii. The PMC shall coordinate with the Preliminary Engineering Consultant and identified contractor(s) for finalisation of Good- For- Construction (GFC) drawings as per the Project Schedule agreed with IITGNL / Client. The PMC shall ensure that the GFC drawings prepared by the contractor(s) conform to prevalent IS codes and all other applicable guidelines, standards and best practices for engineering systems. The PMC will be required to undertake benchmarking studies for top ten similar

projects internationally and providing details for international standards and best practices for trunk infrastructure and its various components.

- viii. The PMC shall assemble the construction management team, including the Personnel as approved by IITGNL and have preliminary interaction with the contractor's Project Team on behalf of IITGNL to initiate all preliminary actions and mobilization. The PMC shall establish the Project Office as per Clause 5.4 and provide adequate technical & nontechnical staff as per project requirement and furnish the list of personnel who will be posted for the project along with their professional qualifications in line with the stipulations.
- ix. The PMC shall prepare a Project Budget and cash flow statement as soon as major project requirements have been identified, and update the same periodically for the IITGNL's approval and suggest corrective actions.
- x. The PMC shall review the proposal for sub-contractor, if any, submitted by the contractor(s) and comment / recommend to IITGNL for return for compliance of observation or approval as the case may be.

### **5.3.3 Design stage**

- i. The PMC will make sure that Preliminary Engineering consultant prepares a schedule for all design deliverables, drawings, reports for the project, and submit the same to IITGNL for approval. Based on approved schedule, PMC will monitor the progress of design deliverables and will review the Design Basis Report, designs, drawings, implementation plan & other documents prepared by the Preliminary Engineering Consultant and its compliance to preliminary engineering drawings prepared by Preliminary Engineering Consultant for the project, sustainability aspects selected for the project. The PMC will review designs, drawings, specifications prepared by the Preliminary Engineering Consultant for sustainability aspects. The PMC will also review GFC drawings prepared by the contractor for sustainability aspects and advise the client/IITGNL appropriately for any modifications in GFC drawings.

### **5.3.4 Financial modelling and land monetization strategy**

The PMC will be responsible for preparation of a detailed financial model and land monetization strategy for the project. This activity will begin in the Pre-Construction Phase and extend to the Construction Phase. This will include:

- i. Detailed financial model to project the following components of the IIT financials over the specified duration e.g. 10 to 50 years (overall city as well as by asset class):

GDP, job creation, tax revenues, capital expenditure, investment mix-private vs. public / equity vs. debt, yearly cash flows etc.

- ii. Land monetization strategy based on population/demographic growth forecast, including optimal real estate asset class (e.g. mass vs. premium, residential vs. commercial), auctioning strategy and sequencing strategy for monetizing land parcels to maximize recovery.
- iii. Overall guidelines to help IITGNL identify potential sources of finance through identification of the types of investors, typical characteristics, preferences and risk return profiles and reaching out to funding agencies.
- iv. Identify attractive financial instruments (e.g. equity bonds, refinancing options) and risk mitigation mechanisms (credit guarantees, debt underpinning, performance guarantees) to improve the overall risk-return profile of each asset class.

Apart from this, the PMC will also be responsible for economic validation of the previous business plan and feasibility studies undertaken. This will include a very high level review of the economic and techno-economic feasibility reports (TEFR) completed to date and to identify demerits which may limit industrial area from meeting economic and growth objectives. The analysis should validate the basis of assumptions and decisions made regarding the implementation. Specifically, the high level analysis shall review:

- i. **Industrial sector review:** Choice of industry cluster planned for Phase 1A and the basis of the assumptions which may include, but are not limited to following: Future growth propensity of the sector in terms of share of state GDP participation, Cost competitiveness of the IA, Existing demand supply gap for industrial sectors and Employment multiplier impact of each industrial cluster within the region.
- ii. **Physical infrastructure review:** Infrastructure demand and relevant phasing sequencing-both for industrial and non – industrial.
- iii. **Demographic review:** Population growth estimates, employment rate estimates (Industrial vs. Non industries), Non Industrial employment break up (Public vs. Private)
- iv. **Real Estate and land economic review:** Validation of real estate land demand models for Industrial & Non Industrial land uses (Residential, Commercial- retail, office, hospitality, social infrastructure – education, health, public use etc.) development phasing and land disposal phasing strategies for optimizing returns from real estate assets.

v. **Policy framework review:** Review of policy intervention and competitive incentives strategies for core industrial and real estate land uses.

Identification of projects and basis for project implementation: Based on the review and the list of projects indicated in the RFQ – cum – RFP and any other projects identified as necessary for development in the Phase I of the Project, the PMNC shall indicate the initial bundling/unbundling proposed (if any) for the projects and recommend whether they should be implemented on PPP/non-PPP basis providing the broad rationale/justification for the recommendations. The scope of work on PPP implementation will be limited to CBD areas.

### 5.3.5 Marketing strategy

The PMC shall develop and submit a Marketing Plan and strategy. The strategy should clearly identify and bring out the targeted tenants and a road map for implementation of the Marketing Plan. This step would also begin in the Pre-Construction Phase and continue into the Construction Phase. The Marketing Plan shall at minimum include the following:

- Marketing objectives
- SWOT analysis for marketing
- Target economic activity
- Parameter(s) for identifying target companies
- Marketing approach
- Marketing Plan for targeting anchor tenants
- Channel of the marketing
- Proposed marketing strategy

The scope shall include identification of land parcels, type of workers and associated amenities which are basic requirements for identified industries. For marketing and advertising, the consultant needs to carry out preparation of relevant photographs of the site, 3 D flyer, physical model and development of portable booth. The PMC also needs to create a web based information system for anchor tenants which will include GIS based plot location system and the land allocation procedure so as to make all relevant information available to potential investors.

## **STAGE – 2: CONSTRUCTION PHASE**

### **5.3.6 Monitoring of Construction:**

- i. The PMC shall be responsible for the overall monitoring & supervision of the construction of the trunk infrastructure by the contractor(s). The PMC shall perform all the duties, liabilities, functions and obligations as laid down with reasonable skill, care and diligence, and also ensure that the works are executed at site strictly as per the approval granted by IITGNL / concerned local authorities, the terms and conditions of the contract Agreement entered between IITGNL and the respective contractors, within the given time frame & budget provisions. The PMC shall be fully responsible for the soundness and correctness of all works executed by the contractor(s), soundness of design and conformity of the work done to the approved plans, designs and specifications and conditions of contract applicable to the subject works.
- ii. The PMC shall render all technical services, advisory and guidance relating to construction of the approved trunk infrastructure to IITGNL, including necessary documentation maintaining records and monitoring of construction activity and progress.
- iii. The PMC shall also prepare weekly, fortnightly or monthly rolling programs as finalised with IITGNL (including progress on previous period and showing the planned work during the next period) for discussion during the weekly and monthly meetings with the representatives of IITGNL. These rolling programs shall be updated by the PMC every week / month, as the case may be. The contents of the reports shall include maintaining necessary site records with data in support of the same, details of field tests on materials and structures, obtaining necessary approvals thereon and maintaining adequate records, certifications of bills for payments to contractors including recommendation of extension applications, extra items, variation statements, quality control checks for final bills etc in the formats agreed with IITGNL. The progress reports shall include details such as financial and physical progress with respect to scheduled targets or milestones, suggestions on improvements, and review of the progress within the cost and time parameters. The reports shall also include bar / Gantt charts, comments on the contractor(s) progress, and progress / completion photographs.

- iv. The PMC shall also review and comment on the Project Programs submitted by the contractor(s) and ensure compliance of such comments in the revision thereof. It shall also carry out periodic reviews of the contractor(s)'s resources vis-a-vis the Project Schedule and ensure that the contractor(s) mobilizes additional resources to meet the Project Schedule.
- v. For the construction phase, the PMC shall review and recommend for approval, the comprehensive program provided by the contractor(s) for acceptance tests, which meets the provisions under applicable contracts, in all respects, but not limited to specified technical and performance requirements. The system of test checks for the Requests for Inspection issued by the contractor(s) will be specified by the PMC.
- vi. The PMC shall be required to provide adequate technical personnel for the field supervision and quality control of works at the Project Site. For this purpose, the PMC shall have to post their quality control engineers at the Project Site and provide the agreed necessary and adequate technical staff, for supervision and exercising adequate and constant day to day technical supervision over the construction including giving layout, its checking, checking requirements of materials and equipment and their procurement in time, conforming to approved specifications and accepted standards.
- vii. The Quality Assurance Plan (QAP) to be prepared by the contractor(s) and ensured by the PMC shall include the following;
  - Materials, equipments, workmanship and end products- The QAP shall provide type of tests and frequency at source and at site as available;
  - Degree of quality control measures- The QAP shall provide acceptability criteria as per tender specifications;
  - Quality check- The QAP shall provide rectification/corrective action surveillance, review technical appraisal, performance;
  - Records, reporting and documentation- The QAP shall provide formats for records keeping, reporting and analyzing;
- viii. The PMC shall exercise complete day –to-day supervision during the construction period of the assigned work, manage and inspect on site activities to achieve high quality construction, and installation in accordance with drawings, site conditions

- and tender specifications. The quality control will be exercised at all stages of construction, viz. Approval of materials thereof in proper proportion including prescribing norms for test periodically and acceptability criteria and workmanship at all stages of execution of individual terms of work.
- ix. The PMC shall carry out scheduled inspections of work sites and issue site instructions and assist IITGNL to issue non-conformance notices to the contractor(s) after identification of defects or non-conformance to specifications, method statements or to any other requirement. It shall also monitor that the contractor(s)'s own quality inspection teams carries out similar regular inspections and raising site instructions and non-conformances.
- x. The PMC shall ensure that the construction is as per time lines, material delivery schedules are as per project time lines. The PMC shall record measurement of works under execution in proper Measurement Books (MB) and keep proper custody of the MBS to be produced for inspection, of measurement records whenever needed.
- xi. The PMC shall ensure implementation of various labour laws, rules and regulations governing employees, as per extant provisions and provided for in the agreements with the contractor(s) and direct the contractor(s) to carry out all measures to avoid or reduce risk in any emergency affecting safety at Project Site or adjoining property and ensure contractor undertakes all safety control measures as prescribed by competent Authorities from time to time.
- xii. The PMC shall ensure timely collection, checking and submission of project drawings / technical submittals viz. material specifications sheets, technical literatures, material price quotations for approval and ensure that GFC (Good for Construction) drawings are followed for execution.
- xiii. The PMC shall check and review permanent works design, temporary works design, drawings, formation compaction scheme and such other construction related proposals from the contractor(s) and submit comments for consideration of approval by IITGNL. The PMC shall ensure carrying out required alterations in the drawings in the process of approval and issue a working drawing or modify the existing drawing preferably within one month of request of contractor(s), or to supply a new / supplementary drawing which is not included in the contract for the specific works, whenever required and to give instructions thereof in this connection to the contractor(s). IITGNL's approval to various plans, design,

- documents, drawings etc shall be made available to the contractor(s) through the PMC.
- xiv. The PMC shall be responsible for complete day –to-day supervision of the contracted work for development of the trunk infrastructure components ensuring quality control in accordance with the stipulations, specifications, drawings and site conditions applicable. The PMC shall exercise quality control at all stages of construction including approval of materials, inspecting equipment, usage thereof in proper proportions and workmanship in all stages of execution of individual items of work.
- xv. The PMC shall monitor and ensure that every incident at the work site is reported and recorded and that the contractor(s) takes corrective and preventive measures for avoiding their recurrence. Further it shall also inspect and report unsafe and inferior practices at the work site through control documents and ensure that the contractor(s) takes corrective and preventive measures to improve the practices to avoid accidents.
- xvi. The PMC shall supervise the contractor(s) performance, progress monitoring, technical and quality control, ensuring work site safety, evaluation of construction, and certification of completion of different works by the contractor(s), ensuring requisite rectification by contractors during defects notification period, ensuring recoveries from contractors, and certifying the contractor's bills & processing payments to contractors. PMC shall also ensure that contractor undertakes and implement all measures and norms as prescribed by Uttar Pradesh State Pollution Control Board for Environment Clearance accorded for the project.
- xvii. The PMC shall check and verify the measurements and arithmetical errors in accounts, invoices, bills and other statements submitted by the contractor(s) with the actual work done at site to the conformance of respective contracts and issue interim certificates for progress payments within 14 working days of receipt of bill from the contractor(s) with recommendations.
- xviii. The PMC shall inspect, measure, record and approve setting out and other such intermediate stages of work which is about to be covered or put out of view before permanent work is placed thereon so as to enable the contractor(s) to proceed with the work at site without causing any delay and at the same time with proper checks and records before a work gets hidden.

