

**GREATER VISAKHAPATNAM MUNICIPAL CORPORATION,VISAKHAPATNAM**

**GOVERNMENT OF ANDHRA PRADESH, INDIA**

**Rc.No.08/2016-17/RFP/CE/SE(P-I)/EE(PD-II)/GVMC, dt:21-05-2016**

**REQUEST FOR PROPOSAL (RFP)**

GVMC desires to Transaction Advisory Services and invites Request for Proposal (RFP) “**Selection of Transaction Advisor (TA) for Techno-Economic Feasibility Study and Bid Process Management Services for Selection of Private Entity for Development of Purna Market(Market Improvement), Jantha Market, Multi-Level Car Parking Facility, Commercial complexes, Malkapuram Market and any other works specified by GVMC on Public Private Partnership (PPP) Mode at Various Locations in Visakhapatnam City**”.

The detailed RFP including EMD,TOR, Eligibility criteria etc., can be downloaded from website of GVMC [www.gvmc.gov.in](http://www.gvmc.gov.in) from 21<sup>st</sup> May'2016 onwards.

**The last date for submission of bids is 6<sup>th</sup> June 2016 up to 3.00 Pm.**

**For more details contact:**

Greater Visakhapatnam Municipal Corporation

E-mail:commissioner\_gvmc@yahoo.co.in

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Tel No./Fax 0891-2754565

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**Sd-XXX  
Commissioner  
GVMC**



## **GREATER VISAKHAPATNAM MUNICIPAL CORPORATION**

# **REQUEST FOR PROPOSAL**

### **FOR**

**Selection of Transaction Advisor (TA) for Techno-Economic Feasibility Study and Bid Process Management Services for Selection of Private Entity for Development of Purna Market(Market Improvement),Jantha Market,Multi-Level Car Parking Facility, Commercial complexes,Malkapuram Market and any other work specified by GVMC on Public Private Partnership (PPP) Mode at Various Locations in Visakhapatnam City"**

**MAY-2016**

**Project Authority**

**GREATER VISAKHAPATNAM MUNICIPAL CORPORATION**

Tenneti Bhavan, Asilmetta Junction, Visakhapatnam - 530003 (AP).

Ph: 0891-2746300, Fax No.: 0891-2568545

[www.gvmc.gov.in](http://www.gvmc.gov.in)

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<b>SCHEDULE OF TENDER PROCESS</b>	
Event Description	Scheduled Date
Availability of RFP documents on GVMC website <a href="http://www.gvmc.gov.in">www.gvmc.gov.in</a>	<b>21/05/2016 to 06/06/2016</b>
Date of receipt of queries, if any, from the applicants	<b>Before 5.00 P.M. on 27/05/2016 GVMC Main Office, Visakhapatnam.</b>
Due date for Submission of Bids	<b>Dt. 06/06/2016 up to 3-00 P.M.</b>
Date and Time of Opening Bids (Outer Envelope & Envelope-1)	<b>On 06/06/2016 4-00 P.M. or any other date as intimated by GVMC</b>
Opening of Envelope II (Financial Proposal)	<b>Will be intimated to the qualified applicants</b>
Cost of the RFP Document	<b>Rs.10,000/- ( Non Refundable)</b> <i>In the form of Demand Draft drawn in favor of Commissioner, GVMC payable at Visakhapatnam from any Nationalized Banks only.</i>
Earnest Money Deposit (EMD)	<b>Rs. 25,000/-</b> <i>In the form of Demand Draft drawn in favor of Commissioner, GVMC payable at Visakhapatnam from any Nationalized Banks only.</i>

**Contact Persons:**

- (1) Superintending Engineer (Projects): 9848882583  
(2) Executive Engineer (Projects): 7729995934  
(3) CCP (GVMC): 9848308827

### **DISCLAIMER**

1. The information contained in this Request for Proposal document ("RFP") or subsequently provided to Applicants (Firms), whether verbally or in documentary or any other form by or on behalf of Greater Visakhapatnam Municipal Corporation (herein after referred to as GVMC/ The Authority) or any of its employees, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
2. This RFP is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation & submission of their Proposals pursuant to this RFP.
3. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
4. This RFP may not be appropriate for all persons, and it is not possible for the Authority and its employees to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources. Information provided in this RFP to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
5. The Authority and its employees/ advisors make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
6. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP.
7. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
8. The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Consultancy and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

# 1. LETTER OF INVITATION

## 1. LETTER OF INVITATION

To

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Gentlemen,

- 1.1 Greater Visakhapatnam Municipal Corporation (GVMC) intends to engage Transaction Advisor Consultant to assist GVMC for Techno-Economic Feasibility Study and Bid Process Management Services for Selection of Private Entity for **“Development of Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC at proposed various identified locations on Public Private Partnership (PPP) mode in Visakhapatnam City”**. More details on the services required are provided in the Terms of Reference (TOR) of this Request for Proposal (RFP).
- 1.2 Proposal submissions must be received not later than the due date specified in the **“Schedule of Tender Process”** and in the manner specified in the RFP document at the address given below -

**The Commissioner,  
Greater Visakhapatnam Municipal Corporation (GVMC),  
Tenneti Bhavan, Asilmetta Junction,  
Visakhapatnam – 500002, (A. P., India).  
Tele/fax: +91-891- 2568545.**

- 1.3 This RFP has following sections:

Section – 1	Letter of Invitation
Section – 2	Instructions to Applicants
Section – 3	Data Sheet
Section – 4	Preparation, Submission and Evaluation of Proposals
Section – 5	Terms of Reference
Section – 6	Formats for Proposal Submission (Annexures)

- 1.4 The Proposals shall be filled in English and all entries must be typed and written in blue/black ink. Initials of the Authorized representative of the applicant must attest all erasures and alterations made while filing the proposal. Over writing of figures in the Price Proposal is not permitted. Failure to comply with any of these conditions may render the Proposal invalid.
- 1.5 GVMC shall not be responsible for any costs or expenses incurred by the applicant in connection with the preparation and delivery of Proposals, including costs and expenses related to visit the site. GVMC reserves the rights to cancel, terminate, change or modify this procurement /Proposal Process and /or requirements of proposal stated in the RFP, without assigning any reason or providing any notice and without accepting any liability for the same.
- 1.6 The Proposal shall be valid for a period of not less than **180 days** from the Proposal Due Date (the "PDD"). In exceptional circumstances, prior to the expiry of the original proposal validity period, the authority may request the firms to extend the period of validity for a specified additional period. The request for the extension shall be made in writing. However, Firms will not be permitted to modify their submitted proposals.

