

DUSIB
(Govt. of N.C.T. of Delhi)

Expression of Interest (EOI)

for

Empanelment of Consultants/Agencies/firms for in-situ development/
rehabilitation of JJ Clusters under DUSIB, GNCT Delhi.

TECHNICAL BID DOCUMENT

Executive Engineer, C-5
DUSIB, GNCTD,
01, Kilokari, Ring Road
Maharani Bagh Office Building
Delhi-110014

INDEX

S.NO.	DETAILS	PAGE NO.
1	TECHNICAL BID DOCUMENT	1
2	INDEX	2
3	Data Sheet	3-4
4	PRESS NOTICE	5
5	NOTICE INVITING TENDER	6-7
5	Instructions for the Consultants/Agencies/Firms EMD	8-12
6	Terms of reference - Annexure-A	13-14
7	Format for Technical proposal - Annexure B & C	15-24

DATA SHEET

1. Name of work: **Empanelment of Consultants/ Agencies/ firms for in-situ development /rehabilitation of JJ Clusters under DUSIB, GNCT Delhi.**
2. The Name & Address of the Client : DUSIB, GNCT of Delhi
3. Engineer-in-Charge : Executive Engineer, C-5, DUSIB, GNCTD,
01, Kilokari Ring Road, Opp Maharani Bagh
Delhi-110014
Tel. No.: 011-26342896
4. Department : **DUSIB**
Govt. of National Capital Territory,
Delhi unless otherwise specifically
mentioned.
5. The Documents are :
- | | | | |
|--------------------------------|---|------------|-----------------|
| Terms of Reference (TOR) | : | Annexure A | } Technical Bid |
| Formats for Technical Proposal | : | Annexure B | |
6. Tax liability : No Tax, Cess, and Levy except Services Tax shall be paid to the consultants over their contract amount. In respect of service tax, same shall be paid by the consultant to the concerned department on demand and it will be reimbursed to him by the Engineer-in-Charge after satisfying that it has been actually and genuinely paid by the consultant. Recoveries for Income Tax, education Cess or any other taxes as per prevailing statutory requirements shall be made from the payments made periodically to the consultants.
7. Release/ Uploading of tender through E-procurement website : **22.08.2015**
8. The date and time for download/ encryption of tender document : **w.e.f. 22.08.2015 to 09.09.2015 upto 3:00 PM.**
9. Date of pre-bid conference : **31.08.2015 at 11:00 AM**
10. Last date & time of proposal submission : **09.09.2015 up to 3:00 PM**
11. Date of opening Technical bid : **09.09.2015 at 3:30 PM**

10. EMD : **An EMD of Rs. 25,000.00 (Rupees Twenty Five Thousand only) through ECS/RTGS in account of EE C-5 DUSIB of Central Bank of India, Vikas Kutir ITO New Delhi-110002, IFSC code No-CBIN0283525 and Bank Account No-3420504736.**

PRESS NOTICE



DELHI URBAN SHELTER IMPROVEMENT BOARD

Govt. of NCT of Delhi

Punarvas Bhawan, ITO, New Delhi – 110002

NIEOI No.-- 22/EEC-5/DUSIB/2015-16

EXPRESSION OF INTEREST (EOI) for Empanelment of Consultants for In-situ Development/Rehabilitation of Slum Clusters in Delhi

Delhi Urban Shelter Improvement Board (DUSIB), GNCT Delhi intends to do in-situ development/ rehabilitation of JJ /Slum Clusters in Delhi.