- xix. The PMC shall order the uncovering of covered works, additional destructive tests and assist IITGNL in removal of improper / substandard works and replacement with proper materials / works at Project Site.
- xx. For any extra items / substituted items and deviations, the PMC shall prepare the necessary statements supported by appropriate justification and analysis of rates as per the formats agreed with IITGNL. The PMC shall ensure that any such statement is provided to IITGNL early enough to ensure that construction work does not suffer on this account.
- xxi. The PMC shall ensure establishment of field laboratories / quality control equipments on site by contractors to conduct tests on all materials / mixes being used for construction. The PMC shall maintain all necessary site records and obtain data in support of the same. The PMC shall witness, verify, analyse and check the laboratory and field tests carried out by the contractor(s) and carry out independent tests on materials of construction as well as partially or completely erected structures etc and maintain adequate records. The PMC should also ensure compliance of contractor(s) to prevalent environmental, health, safety and statutory regulations.
- xxii. The PMC shall maintain copies of all reference documents, specifications, drawings, management procedures, method statements, work procedures, inspection and testing procedures in a systematic manner in the Project Office and provide adequate copies to supervision personnel working in the Project Site.
- xxiii. The PMC shall develop an effective system for overall project cost control, scrutinize and check applicability of extra items, substituted items, deductions, and reductions etc. which have cost implications and take prior approval of the owner in authorizing such changes in works. The PMC shall suggest required modifications, if any, due to site conditions and submit the recommendations along with the cost variations, on account of the same to IITGNL.
- xxiv. The PMC shall review, quantify, comment and submit its recommendations to IITGNL on claims of variations by the contractor(s), if any. It is the duty of the PMC to monitor variation in quantities in work contracts and raise / escalate the issues sufficiently in advance to enable IITGNL take necessary corrective action.
- xxv. The PMC shall ensure regular and timely flow of working drawings / instructions so as to complete the works without any delay on account of the same.

- xxvi. The PMC shall carry out verification and submit recommendations to IITGNL on the contractor's periodic or stage wise bills for the work done and material / plant advance, recording joint measurement of work and certification of bills that the work is in accordance with the design and specifications prescribed. The PMC shall maintain all necessary measurement records and other site records in appropriate software formats and hard copy formats agreed with IITGNL , to be made available to IITGNL for verification or authentication, if required by IITGNL .
- xxvii. The PMC shall prepare a realistic cash flow and expenses on the budget head for the Project works based on available information and update the information as required, on a regular basis reflecting the current status of the works. The cash flow projections shall be prepared on a monthly / quarterly basis, as agreed with IITGNL, and updated regularly based on the projected progress of the Project.
- xxviii. The PMC shall monitor the cost of the project and bring any variance in signed off costs and specifications immediately to the client's attention scrutinize construction bill, prepare regular valuations and payment certificates of Contractors' / Vendors bills for payment in accordance with the contract.
- xxix. The PMC shall submit to the client / IITGNL periodical statement of costs incurred at various stages works and provide to the client / IITGNL deviation statement of costs compared to budgeted costs at various stages against cash flow. Any deviations should be brought to notice of client / IITGNL before proceeding with the works with reasons thereof. Proper documentation and change control process to be followed.
- xxx. The PMC shall monitor the project progress using best practices & appropriate software tools, for project management, cost management and earned value management. For this purpose, the PMC shall establish an appropriate control system to identify any changes or measures to ensure the above.
- xxxi. The PMC shall be responsible for the complete administration and management of the contracts and coordination with other contracting agencies, State Government and Central Government agencies, local authorities etc.
- xxxii. The PMC shall be responsible for assessing, verifying, and sending replies to the day-to-day issues raised by the Contractors during the execution of the work or after the completion of the work. In case of any issues with a financial implication, the approval of IITGNL shall be obtained.

- xxxiii. The PMC shall assist IITGNL in meetings with the contractor(s) and coordination work with different agencies and hold meetings for proper and timely implementation of the works.
- xxxiv. The PMC shall assist and advise IITGNL in arbitration proceedings, the appeal of arbitration or litigation relating to the works, whenever required during or after the Consultancy assignment till the expiry of the Defect Liability Period.
- xxxv. The PMC shall collect and deliver to IITGNL, any specific written warranties or guarantees given by others, including all required trade contractor guarantees and warranties.
- xxxvi. In case additional works are required to be carried out for obtaining approval of statutory bodies or make the completed works / areas operational, the PMC, after obtaining the approval of IITGNL, shall get such works done, before handing over the completed works to IITGNL or any agency designated by IITGNL .
- xxxvii. The PMC shall keep IITGNL updated on any delays and maintain a hindrance register indicating details of such delays and the recommendations of the PMC, for approval by IITGNL.

### **5.3.7 Completion and Commissioning:**

- i. The PMC shall be responsible for ensuring that the contractor(s) complete all testing and commissioning tests for the various works for the Project as per applicable law, codes and statutory regulations.
- ii. The PMC shall make sure that all necessary documentation regarding design/ drawings, construction activities is recorded and well maintained. The PMC will assist IITGNL in making formal applications for certifications, for Design and Commissioning of the project.
- iii. The PMC shall approve the “As Built” drawings prepared by the contractor(s), at an appropriate scale, indicating the details of the all trunk infrastructure components, structures and services, duly authenticated, and submit 8 sets of as built / completion drawings to IITGNL, including the originals of the completed drawings.
- iv. The PMC shall get the contractors to submit two sets of soft copies of all the built/completion drawings and two sets of drawings on reproducible paper for the works executed to IITGNL.
- v. The PMC shall submit all records of works done, changes in works during the construction progress and adequate number of completion reports and completion drawings for the project prepared by the respective contractor(s) incorporating all changes. These will be duly authenticated as required for obtaining any completion or occupancy certification from statutory authorities, if required. The PMC shall also prepare completion certificates to be issued by IITGNL to the contractor(s) on completion of their works.
- vi. The PMC shall get prepared the Operation and Maintenance (O&M) manuals for all the works and services related to the trunk infrastructure components for the Project. The O&M manuals shall highlight the important and salient technical aspects so as to ensure longer Project life and lesser maintenance frequency. The PMC shall also prepare appropriate procedures for rectification of defects during the Defect Liability Period and for final inspections for the works at the end of the Defect Liability Period.
- vii. The PMC shall coordinate and ensure rectification of defects during applicable liability period and ensure commissioning of installed equipment.

- viii. The PMC shall carry out the verification of the work on its completion and issue completion certificates for the completed works so as to enable IITGNL to record the completion of the works.
- ix. The PMC shall carry out the verification by taking and recording joint measurements of the final bills to be submitted by the contractor(s), process, certify and recommend as per the terms and conditions for release of final payments by IITGNL. The PMC shall also attend to observations / queries raised while processing the same for payments by IITGNL.
- x. The PMC shall submit necessary information as required by IITGNL for finalisation of accounts and commit to continue till the accounts are finalised at agreed terms.
- xi. The PMC shall assist IITGNL in providing clarifications/explanations to observations made, from time to time, by the auditor for IITGNL.
- xii. The PMC shall maintain complete documentation and render all technical services, which may arise or in any way be related to the construction of the trunk infrastructure components for the project or entrusted by IITGNL. The PMC shall obtain the statutory approvals of IITGNL or any other agency designated by IITGNL for the said purpose, with respect to the abovementioned completed works.
- xiii. The completed works shall be handed over by the PMC, along with the necessary documentation, in pre-determined phases to IITGNL or any other agency designated by IITGNL. The PMC shall also promptly attend to any defects / deficiency noticed in the completed works within the scope of work of execution, by the above referred taking over agency, without any demur.
- xiv. The PMC shall render to IITGNL all required assistance, technical services, guidance, support or advice on matters concerning engineering aspects of the Projects, by way of personal interaction and also through invited experts on the matter with the prior approval of IITGNL. The PMC shall also assist IITGNL to develop and maintain a “lessons learned” and “knowledge management” database for the benefit of future projects.

#### **5.3.8 PMC to act as Engineer’s Representative**

- i. The Team Leader cum Chief Resident Engineer of the PMC shall act as the Engineer’s Representative on behalf of IITGNL. The Team Leader may further

allocate and delegate such authority, as may be necessary for effective management of the PMC, to other Key Personnel in the PMC's organization. All communication from the PMC shall be carried out by the Team Leader or such Personnel who has been delegated the requisite authority. One copy of all correspondences emanating from the PMC addressed to entities other than IITGNL shall invariably be marked to the designated officer of IITGNL.

ii. The PMC shall be responsible for preparing a draft notes on the following sub-points for consideration of IITGNL. The PMC shall not have any power to instruct/issue with respect of the following sub-points and shall only make recommendations to IITGNL / the designated officer of IITGNL.

- Approving deployment of any sub-contractor by the contractor(s);
- Granting Claims of contractor(s);
- Ordering suspension of contractor's work;
- Determining of an extension of time;
- Waiving off the penalty and arranging the repayment of compensation for delay;
- Issuing a variation order;
- Ordering any works / test beyond the scope of the agreement / contracts entered into with the contractor(s);
- Determining rates for the extra items/extra work;
- Any variation in the contract condition;
- Approval to designs submitted by the contractor(s);
- Relieving the contractor(s) of its duties, responsibilities and obligation stated in the respective agreements / contracts; and
- Exercising authority for items other than those provided in these terms of reference and stipulated in the Contract.
- Mobilisation/ demobilisation of key personnel.

#### **5.4 Project Office**

- i. A Project Office (“**Project Office**”) shall be established by the PMC at Greater Noida, making suitable arrangements for the Personnel and additional personnel, who will be working on the Assignment. The Project Office will need to be operational within 30 days of effective date of Contract as mentioned in clause 6.3.1 of General Conditions and Special Conditions of Contract. The Project Office will have all provisions required for the PMC to carry out operations related to the Assignment. The officers of IITGNL or any representative thereof may visit the Project Office during office hours for inspection and interaction with PMC Personnel. The Key Personnel and other PMC personnel will be deployed at the Project Office, as per the deployment schedule agreed with IITGNL.

## **5.5 Measurement of works of contractor(s)**

- i. Measurement and preparation of bills, etc will be undertaken by the works contractor(s) and submitted in serially numbered measurement sheets in the approved format provided by the PMC. Measurements recorded by the contractor(s) shall be checked by the PMC as given below;
  - 100% of measurements shall be checked by the Site Engineer of the PMC who supervised the respective works;
  - 20% of measurements at random shall be rechecked by the Construction Manager cum Resident Engineer of the PMC.
  - 5% of the measurements at random shall be rechecked by the Team Leader of the PMC.
- ii. In the event of the PMC discovering a mistake in any measurement recorded by the contractor(s), which is not a minor one or a matter of misjudgement by the contractor’s engineer recording it, PMC shall inform each such instance to the IITGNL for necessary action by IITGNL against the contractor(s) in accordance with the works contract. The PMC shall arrange for joint correction with the contractor’s project manager of all such mistakes in the recorded measurements but not before the PMC has taken suitable action against his engineer who recorded such measurements in the first place.

## **5.6 Field Inspections**

- i. Regular inspection of the contractor(s) works in the field is the most important element for achieving the objective of this Assignment. The PMC shall cause its

Personnel to carry out regular field investigations as per the minimum frequency specified below.

- The Team Leader shall inspect the Project Site at least once a fortnight and further whenever the Team Leader's services are required at the Project Site either by IITGNL or the PMC Personnel. The Team Leader's field inspections shall be for ascertaining that the PMC Personnel are carrying out their work as per the Quality Assurance System, accompanying the field inspection by the designated officers of IITGNL to receive instructions from them and ensuring that the contractor(s) is carrying out works as specified in the method statements, procedures and specifications and also for studying the problems on the spot and giving necessary clarification / direction.
- The Key Personnel, other than the Team Leader, shall inspect the Project Site at least once a week and further whenever their services are required at the Project Site either by IITGNL or the PMC Personnel. The field inspections of the Key Personnel with respect to their responsibilities under the Contract, shall be for ascertaining that the PMC Personnel are carrying out their work as per the Quality Assurance System, accompanying the field inspection by the designated officers of IITGNL to receive instructions from them and ensuring that the contractor(s) is carrying out works as specified in the method statements, procedures and specifications and also for studying the problems on the spot and giving necessary clarification / direction.
- The Site Engineer(s) shall inspect the Project Site at least twice a day and shall remain at the work site during each important construction activity. The Site Engineer shall accompany any inspection by the PMC Personnel or IITGNL officials. The Site Engineer(s) shall ensure that the contractor(s) engineers and staff are available at site and are carrying out all necessary checks, tests and procedures.
- The Sector Experts shall inspect the Project Site as and when required at least once a month till the completion of respective assignments or as desired by client and as and when necessity arises or requests are received or as instructed by the Team Leader or IITGNL to do so as to solve specific issues at site.