Date: \_\_\_\_\_

For Greater Visakhapatnam Municipal Corporation

**Commissioner, GVMC**

Seal of Office



## **2. INSTRUCTIONS TO APPLICANTS**

## 2. INSTRUCTIONS TO APPLICANTS

- 2.1 Applicants are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Proposal.
- 2.2 Broad description of the objectives, scope of services, deliverables, and other requirements relating to this Consultancy are specified in this RFP. The applicant firm possessing the requisite experience and capabilities required for undertaking the Consultancy are only invited to participate in the Selection Process individually (the "Sole Firm") and no consortium or Joint Venture (J.V.) is allowed.
- 2.3 Proposals shall be prepared and submitted in the manner elaborated in this RFP as per the formats/annexure provided.
- 2.4 No Applicant or its Associate shall submit more than one Application for the Consultancy.
- 2.5 Any entity which has been barred by any agency of the Central Government, any State Government, any Statutory Authority or any public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal, would not be eligible to submit a Proposal either by itself or through its Associate.
- 2.6 GVMC reserves the right to terminate a firm's participation in the tender process at any time, should GVMC consider that a firm has, without the prior consent, failed to comply with any of the procedures and requirements prescribed in the RFP.
- 2.7 It shall be deemed that by submitting the Proposal, the Applicant has:
- made a complete and careful examination of the RFP;
  - received all relevant information requested from the Authority;
  - accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Authority or relating to any of the matters referred in the RFP;
  - satisfied itself about all matters, things and information, including matters referred herein, necessary and required for submitting an informed Application and performance of all of its obligations there under;
  - acknowledged that it does not have a Conflict of Interest; and
  - Agreed to be bound by the undertaking provided by it under and in terms hereof.
- 2.8 The Authority shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Authority.
- 2.9 The Proposal of a firm shall be liable for disqualification in the event of the following:
- If the firm refuses to accept the correction of errors in its proposal, (or)
  - If the Firm submits a conditional Proposal which would affect unfairly the competitive provision of other firms who submitted substantially responsive proposal and/or is not accepted by GVMC.

## **2.10 QUERIES AND CLARIFICATIONS**

The applicants are requested to study this entire tender document in detail. If the applicants have any queries on the RFP or on the proposed project, they may submit such queries to GVMC in writing on or before the date specified in the “**Schedule of Tender Process**”. Clarifications for all such queries received within the date specified would be provided by GVMC at least three working days before the due date and time of tender submission date. All such queries received and GVMC clarifications shall be uploaded only on GVMC website without identifying the names of the firms.

## **2.11 AMENDMENT TO RFP**

- a. At any time prior to the due date for submission of Proposal, the Authority may, for any reason, whether at its own initiative or otherwise, modify the RFP document by issuing Addendum/ Amendment.
- b. In order to provide the Applicants with reasonable time for taking an amendment into account, or for any other reason, the Authority may, in its sole discretion, extend the PDD.
- c. The above changes & amendments, if any, will be notified only in our website i.e. [www.gvmc.gov.in](http://www.gvmc.gov.in)

## **2.12 CONFLICT OF INTEREST**

- a. The Authority expects that the Consultant provides professional, objective, and impartial advice and at all times hold the Authority's interests paramount, avoid conflicts with other assignments or its own interests, and act without any consideration for future work. The Consultant shall not accept or engage in any assignment that would be in conflict with its prior or current obligations to other clients, or that may place it in a position of not being able to carry out the assignment in the best interests of the Authority.
- b. 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. An Applicant shall be deemed to have a Conflict of Interest affecting the Selection Process, if:
  - i. a constituent of such Applicant is also a constituent of another Applicant; (or)
  - ii. such Applicant or its Associate receives or has received any direct or indirect subsidy or grant from any other Applicant or its Associate; (or)
  - iii. such Applicant has the same legal representative for purposes of this Application as any other Applicant; (or)
  - iv. if a firm is engaged by the Authority to provide goods or works or services and if the Associate/s of such firm is engaged for providing consulting services for the same project and vice versa.

# 3. DATA SHEET

### 3. DATA SHEET

S. No	Key Information	Details
<b>RFP Details</b>		
1.	<b>Project</b>	Selection of Transaction Advisor (TA) for Techno-Economic Feasibility Study and Bid Process Management Services for selection of Private Entity for Development of Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC on PPP Mode in Visakhapatnam City
2.	<b>Authority</b>	Greater Visakhapatnam Municipal Corporation (GVMC)
3.	<b>Project Site Details</b>	Development of Various Projects at the following sites identified namely 1 Purma Market (1.5 Acre) 2. Janatha Market 3.Multi Level Car Parking 4. Commercial Complexes 5.Malkapuram Market6.Any other work specified by GVMC
<b>Proposal Conditions and Evaluation</b>		
4.	<b>Proposal Validity</b>	180 days from the Proposal Due Date (PDD)
5.	<b>Minimum Eligibility Criteria</b>	<ul style="list-style-type: none"> <li>The Applicant firm must have a minimum of <b>10 years</b> of consultancy experience.</li> <li>The Applicant shall have an Average Annual Turnover from consultancy services of not less than <b>Rs. 30 Crores for last three financial years (2013-14, 2014-15 &amp; 2015-16)</b> preceding the Proposal Due Date (PDD) <b>as per the audited balance sheets and as Certified by Chartered Accountant (Annexure A).</b></li> </ul>
6.	<b>Proposal Evaluation</b>	<ul style="list-style-type: none"> <li>Technical and Financial Evaluation of applicants that meets the minimum eligibility criteria will only be undertaken. Applicants not meeting the minimum eligibility criteria are deemed to be disqualified from further tender evaluation process.</li> <li>Technical Eligibility: i) The Firm should have completed Consultancy for PPP/BOOT projects of Minimum 6 projects worth of not less than Rs.25.00 Cr. each project in the last 5 Financial years covering minimum 2 projects in each of the category in annexure-3. ii) Experience Certificates of Government Projects will only be Considered.</li> <li>The Applicant should have a strong consulting and evaluation team with at least <b>6 (six) dedicated individuals from diversified backgrounds as per key personnel proposed for consultancy service.</b></li> <li>The Applicant should have sound <b>experience of working with Municipal Corporations for consultancy work of at least 5</b></li> </ul>