- In 1st Phase, DUSIB has identified some *pilot projects* and for the said purpose intend to Empanel Consultants/Agencies/ Firms registered on Delhi Government e-procurement system maintained by NIC.
- The applicant should be having appropriate experience in the field of urban development, rehabilitation/in-situ Development of Slum Clusters through various financial models including PPP.
- For more details and downloading EOI document, visit the website <http://govtprocurement.delhi.gov.in>
- Pre-bid meeting will be held in the conference room at Punarvas Bhawan DUSIB IP Estate, New Delhi on 31-08-2015 at 11:00 AM.
- The last date of submission of applications is 09-09-2015 upto 3:00 P.M.
- For any query / clarification, please contact Mr. S.K. Mahajan, SE (Coordination) at 09717999247

V.K. Jain, IAS
Chief Executive Officer

DELHI URBAN SLTER IMPROVEMENT BOARD
OFFICE OF THE EXECUTIVE ENGINEER C-5
 01, Kilokari Ring Road, Opp. Maharani Bagh, New Delhi-110014

NOTICE INVITING TENDER/BID
FOR EMPANELMENT OF CONSULTANTS/AGENCIES/FIRMS

The Executive Engineer C-5, DUSIB, GNCTD 01, Kilokari Ring Road, Opp. Maharani Bagh, New Delhi 110014 on behalf of DUSIB, invites **e-tenders**, from the reputed eligible Consultants/ Agencies/ Firms for Empanelment of Consultants/ Agencies/ Firms for In-situ Development/ Rehabilitation of JJ Clusters under DUSIB, GNCT of Delhi. Who are essentially registered on Delhi govt. E-procurement system (<https://govtprocurement.delhi.gov.in>) maintained by **NIC**. The agencies who are not registered with NIC, can get registered themselves on NIC Portal after payment of requisite fee to NIC.

However, **blacklisted and / or those** Consultants/ Agencies/ Firms who have been debarred from future tendering in any Department shall **not be eligible** to e-tender for the Empanelment.

Joint Ventures will not be allowed to Bid.

Name of Work: - Empanelment of Consultants/ Agencies/ Firms for In-situ Development/ Rehabilitation of JJ Clusters under DUSIB, GNCT of Delhi

Brief details of projects:- DUSIB, GNCT Delhi Intends to undertake In-Situ Development/ rehabilitation of JJ /Slum Clusters in Delhi. In 1st Phase, DUSIB has identified 4 Nos. of pockets as pilot projects and to work out Technical feasibility and Financial Viability, DUSIB intend to Empanel Consultants/Agencies/ Firms having appropriate experience in the field of urban development, rehabilitation, in-situ Development of JJ Clusters through various financial models including PPP. For this purpose, DUSIB, GNCT of Delhi intends to prepare a panel of consultants.

Financial Bids shall be invited separately for individual project from the panel.

Earnest money : Rs. 25,000/- through ECS/RTGS in account of EE C-5 DUSIB of Central Bank of India, Vikas Kutir ITO New Delhi-110002, IFSC code No-CBIN0283525 and Bank Account No-3420504736

Tender cost : Rs. 1000/- (Non-Refundable)

Time period : 2 years after date of Successful Empanelment

Release / Uploading of Tender through e-procurement Website **22.08.2015**

Date & time for down load of entire Tender document /encryption w.e.f 22.08.2015 to 09.09.2015 upto 3:00 PM

Date of Pre-bid Conference : Pre-bid conference shall be held in the conference room at Punarvas Bhawan IP Estate New Delhi-110002 **on 31.08.2015 at** 11.00 AM, for answering any queries/clarifications of prospective bidders regarding the bid.

Last Date & Time of Proposal Submission: 09.09.2015 up to 3:00 PM

Date of Opening of Technical Bid : 09.09.2015 at 3:30 PM

(Envelop 1 : Earnest Money and Scanned copy of Documents)

Verification of hard copies of scanned /other documents from originals by Engineer – in – charge & authorized Officer. within 3 Days after opening of the Tender

DUSIB, reserves the right to defer the date of opening of Bid, without assigning any reason thereof. However, official intimation shall be given by the E.E. C-5 through website.

Validity :Bid to remain open for **120 days** from the date of opening of Technical bid.

Eligibility Criteria:

Bidders/Firms who fulfill the requirements as mentioned in the EOI Document shall be eligible to apply.

Simultaneously, Bid documents may be down loaded from above mentioned web site.