## 5.7 Deliverables and timeframe

The total estimated time frame for the Assignment has been provided in the Data sheet. The deliverables for the Assignment have been sub-divided into the following stages as described below:

### 5.7.1 Stage 1: Pre-construction stage

All deliverables in this stage shall be in the form of 5 (five) hard copies and one soft copy in

- MS Word, PDF and MS Excel formats for reports and documents;
- ARC GIS, Autocad DWG and PDF format for GIS information and drawings, 3D models etc.

The major deliverables for the PMC in the Stage 1 of the Assignment are given in the table below:

S.No.	Stage 1 Milestone	Timeline from date of commencement [T=0] *(months)
1.	Inception Report and Plan for implementing the Project including coordination with the various consultants and stakeholders involved	T+0.5
2.	Review of (i) Detailed Infrastructure Plan (ii) Technical Assessment Report and (iii) Design Basis Report prepared by Preliminary Engineering Consultant	T+1
3.	Review of Preliminary Design Report prepared by Preliminary Engineering Consultant	T+1.5
4.	Project Quality Management Framework, Systems and Procedures	T+3
5.	Coordination with Preliminary Engineering Consultant & contractor (s) for finalization of Good-For-Construction drawings to be	T+6

S.No.	Stage 1 Milestone	Timeline from date of commencement [T=0] *(months)
	prepared by selected Contractor(s)	
6.	Land monetization strategy and marketing strategy	T+6

*\*Start date shall be date of Commencement of Services as provided in General Conditions of Contract, Section 6.*

Program Manager should be available for presentations, workshops and other such activities

***The relevant Key Personnel of the PMC will be required to give a presentation to Client regarding the broad features of the deliverable before the submission of each deliverable as per the delivery milestone. The comments of the client shall be incorporated in the final scheduled deliverable.***

#### **5.7.2 Stage 2: Monitoring of Construction up to completion and handing over**

The construction schedule for the identified components is expected to take around 24 months (2 years) but would be finalized based on the project components identified for development, final phasing and the construction plan agreed with the contractors

The major deliverables for the PMC in the Stage 2 include the following:

- **Project Schedule** with integrated schedule for design and construction efforts including all activities for the Project. The Project Schedule shall contain details of all meetings held with IITGNL and the contractor(s), decisions taken, resources mobilized by contractors, the Work Program finalized with the contractors and resource mobilization for the Construction phase. In case the selection of contractors for tender packages is carried out in a sequential / staggered manner, based on discussions with IITGNL, the Project Schedule shall be regularly updated once the contractors for specific tender packages are appointed and their Work Programs submitted.
- **Monthly Progress Reports, Quarterly Progress Reports, Milestone Completion Report-** the reports shall include details of all meetings, decisions

taken, detailed compliance reports for each activity, progress of construction, and projected progress. Any delays, if any, shall be clearly brought out along with any reasons and the recommendations on the same. The PMC will submit the detailed GANTT chart indicating the progress on various components of projects and milestones to be achieved till completion of the same. The GANTT chart shall be periodically updated for each month or any other period agreed between the PMC and the Client.

- **Final Report** after completion of work for each construction package awarded to contractor(s).

#### 5.7.3 Supplement to land monetization strategy and marketing plan:

With regards to scope defined in 5.3.4 and 5.3.5, the PMC is expected to execute the implementable land monetization strategy and the marketing strategy. The PMC is expected to assist IITGNL in updation of Financial Model/Cost estimates and land monetization strategy, as required, during the course of the project. The revision will be at a period of at least every 6 months. This revision should be in line with market conditions to reflect the current status of market and the rates so that can be used by IITGNL for determining prices.

\* **Date of Commencement:** The PMC shall commence the services from the 15<sup>th</sup> day of effectiveness of the Contract or any date prior to that, notified by the Client.

## Section 6. Standard Form of Contract

STANDARD FORM OF CONTRACT  
CONTRACT FOR CONSULTANCY SERVICES

Between

[Name of client]

[Name of Consultants]

[Date]

## I. Form of Contract

---

Contract to undertake [name of assignment]

This CONTRACT (hereinafter called the “Contract”) is made on the [Date in words] day of the month of [month] [year in ‘yyyy’ format], by and between

The Integrated Industrial Township Greater Noida Limited,, a company incorporated under the Companies Act, 1956, having its Registered Office at Integrated Industrial Township Greater Noida Limited, Greater Noida Industrial Development Authority, 169 Chitvan Estate, Sector Gamma – II, Greater Noida, Gautam Budh Nagar, Uttar Pradesh 201308, India, hereinafter referred to as the “Client” which expression unless repugnant to context or meaning thereof shall include its successors, affiliates and assigns) of the First Part.

And

[Name of Consultants and registered address]

(hereinafter called the “Consultants”)

WHEREAS

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

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
  - a) The General Conditions of Contract (hereinafter called “GC”);
  - b) The Special Conditions of contract (hereinafter called “SC”);
  - c) The following Appendices:

- Appendix A: Terms of reference containing, inter-alia, the Description of the Services and reporting requirements,
  - Appendix B: Consultants', Sub consultants, Key Personnel and Sub Professional Personnel, Task assignment, work program, manning schedule, qualification requirements of Key Personnel and schedule for submission of various deliverables
  - Appendix C: Approach and methodology
  - Appendix D: Duties of the Client
  - Appendix E: Cost Estimate
  - Appendix F: "Conformed Document" which incorporates all the changes, modifications and results of the contract discussion
  - Appendix G: Copy of Letter of Award
  - Appendix H: Copy of letter of Award/ acceptance by Consultant
  - Appendix I: Copy of Bank Guarantee for Performance Security
  - Appendix J: Clarifications
  - Appendix K: Hours of work for Consultants' Personnel
  - Appendix L: Correspondences
2. The mutual rights and obligations of the Client and the Consultants shall be as set forth in the Contract; in particular:
- a) The Consultants shall carry out the Services in accordance with the provisions of the Contract; and
  - b) Client will make payments to the Consultants in accordance with the provisions of the Contract.
3. Priority of documents: The Parties expressly agree that in the event of any conflict, inconsistency or contradiction between any clauses forming part of the documents constituting the Contract, and more particularly mentioned in Clause 1 (of this contract) hereinabove, the documents shall be interpreted in the following order of precedence:

- a) The provisions of this Contract shall override all provisions of other documents comprising the Contract.
- b) the provisions of the SC shall be subject to the Contract, but shall override all provisions of other documents comprising the Contract;
- c) the provisions of the GC shall be subject to the Contract SC, but shall take precedence over all other documents comprising the Contract; and
- d) the Appendices shall subject to each of the Contract, SC and the GC
- e) Any decision of the Client in relation to the priority of documents shall be final and binding upon the Consultant

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

FOR AND ON BEHALF OF CLIENT

[Signature]

[Name]

[Designation]

FOR AND ON BEHALF OF CONSULTANT

[Signature]

[Name]

[Designation]

Witness:

1. [Signature, name and address]

2. [Signature, name and address]

## II. General Conditions of Contract

### 6.1 General provisions

#### 6.1.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- a) **“Applicable Law”** means the all laws, bye-laws, rules, regulations, orders, ordinances, protocols, codes, guidelines, policies, notices, directions, judgments, decrees and any other instruments having the force of law in India as they may be issued and in force from time to time;
- b) **“Affiliate”** means, with respect to any Party, any other entity that, directly or indirectly: (a) Controls such Party; (b) is Controlled by such Party; (c) is Controlled by the same person who, directly or indirectly, Controls such Party; and “Control” with respect to any person, shall mean: (a) the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of such person whether through the ownership of voting share capital, by agreement or otherwise or the power to elect more than one-half of the directors, partners or other individuals exercising similar authority with respect to such person; (b) the possession, directly or indirectly, of a voting interest of more than 50%; and the terms “Controlling” and “Controlled by” shall be construed accordingly;
- c) **“Client”** means the Party named in the Contract, who employs the Consultant;
- d) **“Conflict of Interest”** has the meaning set forth in Clause 6.6.2.
- e) **“Consultant”** of **“Consultants”** means the party named in the Contract, who is employed as an independent professional firm or Joint Venture / Consortium by the Client to perform the Services;
- f) **“Contract”** means the Contract signed by the Parties, to which these General Conditions of Contract (GC) constitute a part, together with all other documents listed in this signed Contract;
- g) **“Contract Price”** means the price to be paid for the performance of the Services and shall represent the ceiling for payments under this Contract;

- h) **“Corrupt Practice”** means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution.
- i) **“Fraudulent Practice”** means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the Client, and includes collusive practice among consultants (prior to or after submission of proposals) designed to establish prices at artificial non-competitive levels and to deprive the Client of the benefits of free and open competition.
- j) **“GC”** means the General Conditions of Contract;
- k) **“Government”** means the Government of Client’s country;
- l) **“Local Currency”** means the currency of the Government;
- m) **“Member”**, in case the Consultants consist of a joint venture of more than one entity, means any of these entities, and **“Members”** means all of these entities;
- n) **“Lead Member / Member in Charge”** means the entity specified in the SC to act on behalf of Each Member in exercising all the Consultants’ rights and obligations towards the Client under this Contract;
- o) **“Material Adverse Effect”** means material adverse effect on (a) the ability of the Consultant to observe and perform any of its rights and obligations under and in accordance with the provisions of this Agreement and/or (b) the legality, validity, binding nature or enforceability of this Agreement;
- p) **Master Services Agreement (MSA)** shall mean the same as **“Contract”**;
- q) **“OPE”** means out of pocket expenses.
- r) **“Party”** means the Client or the Consultant, as the case may be, and **Parties** means both of them;
- s) **“Performance Security”** shall mean the irrevocable and unconditional bank guarantee provided by the Consultant from a scheduled Indian bank as guarantee for the performance of its obligations in respect of the Contract;
- t) **“Personnel”** means persons hired by the Consultants or by any Sub-consultant as employees and assigned to the performance of the Services or any part thereof;
- u) **“Project”** means “[name of assignment]”;

- v) **“SC”** or **“SCC”** means the Special Conditions of Contract by which these General Conditions of the Contract may be amended or supplemented;
  - w) **“Services”** means the work to be performed by the Consultants pursuant to this Contract as described in TOR;
  - x) **“Sub-consultant”** means any entity to which the Consultants subcontract any part of the Services in accordance with the provisions of this contract; and,
- 6.1.2 **“Work Order”** means a specific directive or order to perform a defined scope for a defined duration and fee.
- 6.1.3 **Law Governing Contract:** This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Laws of India and shall be subject to the jurisdiction of the Courts at New Delhi.
- 6.1.4 **Language:** This Contract has been executed in the language specified in the SC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.
- 6.1.5 **Notices:** Any notice, request or consent made pursuant to the Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram or facsimile to such Party at the address specified in the SC.
- 6.1.6 **Location:** The Services shall be performed at such locations as are specified in this Contract or a Work Order and, where the location of a particular task is not so specified, at such locations, whether in Country or elsewhere, as may be required by the Client.
- 6.1.7 **Authorized Representatives:** Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Client or the Consultant may be taken or executed by the officials designated in the SC as the representatives of the Client and the Consultant, as the case may be; provided that either Party may, from time to time, by 15 (fifteen) days notice in writing, change its authorised representative. {In case the Consultant is a joint venture consortium, the authorised representative of the Consultant shall be an employee of the Lead Member / Member in Charge.} Notwithstanding anything to the contrary in this Contract, the Client’s representative shall have no authority to (a) amend, alter, modify or waive any provision or term of this Contract, or (b) relieve the Consultant of

any of its duties, obligations or responsibilities under this Contract or waive any failure or breach on the part of the Consultant.

#### 6.1.8 Taxes and Duties

**6.1.8.1** Unless otherwise specified in the SC, the Consultants, Sub-consultants and their Personnel shall pay such taxes, duties, fees and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.