S. No	Key Information	Details
		<p>(five) Infrastructure projects under PPP. Preference will be given to firms having experience of working with GVMC Projects.</p> <p><b>Note:</b> Experience of Government Projects will only be considered.</p> <ul style="list-style-type: none"> <li>Understanding of TOR, Proposed Methodology and Work Plan.</li> </ul>
7.	<b>Criteria for selection of Consultant</b>	<ul style="list-style-type: none"> <li>Applicants who fulfill the Minimum Eligibility and whose <b>Technical Proposals score is 80 marks or more</b> shall qualify for further consideration of opening the financial proposal.</li> <li>The <b>Lowest Financial Bidder</b> among the technically qualified agencies.</li> </ul>
<b>Proposal Submissions</b>		
8.	<b>Outer Envelope</b>	<ul style="list-style-type: none"> <li>Minimum Eligibility Criteria ~ Annexure A</li> <li>Envelope 1 &amp; Envelope 2 as detailed in section 4</li> </ul>
9.	<b>Envelope 1: Technical Proposal</b>	<ul style="list-style-type: none"> <li>Signed RFP document</li> <li>Checklist of Submissions ~ Annexure 1</li> <li>Covering Letter ~ Annexure 2</li> <li>Similar Experience ~ Annexure 3</li> <li>Team Composition as required by RFP ~ Annexure 4</li> </ul>
10.	<b>Envelope 2: Financial Proposal</b>	The Applicants shall be required to submit their Financial Proposals in the format (Annexure 5) as provided in the RFP duly filled and signed.

## **4. PREPARATION, SUBMISSION AND EVALUATION OF PROPOSALS**

## **4. PREPARATION, SUBMISSION AND EVALUATION OF PROPOSALS**

### **4.1 GENERAL**

- a. The firms shall bear all costs associated with the preparation and submission of its proposal, including any site visits, field investigations, data collection, analysis, etc. as also any discussions/negotiations. The authority shall not be responsible or liable for any such costs incurred.
- b. The firms should submit their proposals individually and consortium is not allowed.
- c. Adherence to formats, wherever prescribed, is required. Non-adherence to formats might be a ground for declaring a proposal non-responsive.
- d. All communication and information shall be provided in writing and in English language only.
- e. All communication and information provided should be legible, and wherever the information is given in figures, the same should also be mentioned in words. In case of conflict between amounts stated in figures and words, the amount stated in words will be taken as correct and final.

### **4.2 PREPARATION AND SUBMISSION OF PROPOSALS**

- a. The Proposals shall be prepared in separate envelopes as under.
  - i. OUTER ENVELOPE: Annexure A, Envelope I and Envelope II
  - ii. ENVELOPE I: Technical Proposal
  - iii. ENVELOPE II: Financial Proposal
- b. Annexure-A, Envelopes I and II shall be sealed, signed and placed in the Outer Envelope. The Outer Envelope, containing the said two envelopes (envelopes I & II) along with Annexure A as per Data Sheet shall be properly signed, stamped, sealed and submitted.

*Outer Envelope shall be sealed, labelled as -*

***“Selection of Transaction Advisor (TA) for Development of Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC on Public Private Partnership (PPP) Mode in Visakhapatnam City”***



#### **4.3 SUBMISSIONS IN ENVELOPE - I (TECHNICAL PROPOSAL)**

The Envelope I shall contain the following documents.

- a. Signed RFP document
- b. Checklist of Submissions as per **Annexure 1**
- c. Covering Letter as per **Annexure 2**
- d. **Transaction Advisory Experience of The Applicant:** Details of experience of the firm in TA services in development of Public Private Partnership (PPP) Projects of Multi-Level Parking or other Infrastructure Developmental Projects shall be submitted in the format enclosed as **Annexure 3**. Experience of Associates and JVs are not allowed. The experience is categorized in to three sectors as below:
  - i. TA Experience for Development of *Improvements of Markets, Multi-Level Car Parking Facility, Commercial Complexes* Projects on PPP in India with Urban Local Bodies (ULB's).
  - ii. TA Experience for Development of Urban Transport Projects on PPP in India.
  - iii. TA Experience for development of any other Consultancy Projects on PPP with Municipal Corporations in India (other than i, ii, above).

***Experience of completed TA services will only be considered. Ongoing project experience will not be considered.***

e. **Team Composition:**

The Consultancy Team of Transaction Advisor shall consist of the following key personnel (the "Key Personnel") who shall discharge their respective responsibilities as specified below:

**Key Personnel: PPP Expert.**

Educational Qualification: B.Tech with MBA or CA or MBA or Graduate in law

Essential Experience: Minimum 10 years of project experience

Job responsibilities: He/She will lead, coordinate and supervise the multidisciplinary team, will guide the team in arriving at solutions within the constraints specified in the TOR. Assisting the GVMC in all matters related to the project.

**Key Personnel: Financial Analyst**

Educational Qualification: CA or MBA (Finance)

Essential Experience: 5 years in financial analysis and modeling/ structuring of infrastructure projects, especially in PPP model.

Job responsibilities: He/She will be responsible for financial analysis and Revenue modeling of the project and preparation of bid documents. Assisting the GVMC during the selection of investor

**Key Personnel: Legal Advisor.**

Educational Qualification: Graduate in Law

Essential Experience: Minimum 7 years experience in Legal Advisory Services relating to infrastructure projects, especially in PPP model.

Job responsibilities: He/She will be responsible for preparation of bid documents, drafting the Concession Agreement for the project.

**Key Personnel: Engineer/Architect**

Educational Qualification Graduate in Civil Engineering or Architecture.

Essential Experience: Minimum 5 years experience in analyzing site condition, infrastructure planning and designing of infrastructure requirements and support Services.

Job responsibilities: He/She will be responsible for preliminary designing and layout planning and preparation of indicative Bill of Quantity.

**Key Personnel: Surveyor.**

Educational Qualification: Degree/Diploma Civil Engineering or equivalent Essential Experience Minimum 3 years experience in surveys in infrastructure projects.

Job responsibilities: He/She will be responsible for all kind of surveys i.e contour, topography, soil test and any other surveys/investigations required for the project.