The Bidder shall upload the Mandatory scanned copies of following documents along with bid, for determination of Eligibility Criteria

A) Scanned copy of receipt of Tender Cost and Earnest money deposited

B) The technical bid to be submitted as per format of Annexure-B shall comprise the following:

- (i) Letter of transmittal – **Annexure B-1**
- (ii) Details of registration / Turnover / work experience of the firms. – **(Annexure B-2, B-3 and B-4).**
- (iii) Composition of technical/managerial staff their CV and task assigned to them. **(Annexure B-5, B-6 and B-7).**
- (iv) Actual design/detail of anyone major project executed by the bidder.
- (v) Scanned copy for quality (Award and appreciation)

Invitation Of Bids for Empanelment Of Consultants/Agencies/Firms

The Executive Engineer, C-5 DUSIB, GNCTD, 01 Kilocari, Ring Road Opp. Maharani Bagh Delhi-110014 on behalf of the DUSIB, invites e-tenders from the reputed Consultants /Agencies/firms for **Empanelment of Consultants/ Agencies/ firms for in-situ development/ rehabilitation of JJ Clusters under DUSIB, GNCT Delhi.**

1.0 Brief details of projects:-

DUSIB, GNCT Delhi Intends to do In-Situ Development/ rehabilitation of JJ /Slum Clusters in Delhi. In 1st Phase, DUSIB has identified some **pilot projects** and to work out Technical feasibility and Financial Viability, DUSIB intend to Empanel Consultants/Agencies/ Firms having appropriate experience in the field of urban development, rehabilitation, in-situ Development of JJ Clusters through various financial models including PPP. For this purpose, GNCT Delhi intend to prepare a panel of consultants.

Joint venture will not be allowed to bid.

1.1 Eligibility Criteria:-

- The bidder should have had average annual financial turn over (gross) of Rs.25 Crore on consultancy work during the last available three consecutive years (2012-13,13-14,14-15) balance sheets duly audited by Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.
- The bidder should not have incurred any loss in more than two years during available last 05 (Five) consecutive balance sheets, duly certified and audited by the Chartered Accountant.
- Consultants / Agencies /Firms should have minimum 07 years of experience and should have satisfactorily completed consultancy work /Feasibility reports of 3 similar projects each costing not less than Rs. 40 Crores or two similar projects each costing not less than Rs. 60 Crores or One similar projects costing not less than Rs. 80 Crores during last Seven years ending up to 30.07.2015 (The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per Annum, calculated from the date of completion to the last date of submission of bid).

Or

Should have satisfactorily completed 3 similar work projects each having not less than 8000 sqm built up area or two similar projects each having not less than 12000 sqm built up area or one similar project having not less than 16000 sqm built up area, during last 07 years ending up to 30.07.2015.

Further, Any one project including above or separately of value not less than Rs.40 Crore (or 8000 sqm.) should have been executed for Government (Central or State) or regulatory commission or tribunal or statutory authority or public sector entity or multilateral agency such as World bank, IFC etc. " and one project including above or separately of value not less than Rs.40 Crore (or 8000 sqm.) should have been executed for slum rehabilitation/ redevelopment/insitu development or should have prepared slum free city plan of Action of any city as per guidelines of Ministry of HUPA Gol.

- **Similar projects means**

"Feasibility study of Town Planning urban development or Rehabilitation or In-situ development of JJ Cluster.

1.2 To facilitate the preparation of bid, the following documents are enclosed.

- i. Terms of Reference (TOR) - **Annexure-A**
- ii. Format for technical proposal - **Annexure-B**

- 1.3** Information to be furnished by the bidder:
- i. Work experience, financial turnover and other details.
 - ii. Composition of the team personnel, their CV and the task which would be assigned to each team member, details of key personnel & manpower deployment schedule.
 - iii. Actual design/detail of anyone major project executed by the bidder.
 - iv. Presentation on methodology proposed for performing the assignment.
- 1.4 In order to obtain first hand information about the assignment, the local conditions/constraints and the concept of the project considered, it is essential that the consultant appraises himself with the site conditions, local bye-laws and all other relevant information.
- 1.5 A pre-bid meeting shall be held on 31.08.2015 at 11:00 am in the conference hall at Punarvas Bhawan DUSIB IP Estate New Delhi for clarifications, if any, in the documents. Eligible Bidders may submit their written queries to EE C-5 DUSIB, at least 2 days before date of Pre-bid.
- 1.6 At any time before the submission of proposals, the Department/DUSIB may, for any reason, whether at its own initiative or in response to a clarification requested by an invited bidding firm, modify the Documents by suitable amendment. The amendment shall be sent in writing or by facsimile/e-mail to all the firms invited to submit proposal and will be binding on them. The Department may at its discretion extend the deadline for the submission of proposals.