**6.1.8.2** The Client shall be entitled to deduct any Taxes required to be deducted at source under Applicable Law from any payments to be made by it to the Consultant. Further, in the event that the Client receives notification or assessment of any Taxes (whether as an agent, or in substitution of the Consultant, any Sub-consultants or its Personnel, servants, agents or otherwise) in respect of or arising out of the performance of the Consultant's obligations under this Agreement which remain outstanding, the Client shall notify the Consultant of the same and the Consultant shall promptly take all necessary action for settlement and/or any other lawful disposal of such notification or assessment. Furthermore, the Consultant shall pay forthwith on demand to the Client all costs including fines and penalties, which the Client may incur as a result of:

6.1.8.2.a) the Client having been required by any governmental authority to pay any Taxes which the Consultant is liable to bear hereunder; or

6.1.8.2.b) any cost actually sustained by the Client for failure by the Consultant to pay any Taxes for which it is responsible under this Contract.

**6.1.9 Interpretation:** In the Contract, unless the context otherwise requires:

6.1.9.1 The singular includes the plural and vice versa and any word or expression defined in the singular shall have a corresponding meaning if used in the plural and vice versa. A reference to any gender includes the other gender.

6.1.9.2 A reference to any document, agreement, deed or other instrument (including, without limitation, references to the Contract), includes a reference to any document, agreement, deed or other instrument as may be varied, amended, supplemented, restated, novated or replaced, from time to time.

6.1.9.3 A reference to any document, agreement, deed or other instrument (including, without limitation, references to the Contract), means a reference to such document, agreement, deed or other instrument and to all appendices, annexes,

schedules and parts attached or relatable thereto, all of which shall form an integral part of such document, agreement, deed or other instrument, as the case may be.

6.1.9.4 A reference to any Applicable Law includes any amendment, modification, re-enactment or change in interpretation or applicability of such Law and a reference to any statutory body or authority includes a reference to any successor as to such of its functions as are relevant in the context in which the statutory body or authority was referred to

6.1.9.5 Where a word or phrase has a defined meaning, any other part of speech or grammatical form in respect of the word or phrase has a corresponding meaning.

6.1.9.6 The words 'include' and 'including' are to be construed without limitation. The terms 'herein', 'hereof', 'hereto', 'hereunder' and words of similar purport refer to the Contract as a whole. Where a wider construction is possible, the words 'other' and 'otherwise' shall not be construed *ejusdem generis* with any foregoing words.

6.1.9.7 In the Contract, headings are for the convenience of reference only and are not intended as complete or accurate descriptions of the content thereof and shall not be used to interpret the provisions of the Contract.

6.1.9.8 Any obligation not to do something shall be deemed to include an obligation not to suffer, permit or cause that thing to be done. An obligation to do something shall be deemed to include an obligation to cause that thing to be done.

6.1.9.9 The rule of interpretation which requires that a Contract be interpreted against the person or Party drafting it shall have no application in the case of this Contract.

6.1.9.10 References to a person (or to a word importing a person) shall be construed so as to include:

- a) Individual, firm, partnership, trust, joint venture, company, corporation, body corporate, unincorporated body, association, organization, any government, or state or any agency of a government or state, or any local or municipal authority or other Governmental Authority (whether or not in each case having separate legal personality);
- b) That person's successors in title and assigns or transferees permitted in accordance with the terms of the Contract; and
- c) References to a person's representatives shall be to its officers, Personnel, legal or other professional advisors, subcontractors, agents, attorneys and other duly authorized representatives.

## **6.2 Joint and Several Liability: Collective action by Members**

6.2.1 In the event the Consultant is a joint venture consortium, the Members shall be deemed to be jointly and severally liable to the Client for the performance of this Contract. Without prejudice to the foregoing, the Client shall be entitled to terminate this Contract in the event of any change in the structure or composition of the joint venture consortium, including the Member in Charge ceasing to act as such. In the event the Consultant is a joint venture consortium, the Performance Security may be provided by any member; provided that such Performance Security shall mention the details of this Contract and other members.

6.2.2 In the event the Consultant is a joint venture consortium, without prejudice to the joint and several liability of all the Members, each Member agrees that it shall exercise all rights and remedies under this Contract through the Member in Charge and the Client shall be entitled to deal with such Member in Charge as the representative of all Members. Each Member agrees and acknowledges that, notwithstanding anything to the contrary in the memorandum of understanding or any other such agreement or arrangement between the Members:

6.2.2.1 any decision (including without limitation, any waiver or consent), action, omission, communication or notice of the Member in Charge on any matters related to this Contract shall be deemed to have been on its behalf and shall be binding on it. The Client shall be entitled to rely upon any such action, decision or communication from the Member in Charge;

6.2.2.2 consolidated invoices for the Services performed by all the Members shall be prepared and submitted by the Member in Charge and the Client shall have the right to release payments solely to the Member in Charge and the Client shall not in any manner be responsible or liable for the inter se allocation of payments, works etc. among the Members;

6.2.2.3 any notice, communication, information or documents to be provided to the Consultant shall be delivered to the authorized representative of the Consultant (as designated pursuant to Clause 6.1.7 of the GCC) and any such notice, communication, information or documents shall be deemed to have been delivered to all the Members.

### **6.3 Commencement, completion, modification and termination of contract**

6.3.1 **Effectiveness of Contract:** This Contract shall come into effect on the date the Contract is signed by both the Parties, or such other date as may be stated in the SC.

6.3.2 **Commencement of Services:** The Consultants shall commence the Services from 15th (fifteen) day of Effectiveness of Contract or any date prior to that with written approval from the Client.

6.3.3 **Expiration of Contract:** Unless terminated earlier pursuant to relevant clauses in this contract hereof, this Contract shall expire when Services have been completed and all payments have been made at the end of such time period after the Effective Date as shall be specified in the SC.

6.3.4 **Modification:** Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties.

#### **6.3.5 Force Majeure**

6.3.5.1 **Definition:** For the purposes of this Contract, “**Force Majeure**” means an event, act, or circumstances, or combination of events, acts or circumstances, which materially and adversely affects the affected Party's performance of its obligations pursuant to the terms of this Contract, but only if and to the extent that such events, acts or circumstances are beyond the reasonable control of the affected Party, were not the fault of the affected Party, were not reasonably foreseeable at the time of execution of this Contract and could not have been prevented or overcome or mitigated by the affected Party through the exercise of Good Design, Engineering and Construction Practices. Force Majeure includes, but is not limited to war, riots, civil disorder, strikes (excluding strikes or labour disturbance at the facilities of the Consultant or Client) earthquake, fire, explosion, storm, flood or other adverse weather conditions, any unlawful or unauthorised act, failure to act, restraint or regulation, of any governmental authority (other than the Client) affecting the performance by a Party of its obligations hereunder; but shall not include the following circumstances, except to the extent that they are consequences of an event of Force Majeure:

6.3.5.1.a) unavailability of Personnel or unavailability, late delivery, or changes in cost of any material, equipment, services, technology, software required for the performance of the Services;

6.3.5.1.b) insufficiency of finances or funds, financial insolvency, financial distress or this Contract becoming onerous to perform;

6.3.5.1.c) failure to comply with any Applicable Law; or

6.3.5.1.d) any delay or default of any Sub-consultants or Personnel.

6.3.6 **No Breach of Contract:** The failure of a party to fulfil any of its obligations under the Contract shall not be considered to be a breach of, or default under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event:

a) has taken all precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and

b) has informed the other party as soon as possible about the occurrence of such an event and in any event within a period of seven (7) days of the occurrence of the Force Majeure event.

c) the dates of commencement and estimated cessation of such event of Force Majeure; provided that in case of a continuing Force Majeure event, the affected Party shall provide periodic reports at intervals of not more than seven (7) days; and \and

d) the manner in which the Force Majeure event(s) affects the Party's obligation(s) under the Contract.

6.3.6.1 The affected Party shall also notify the other Party of the cessation of the Force Majeure event. The Parties agree that neither Party shall be able to suspend or excuse the non-performance of its obligations hereunder unless such Party has given the notice specified above. Further, the affected Party shall not be relieved of the performance of that part of its obligations under this Contract which is not affected by the event of Force Majeure

6.3.7 **Extension of Time:** If either Party becomes unable to perform all or part of its obligations under this Contract on account of an event of Force Majeure, the affected Party shall be permitted an extension of time for the performance of such obligations to the extent affected by the event of Force Majeure and, if the Consultant is the

affected Party, it shall be entitled to an extension of time for the performance of the relevant Services for a period equal to the time during which the impossibility of performance due to Force Majeure continues. Further, to the extent the Consultant is required to re-mobilize its Personnel for resuming the performance of its obligations under the Contract consequent to an event of Force Majeure, the Consultant shall be entitled to an extension of time for such period as may be determined by the Client in consultation with the Consultant.

#### **6.3.8 Payments**

6.3.8.1 During the period of existence of an event of Force Majeure, to the extent the Consultant is unable to perform any Services as a result of such event of Force Majeure, the Consultant shall not be entitled to continue to be paid under the terms of this Contract or to be reimbursed for any costs incurred by it during such period (except to the extent such costs relate to that part of the Services that the Consultant continues to perform in accordance with the provisions of this Contract), provided that the Consultant shall be paid reasonable and properly incurred expenses in demobilising and reactivating the Services after the end of such period.

6.3.8.2 In the event of force majeure affecting the Project, the Consultant and the Client shall discuss and mutually agree on adjustments, if any, that may be required to the scope, level or schedule of the Services provided by the Consultant and the remuneration payable to the Consultant and any such mutually agreed changes shall be given effect by issuance of a Supplementary Work Order by the Client.

#### **6.4 Suspension**

6.4.1 The Client may , by written notice of suspension to the Consultants, suspend all payments to the Consultants hereunder if the Consultants fail to perform any of their obligations under this Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the consultants to remedy such failure within a period not exceeding thirty (30) days after receipt by the Consultants of such notice of suspension.

#### **6.5 Termination**

##### **6.5.1 By the Client**

6.5.1.1 The Client may terminate this Contract, upon occurrence of the any of the events specified below, by giving at least thirty (30) days' written notice to the Consultant for terminating this Contract. For the avoidance of doubt, it is hereby clarified that

the aforesaid notice period of thirty (30) days shall not be deemed to be a cure period and would be for the purpose of taking steps to bring the Services to a close in a prompt and orderly manner.

- a) if the Consultants fail to remedy a failure in the performance of their obligations under the Contract, as specified in a notice of Suspension pursuant to Clause 6.4, within a period of thirty (30) days, after receipt of notice of Suspension or within such further period as the Client may have subsequently approved in writing;
- b) the Consultant becomes insolvent or bankrupt or is unable to pay its debts as they become due, or admits in writing its inability to pay its debts or makes an assignment for the benefit of its creditors;
- c) any meeting is convened for consideration of a resolution for, or a resolution is passed for the voluntary winding up of the Consultant, or if the Consultant commences a voluntary proceeding under any applicable bankruptcy, insolvency, winding up or other similar law now or hereafter in effect, or consents to the entry of an order for relief in an involuntary proceeding under any such law, or consents to the appointment or taking possession by a receiver, liquidator, assignee (or similar official) for any part of its property;
- d) an involuntary proceeding against the Consultant has been commenced under any applicable bankruptcy, insolvency, winding up or other similar law now or hereafter in effect, or in any case, proceeding or other action for the appointment of a receiver, liquidator, assignee (or similar official) for any part of its property, or for the winding up or liquidation of its affairs, or other action has been presented to a court or other governmental authority, and such proceedings are not dismissed, withdrawn or stayed within sixty (60) days of such commencement;
- e) a Material Adverse Effect occurs;
- f) if, as the result of Force Majeure, the Consultants are unable to perform a material portion of the Services for a continuous period of more than one hundred and twenty (120) days or an aggregate period exceeding one hundred and fifty (150) days in any one year under the term of the Contract. For avoidance of doubt, a year shall be calculated as starting from the date on which this Contract will be effective as provided in the SC;

- g) if the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to relevant clauses hereof;
- h) if the Consultant submits to the Client a false statement which has a material effect on the rights, obligations or interests of the Client.
- i) If the Consultant places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the Client;
- j) if the Consultant, in the judgment of the Client has engaged in Corrupt or Fraudulent Practices in competing for or in executing the Contract;
- k) if the Client, in its sole discretion and for any reason whatsoever, within a period of sixty (60) days' decides to terminate this Contract.
- l) If any document, information, data or statement submitted by the Consultant in its proposal in response to the RFQ cum RFP, based on which the Consultant was considered eligible or successful is found to be false, incorrect or misleading; or any representation or warranty of the Consultant set forth in this Contract is found to be false, incorrect or misleading;
- m) if there is a breach of the Consultant's obligations under this Contract;
- n) if the Consultant repudiates or abandons this Contract or otherwise takes any action or evidences or conveys an intention not to be bound by this Contract;
- o) if the Consultant repudiates or abandons this Contract or otherwise takes any action or evidences or conveys an intention not to be bound by this Contract:
- p) if there is any other breach of the Consultant of the provisions of this Contract or if the Consultant does not remedy a failure in the performance of its obligations under the Contract to the satisfaction of the Client, within a period of sixty (60) days or such longer period as the Client may have subsequently approved in writing;
- q) {if there is any change in the structure or composition of the joint venture consortium constituting the Consultant, including the Member in Charge ceasing to act as such, }

The Members constituting the Consultant further agree and acknowledge that the occurrence of the events listed in this Clause 6.5.1 in respect of any Member shall be deemed to be occurrence of such event in respect of all the

Members and the Consultant and the Client shall have the right to terminate this Contract in accordance with the provisions hereof.