**Key Personnel: Traffic Analyst Expert**

Educational Qualification: Graduate in Civil & Post Graduate in Transportation

Essential Experience: Minimum 5 years experience in preparing projects for Techno-Economic Feasibility studies for Transport projects.

Job responsibilities: He/She will be responsible for Transport analysis of the Projects.

**Key Personnel: Structural Engineer**

Educational Qualification: Graduate in Civil & Post Graduate in Structural

Essential Experience: Minimum 5 years experience in preparing projects for Multi storied Earthquake resistant structures, Parking.

Job responsibilities: He/She will be responsible for structural design of the Projects.

Details of key personnel for engagement in this assignment shall be provided in the format enclosed as **Annexure 4**. The proposed Personnel shall be the existing employee of bidding firm at least for the last three years from the date of proposal submission.

- f. Understanding of Project Terms of Reference, proposed Methodology and Work Plan for completion of assignment as **Annexure 5**.

*Envelope I (Technical Proposal) shall be sealed, labelled as "TECHNICAL PROPOSAL FOR Selection of Transaction Advisor (TA) for Development of Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC on Public Private Partnership (PPP) Mode in Visakhapatnam City"*

#### **4.4 SUBMISSIONS IN ENVELOPE II (FINANCIAL PROPOSAL)**

The financial proposal shall contain the professional fee (price quote) of the firm in Indian Rupees that is inclusive of transport, printing and stationery and all other expenses except service tax. The financial proposal shall be submitted in the format enclosed as **Annexure 6**.

*Envelope II (Financial Proposal) shall be sealed, labelled as "FINANCIAL PROPOSAL FOR "Selection of Transaction Advisor (TA) for Development of Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC on Public Private Partnership (PPP) Mode in Visakhapatnam City"*

#### **SIGNING OF PROPOSALS**

The Authorized Signatory shall sign or initial each page of the proposal documents along with the stamp of the firm. They should also sign & stamp each page of the RFP & return the same along with proposal to GVMC. **Power of Attorney shall be enclosed as proof of Authorization.**

**4.4.1 Submission of Proposals:** Submission of Proposals shall be on or before 06/06/2016 upto 3 pm at SE (Projects-1) office,GVMC.

#### **4.5 OPENING OF PROPOSALS**

- a. Proposals received by the due date and time and in sealed condition will only be considered for opening and evaluation. Proposals other than the above will be summarily rejected.
- b. Firms that submitted the proposals will be duly intimated with the date, time and venue for opening the proposals received as above. Authorized representatives of the participating firms are requested to be present during proposal opening.
- c. The details of the authorized representatives (who choose to attend) present will be recorded.
- d. Name of the firms that submitted the proposals will be read aloud in the presence of firm's representatives and will be recorded.

#### **4.6 OPENING AND EVALUATION OF OUTER ENVELOPE**

- a. Outer Envelope shall be opened and checked for the following and will be recorded accordingly.

- i. Annexure A as per Data Sheet (Minimum Eligibility Criteria) along with supporting documents.
  - ii. Earnest Money Deposit
  - iii. Sealed Envelope I (Technical Cover).
  - iv. Sealed Envelope II (Financial Cover) ~ sealed and stamped
- b. Evaluation of Outer Envelope shall be undertaken only if all the documents are submitted as above.
  - c. Annexure A and supporting documents will be evaluated for Minimum Eligibility Criteria as per the Data Sheet (Minimum 10 years of Consultancy Experience and Average Annual Turnover of Rs. 30 Crores from consultancy in the past three financial years as per the audited balance sheets) in terms with this RFP.
  - d. Proposals meeting the minimum eligibility criteria will only be considered for further evaluation of the Proposals.
  - e. Applicants not meeting the minimum eligibility criteria as above are deemed to be disqualified and will be barred from further evaluation of their tender. No correspondence or representation will be entertained and GVMC's decision will be final in this regard.

#### **4.7 OPENING AND EVALUATION OF ENVELOPE I (TECHNICAL PROPOSAL)**

- a. Evaluation of Technical Proposal will be taken up only if the applicant meets the minimum eligibility criteria as mentioned in the data sheet.
- b. The Envelope - I of the eligible proposals will be opened in the ascending order (1/5, 2/5, etc.) and checked for all the mandatory documents duly signed as per the list provided above and in the prescribed formats. GVMC shall take a decision at its sole discretion with regard to proposals without any of the said documents or documents submitted in any other format other than the prescribed.
- c. The Firm should have Consultancy experience for PPP/other projects of Minimum 8 Multi-Level Parking Complex projects in the last 3 financial years from PDD with minimum 3 different Urban Local Bodies in **Annexure-3(I)**.
- d. Consultancy Experience of at least 1 Urban Transport Project as per Data Sheet of project cost not less than Rs. 200 Crs each in **Annexure-3(II)**.
- e. Consultancy Experience of working with Municipal Corporations of at least 5 Infrastructure Projects under PPP as per Data Sheet in **Annexure-3(III)**. Preference will be given for experience of working with GVMC.
- f. Experience of Government Projects will only be considered. *No project shall be repeated under different categories mentioned above.*
- g. Availability of Consulting Team in **Annexure-4**.

- h. Brief Note on Understanding of TOR, Proposed Methodology and Work Plan for completion of Assignment in **Annexure-5**.

The Technical Proposal will be evaluated on the basis of Applicant's experience, its understanding of TOR, proposed methodology and Work Plan and the experience of Key Personnel. Only those Applicants whose Technical Proposals score **80 marks or more** out of 100 shall qualify for further consideration of opening the financial bids.

The scoring criteria to be used for evaluation shall be as follows

<b>Sr. No.</b>	<b>Parameter</b>	<b>Maximum Marks</b>	<b>Criteria</b>
1	Firms Experience	5	Minimum Consultancy Experience as per qualification criteria
2	Turnover of the firm	10	Average Annual Turnover of last 3 Financial Years as per qualification criteria
3	Eligible Assignment of Multi Level Parking Projects.	25	Experience of Multi Level Parking Complex with Urban Local Bodies as per qualification criteria
4	Experience of Urban Transport Project	5	Experience of Bus/Truck/Railway Station/Airport Development Project as per qualification criteria
5	Experience of Municipal Corporation projects of Infrastructure Projects under PPP	10	06 Marks will be for projects with Municipal Corporation other than GVMC and Additional 04 Marks for GVMC Projects.
6	Experience of the Key Personnel - PPP Expert Financial Analyst Legal Advisor Engineer/Architect Surveyor Traffic Analyst Expert Structural Engineer	30 (6 marks) (4 marks) (3 marks) (4 marks) (3 marks) (5 marks) (5 marks)	The marks for each Key Personnel shall be awarded for the number of Experience and Eligible Assignments the respective Key Personnel has worked on the Eligible Assignments and other similar work in infrastructure sectors as per qualification criteria.
7	Proposed Methodology and Work Plan	15	Evaluation will be based on the quality of submissions and their methodology and work plan.