2.0 BID DETAILS

- 2.1 The bid shall be submitted in the prescribed documents.
- 2.2 The technical proposal furnished by the consultant should duly consider the provisions of the TOR and if in the view of the consultant, any further activity/activities are needed, which are essential for accomplishment of the job, the same should also be considered in the technical proposal. Nothing extra will be paid on this account.
- 2.3 The empanelment shall be valid for a period of **2 Years**. The period of validity of the proposal shall be reckoned from date of finalization of empanelment
- 2.4 Earnest Money Deposit (EMD) in prescribed manner as per Notice Inviting Tender**
- 2.4.1 An EMD of Rs. 25,000/- (Rupees Twenty five thousand only) and tender cost of Rs. 1000/- (Rs. One Thousand Only) **through ECS/RTGS in account of EE C-5 DUSIB of Central Bank of India, Vikas Kutir ITO New Delhi-110002, IFSC code No-CBIN0283525 and Bank Account No-3420504736**
- 2.4.2 No interest shall be payable by the department for the earnest money deposit.
- 2.4.3 The EMD shall be forfeited by the department in the following events:
- 2.4.3.1 If the proposal is withdrawn during the validity period or during the extension agreed by the consultant thereof.
 - 2.4.3.2 If the proposal is varied or modified in a manner not acceptable to the department after opening of proposal during the validity period or any extension thereof.
 - 2.4.3.3 If the Consultant tries to influence the evaluation process.
- 2.4.4 EMD of the successful empanelled agencies shall be retained by DUSIB.

3.0 SUBMISSION OF BIDS

- 3.1 Technical bid & Earnest money should be submitted as per E-tender details mentioned in Notice Inviting EOI.

It shall be the responsibility of the bidder to ensure that the bid is submitted in proper manner. **The Technical Bid**, without the prescribed EMD will not be opened and is liable for rejection.

3.2 Technical Proposal

- 3.2.1 The technical bid to be submitted as per format of Annexure-B shall comprise the following:
- (i) Letter of transmittal – **Annexure B-1**
 - (ii) Details of registration / Turnover / work experience of the firms. – **(Annexure B-2, B-3 and B-4).**
 - (iii) Composition of technical/managerial staff their CV and task assigned to them. **(Annexure B-5, B-6 and B-7).**
- 3.2.2 Each CV shall be signed in blue ink by the key personnel and countersigned by the authorized officials of the Firm. Photocopy or unsigned / uncountersigned CVs shall be rejected. Digitalized signatures/ scanned copy of the signatures on CVs of the key personnel duly countersigned by authorized signatory of the lead consultant shall also be acceptable.
- 3.2.3 Each CV shall contain the proof of age and qualification as well as an undertaking from the key personnel about his availability for the duration prescribed in the NIEOI.
- 3.2.4 The key personnel proposed should not have attained the age of 70 years at the time of submitting the proposal.
- 3.2.5 The personnels proposed should possess working knowledge of English Language.
- 3.2.6 At least 25% of the personnels proposed for the project should be under employment with firm(s) on the date of submission of the proposal. Necessary proof in this connection shall be submitted.
- 3.2.7 In case a firm is proposing key personnel from educational / research institutions, a 'No Objection Certificate' from the concerned institution shall be enclosed with his CV.
- 3.2.8 After award of contract the DUSIB expects all of the proposed key personnel to be available during implementation of the contract. The Department/The Board will not consider substitutions during contract implementation except under exceptional circumstances upto a maximum of 25 percent of key personnel (considering equal weightage for each key personnel) and that too by only equally or better qualified and experienced personnel.