#### 6.5.2 **By the Consultants**

6.5.2.1 The Consultants may terminate this Contract, upon occurrence of the any of the events specified below, by giving at least thirty (30) days' written notice to the Consultant for terminating this Contract. For the avoidance of doubt, it is hereby clarified that the aforesaid notice period of thirty (30) days shall not be deemed to be a cure period and would be for the purpose of taking steps to bring the Services to a close in a prompt and orderly manner.:

- a) if the Client does not remedy a failure in the performance of its obligations under this Contract, within a period of sixty (60) days after receipt of a notification from the Consultant or within such further period as the Consultant may have subsequently approved in writing; or
- b) If the Client fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause 6.17. ; or
- c) if, as the result of Force Majeure, the Consultants are unable to perform a material portion of the Services for a continuous period of more than one hundred and twenty (120) days or an aggregate period exceeding one hundred and fifty (150) days in any one year under the term of the Contract. For avoidance of doubt, a year shall be calculated as starting from the date on which this Contract will be effective as provided in the SC.

6.5.3 **Cessation of Rights and Obligations:** Upon termination of this Contract pursuant to actual Termination, or upon expiration of this Contract pursuant to relevant clause 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, (ii) the obligation of confidentiality set forth in relevant clause hereof, (iii) the Consultant's obligation to permit inspection, copying and auditing of their accounts and records set forth in Clause 6.6.6 hereof, (iv) the rights of indemnity of the Client specified in Clause 6.22.2 and (v) any right which a Party may have under the Applicable Law.

6.5.4 **Cessation of Services:** Upon termination of this Contract by notice of either Party to the other pursuant to relevant clauses 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 Client, the Consultant shall handover all project documents under the procedure described in this Contract.

#### **6.5.5 Payment upon termination**

6.5.5.1 Upon termination of this Contract, the Client will make the following payments to the Consultant (subject to set-off in respect of any sums due from the Consultant to the Client, including any liquidated damages payable under this Clause 6.5.5 and / or under Clause 6.19 of the GCC) remuneration pursuant to Clause 6.15 of the GCC for deliverables satisfactorily completed prior to the effective date of termination and in respect of such Services, reimbursable expenditures actually incurred prior to the effective date of termination. For the avoidance of doubt, it is clarified that termination of this Contract pursuant to Clause 6.5.1 (other than sub-clauses k) and f), the Consultant shall be entitled to remuneration only in respect of deliverables and/or milestones that have been satisfactorily completed and shall, notwithstanding the provisions of Clause 6.15 of the GCC, not be entitled to claim any remuneration or reimbursement of OPE in respect of any milestones/deliverables that have not been satisfactorily completed.

6.5.5.2 Upon termination of this Contract pursuant to Clause 6.5.1 (sub-clause (k) and sub-clause f)) and Clause 6.5.2, the Client shall make the following payments to the Consultant (subject to set-off in respect of any sums due from the Consultant to the Client, including any liquidated damages payable under Clause 6.19 of the GCC:

6.5.5.2.a) remuneration pursuant to Clause 6.15 of the GCC for Services satisfactorily performed prior to the effective date of termination and in respect of such Services, reimbursable expenditures actually incurred prior to the effective date of termination; and

6.5.5.2.b) reimbursement of reasonable costs incurred by the Consultant incidental to the prompt and orderly close of Services and handing over to the Client. "For the avoidance of doubt, it is clarified that the Client shall not under any circumstances (either in the event of termination of the Contract for any reason whatsoever or otherwise), be liable for any consequential or indirect loss or damage to the Consultant, including without limitation any loss of profit, loss of contract, liability under other agreements, or liability to third parties

6.5.5.3 in case of termination pursuant to Clause 6.5.1 (except sub-clause (k) and sub-clause f)) the Client shall be entitled to forfeit and appropriate the Performance

Security. In the event the termination is due to a failure of the Consultant to establish or maintain the Performance Security in the amounts and on the terms required under this Agreement, the Consultant shall be liable to pay a sum equivalent to the value of the Performance Security as prescribed under the SCC, as liquidated damages and not as penalty, in respect of losses and costs incurred by the Client on account of such termination. The Parties agree that the liquidated damages amounts specified herein are a genuine pre-estimate as of the date hereof of damages likely to be incurred. Further, without prejudice to the other rights and remedies of the Client under this Contract or at law, the Client shall be entitled to blacklist the Consultant and/or its Affiliates from participating in any tender or procurement process of the Client issued during a period of two (2) years from the date of notification of blacklisting

**6.5.6 Disputes about Events of Termination:** If either Party disputes Termination of the contract under relevant clauses hereof, such Party may, within forty-five (45) days after receipt of notice of termination from the other Party, refer the matter to arbitration under relevant clauses hereof, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

## **6.6 Obligations of the Consultant**

### **6.6.1 General**

6.6.1.1 The Consultants shall perform the Services and carry out their 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 methods. The Consultants shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Client, and shall at all times support and safeguard the Client's legitimate interests in any dealings with Sub-consultants or third parties.

### **6.6.2 Conflict of interest**

6.6.2.1 Any breach of an obligation under Clause 6.6 shall constitute a conflict of interest ("**Conflict of Interest**"). The Consultant shall comply and shall ensure the Sub-consultants and Affiliates of the foregoing comply with the provisions of Clause 6.6 and any breach of such an obligation shall constitute an event of default by the Consultant for the purposes of this Contract. The Consultant shall promptly disclose any Conflict of Interest to the Client. For the avoidance of doubt, the Consultant

agrees that a disclosure of any Conflict of Interest shall not in any manner whatsoever be deemed to cure such Conflict of Interest.

**6.6.2.2 Consultants Not to Benefit from Commissions, Discounts, etc.:** The remuneration of the Consultants pursuant to Clause 6.15 hereof shall constitute the Consultant's sole remuneration in connection with this Contract or the Services, and the Consultants shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultants shall use their best efforts to ensure that the Personnel, any Sub-consultants and agents of either of them, similarly shall not receive any such additional remuneration.

**6.6.2.3 Consultants and Affiliates Not to Engage in Certain Activities:** The Consultants agree that, during the term of this Contract and after its termination, the Consultants and their affiliates, as well as any Sub-consultant and any of its affiliates, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services for the period of two years.

**6.6.2.4 Prohibition of Conflicting Activities:** Neither the Consultants nor their Sub-consultants nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- a) during the term of this Contract, any business or professional activities which would conflict with the activities assigned to them under this Contract; and
- b) after the termination of this Contract, such other activities as may be specified in the SC.

**6.6.3 Confidentiality:** The Consultants, their Sub-consultants, and the Personnel of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

**6.6.4 Consultant's Actions Requiring Client's Prior Approval:** The Consultants shall obtain the Client's prior approval in writing before taking any of the following actions:

- a) 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 Client prior to the

execution of the subcontract, (ii) that the Consultants shall remain fully liable for the performance of the Services by the Sub consultant and its Personnel pursuant to this Contract, (iii) that the extent of sub-contracting would be restricted to 20 (twenty) percent of the contract price, and (iv) the Client will be provided by the Consultant with particulars (name, financial & technical background, sub-consultancy fee) of the sub-consultant.

- b) appointing such members of the Personnel, as are not mentioned in the Technical Proposal, and
- c) any other action that may be specified in the SC.
- d) before mobilizing or demobilizing any personnel to and from the site as specified in Section 6.

**6.6.5 Reporting Obligations:** The Consultant shall submit to the Client the reports and documents specified in TOR, in the numbers, and within the periods set forth in this contract.

**6.6.6 Documents Prepared by the Consultant to be the Property of the Client:** All plans, drawings, specifications, designs, reports, other documents and software submitted by the Consultant pursuant to this contract shall become and remain the property of the Client, and the Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to the Client, together with a detailed inventory thereof. The Consultant may retain a copy of such documents and software. All documents or other material or equipment made available to the Consultant by the Client shall be the property of the Client and shall be marked accordingly. Upon termination or expiration of this Contract, the Consultant shall furnish forthwith to the Client, an inventory of such documents, materials and equipment and shall return the same or otherwise dispose of the same in accordance with the instructions of the Client. Any intellectual property (including without limitation (i) rights associated with works of authorship, copyrights, moral rights, and rights of publicity; (ii) trademark, trade name, internet domain name and other forms of electronic address rights; (iii) trade secret rights, know-how; (iv) patents, designs, algorithms, and other industrial property rights; (v) all other proprietary rights of every kind and nature; and (vi) all forms of protection of any of the foregoing, including registrations, applications, renewals, extensions, continuations, divisions or reissues thereof now or hereafter in force) developed during the course of, or as a result of, Services hereunder including pursuant to any

Work Orders, shall be and remain property of Client and shall not be used by the Consultant for any purpose other than the performance of the Services hereunder; provided that the Client may, at its sole discretion, grant a royalty free license to use any such material on other projects undertaken by the Consultant subject to the terms and conditions stipulated by the Client. Any materials pertaining to the Services (including any reports and documents prepared by the Consultant), of which the ownership or the intellectual property rights do not vest with the Client under Applicable Laws, shall automatically, absolutely and irrevocably, stand assigned to the Client (without any royalty, fees or payments other than the remuneration provided for in this Contract) as and when such documents or materials are created and the Consultant agrees to execute all documents and perform such acts as may be requested by the Client for securing the rights assigned by the Consultant. The Client acknowledges that pre-existing intellectual property shall remain the property of the Consultant and the Consultant hereby provides an irrevocable royalty-free license for pre-existing intellectual property to the Client for the Project; provided that in respect of licenses in respect of any off-the-shelf software, the Consultant shall be required to provide, at no additional cost to the Client, licenses during the term of this Contract, however, after expiry or termination of this Contract, licenses in respect of off-the-shelf software shall be procured at the Client's cost. For the avoidance of doubt, the Consultant agrees and acknowledges that the Client shall be entitled, without requiring the Consultant's consent, to (i) use or permit the use by any other entity involved in the implementation of the Project of any materials licensed to the Client by the Consultant; and (ii) assign the license granted by the Consultant, or any part thereof, to any other entity involved in the implementation of the Project.

- 6.6.7 The Consultant shall ensure that plans, drawings, specifications, designs, reports, documents, software and any other materials provided by the Consultant pursuant to this Contract do not and will not infringe intellectual property rights of any third party. The Consultant shall indemnify the Client against all claims, proceedings, actions, damages, legal costs (including but not limited to attorney's fees and court costs), expenses and any other liabilities arising from or incurred by the use by the Client of any documents or materials provided by the Consultant pursuant to this Contract, which involves any infringement or alleged infringement of the intellectual property rights of any third party. If, in any suit or claim relating to such infringement or alleged infringement, a temporary restraining order or preliminary injunction is granted, the Consultant shall make every effort to secure the suspension of the injunction or restraining order. If, in any such suit or claim, any such material, or any

part, combination or process thereof, is finally held to constitute an infringement and its use is permanently enjoined, the Consultant shall secure for the Client a license, at no cost to the Client, authorizing continued use of the infringing work. If the Consultant is unable to secure such license within a reasonable time, the Consultant shall, at its own expense and without impairing any performance requirements, either replace the affected work, or part, combination or process thereof with non-infringing materials or modify the same so that they become non-infringing

**6.6.8 Liability of the Consultants:** Subject to additional provisions, if any, set forth in the SC, the Consultants' liability under this Contract shall be as provided by the Applicable Law.