#### **4.8 OPENING AND EVALUATION OF ENVELOPE II (FINANCIAL PROPOSAL)**

- a. The Envelope II of those Firms that scored a minimum of Eighty (80) marks in the technical proposal (Envelope I) will only be opened.

- b. The price proposals shall be checked for substantial compliance. If the submission is in substantial compliance with the Price Proposal, then, the review and evaluation of the same would be undertaken. If the submission does not satisfy the criteria, the submission will be rejected and such firm will be eliminated from further evaluation process.
- c. **Requirements for Substantial Compliance:** Prior to the detailed evaluation of the Price Proposal, it would be determined whether each Price Proposal:
  - i. Has been properly signed and contains the required representations or commitments;
  - ii. Is presented in a manner that conforms with the requirements of the RFP including the specified format;
- d. **Material Deviation:** A material deviation or reservation is one
  - i. Which affects in any substantial way the requirements of the RFP and performance of the Project; or
  - ii. Which is in-consistent with the requirements of the RFP.
  - iii. Whose rectification would affect unfairly the competitive provision of other competing firms presenting substantially responsive proposals.
- e. **Evaluation:** The financial proposal that has the lowest quote (L1) among all the financial proposals opened will be the successful bidder.

## **5. TERMS OF REFERENCE**

## **5. TERMS OF REFERENCE**

### **5.1 BACKGROUND**

GVMC (Greater Visakhapatnam Municipal Corporation) is the Largest urban local body in the state of Andhra Pradesh, India having a population of about 20.00 lakhs with an area of about 630.00 Sq.Kms.

There are many projects taken up by GVMC earlier worth of around Rs.2000.00 Cr, through various central /state schemes, are under advanced stage of completion.

The city is considered as best Tourist spot with 25.00 Kms. long Beach, Valleys, Parks, etc. It is also industrial city with Steel Plant, HPCL Refinery, Coromandel Fertilizers, etc. The city is also a Port City with 2 ports.

Visakhapatnam is located on the east coast of India, in 17<sup>0</sup>42' North latitude and 82<sup>0</sup>02' East range of hills. Based on topographical conditions, the city and its environs can be divided into four categories viz., Hilly region, Upland tracks, Rolling plains and Plains. The Kailasa and Yarada are the major hill ranges in the city. The Kailasa hill range stretches from Simhachalam to MVP Colony on the north flank of the city. The city, which appears like a small basin, is surrounded by the Yarada hill popularly known as Dolphin's nose (358m) on the side of the Kailasagiri hills on the north, with the Bay of Bengal forming the eastern wall.

The city is experiencing tremendous economic growth. The sectors contributing to city's economic growth are agriculture and fishing (primary sector), large, medium and small scale industries (secondary sector) and services (tertiary sector) that include trade and commerce, transport, telecommunications, management and consultancy services, education, etc.

The city also gained lot importance due its Tourism potential with Beach front, hills etc. The city had a distinction of conducting CII Conference of 2016 in January-16 and also International Fleet Review(IF R) in Feb-16 amid the presence of Hon'ble President of India, Hon'ble Prime Minister and other international delegates. The city is off late gaining lot of importance in I.T, Medical Tourism, Defence etc

Visakhapatnam, sandwiched between the promontory called Dolphin's nose and the Kailashgiri Hills, is one sea together and that makes for a spectacular view from even within the city. The beaches of Visakhapatnam Rama Krishna, Lawson's Bay, Rishikonda and Gangavaram are amongst the best kept secrets of India.



## **5.2 OBJECTIVE**

To cope with increased demand for commuters' *Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC* through Public Private Partnership (PPP) Basis at identified locations of Visakhapatnam City.

Greater Visakhapatnam Municipal Corporation invites Request for Proposal (RFP) from reputed consultancy firms for preparation of Techno-Financial Feasibility Report and Entire Bid Process Management including preparation of concession agreement) Transaction Advisory Services for ***Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes , Malkapuram Market and any other work specified by GVMC*** on Public Private Partnership (PPP) format at identified location of Visakhapatnam city.

The selected Transaction Advisory Agency is expected to provide an Team /Experts to work as a Consultant for GVMC and will have to assist GVMC in Project Development activities as directed by the Commissioner/his authorized representative.

## **5.3 SCOPE OF SERVICES**

**A. The Broad scope of the Transaction Advisor provided by the TA Firm will be -**

### **FEASIBILITY STUDY:**

The objective of this task is to conduct a feasibility study to assess the demand for ***Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC***

The feasibility report would consist of the following –

- Handholding GVMC in day-to-day activities of all PPP/Development projects.
- Identifying new & innovative activities in infrastructure under PPP and prepare necessary conceptual proposals, reports, etc.
- Identifying the possible PPP areas in GVMC and prepare feasibility reports, submission of reports to Government, bidding, evaluation etc. in transparent way.
- Transparent selection of developers & operators for revenue maximization.
- Transparent Selection of Service Providers, O&M Operators, Contractors etc for better management and effective cost of operations to GVMC, where ever there is a possibility.
- Act as a project management agency to advice GVMC from time to time on all matters related to the above.
  
- Based on the demand and costing a preliminary revenue model to be generated to structure the project (development fee, revenue share or space share etc).
  
- Approval from GVMC for the above.

- Assessment of various options like commercial space, other possible revenue generation avenues to improve the financial viability of the project.

### **PROTECT STRUCTURING:**

Based on the outputs of feasibility study and for finalizing suitable project structure, optimal risk allocation to the stakeholders including the operator, government agencies and users needs to be ascertained,

- 1) An evaluation of the various options of contractual structures including analysis of the merits and demerits of each of them,
- 2) Based on the analysis and discussions with the client, a suitable option needs to be recommended.
- 3) The principles of contracting, detailing the roles and responsibilities to be formulated based on the approved project structure

### **PREPARATION OF BID DOCUMENTS & CONCESSION AGREEMENTS:**

The design and preparation of bid documents to procure the Services of an experienced private sector operator will be based on a transparent tendering process.