4.0 EVALUATION OF BIDS

The technical proposal will be evaluated and marks assigned as per the marking criteria elaborated in the subsequent para.

4.1 Evaluation Technical proposal:-

The competent authority shall evaluate the technical offers based on following criteria and select best proposals as deemed fit by it.

- | | | | |
|------|---------------------------------------------------------------------------------|---|-----------------|
| (i) | Work experience /experience of key Personnel /Turnover etc. | - | 80 Marks |
| (ii) | Presentation on approach to methodology and planning, including financial model | - | 20 <u>Marks</u> |
- (Evaluation of part (i) shall be done by Committee and of part (II) by the Board of Assessors.)

Total

100 Marks

MARKING CRITERIA

(I) Work experience /experience of key personnel/Turnover etc.

(A) For work Experience

The total value of similar works completed during the last 7 years ending last day of the month previous to the one which Applications for empanelment are invited. The value of three similar works completed having highest amount shall be considered and the marking criteria shall be as under:-

- (a) Experience in similar class of works = (i) 60% marks for minimum eligibility criteria
(ii) 100% marks for twice the minimum Eligibility criteria or more
In between (i) & (ii) – on pro-rata basis

The maximum marks in the category are 30.

The firm shall have to submit photographs of projects completed along with other relevant documentary evidence.

(B) Experience of Key Personnel

Sl. No.	Field of Specialization	Desired No.	Max. Marks (Experience)
1	Team Leader/PPP Expert BE/B.Tech (civil) and MBA/Masters in Management or equivalent	1	6.00 marks (minimum experience of 10 years)
2	Architect (B. Arch/ Town Planning or equivalent)	1	4.00 marks (minimum experience of 10 years)
3	Financial Expert MBA (Finance)/CA or Equivalent	1	4.00 marks (minimum experience of 10 years)
4	Marketing Expert MBA (Marketing)	1	4.00 marks (minimum experience of 10 years)
5	Legal Expert LL.B. (Professional) or Equivalent	1	2.00 marks (minimum experience of 10 years)
	Total		20.00

The maximum marks in the category are 20

(C) For average financial turnover for the last 3 years.

- (Total receipts for consultancy jobs only will be counted) = (i) 60% marks for minimum eligibility criteria.
(ii) 100% marks for twice the minimum eligibility criteria or more.
In between (i) & (ii) – on pro-rata basis

Maximum marks in this category are 25

- (D) For quality works (Awards & Appreciation)
- | | | |
|---------------------------------------------------------------------------------|---|---------|
| (a) For international/ National awards | = | 3 Marks |
| (b) For other awards/ appreciations by Govt./ Public Undertaking/crowned bodies | = | 2 Marks |

The maximum marks in this category are 5

- (II) Presentation on Methodology of planning and execution of the work and concept of the proposal including financial model = 20 Marks

(To be assessed by Board of Assessors)

To sum up, following is the criteria for evaluation of 'Technical Bid': -

Sl. No.	Criteria	Maximum Marks	FORM to be submitted
(I)	Work experience /experience of key personnel/Turnover etc.		
(A)	Experience in similar works	30	Annexure B-4
(B)	Experience of key personnel and to be employed	20	Annexure B-2, B-5, B-6 B-7 & B-9
(C)	Turn over	25	Annexure B-3
(D)	Award & Appreciation	5	
(II)	Presentation on		
	Approach to methodology and planning including Financial Model	20	

4.2 Evaluation of Proposal:-

For qualifying the technical bids, the bidder shall have to secure minimum 60% marks in each of the above two groups (i) & (ii) under Clause 4.1 and 70% marks overall.