**6.6.9 Insurance to be taken out by the Consultants:** The Consultant shall, within a period of thirty (30) days from the date of Effectiveness of Contract, take out and maintain, and shall cause any Sub-consultants to take out and maintain, at the Consultant own cost (or the Sub-consultants' own cost, as the case may be) but on terms and conditions approved by the Client, insurance against the risks, and for the coverages, as shall be specified in the SCC. 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 Client, copies of such policy certificates, copies of the insurance certificates and, from time to time, evidence that the insurance premium have been paid in respect of such insurance. No insurance shall be cancelled, modified or allowed to expire or lapse during the terms of this Contract. If the Consultant or any Sub-consultant fails to effect and keep in force the aforesaid insurances for which it is responsible pursuant hereto, the Client shall apart from having other recourse available under this Contract 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 Client. The insurance policies so procured shall mention the Client as the beneficiary of the Consultant and the Consultant shall procure an undertaking from the insurance company in this regard.

## **6.7 Access to Project Office and Personnel**

**6.7.1** The Consultant shall ensure that the Client and authorised officials of the Client are provided unrestricted access to the Project Office and to all Personnel during office hours. The authorised official of the Client shall have the right to inspect the services

in progress, interact with the Personnel of the Consultant and verify the records to satisfaction.

## **6.8 Accounting, inspection and auditing**

6.8.1 The Consultant shall;

6.8.1.1 Keep accurate and systematic accounts and records in respect of the Services hereunder, in accordance with Indian / internationally accepted accounting principles and standards such as Indian Accounting Standards, GAAP, etc 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

6.8.1.2 Permit the Client or its designated representative periodically, and up to one year from the expiration or termination of this Contract, to inspect the same and make copies thereof, as well as having them audited by auditors appointed by the Client.

## **6.9 Information and approvals**

6.9.1 As part of the Scope of Services, the Consultant shall arrange for the submission of all data, information and documentation that are required for the Client or the designated officer / agency of the Client to apply for, obtain and maintain the permits, consents, approvals required for the Project. In the event the Consultant requires any information or documents from the Client or if any meetings with the Client or other persons are required for preparing the applications for consents, approvals or permits, the Consultant shall make any request for such information, documents and meetings within reasonable time, and sufficiently in advance to ensure that the schedule for performance of the Services is complied with and there are no delays in the execution of the Project.

## **6.10 Clarification and interpretation of Reports**

6.10.1 After submission of the deliverables by the Consultant, to the satisfaction of the Client, if any clarifications are required by the Client (including without limitation on account of any ambiguity or doubts on the interpretation of any matter contained in such reports or documents), the Consultant shall, as a part of the scope of Services and at no additional cost to the Client, on receipt of a written request from the Client, provide such clarification to the satisfaction of Client within a period of ten (10) days from the date of receipt of the request from the Client and if required by the Client, attend meetings and/or hold discussions with the Client on the same.

## **6.11 Consultants' Personnel**

### **6.11.1 Description of Personnel**

6.11.1.1 The titles, agreed job descriptions, minimum qualifications and estimated periods of engagement in the carrying out of the Services of the Consultants' Personnel are described in this contract. The Personnel are hereby approved by the Client.

6.11.1.2 If required to comply with the provisions of this Contract, adjustments with respect to level of effort, staff assignments, time may be made by the Consultants by written notice to the Client, provided (i) that such adjustments shall not alter the originally estimated period of engagement, scope, qualifications of team or deliverables and (ii) that the aggregate of such adjustments shall not cause payments under this Contract to exceed the Contract Price set forth in this Contract. Any other such adjustments shall only be made with the Client's prior written approval.

6.11.1.3 Working hours: The working hours and holidays for the Consultant's Personnel shall match with that of the Client and the contractor(s). The Consultant shall ensure that the Consultant's Personnel are available at all critical times related to construction and works, at the Project Site.

### **6.11.2 Removal and/or Replacement of Key Personnel**

6.11.2.1 The Client will not normally consider substitutions except in cases of incapacity of Key Personnel for reasons of health. Similarly, after award of contract the Client expects all of the proposed Key Personnel to be available during implementation of the contract. The Client will not consider substitutions during contract implementation except under exceptional circumstances. up to a maximum of two (2) Key Personnel (considering equal weighting for each Key Personnel) for each position (core and non-core) and that too by only equally or better qualified and experienced personnel. In case of a critical vacancy, if the Consultant is unable to provide a permanent replacement within the aforementioned period, the Consultant shall, subject to approval by the Client, provide a temporary resource for no more than six (6) months. The temporary resource shall be of equivalent or better qualifications and the Consultant shall be paid no more than eighty percent (80%) of the agreed rate of the personnel being replaced. During the course of providing services, substitution of Key Personnel for each position would call for reduction of remuneration, which will not exceed 80 (eighty) percent of the remuneration agreed for the Original Key Personnel. For Key Personnel replaced for each position for the second time, the remuneration payable will not exceed 70 (seventy) percent of the remuneration which would have been payable for the first replaced personnel replaced for the remaining period

6.11.2.2 If the Client finds that any of the Personnel have (i) committed serious misconduct or has been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultants shall, at the Client's written request specifying the grounds

therefore, forthwith provide as a replacement a person with qualifications and experience acceptable to the Client.

6.11.2.3 For any of the Key Personnel provided as a replacement under the above Clauses, the rate of remuneration applicable to such person as well as any reimbursable expenditures (including expenditures due to the number of eligible dependents) the Consultants may wish to claim as a result of such replacement, shall be subject to the prior written approval by the Client. Except as the Client may otherwise agree, (i) the Consultants shall bear all additional travel and other costs arising out of or incidental to any removal and/or replacement, and (ii) the remuneration to be paid for any of the Personnel provided as a replacement shall not exceed the remuneration which would have been payable to the personnel replaced.

## **6.12 Personnel of Consultant**

6.12.1 All Personnel of Consultant and Sub-consultants who participate in the performance of the Services shall, for all purposes, be considered employees/personnel of the Consultant. The Consultant shall pay and shall ensure that all Sub-consultants pay remuneration and benefits of such employees and withhold all Taxes in accordance with all Applicable Laws. The Consultant hereby acknowledges and agrees that the Client shall not in any manner whatsoever be liable for any labour claim or dispute that may be raised by any Personnel. The Consultant shall indemnify the Client, its Affiliates and officers, directors, shareholders, agents of the foregoing against any claims, actions, liabilities, costs and expenses (including, without limitation, legal fees) in relation to or arising out of claims by any Personnel.

## **6.13 Obligations of the Client**

6.13.1 **Assistance and Exemptions:** Unless otherwise specified in the SC, the Client will use its best efforts to ensure that the Government will:

6.13.1.1 provide the Consultants, Sub-consultants and Personnel with work permits and such other documents as necessary to enable the Consultants, Sub consultants or Personnel to perform the Services:

6.13.1.2 assist the Personnel and, if appropriate, their eligible dependents to be provided promptly with all supporting papers for necessary entry and exit visas, residence permits, exchange permits and any other documents required for their stay in India;

6.13.1.3 facilitate prompt clearance through customs of any property required for the Services;

6.13.1.4 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;

6.13.2 The Consultant agrees and acknowledges that notwithstanding anything to the contrary in this Contract, the Consultant shall not be relieved in any manner whatsoever from the performance of its obligations under this Contract or be entitled to any extension of time or additional costs in case of any delay in procurement of visas, work permits etc. in respect of any expatriate Personnel or any delay in customs clearance of any material required for performance of the Services or any other delay attributable to officials, agents and representatives of the Government;

#### **6.14 Access to land:**

6.14.1 The Client warrants that the Consultants shall have, free of charge, unimpeded access to all land in the Government's country in respect of which access is required for the performance of the Services.

#### **6.15 Payments to the Consultants**

6.15.1 Payment terms: The Consultants total remuneration including out of pocket expenses shall not exceed the Contract Price and shall be a fixed lump sum including all staff costs, support staff, Sub-consultants' costs, printing, communications, travel, accommodation, and the like, and all other costs incurred by the Consultant in carrying out the Services. In addition to these, any conditions mentioned in the SC shall also be applicable to this contract. The Contract Price may only be increased, if the parties have agreed to additional payments in accordance with relevant clauses hereof.

6.15.2 The mechanism for payments against the above mentioned monthly invoices raised by the Consultant is as prescribed in the SC. The Consultant shall be entitled to raise an invoice on a monthly basis in respect of Services performed in the previous calendar month. Each invoice shall stipulate the progress of Project, completed milestones, satisfactory completion of which shall have been certified by the officer or agency designated by IITGNL, prior to the thirtieth (30<sup>th</sup>) day of the previous month. For the avoidance of doubt, it is hereby clarified that (i) notwithstanding such certification of satisfactory completion by the designated officer / agency, IITGNL shall be entitled to verify such satisfactory completion and (ii) in the event the designated officer fails to provide such certification in respect of the Services performed during a month prior to the thirtieth (30<sup>th</sup>) of the succeeding month, the Client shall be entitled to make payment of all undisputed sums to the Consultant.

The invoice shall be submitted in three (3) copies, accompanied by the following documents:

- 6.15.2.1.a) If not previously submitted, the progress report for the immediately preceding month;
  - 6.15.2.1.b) Evidence of certification of the milestones/progress reports by the officer or agency designated by IITGNL;
  - 6.15.2.1.c) In case of reimbursement of out of pocket (direct) expenses, all supporting documents;
  - 6.15.2.1.d) All necessary details regarding deployment of Personnel by the Consultant, (including time-sheets and attendance records) and supporting documents need to be submitted. The Consultant shall provide timesheets which shall, for each Personnel, demarcate the man-months or part thereof spent by such Personnel for specific works/tasks undertaken.
  - 6.15.2.1.e) Each separate monthly statement shall distinguish that portion of the total eligible costs which pertains to Personnel remuneration from that portion which pertains to reimbursable expenditure. In addition, the portion pertaining to Personnel remuneration shall provide clear details, identifying and segregating the Personnel man month efforts associated with each of the tender packages under implementation and the associated Personnel remuneration.
- 6.15.3 Regarding the remuneration associated with the Personnel of the Consultant, the remuneration shall be calculated on the basis of actual deployment of Key Personnel deployed in the month for which the invoice is raised and the total fees that may be claimed on the basis of actual deployment of Key Personnel(s); which shall be the summation of such fees for each Personnel. The Consultant shall submit to the Client a detailed report showing the time (in man- months) spent by each of the Personnel and associated activity. The attendance of each personnel shall be certified by nominated officials of SPV. For avoidance of doubt, the detailed report shall show the time in man-months spent by the Key Personnel on the various tender packages separately.
- 6.15.4 **Advance Payment:** An Advance Payment equal to 5% of the portion of the Contract Price, shall be made within 60 days after receipt and verification of bank guarantee from the Consultant of the amount equal to the Advance Payment. The Advance Payment will be set off by IITGNL in equal instalments against the payments for the

first 12 months of Scope of Services related to construction works, until the Advance Payment has been fully set off. The Advance Payment will be interest bearing, with an interest rate of 10% per annum, on the outstanding amount.

6.15.5 Currency: The price is payable in local currency i.e. Indian Rupees.

6.15.5.1 Payment for Additional Services: If additional work is required beyond the scope of the Services specified in TOR, the level of effort and/or staff assigned in terms of man month may be increased by an agreement in writing between the Client and the Consultants and the cost relating thereto shall be determined as per the man month rates indicated in the financial bid.

6.15.6 Out of Pocket Expenses

6.15.6.1 The Consultant agrees and acknowledges that it shall be entitled to reimbursement of Out of Pocket Expenses (OPE) incurred in accordance with the terms of this Contract for performance of the Services (including for setting up the project management office) on actuals; provided that in no event shall the Consultant be entitled to reimbursement of sum(s) greater than specified in the portion of Contract Price pertaining to OPE.

6.15.6.2 The Client shall not be liable to pay and the Consultant agrees and acknowledges that except for the expenses specifically listed in the breakup of the Contract Price in Appendix E hereto (which shall be reimbursed in accordance with the terms of this Contract), any other costs and expenses (including any expenses attributable to hotel stay, per diem, local conveyance (such as taxi), accommodation for Personnel, home leave trips, vehicle leasing, laptops, cell phones) not specifically mentioned in Appendix E shall be to the account of the Consultant and shall be deemed to have been taken into consideration by the Consultant for providing the monthly rates and Contract Price and the Consultant shall not under any circumstances be entitled to any additional sums (either by way of reimbursement or otherwise) on this account.

6.15.6.3 The Consultant shall be entitled to claim travel expenses in accordance with the terms of this Contract only in respect of travel related to the performance of the Services undertaken in accordance with the instructions or prior approval of the Client.

## **6.16 Extension of time**

6.16.1 The Consultant agrees and acknowledges that time shall be of the essence in the performance of its obligations under this Contract. The Consultant must commence

and proceed to carry out the Services in accordance with timelines stipulated for submission of various deliverables as prescribed in this Contract.