- ii. The project specifications should be first analyzed to list down the key technical and financial capabilities required from the operator. This would be assimilated to formulate the eligibility criteria for selection of an operator,
- iii. Finalization of the selection criteria. The selection process would be either a single stage process or a 2 stage,
- iv. Preparation of the bid documents based on the approved project structure that would comprise of the request for proposal and the draft contract agreement,
- v. The schedule for the bidding process after discussions with GVMC.

### **BID PROCESS MANAGEMENT:**

Upon approval of the bid documents assist GVMC in the bid process management in accordance with the bid documents for identification of the successful bidder. The activities would be as:

- i. Assist GVMC in drafting the advertisement to be published in news papers to ensure wide circulation and capture the attention of target potential operators.
- ii. Explain the potential operators / contractors & highlight the salient features of the project and invite greater participation from them during the pre bid meeting.
- iii. Assist GVMC during pre-bid meeting with the potential bidders to address the pre-bid meeting queries if any.
- iv. Evaluate the proposals received from the interested bidders strictly as per the terms stipulated in the bidding documents.

v. In consultation with GVMC, shortlist the bidders who qualify as per the evaluation & preparation of a detailed report.

vi. Attend the opening of financial proposals and prepare a final evaluation report and recommendation for award

**NEGOTIATIONS AND SIGNING OF AGREEMENT:**

Assist GVMC in negotiating with the selected bidder, if required, based on the proposal submitted. Preparation of a draft of the notice of award to be issued to the successful bidder.

Preparation of Project Agreement to be entered into between GVMC and the successful bidder based on the proposal and modifications if any agreed to during negotiations.

**B. The above scope of work is detailed as below:**

- 1) Review of the current situation & fixation of Services levels.
  - a. Necessary surveys as detailed in feasibility study
  - b. Market Survey
  - c. Preparation of indicative (conceptual) drawing
  - d. Finalizing the scope for the developer
  - e. Financial Model & packaging of the project
- 2) Finalizing the facilities & infrastructure needed to be provided by the selected developer.
- 3) Preparation of bid document, concession agreement and bid process management
  - a. Assistance to GVMC in Pre-Bid Conference with the prospective developers,
  - b. Evaluation of Technical & Financial proposals
  - c. Evaluation of tender & assistance to GVMC in selecting the bidder
  - d. Finalization of Draft Concession Agreement
  - e. Draft of the letter of Notice of Award.
- 4) Advice GVMC regarding conditions precedent to financial closure.
- 5) All the necessary advisory inputs to ensure completion of bidding process.
- 6) To follow Government of India guidelines, National Building code, DCR, Instruction issued by Govt. of Andhra Pradesh for preparation of Bid Document.

5.4 GVMC expects that the selected TA consultant to advice to in accordance with the model PPP documents of Planning Commission, Government of India, Andhra Pradesh Infrastructure Development and Enabling Act (APIDE) including any other applicable guidelines of Gol and GoAP.

5.5 The TA consultant is also expected to protect the interests of GVMC and Government and specifically address the concerns based on the experiences from the auditing by Comptroller and Auditor General (CAG), etc on similar PPP and other such projects.

5.6 The consultant is expected to have initial understanding of the project by undertaking inception meetings with the authority and other key stakeholders to identify facilities.

- Study the relevant guidelines, schemes of GoI and/or GoAP for their applicability for the proposed projects and also identify any subsidies/ grants, etc. for the proposed project.
- Review available literature, develop concept and identify broad project components and corresponding area requirements and broad estimates.
- Develop approach and methodology along with proposed timelines (based on the initial assessment) to undertake the project development till developer selection.

## **5.7 DELIVERABLES, TIME LINES AND PAYMENT SCHEDULE**

### **A) WORK PLAN:**

The assignment is aimed at selection of a private operator for development of a multilevel parking facility. The time period for the consultancy assignment shall be 12 weeks for the activities 1 to 3 and for others depending upon the floating of tender, their receipt & evaluation.

### **B) DELIVERABLES & TIME FRAME:**

<b>Sr. No.</b>	<b>DELIVERABLES</b>	<b>Time Frame</b>	<b>PERCENTAGE OF PAYMENT (% of quoted Total Consultancy Fee)</b>
<b>A.</b> Feasibility	1 Submission of Techno-Financial Feasibility Report	7 weeks from the date of of the signing of agreement with TA	30%
<b>B.</b> Bid Process Management	2 Submission of Note on Project Structuring	9 weeks from the date of of the signing of agreement with TA	10%
	3 Submission of Request for Proposal (RFP) & Concession Agreement documents	9 to 12 weeks from the date of of the signing of agreement with TA	20%
	4 Submission of EOI cum RFP Evaluation Report	Within 2 weeks of the receipt of EOI cum RFP documents from the tenders.	15%
	5 Submission of Final Concession Agreement & Notice of Award documents	Within 1 Week of completion of the selection of bidder & conclusion of negotiations	25%

## **6. FORMATS FOR SUBMISSION OF PROPOSAL (Annexures)**

**ANNEXURE A (OUTER ENVELOPE)**

**FORM – A: GENERAL INFORMATION**

- i. **Name of the Firm / Company:**
- ii. **Type of Firm / Company** (Proprietary/Partnership, Private Ltd. Co. / Public Ltd. Co. etc):
- iii. **Details of Main Business:**
- iv. **Date of Incorporation/ Commencement of Business:**
- v. **Registered Office:**
- vi. **Postal Address:**
- vii. **Contact Telephone / Fax / email:**
- viii. **Details of Proprietor / Partners / Directors etc:**
- ix. **Details of Contact Person for this RFP** (Give names, office & residence addresses, Telephone, Fax, Email etc.):
- x. **Details of Registration of Firms / Company etc:**
- xi. **Details of Work Experience:**

**Signature of Applicant (with seal)**

\*by a person having necessary  
authorization / power of attorney  
to do so on behalf of the firm /  
company etc

**Note:**

- 1. The above details shall be furnished by individual applicant and by each member in case of the Consortium
- 2. Certified copy of certificates for Date of Incorporation, Commencement of Business shall be submitted. In case of partnership Firm, Certified True copy of the Registration Certificate shall be submitted.