- 4.2.1 Panel of consultant decided by DUSIB as per requirement shall be framed as per merit list prepared based on marks obtained by the bidders in Technical Bids only. Financial Bids shall be invited separately for individual project from the panel.
- 4.2.2 The department is not bound to empanel all such bidders and reserve the right to amend selection process and also to restrict the number of empanelled consultants. The panel of consultant shall remain valid for **2 years** from the date of formation of successful empanelment

5.0 PRE-BID CONFERENCE

Pre-bid conference shall be held in the conference room at Punarvas Bhawan, IP Estate New Delhi-110002 on **31.08.2015** at 11 AM, for answering any queries/clarifications of prospective bidders regarding the bid.

TERMS OF REFERENCE**1.0 SALIENT FEATURES OF THE WORK**

Name of work: - Empanelment of Consultants/Agencies/firms for in-situ development/ rehabilitation of JJ Clusters under DUSIB, GNCT Delhi.

The empanelment of consultant is for consultancy services required for various upcoming In-Situ Development/rehabilitation of JJ Clusters on various Financial Models.

2.0 ROLE OF THE CONSULTANT

- (i) The Role of the Consultant/Agency/Firm is to provide Consultancy Services for feasibility of the upcoming project allotted to them in future and shall be involved right through the entire duration of the approval of the Preliminary Feasibility Report.
- (ii) The consultant shall prepare/ modify the plan including existing buildings and services if any of whole clusters so allotted.
- (iii) The consultant shall indicate all necessary statutory approvals required to be obtained from all authorities including DUAC, NDMC, Delhi Jal Board, Delhi, Pollution Control Board, Delhi Fire Services, M.C.D./DDA, M.O.E.F., C.G.W.A., Airport Authority, Revenue Authority etc.
- (iv) Sustainable design & green building parameters, as required has to be considered by the consultant.
- (v) The consultant shall have constant and regular interaction with the DUSIB for formulating the philosophy and parameters for preparation of preliminary reports and attend meetings with the department as and when required.
- (vi) The consultant shall have to examine topography of area and the survey of all existing services and other constraints existing in and around the site for augmentation of existing services/ facilities as per site requirement in preliminary reports.
- (vii) The Consultant shall have to perform in an efficient, orderly and professional manner and shall deploy necessary qualified and skilled persons according to the requirement of the services.
- (viii) The consultant shall have to give presentations before DUSIB Authorities or other authorities as decided by DUSIB.
- (ix) The Consultant shall comply with all applicable laws, bye-laws, and statutory provisions etc. in the performance of the consultancy assignment of the project.
- (x) The consultancy services shall be provided through a Team Leader supported by experienced professionals. The Consultant will deploy adequate number of professionals and other staff to deliver the requisite services. The Consultant shall have to submit an Organ gram giving details of proposed Team detailing the roles/work to be performed by each personnel, their tentative duration, inter-relationships of each personnel etc.
- (xi) The Consultant shall submit preliminary technical feasibility report & financial viability report and get the approval of the Department /Board through discussions & presentations. Comments and suggestions or alternate proposal of the client and his representatives shall be evaluated and suitably incorporated till the feasibility report is accepted and frozen.

- 3.0 SCOPE OF SERVICES : To make Preliminary Surveys of the sites for and of the JJ Clusters/Slum area and other data/inputs necessary for a In-Situ Development of JJ Clusters including Rehabilitation at suitable available site with Various Viable Financial Models permitted under rules/Acts.**
- 3.1 Assessment of Technical Feasibility**
Visit the site, carry out initial appraisal, take particulars for site and prepare reports on the condition of site, Indicative Layout Plan showing all proposed buildings and services along with technical feasibility of the project to be prepared.
- 3.2 Assessment of Financial Viability -**
Preliminary cost estimation, financial analysis, assessment of market forces and different Financial Parameters to be considered and viable financial feasibility report to be prepared.
Modifications taking into account the comments and suggestions of the client and Engineer-in-charge shall be made.
- 3.3 Other Services: Other services as required for the study of technical feasibility & financial viability shall be carried out by the consultants.**
- 4.0 The Feasibility report by the consultant shall be the property of DUSIB and will be covered by Intellectual Property Act and will not be divulged / disclosed to anyone.**
-

Annexure - B

FORMATS FOR TECHNICAL PROPOSALS

LETTER OF TRANSMITTAL

To

Executive Engineer,
C-5, DUSIB, GNCTD,
01, Kilokari Ring Road,
Opp. Maharani Bagh,
Delhi- 110014

Sub: - Empanelment of Consultants/Agencies/firms for in-situ development/
rehabilitation of JJ Clusters under DUSIB, GNCT Delhi.