6.16.2 The time period(s) specified in the Contract shall be extended to the extent the Consultant demonstrates to the satisfaction of the Client that the time required for completion of Services was delayed by reason of any delay which is solely attributable to a breach or default of the Client.

6.16.3 The Consultant shall, within seven (7) days of learning of any cause of delay specified in Clause 6.16.2 above, intimate the Client of the same with details relevant to such cause, extent and the contemplated delay upon the performance of the Services, and its plans to overcome or minimize the delay. The Parties shall mutually determine any extension of time that may be required for performance of Services affected by such breach or default of the Client. The Consultant agrees and acknowledges that any extension of time under this Clause 6.16 shall not of itself entitle the Consultant to an adjustment of the Contract Price.

## **6.17 Settlement of disputes**

6.17.1 **Amicable Settlement:** The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

6.17.2 **Disputes Settlement:** Any dispute between the Parties as to matters arising out of and relating to this Contract that cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party's request for such amicable settlement may be submitted by either Party for settlement in accordance with the provision specified in the SC.

## **6.18 Responsibility for accuracy of project documents**

### **6.18.1 General**

6.18.1.1 The Consultant shall be responsible for accuracy of the Designs, drawings, estimate and all other details prepared by him as part of these services. He shall indemnify the client against any inaccuracy in the work, which might surface during implementation of the project. The Consultant will also be responsible for correcting, at his own cost and risk, the drawings including any re-survey/ investigations and correcting layout etc. if required during the execution of the Services.

6.18.1.2 The Consultant shall be fully responsible for the accuracy of plans and drawings.

The Consultant shall indemnify the Client against any inaccuracy / deficiency in the designs and drawings noticed and the Client will bear no responsibility for the accuracy of the designs and drawings submitted by the Consultants.

## **6.19 Liquidated damages**

6.19.1.1 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 Client in a reasonable manner and recovered from the Consultant by way of liquidated damages, subject to a maximum of 10% (ten percent) of the Contract Price.

6.19.1.2 Liquidated damages for delay: If the selected Consultant fails to complete the Assignment, within the period specified under the Contract, the Consultant shall pay to the Client, fixed and agreed liquidated damages, and not as penalty, @ 1% of the Contract fees for each week of delay or part thereof. The aggregate maximum of liquidated damages payable to the Client under this clause shall be subject to a maximum of 10% of the total Contract Price.

6.19.1.3 Liquidated damages for excess billing to Contractor(s): in case of any excess billing to the Contractor(s), either due to oversight of the Consultant's Personnel or done intentionally with the collusion of the Consultant's Personnel, liquidated damages not exceeding an amount equal to 10% (ten percent) of the amount of excess billing shall be levied on the Consultant and shall be recovered by appropriation from the Security Deposit or otherwise.

## **6.20 Defect Liability Period**

6.20.1 The Defect Liability Period ("**Defect Liability Period**") for the Consultancy shall be one year from the date of final payment made to the Consultant on completion of Services. The Consultant shall continue to be liable during the Defect Liability Period for any deficiency in Services rendered by it, any defect noticed in the works which is attributable to such deficiency in Services, or any excess payment made to the Contractor(s) due to improper check by the Consultant's Personnel.

6.20.2 The Performance Security shall continue to remain with the Client and the Professional Liability Insurance taken by the Consultant for this Contract shall

continue to remain applicable during the Defect Liability Period. The Performance Security shall be returned to the Consultant after the expiry of the Defect Liability Period, provided the Client has no claim against the Consultant.

## **6.21 Representation, warranties and disclaimer**

6.21.1 The Consultant represents and warrants to the Client that:

6.21.1.1 it is duly organised, validly existing and in good standing under the applicable laws of its Country;

6.21.1.2 it has full power and authority to execute, deliver and perform its obligations under this Contract and to carry out the transactions contemplated hereby;

6.21.1.3 it has taken all necessary corporate and other action under Applicable Laws and its constitutional documents to authorize the execution, delivery and performance of this Contract;

6.21.1.4 it has the financial standing and capacity to undertake the Project;

6.21.1.5 this Contract constitutes its legal, valid and binding obligation enforceable against it in accordance with the terms hereof;

6.21.1.6 it is subject to laws of India with respect to this Contract and it hereby expressly and irrevocably waives any immunity in any jurisdiction in respect thereof;

6.21.1.7 there are no actions, suits, proceedings, or investigations pending or, to the Consultant's knowledge, threatened against it at law or in equity before any court or before any other judicial, quasi judicial or other authority, the outcome of which may result in the breach of or constitute a default of the Consultant under this Contract or materially affect the discharge by the Consultant of its obligations under the Contract.

6.21.1.8 no representation or warranty by the Consultant contained herein or in any other document furnished by it to the Client contains or will contain any untrue statement of material fact or omits or will omit to state a material fact necessary to make such representation or warranty not misleading; and

6.21.1.9 no sums, in cash or kind, have been paid or will be paid, by or on behalf of the Consultant, to any person by way of fees, commission or otherwise for securing the Contract or for influencing or attempting to influence any officer or employee of the Client in connection therewith.

6.21.1.10 {In the event the Consultant is a consortium / unincorporated joint venture, each of the Members shall be deemed to have made the foregoing representations

and warranties to the Client on its own behalf and on behalf of all the other Members.}

## **6.22 Miscellaneous**

### **6.22.1 Assignment and Charges**

6.22.1.1 The Contract shall not be assigned by the Consultant save and except with prior consent in writing of the Client, which the Client will be entitled to decline without assigning any reason whatsoever.

6.22.1.2 The Client is entitled to assign any rights, interests and obligations under this Contract to third parties.

### **6.22.2 Indemnity**

6.22.2.1 The Consultant agrees to indemnify and hold harmless the Client from and against any and all claims, actions, proceedings, lawsuits, demands, losses, liabilities, damages, fines or expenses (including interest, penalties, attorneys' fees and other costs of defence or investigation (i) related to or arising out of, whether directly or indirectly, (a) the breach by the Consultant of any obligations specified in relevant clauses hereof; (b) the alleged negligent, reckless or otherwise wrongful act or omission of the Consultant including professional negligence or misconduct of any nature whatsoever in relation to Services rendered to the Client; (c) any Services related to or rendered pursuant to the Contract (collectively "Indemnified matter").

6.22.2.2 As soon as reasonably practicable after the receipt by the Client of a notice of the commencement of any action by a third party, the Client will notify the Consultant of the commencement thereof; provided, however, that the omission so to notify shall not relieve the Consultant from any liability which it may have to the Client or the third party. The obligations to indemnify and hold harmless, or to contribute, with respect to losses, claims, actions, damages and liabilities relating to the Indemnified Matter shall survive until all claims for indemnification and/or contribution asserted shall survive and until their final resolution thereof.

6.22.2.3 The foregoing provisions are in addition to any rights which the Client may have at common law, in equity or otherwise.

### **6.22.3 Governing Law and Jurisdiction**

6.22.3.1 The Contract shall be construed and interpreted in accordance with and governed by the Applicable Law of India and subject to relevant clauses hereof and the SC,

the Courts at Gautam Budhnagar and Allahabad High Court Uttar Pradesh, India shall have jurisdiction over all matters arising out of or relating to the Contract.

#### **6.22.4 Waiver**

6.22.4.1 Waiver by either Party of any default by the other Party in the observance and performance of any provision of or obligations or under the Contract: shall not operate or be construed as a waiver of any other or subsequent default hereof or of other provisions or obligations under the Contract;

6.22.4.1.a) shall not be effective unless it is in writing and executed by a duly authorised representative of such Party; and

6.22.4.1.b) shall not affect the validity or enforceability of the Contract in any manner.

6.22.4.2 Neither the failure by either Party to insist on any occasion upon the performance of the terms, conditions and provisions of the Contract or any obligation hereunder nor time or other indulgence granted by a Party to the other Party shall be treated or deemed as waiver of such breach or acceptance or any variation or the relinquishment of any such right hereunder.

#### **6.22.5 Survival**

6.22.5.1 Termination of the Contract (a) shall not relieve the Consultant or the Client of any obligations hereunder which expressly or by implication survive Termination hereof, and (b) except as otherwise provided in any provision of the Contract expressly limiting the liability of either Party, shall not relieve either Party of any obligations or liabilities for loss or damage to the other Party arising out of or caused by acts or omissions of such Party prior to the effectiveness of such Termination or arising out of such Termination.

#### **6.22.6 Notices**

6.22.6.1 Unless otherwise stated, notices to be given under the Contract including but not limited to a notice of waiver of any term, breach of any term of the Contract and termination of the Contract, shall be in writing and shall be given by hand delivery, recognised international courier, mail, telex or facsimile transmission and delivered or transmitted to the Parties at their respective addresses specified in the SC. The notices shall be deemed to have been made or delivered (i) in the case of any communication made by letter, when delivered by hand, by recognised international courier or by mail (registered, return receipt requested) at that address and (ii) in

the case of any communication made by telex or facsimile, when transmitted properly addressed to such telex number or facsimile number.

#### **6.22.7 Severability**

6.22.7.1 If for any reason whatever any provision of the Contract is or becomes invalid, illegal or unenforceable or is declared by any court of competent jurisdiction or any other instrumentality to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remaining provisions shall not be affected in any manner, and the Parties will negotiate in good faith with a view to agreeing upon one or more provisions which may be substituted for such invalid, unenforceable or illegal provisions, as nearly as is practicable. Provided failure to agree upon any such provisions shall not be subject to dispute resolution under the Contract or otherwise.

#### **6.22.8 No Partnership**

6.22.8.1 Nothing contained in the Contract shall be construed or interpreted as constituting a partnership between the Parties. Neither Party shall have any authority to bind the other in any manner whatsoever.

#### **6.22.9 Language**

6.22.9.1 All notices required to be given under the Contract and all communications, documentation and proceedings which are in any way relevant to the Contract shall be in the language specified the SC.

#### **6.22.10 Exclusion of Implied Warranties etc..**

6.22.10.1 The Contract expressly excludes any warranty, condition or other undertaking implied at law or by custom or otherwise arising out of any other agreement between the Parties or any representation by any Party not contained in the Contract.

#### **6.22.11 Agreement to Override Other Agreements**

6.22.11.1 The Contract supersedes all previous agreements or arrangements between the Parties, including any memorandum of understanding entered into in respect of the contents hereof and represents the entire understanding between the Parties in relation thereto.

#### **6.22.12 Counterparts**

6.22.12.1 The Contract may be executed in two counterparts, each of which when executed and delivered shall constitute an original of the Contract

### III. Special Conditions of Contract

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#### The Special Conditions of Contract

The Special Conditions (SC) of contract contains number of amendments and supplements to clauses in the General Conditions of the Contract.

6.1.1 g) The contract price payable in Indian Rupees is \_\_\_\_ (exclusive of service tax).

6.1.1 m) The Member in-charge is [name of consultant].

6.1.1s) Performance security

- (i) The Consultant will furnish within 15 days of the issue of Letter of acceptance (LOA), an unconditional Bank Guarantee in the format given in "Annexure A" from a Scheduled Commercial Indian Bank for an amount equivalent to 5% (five) percent of the total cost of Financial Proposal under this Assignment, valid till the end of Defect Liability Period.

6.1.4 The language is English.

6.1.5 The client address is [name, designation, telephone, facsimile, address].

6.1.5 The Consultant address is [name, designation, telephone, facsimile, address].

6.1.7 The Authorized Representative for the client is [name, designation].

6.1.7 The Authorized Representative for the consultant is [name, designation].

6.1.8 For domestic consultants/personnel and foreign consultants/personnel who are permanent residents in India The Consultants and the personnel shall pay the taxes, duties, fees, levies/expenses and other impositions levied under the existing, amended or enacted laws during life of this contract and the Client will perform such duties in regard to the deduction of such tax as may be lawfully imposed. The Consultant will be paid by IITGNL only service tax over and above the cost of Financial Proposal. All other applicable taxes, levies, duties, etc., if any, shall be borne by Consultant.

6.3.1 The date on which this Contract will come into effect is [date].

6.3.1 The duration of assignment shall be 30 (thirty) months / (2.5) years, with option to extend by a further two (2) years with mutual written agreement.