**ANNEXURE A (OUTER ENVELOPE)**

**FORM- B : FINANCIAL CAPACITY**

**Annual Turnover, Profit after Tax Statement of the last three financial years**

(Annual Turnover, Profit after tax statement of the applicant for the last three financial years (2013-14, 2014-15 & 2015-16) to be provided, duly certified by the statutory auditor)

S. No.	Financial Year	Annual Revenue (INR Crore)
1.	2013-14	
2.	2014-15	
3.	2015-16	

Note:

1. The applicant shall submit Audited Balance Sheets/ Annual Reports
2. The annual Turnover data should be certified by a practising Chartered Accountant.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Company seal

Name of Company \_\_\_\_\_

Date \_\_\_\_\_

**Signature of the Chartered Accountant  
with name & registration number**

**Annexure 1**

***Format for***

**CHECKLIST OF SUBMISSIONS IN ENVELOPES I & II**

<b>Sr. No.</b>	<b>Enclosures to the Proposal</b>	<b>Status (Submitted / Not Submitted)</b>	<b>Remarks</b>
1.	Signed RFP document		
2.	Covering Letter (Annexure 2)		
3.	Experience Details (Annexure 3)		
4.	Team Composition (Annexure 4)		
5.	Proposed Methodology & Work Plan (Annexure 5)		
6.	Financial Proposal (Annexure 6)		



**Annexure 2**

***Format for***

**COVERING LETTER (LETTER OF PROPOSAL)**

(On Applicant's Letter Head)

Ref.:

Date:

To,

**The Commissioner,  
Greater Visakhapatnam Municipal Corporation,  
Tenneti Bhavan, Asilmetta Junction,  
Visakhapatnam -530 002  
Tele Fax- +91-891-2568545**

**Subject: Selection of Transaction Advisor (TA) for Techno-Economic Feasibility Study and Bid Process Management Services for Selection of Private Entity for Development of Purna Market, Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC on Public Private Partnership (PPP) Mode in Visakhapatnam City**

Dear Sir,

1. With reference to your RFP Document dated -----, I / We, having examined all relevant documents and understood their contents, hereby submit our Proposal for selection as Transaction Advisor/Consultant (the "Consultant") for the subject project. The proposal is unconditional and unqualified.
2. I/We acknowledge that the Authority 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 Appendices are 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.
3. This statement is made for the express purpose of appointment as the Transaction Advisor/Consultant for the aforesaid Project.
4. I / We shall make available to the Authority any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
5. I / We acknowledge the right of the Authority to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.

6. I / We certify that in the last five 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.

7. I/We declare that:

(a) We have examined and have no reservations to the RFP Documents, including any Addendum issued by the Authority;

(b) I / We do not have any conflict of interest as mentioned in the RFP Document;

(c) I / 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 in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

(d) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of this RFP, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

8. I / 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 in accordance with the RFP document.

9. I/We certify that in regard to matters other than security and integrity of the country, we or any of our Associates 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. I / 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 Associates.

11. I/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 the Authority (and/ or the Government of India) in connection with the selection of Transaction Advisor/Consultant or in connection with the Selection Process itself in respect of the above mentioned Project.

12. I/We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall I/we have any claim or right of whatsoever nature if the

Consultancy for the Project is not awarded to me/us or our proposal is not opened or rejected.

13. I / We agree to keep this offer valid for 180 (One hundred and eighty) days from the PDD specified in the RFP.

14. In the event of my/our firm being selected as the Consultant, I/we agree and undertake to provide the services of the Consultant in accordance with the provisions of the RFP and that the Team Leader shall be responsible for providing the agreed services himself and not through any other person or Associate.

15. I/We have studied RFP and all other documents carefully. We understand that we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of Consultancy.

16. The Technical and Financial Proposals are being submitted in separate covers along with Annexure-A to prove our qualification details. The contents provided in Annexure-A, Envelopes I & II shall constitute the Application which shall be binding on us.

17. I/We agree and undertake to abide by all the terms and conditions of the RFP Document. In witness thereof, I/we submit this Proposal under and in accordance with the terms of the RFP Document.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

(Name and seal of the Applicant)

Annexure 3

Format for Applicant's Experience in PPP Projects

**I. TA EXPERIENCE IN IMPROVEMENT MARKETS, MULTI LEVEL PARKING AND COMMERCIAL COMPLEXES PROJECTS UNDER PPP/BOOT IN INDIA**

S#	Name of Project	Client Details	Project Location	Project Components	Project Cost (Rs. In Cr.)	Document Enclosed as Proof of Experience*
1						

**II. TA EXPERIENCE IN URBAN TRANSPORT INFRASTRUCTURE PROJECTS UNDER PPP/BOOT IN INDIA**

S#	Name of Project	Client Details	Project Location	Project Cost (Rs. In Cr.)	Document Enclosed as Proof of Experience*
1					

**III. TA EXPERIENCE IN DEVELOPMENT OF ANY OTHER INFRASTRUCTURE PPP PROJECTS WITH MUNICIPAL CORPORATIONS IN INDIA (OTHER THAN I & II TABLE)**

S#	Name of Project	Client Details	Project Location	Project Cost (Rs. In Cr.)	Document Enclosed as Proof of Experience*
1					

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

Notes:

**\* The claimed experience shall be supported by work order/ certificates issued by the clients towards documentary evidence.**

**Annexure 4**

**Format for**

**TEAM COMPOSITION ~ DETAILS OF KEY EXPERT**

**1 Proposed Designation of Key Expert:**

**2 Name :**

**3 Date of Birth:**

**4 Nationality:**

**5 Key Expertise:**

**6 Proposed Role/ Responsibilities:**

**7 Educational Qualifications (including Year of Completion):**

**8 No. of Years of Professional Experience:**

Organization	Designation	Period starting from (dd/mm/yyyy)	Ending date (dd/mm/yyyy)	Description of Duties / Job Responsibility

**9 Experience of *Improvement* of Markets, Multi Level Parking and commercial complexes Projects :**

Year of Completion	Project Name	Project Cost (Rs. Mn)	Project Components	Client	Role of Key Expert

**10 Experience of Other Infrastructure PPP Projects:**

Year of Completion	Project Name	Project Cost (Rs. Mn)	Client	Role of Key Expert

**Certification:**

1. I am willing to work on the Project and I will be available for entire duration of the Project assignment as required.
2. I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes my qualifications, my experience and me.