Sir,

I/We have read and examined the complete document including the instructions to bidders, terms of reference and general conditions of the contract and services to be provided during pre-construction stage, construction stage for above-mentioned work.

I/We hereby submit our application on prescribed formats for undertaking the work referred to in the aforesaid documents upon the terms and conditions contained/ referred to therein. I/We agree to abide by and fulfill all the terms, conditions and provisions of the aforesaid documents.

I/We undertake to empanel for the comprehensive consultancy on the terms & conditions of empanelment and to work immediately on receipt of the letter of acceptance and to complete the work within the time frame, as decided by the Chief Engineer.

The offer is submitted as per E-Tendering.

The "Technical Bid" contains the details as per the formats given in **Annexure-B** contains this bid document duly filled in and duly signed by authorized representative.

By virtue of my/our signature below, I/We confirm that to the best of my/our knowledge and belief the information contained in the specified formats, sections thereof and any annexure thereto and all supporting and explanatory information is truthful and exact.

Signature
(In capacity of)
Duly authorized to sign
The tender on behalf of

(Authorized Signatory of consultant)

(Name and Address of Consultant)

Witness

Date:

Address:

Details of Registration of Firm

S.No.	Name of Company / Firm	Type of firm i.e. proprietary, Partnership, Pvt. Ltd. etc.	Date of Inception/ registration number, date and validity	Registering authority

Signature of Bidder(s)

FORM 'A'
FINANCIAL INFORMATION

- I. Financial Analysis: - Details to be furnished duly supported by figures in Balance sheet / Profit and Loss Account for the last five years duly certified by the Chartered Accountant, as submitted by the bidder to the Income Tax Department (copies to be attached).

Years

2010-11	2011-12	2012-13	2013-14	2014-15

- (i) Gross Annual turn-over on **consultancy works**:
- (ii) Profit / Loss

- II. The following certificates are enclosed:
(a) Current Income Tax Clearance Certificate.

or

Income Tax Return for the F.Y. 2014-15.

- III. I/We certify that the firm has never been declared bankrupt or insolvent or blacklisted on any occasion in performance of services.

Signature of Chartered Accountant with Seal

Signature of Bidder(s)

FORM 'B'
DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST SEVEN
YEARS
ENDING LAST DAY OF THE MONTH JULY-2015

S. No.	Name of work / project	Location	Area of the project	Owner or sponsoring organisation	Cost of work in Rs. lacs	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation / arbitration pending / in progress with details	Name and address / telephone number of officer to whom reference may be made (for completion certificate)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

Indicate gross amount claimed and amount awarded by the Arbitrator.

Signature of Bidder(s)

**COMPOSITION OF THE TEAM PERSONNEL AND THE TASK WHICH WOULD BE
ASSIGNED TO EACH TEAM MEMBER****(Details of only key Technical & Managerial Staff need to be given)**

S.No.	Name	Position	Task Assignment
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			

Signature of Bidder(s)

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY TEAM PERSONAL

1. Proposed Position: _____
2. Name _____ of _____ the _____ personal _____ :
3. Date of Birth : _____ (Please furnish proof of age)
4. Nationality : _____
5. Educational Qualifications :
(Summarize college / university and other specialized education of staff member, giving names of college, dates attended and degrees obtained.) **(Please furnish proof of qualification.)**
6. Membership of Professional Societies: _____
7. **Employment Record:**
(Starting with present position, list in reversed order, every employment held. List all positions held by staff member since graduation, giving dates, names of employing organization, title of positions held and locations of assignments. Experience **period of specific assignment must be clearly mentioned**, also give client references, where appropriate).
8. Summary of experience
i. Total experience in the field proposed to be assigned: _____ Yrs.
ii. Responsibilities held during the experience period as per **8 (i)**
9. Permanent Employment with the firm (Yes / No)
If yes, how many years : _____
If no, what is the employment : _____
Arrangement with the firm? : _____
- 10.. Details of the current assignment and the time duration for which services are required for the current assignment.