6.6.8 Limitation of the Consultants' Liability towards the Client

- (a) Except in case of negligence or wilful misconduct on the part of the Consultants or on the part of any person or firm acting on behalf of the Consultants in carrying out the Services, the Consultants, with respect to damage caused by the Consultants to the Client's property, shall not be liable to the Client:
  - a) for any indirect or consequential loss or damage; and
  - b) For any direct loss or damage that exceeds (i) the total payments for Professional Fees and Reimbursable Expenditure made or expected to be made to the Consultants hereunder, or (ii) the proceeds the Consultants may be entitled to receive from any insurance maintained by the consultants to cover such a liability, whichever of (i) or (ii) is higher.
- (b) This limitation of liability shall not affect the Consultants' liability, if any, for damage to Third Parties caused by the Consultants or any person or firm acting on behalf of the Consultants in carrying out the Services.

#### 6.6.9 Risks and coverage

- (a) Third Party motor vehicle liability insurance as required under Motor Vehicles Act, 1988 in respect of motor vehicles operated in India by the Consultants or their Personnel or any Sub consultants or their Personnel for the period of consultancy.
- (b) Third Party liability insurance with a minimum coverage, for Rs.10,00,000/- (Rupees Ten Lakhs) for the period of consultancy.
- (c) Professional Liability Insurance: Consultants will maintain at its expense, Professional Liability Insurance including coverage for errors and omissions caused by Consultant's negligence, breach in the performance of its duties under this Contract from an Insurance Company permitted to offer such policies in India, for a period of five years beyond completion of Consultancy Services commencing from the Effective Date, (i) For an amount not exceeding total payments for Professional Fees and Reimbursable Expenditures made or expected to be made to the Consultants hereunder or (ii) the proceeds, the Consultants may be entitled to receive from any insurance maintained by the Consultants to cover such a liability, whichever of (i) or (ii) is higher with a minimum coverage of [insert amount and currency]. 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 the contract. In case of joint venture or ‘in association’, the policy should be in the name of joint venture / in association entity and not by the individual partners of the joint venture/association.

- (d) Employer’s liability and workers’ compensation insurance shall be in respect of the Personnel of the Consultants and of any Sub consultant, in accordance with the relevant revisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and all insurances and policies should start from the date of commencement of services and remain effective as per relevant requirements of contract agreement.
- (e) Any other insurance that may be necessary to protect the Client, its employees and its assets (against loss, damage or destruction, at replacement value) including rioting and all Force Majeure Events that are insurable.

6.15.1 The payments to the Consultant will be done as under:

**Payments:** The Payments shall consist of a deliverables based payment during Stage I (pre-construction phase) and monthly payment during Stage II (construction phase) in the manner explained below.

Sr No	Stages	Duration	Professional Fee as percentage of total amount of remuneration quoted in form 4B of section 4 of financial proposal
	Stage I: Pre-construction phase	6 months	30% of total fee quoted as per form 4B. However, payment shall be made as per actual deployment of Personnel duly certified by the nodal person / agency designated by IITGNL.
	Stage II: Construction phase	24 months	70% of total fee quoted as per form 4B. However, payment shall be made as per actual deployment of Personnel duly certified by the nodal person / agency designated by IITGNL.

**Breakup of professional fee payable for Stage I:** Payment during pre-construction phase shall be made by the client as per following payment schedule based on deliverables:

Sr No	Deliverables for Stage I: Pre-construction phase (breakup of 30% of total fees as referred above)	Breakup of payment/professional Fee for Stage I i.e Pre-construction phase.
1.	Inception Report and Plan for implementing the Project including coordination with the various consultants and stakeholders involved	10%
2.	Review of (i) Detailed Infrastructure Plan, (ii) Technical Assessment Report, (iii) Design Basis Report and	10%
3.	Review of Preliminary Design Report prepared by Preliminary Engineering Consultant	20%
4.	Project Quality Management Framework, Systems and Procedures	20%
5.	Land monetization strategy and Marketing Strategy	20%
6.	Coordination with Preliminary Engineering Consultant & contractor (s) for review and finalization of Good-For-Construction drawings to be prepared by selected Contractor(s) and on issuance of good for construction drawings by Client/ IITGNL	20%

**Professional fee payable for Stage II: construction phase**

- (a) The Consultant shall submit the details providing clarity on the actual deployment of Key Personnel to the construction contracts under implementation. On this basis, the monthly payment due with respect to each of the construction contracts under implementation will be worked out.
- (b) The monthly payment shall be made @ 60% of the accepted man month rates as per actual deployment of Personnel duly certified by the nodal person / agency designated by IITGNL.
- (c) Balance 40% of the accepted man month rates shall be released on successful commissioning of the works on proportional basis as mentioned below.
  - a. Along with passing of Final Bill- 20%

- b. At the end of Defect Liability Period- 20%. The client may at its discretion, allow release of 10% of the retained fee against submission of Bank Guarantee of equivalent amount from a Nationalised Bank
  
- (d) Payments for out of pocket expenses shall be made on reimbursement basis on submission of statement of expenses by the Consultant.

Payment shall be made within 45 days of receipt of the invoice and approval of the relevant deliverables, and within 75 days in the case of the final payment, on achievement of milestones.

**6.17.2 Dispute settlement:** If any dispute or difference of any kind whatsoever arises between the parties in connection with or arising out of or relating to or under this Contract, the parties shall promptly and in good faith negotiate with a view to its amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of thirty (30) days from the date on which the above-mentioned dispute or difference arose, such dispute or difference shall be finally settled by arbitration. The arbitral tribunal shall consist of a sole arbitrator appointed by mutual agreement of the parties. In case of failure of the parties to mutually agree on the name of a sole arbitrator, the arbitral tribunal shall consist of three arbitrators. Each party shall appoint one arbitrator and the two arbitrators so appointed shall jointly appoint the third arbitrator. The seat of arbitration shall be Gautam Budh Nagar and the arbitration shall be conducted in the English language. The Arbitration and Conciliation Act, 1996 shall govern the arbitral proceedings. The award rendered by the arbitral tribunal shall be final and binding on the parties.

## **Annexure A: Form of Bank Guarantee for Performance Security**

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(To be stamped in accordance with Stamp Act if any, of the country for issuing bank)

Ref.: Bank Guarantee:

Date:

Dear Sir,

In consideration of Integrated Industrial Township Greater Noida Limited (hereinafter referred as the 'Client', which expression shall, unless repugnant to the context of meaning thereof include its successors, administrators and assigns) having awarded to M/s [name of consultant] a [type of company], established under laws of [country] and having its registered office at [address] (hereinafter referred to as the 'Consultant' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and permitted assigns), an Assignment for preparation of [name of assignment] Contract by issue of Client's Contract Letter of Award No. [reference] dated [date] and the same having been unequivocally accepted by the Consultant, resulting in a Contract Priced at Rs. [amount in figures and words] for [Name of Assignment] (hereinafter called the 'Contract') and the Consultant having agreed to furnish a Bank Guarantee amounting to Rs. [amount in figures and words] to the Client for performance of the said Agreement.

We [Name of Bank] incorporated under [law and country] having its Head Office at [address](hereinafter referred to as the Bank), which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators executors and assigns) do hereby guarantee and undertake to pay the Client immediately on demand and or, all monies payable by the Consultant to the extent of Rs. [amount in figure and words] as aforesaid at any time up to [date] without any demur, reservation, contest, recourse or protest and/ or without any reference to the Consultant. Any such demand made by the Client on the Bank shall be conclusive and binding notwithstanding any difference between the Client and the Consultant or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

We agree that the Guarantee herein contained shall be irrevocable and shall continue to be enforceable until the Client discharges this guarantee.

The Client shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee, from time to time to vary the advance or to extend the time for performance of the Contract by the Consultant nor shall the responsibility of the bank be

affected by any variations in the terms and conditions of the contract or other documents. The Client shall have the fullest liberty without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Client and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Client and the Consultant any other course or remedy or security available to the client. The Bank shall not be relieved of its obligations under these presents by any exercise by the Client of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Client or any other indulgence shown by the Client or by any other matter or thing whatsoever which under law would but for this provision have the effect of relieving the Bank.

The Bank also agrees that the Client at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Consultant and notwithstanding any security or other guarantee that the client may have in relation to the Consultant's liabilities.

This Guarantee shall be irrevocable and shall remain in full force and effect until discharge by the Bank of all its obligations hereunder.

This Guarantee shall not be affected by any change in the constitution or winding up of the Consultant /the Bank or any absorption, merger or amalgamation of the Consultant /the bank with any other Person.

Notwithstanding anything contained herein above our liability under this guarantee is limited to Rs. [amount in figure and words] and it shall remain in force up to and including [date] and shall extend from time to time for such period(s) (not exceeding one year), as may be desired by M/s [name of consultant] on whose behalf this guarantee has been given. Date this [date in words] day [month] of [year in 'yyyy' format] at [place].

WITNESS

1. [signature, name and address]

2. [signature, name and address]

[Official Address]

Designation

[With Bank Stamp]

Attorney as Per Power of Attorney No.

Dated

Strike out, whichever is not applicable.

The date will be fixed as indicated in S.C.C.

The stamp papers of appropriate value shall be purchased in the name of bank which issues the 'Bank Guarantee'. The bank guarantee shall be issued either by a bank (Nationalized/Scheduled) located in India or a foreign bank through a correspondent bank (scheduled) located in India or directly by a foreign bank which has been determined in advance to be acceptable to the Client.

## **Annexure B: Form of Bank Guarantee for Advance Payment**

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(To be stamped in accordance with Stamp Act if any, of the country for issuing bank)

Ref.: Bank Guarantee:

Date:

Dear Sir,

In consideration of Integrated Industrial Township Greater Noida Limited (hereinafter referred as the 'Client', which expression shall, unless repugnant to the context of meaning thereof include its successors, administrators and assigns) having awarded to M/s [name of consultant] a [type of company], established under laws of [country] and having its registered office at [address] (hereinafter referred to as the 'Consultant' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and permitted assigns), an Assignment [name of assignment] Contract by issue of Client's Contract Letter of Award No. [reference] dated [date] and the same having been unequivocally accepted by the Consultant, resulting in a Contract Priced at Rs. [amount in figures and words] for [Name of Assignment] (hereinafter called the 'Contract') and the Client having agreed to make an advance payment to the Consultants for performance of the Scope of Services of the above Contract amounting to Rs. [amount in figures and words] as a advance against Bank Guarantee to be furnished by the Consultants.

We [Name of Bank] incorporated under [law and country] having its Head Office at [address](hereinafter referred to as the Bank), which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators executors and assigns) do hereby guarantee and undertake to pay the Client immediately on demand an or, all monies payable by the Consultant to the extent of Rs. [amount in figure and words] as aforesaid at any time up to [date] without any demur, reservation, contest, recourse or protest and/ or without any reference to the Consultant. Any such demand made by the Client on the Bank shall be conclusive and binding notwithstanding any difference between the Client and the Consultant or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

We agree that the Guarantee herein contained shall be irrevocable and shall continue to be enforceable until the Client discharges this guarantee.

The Client shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee, from time to time to vary the advance or to extend the time for

performance of the Contract by the Consultant nor shall the responsibility of the bank be affected by any variations in the terms and conditions of the contract or other documents. The Client shall have the fullest liberty without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Client and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Client and the Consultant any other course or remedy or security available to the client. The Bank shall not be relieved of its obligations under these presents by any exercise by the Client of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Client or any other indulgence shown by the Client or by any other matter or thing whatsoever which under law would but for this provision have the effect of relieving the Bank.

The Bank also agrees that the Client at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Consultant and notwithstanding any security or other guarantee that the client may have in relation to the Consultant's liabilities.

This Guarantee shall be irrevocable and shall remain in full force and effect until discharge by the Bank of all its obligations hereunder.

This Guarantee shall not be affected by any change in the constitution or winding up of the Consultant /the Bank or any absorption, merger or amalgamation of the Consultant /the bank with any other Person.

Notwithstanding anything contained herein above our liability under this guarantee is limited to Rs. [amount in figure and words] and it shall remain in force up to and including [date] and shall extend from time to time for such period(s) (not exceeding one year), as may be desired by M/s [name of consultant] on whose behalf this guarantee has been given. Date this [date in words] day [month] of [year in 'yyyy' format] at [place].

WITNESS

1. [signature, name and address]

2. [signature, name and address]

[Official Address]

Designation

[With Bank Stamp]

Attorney as Per Power of Attorney No.

Dated

Strike out, whichever is not applicable.

The date will be fixed as indicated in S.C.C.

The stamp papers of appropriate value shall be purchased in the name of bank which issues the 'Bank Guarantee'. The bank guarantee shall be issued either by a bank (Nationalized/Scheduled) located in India or a foreign bank through a correspondent bank (scheduled) located in India or directly by a foreign bank which has been determined in advance to be acceptable to the Client.