(Signature of the Key Expert)

(Signature of Authorised Signatory)

Date: \_\_\_\_\_

Place: -----

**Note:**

1. The Key personnel's profile shall be restricted to above details only.
2. Use separate form for each Key Personnel

**Annexure 5**

**Format for**

**Proposed Methodology and Work Plan**

The proposed methodology and work plan shall be described as follows:

**1. Understanding of TOR**

The Applicant shall clearly state its understanding of the TOR and also highlight its important aspects. The Applicant may supplement various requirements of the TOR and also make precise suggestions if it considers this would bring more clarity and assist in achieving the Objectives laid down in the TOR.

**2. Methodology and Work Plan**

The Applicant will submit its methodology for carrying out this assignment, outlining its approach toward achieving the Objectives laid down in the TOR. The Applicant will submit a brief write up on its proposed team and organization of personnel explaining how different areas of expertise needed for this assignment have been fully covered by its proposal. In case the Applicant is a consortium, it should specify how the expertise of each firm is proposed to be utilized for this assignment. The Applicant should specify the sequence and locations of important activities, and provide a quality assurance plan for carrying out the Consultancy Services.

**Annexure 6**

**Format for**

**FINANCIAL PROPOSAL**  
**[On the Letter head of the Firm]**

**Date:**

**To,**  
**The Commissioner,**  
**Greater Visakhapatnam Municipal Corporation (GVMC),**  
**Tenneti Bhavan, Asilmetta Junction,**  
**Visakhapatnam - 530 002**  
**Tele Fax- +91-891-2568545**

**Sub: FINANCIAL PROPOSAL for Selection of Transaction Advisor (TA) for Techno-Economic Feasibility Study and Bid Process Management Services for Selection of Private Entity for Development of Purna Market,Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC at Various Locations on Public Private Partnership (PPP) Mode in Visakhapatnam City**

**Sir:**

As a part of the Proposal for providing Transaction Advisor / Consultancy services for the subject Project, we hereby submit the following Professional Fee quotation to the Greater Visakhapatnam Municipal Corporation for all the four locations.

We quote Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_(in words)\_\_\_\_\_) plus applicable service tax towards our Professional fee to be paid as per payment schedule specified in the RFP. The Agency should give break-up cost for the services showing taxes separately in the Annexure 5A. The Lump Sum cost should include everything as per the document.

We abide by the above quote, terms and conditions of the RFP, if GVMC selects us as the TA consultant for this particular project.

We also understand that, in case any difference between the quoted amount in words and figures, the quote in words will be taken as final.

We agree that this offer shall remain valid for a period of one hundred and eighty (180 days) from the Proposal Due Date or such further period as may be mutually agreed upon.

***Yours faithfully,***

\_\_\_\_\_  
**(Signature of Authorized Signatory)**  
**(Name, Title, Address, Date)**



**Note: The financial proposal to be submitted strictly as per the above format. Non compliance to the above format shall disqualify the firm's proposal**

**Annexure 5A**

**Break Down Cost:**

**To,  
The Commissioner,  
Greater Visakhapatnam Municipal Corporation (GVMC),  
Tenneti Bhavan, Asilmetta Junction,  
Visakhapatnam - 530 002  
Tele Fax- +91-891-2568545**

**Sub: FINANCIAL PROPOSAL for Selection of Transaction Advisor (TA) for Techno-Economic Feasibility Study and Bid Process Management Services for Selection of Private Entity for Development of Purna Market, Jantha Market, Multi-Level Car Parking Facility, Commercial Complexes, Malkapuram Market and any other work specified by GVMC at Various Locations on Public Private Partnership (PPP) Mode in Visakhapatnam City - Breakdown Cost**

Sr. No.	WORK PARTICULARS	Fees (in Figures INR)	Fees (in Words INR)
1.	A. Cost of Consultancy for Preparation of Techno-Financial Feasibility Report for Purna Market		Rupees _____ only
	B. Cost of the Consultancy for Bid Process Management, bid evolution and preparation of concession Agreement for Purna Market		Rupees _____ only
2.	A. Cost of Consultancy for Preparation of Techno-Financial Feasibility Report for Jantha Market		Rupees _____ only
	B. Cost of the Consultancy for Bid Process Management, bid evolution and preparation of concession Agreement for Jantha Market		Rupees _____ only
3.	A. Cost of Consultancy for		Rupees _____ only

<b>Sr. No.</b>	<b>WORK PARTICULARS</b>	<b>Fees (in Figures INR)</b>	<b>Fees (in Words INR)</b>
	Preparation of Techno-Financial Feasibility Report for MLCP		
	B. Cost of the Consultancy for Bid Process Management, bid evolution and preparation of concession Agreement for MLCP		Rupees _____ only
4.	A. Cost of Consultancy for Preparation of Techno-Financial Feasibility Report for Commercial Complexes		Rupees _____ only
	B. Cost of the Consultancy for Bid Process Management, bid evolution and preparation of concession Agreement for Commercial Complexes		Rupees _____ only
5.	A. Cost of Consultancy for Preparation of Techno-Financial Feasibility Report for Malkapuram Market		Rupees _____ only
	B. Cost of the Consultancy for Bid Process Management, bid evolution and preparation of concession Agreement for Malkapuram Market		Rupees _____ only
<p><b>Note: 1. Each individual work of above mentioned will be considered separately according to eligibilities.</b></p> <p><b>2. The agency is required to submit the team composition of each job work while submitting their bids.</b></p> <p><b>3. This should be tallied to the Lump sum Financial Offer quoted by the Agency</b></p>			

All the successful agencies of 5 works mentioned above are allowed to take up any other work which is of same nature of 5 works at different sites or any other work specified by GVMC provided that the agency who quotes L1 will be accepted by the committee.

**Note: If any site information will be required by the agency of above works, the same will be given by CCP (GVMC).**

**Yours faithfully,**

\_\_\_\_\_  
**(Signature of Authorised Signatory)**  
**(Name, Title, Address, Date)**

**Note: The financial proposal to be submitted strictly as per the above format. Non compliance to the above format shall disqualify the firm's proposal**