Certification :

1. I, the undersigned, certify that to the best of my knowledge and belief, this bio data correctly described myself my qualifications and my experience.

Signature of the Person _____

Place _____

Date _____

Signature of the Authorized Representative of the firm _____

Place _____

Date _____

Note: Each page of the CV shall be signed in ink by both the staff member and the Authorized Representative of the firm. Photocopies will not be considered for evaluation.

DETAILS OF KEY PERSONNEL

(To be deployed for this Project. Only regular employers who have been with the bidder of consultant member of the group for at least 6 months should be included. Information should be given separately for each member of the group in case of a joint venture, consortium or partnership. employee of sub-consultants to be employed.

A. Personnel from Consultant's Organization

S.No.	Key position	Name of Staff	Qualification	Years of Experience	Field specialization	Man-Months proposed	Remarks

B. Personnel from Sub-consultant's organization.

S.No.	Key position	Name of Staff	Qualification	Years of Experience	Field specialization	Man-Months proposed	Remarks

- Note :
1. Show personnel (for all areas as mentioned in TOR)
 2. Show duration by solid line for continuous inputs and broken line for staggered inputs considering the present commitments.
 3. Associates, consultant/ key personals if not in house, then prior approval of Chief Engineer 1 will be required before their engagement.

Signature of Bidder(s)

FORM OF AGREEMENT

The agreement made on this.....day of month.....year
 between the CEO/DUSIB, represented by Executive
 Engineer, C-5, DUSIB on the one hand hereinafter known as the Board, which shall include his
 duly authorized representatives and officers of the DUSIB, Government of Delhi and
(name of consultant) on the other hand, hereinafter
 known as the Consultant, a firm carrying the business of rendering consultancy services from
 the premises located..... (address of
 consultant), which includes its authorized representatives, and legal heirs, joint venture partners
 each of which will be finally and severally liable to the President for all the obligations under this
 contract.

1. In consideration of the payment to be decided separately by the department to the consultant, the consultant hereby agrees with the Engineer-in-charge to perform the service in the best professional manner and in conformity with the terms of reference and conditions of this agreement.
2. The following documents shall be part of this agreement
 - (a) Annexure C-1

for the work “**Empanelment of Consultants/Agency(ies)/firms for in-situ development / rehabilitation of JJ Clusters under DUSIB, GNCT Delhi.**”

Dated

(Consultant)

**Executive Engineer,
 C- 5, 01 Kilokari Ring
 Road, opp. Maharani
 Bagh, Delhi-110014
 (For & on behalf of the CEO/ DUSIB)**

1. Witness:

2. Witness:

UNDERTAKING

I/We have read and examined the Technical Bid documents.

I/We hereby tender for the execution of the work consultancy services specified for the CEO (DUSIB), GNCTD within the time specified in the 'Time Frame' for various activities in all respects with the specifications, design, drawings and instructions in writing referred to in Rules and Conditions of contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

We agree to keep the technical bid open for **Two years** from the date of empanelment and not to make any modifications in its terms and conditions.

A sum of **Rs. 25,000.00 (Rupees Twenty Five Thousand Only)** has been deposited in prescribed manner as earnest money. If I/We, fail to furnish the prescribed performance guarantee within prescribed period, I/We agree that the said President of India or his successors in office shall without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely. Further, If I/We fail to commence work as specified, I/WE agree that the said President of India or his successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein. Further, I/We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I/We shall be debarred for participation in the re-tendering process of the work.

I/We hereby declare that I/we shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/we am/are authorised to communicate the same or use the information in any manner prejudicial to the safety of the state.

Dated -----

Signature of Bidder(s)
Postal Address

Witness:
Address:
Occupation: