

**VISAKHAPATNAM INDUSTRIAL WATER SUPPLY COMPANY**

**T.N.No.19/2016-17/Director (Technical)/VIWSCO,Dt:23-12-2016**

***Request for Proposal (RFP)***

***“Consultancy services for preparation of D.P.R. for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC***

RFPs are invited from Leading Engineering Consultancy firms for rendering their services for preparation of D.P.R. ***for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC***

The documents containing terms & conditions may be downloaded from website of **www.gvmc.gov.in** from 24-12-2016. Your completed technical and financial proposals must be delivered to the address on or before 3.00 PM on 30-12-2016 ***duly enclosing Demand draft for Rs.10000/- drawn in favour of ‘The CMD, VIWSCO’.***

***For more details contact:***

Visakhapatnam Industrial Water Supply  
Company  
GVMC Main Office,  
Tennati Bhavan,  
Visakhapatnam.

E-mail:segvmcws@gmail.com  
:eewsp2gvmc@gmail.com  
Cell Nos. : S.E(Projects-II) : 9912199298  
EE-(WSP-II) : 9912349473

**REQUEST FOR PROPOSALS**

**CONSULTANCY SERVICES FOR PREPARATION OF D.P.R.**

*For improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC*

**Part I**

**Information to Bidders**

**CONSULTANCY FOR PREPARATION OF D.P.R.**

*For improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC*

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For CMD, VIWSCO

**COVER- 'A' TECHNICAL PROPOSAL**

## **CONSULTANCY SERVICES FOR PREPARATION OF D.P.R.**

***For improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC***

### **1. OBJECTIVE**

The main objective of appointing the consultancy is to prepare a D.P.R. *for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC*

The consultancy firm will be selected based on the quality and cost based selection procedure describe in this document.

#### **1.1 Request for Proposal:**

Technical bids and price bids are invited from reputed Consulting firms with a view to entrust the preparation of detailed project report *for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC.*

The Consulting firm will be selected based on Quality and cost based selection procedure described in this document.

### **2. Eligibility Criteria Technical Bid:**

Sealed bids are invited from interested consulting firms and a two cover system (Technical proposal and Financial Proposals in two separate sealed covers) for Preparation of Detailed Project Report *for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC*

- (i) The bidder should have completed at least one D.P.R. for construction / improvement of storage tank for any Municipal Corporation / Municipality / any irrigation reservoir in any one financial year during the last five years i.e. from 01-04-2011 to 31-03-2016.
- (ii) The Annual turnover of the bidder should not be less than Rs.20.00 Lakhs in any one financial year during the last five years i.e. from 01-04-2011 to 31-03-2016.
- (iii) Joint Venture is allowed.

Your proposal in response could form the basis for future negotiations and ultimately a contract between your firm and the Project Coordinator (the client) may materialize. The contact will be a lump sum contract with payments based on outputs indicated in the subsequent paras.

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Please note that the costs of preparing the proposal and of negotiating the contract, including a visit to the site (reservoir location) and to the Client's offices are not reimbursable as a direct cost of the Assignment. We wish to remind you that in order to avoid a conflict of interest, any firm providing goods, works or services with which you are affiliated or associated may not be eligible to participate in bidding for any additional goods, works or services associated with this assignment unless specifically agreed upon by the Client. This clause will be invoked wherever applicable.

To enable you to submit a proposal, please find enclosed the terms of reference (ToR) for this Proposal. This includes the purpose and scope of the Proposal, the envisaged tasks, the expertise required along with inputs, the outcomes and deliverables and the reporting schedule and timings.

## **II. PREPARATION OF PROPOSALS**

### **Technical Proposal**

1. Format for the technical proposal is in the TOR including the format for CV's which should be followed. The Bidders are expected to examine the documents in detail before submission of proposals.
2. For assignments on a staff-time basis, the estimated number of Professional staff in person months is only indicative. The proposal shall, however be based on the number of professional staff that will be deployed in person months estimated by the firm.
3. A brief description of the firm's organizational setup and an outline of recent experience on assignments of a similar nature. For each assignment, the outline should indicate, inter alia, the profiles and names of the staff provided, duration of the assignment, and firm's involvement.
4. Any comments or suggestions on the terms of reference.
5. A description of the methodology and work plan for performing the assignment.
6. The list of the proposed staff team and specialization, the tasks that would be assigned to each staff member, and their timing. CVs of the proposed professional staff duly signed, should be submitted. Key information should include number of years working for the firm/entity, and level of responsibility held in various assignments during the last ten (10) years due additional weight age will be awarded for professionals having good and relevant experience in the field of summer storage tanks construction.
7. Estimates of the total staff effort (professional and support staff; staff time in man months) required carrying out the assignment, supported by bar chart diagrams showing the time proposed for each professional staff team member.
8. Each key staff proposed shall be associated with only one consultant
9. It is desirable that the majorities of the key professional staff proposed be permanent employees of the firm or have an extended and stable working relation with it.
10. Alternative professional staff shall not be proposed, and only one CV may be submitted for each position.

11. The technical proposal shall not include any financial information.

### **Financial Proposal –**

1. The Costs should be expressed in Indian Rupees only inclusive of all taxes (including social security) as applicable, duties, fees, levies, and other charges imposed under the applicable law, on the consultants, sub consultants, and their personnel.

## **III SUBMISSION, RECEIPT AND EVALUATION OF PROPOSALS**

### **1. Submission of Proposals:-**

Proposals should be submitted in one original document. Proposals must be prepared in indelible ink and be signed by the authorized representative of the Consultants.

All technical proposals shall be placed in one envelope clearly marked "Technical Proposal," and the financial proposals in another envelope marked "Financial Proposals." These two envelopes, in turn, shall be sealed in an outer envelope bearing the Following Information.

Preparation of DPR FOR IMPROVING THE STORAGE CAPACITY OF GOPALAPATNAM AWA IN PAYAKA RAO PETA MANDAL OF VISAKHAPATNAM DISTRICT TO 1.00 TMC.

**And addressed to: The CMD,  
Visakhapatnam Industrial Water Supply Company.**

The RFP documents shall be downloaded from the GVMC Website: //www.gvmc.gov.in/ from 24-12-2016 the Consultants have to submit their sealed Tenders on or **before 30-12-2016, 3.00 PM**, which will be opened at 3.30 PM on the same day at O/o. Director (Technical), VIWSCO, O/o. GVMC, Visakhapatnam, A.P.

Your completed technical and financial proposals must be delivered to this address on or before **3.00 PM on 30-12-2016**

Technical and financial proposals shall be written in English including project /study reports. The Client reserves the right to modify and extend the deadline for the submission of proposals.

Superintending Engineer (P-II), Mobile No. 9912199298  
E-Mail:- sep2gvmc@gmail.com  
Executive Engineer-(WSP-II), Mobile No. 9912349473  
E-Mail:- eewsp2gvmc@gmail.com

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## 2. Bid Evaluation

The technical bids will be evaluated first by the Superintending Engineer (P-II), GVMC prior to opening of any financial proposals. All the technical bids will be evaluated based on their experience. The Superintending Engineer (P-II), GVMC shall carry out its evaluation applying the evaluation criteria:

CV's of the available Team leader/s and key personnel for the proposed study/studies will be rated for item (ii) above in accordance with:

The financial bids will be opened for the bidder who has fulfilled the eligibility in criteria has specified in Technical Bid.

## 3. Negotiations:

The DPR for *improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC* is intended to entrust to qualified bidder based on the above criteria depending on the capability.

The Client will notify the bidder who submitted the highest scoring technical bids and invite them for negotiations. Negotiations will aim to reach agreement and initial a draft contract. Modifications if any will be reflected in the Consultant's financial proposal based on negotiations for that VIWSCO.

Negotiations shall commence with a discussion of the technical proposal, the proposed methodology (work plan), and staffing pattern with suggestions to improve the ToR. Agreement shall then be reached on the ToR, the staffing pattern and the bar charts, which shall indicate the activities, staff engaged and their deployment, their periods in the field and in the home office, staff months, logistics and reporting. Special attention shall be paid to optimizing the required outputs from the Consultants within the available budget to ensure satisfactory implementation of the Assignment. The CMD, VIWSCO / custodian of company funds and is expected to exercise prudence in their expenditure.

Having selected Consultants based on, among other things, an evaluation of proposed key professional staff, the Client expects to negotiate a contract based on the staff named in the proposal. Prior to contract negotiations, the client requires assurances in the form of undertaking from the firm as well as the personnel that the staff members will be actually available for the proposed studies. The client shall not consider substitutions during contract negotiations.

The negotiations shall be concluded with a review of the draft form of the contract. The client and the consultants shall finalize the contracts to conclude negotiations. The assignment will commence on signing of the contract.

## 4. Bid Validity

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The bidders are requested to hold their proposal valid for 30 days from the date of submission, during which time they shall maintain, without change, the personnel proposed for the assignment. The CMD, VIWSCO reserves the right to accept or reject any or all of the bids relating to the studies of the storage tanks. The decision of the CMD, VIWSCO in this regard shall be final and binding on all the bidders. No correspondence will be entertained in this regard. Furthermore, as quality is the principal selection criteria, the client does not bind itself in any way to select the firm offering the lowest prices.

#### **5. Terms of Payment**

Payment shall be regulated in accordance with the payment conditions stipulated in the ToR.

#### **6. Facilities to Be Provided By the Client**

The client will provide the following services to the extent available to the consultant for the duration of the assignment:

Access to the available data including documents, reports, accounts and maps. Permissions to enter works and offices as appropriate and necessary to undertake the proposed study. The consultants shall discuss and highlight the requirements essential for the proposed study to the CMD, VIWSCO or his designate Superintending Engineer (P-II), GVMC.

#### **7. Facilities to be provided by the Consultant**

The consultant shall include in the financial proposal for all items necessary to complete the work and outputs as defined in the ToR. Any other relevant item with the consent of the client in a manner satisfactory to the client for completion of the study.

#### **8. Implementation Arrangements for conducting the Study**

The main agency responsible for this report is the Visakhapatnam Industrial Water Supply Company. The CMD, VIWSCO is responsible for overall supervision of the project and Assistant Engineer appointed by the Commissioner, Greater Visakhapatnam Municipal Corporation will be responsible for day-to-day liaison with the consultants.

The CMD, Visakhapatnam Industrial Water Supply Company will have overall responsibility for appointing consultants including monitoring and approving their work. While the CMD, Visakhapatnam Industrial Water Supply Company will facilitate the work of the consultants, the consultants will also be responsible for obtaining approval from the relevant utility line agencies if required - i.e. in particular ULB/UDA/Police/ Telephones/Electricity /R&B/ PR/ Transport/ Highways/RTC /Railways/Revenue Depts. etc. The CMD, Visakhapatnam Industrial Water Supply Company will inform about this study and the role of the consultants. However, the

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consultants should contact the Visakhapatnam Industrial Water Supply Company themselves to ensure liaison with the GVMC / VIWSCO Dept. Officers like Assistant Engineers.

The consultant shall report to the CMD, Visakhapatnam Industrial Water Supply Company and liase closely with appointed counterpart officers in Greater Visakhapatnam Municipal Corporation / Visakhapatnam Industrial Water Supply Company. The consultant shall keep the CMD, Visakhapatnam Industrial Water Supply Company fully informed at all times, and should liase closely with all other relevant State/Central/municipal agencies involved in the project.

## **9. Suggestions by the Consultant**

The consultant is requested to make any suggestions for improvements to the ToR in the technical proposal. The financial implications, if any, of these recommendations should be indicated in the financial proposal.

## **V. AWARD OF CONTRACT.**

The contract will be awarded following negotiations.

The firm is expected to commence the assignment on the date and location intimated separately.

## **VI. CONFIDENTIALITY**

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

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**APPENDIX A**

**3. TECHNICAL PROPOSAL – STANDARD FORMS**

- 3A. Technical Proposal submission form.
- 3B. Firm's references.
- 3C. Comments and suggestions on the Terms of Reference and on data services, and facilities to be provided by the Employer.
- 3D. Description of the methodology and work plan for performing the assignment.
- 3E. Team composition and task assignments.
- 3F. Format of Curriculum Vitae of proposed professional staff.
- 3G. Time schedule for professional personnel.
- 3H. Activity (work) schedule.

**3A. TECHNICAL PROPOSAL SUBMISSION FORM**

[Location, Date]

From: (Name of Firm)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To:

The CMD,  
Visakhapatnam Industrial  
Water Supply Company,  
Tennati Bhavan,  
Visakhapatnam

Sir,

Sub : Consultancy Services for preparation of DPR for the prioritized projects *for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC* - Technical Proposal.

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We, the undersigned, offer to provide the consulting services for the above in accordance with your request for Proposal dated on 24-12-2016 and our Technical and Financial Proposal. We are hereby submitting our Proposal which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

If negotiations are held during the period of validity of the Proposal, i.e., before 3.00PM on Dt:- 30-12-2016, we undertake to negotiate on the basis of the proposed staff. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

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

We remain,

Yours sincerely,

Authorized Signatory Signature:

Name and Title of Signatory:

Name of Firm:

Address:

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**3B. FIRM'S REFERENCES**

Relevant Services Carried Out in the Last Five Years

Relevant Services Carried Out in the Last Five Years That Best Illustrate Qualifications Using the format below, provide information on each reference assignment for which your firm/entity, either individually or as a corporate entity or as one of the major companies within an association, was legally contracted.

Assignment Name:		Country:
Location within Country:		Professional Staff Provided by Your Firm/entity (profiles):
Name of Employer:		No. of Staff:
Address:		No. of Staff-Months; duration of assignment:
Start Date (Month/Year):	Completion (Month/Year):	Date
		Approx, Value of Services (in Rs)
Name of Associated Consultants, if any:		No. of Months of Professional Staff, provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:		
Narrative Description of Project:		
Description of Actual Services Provided by Your Staff:		

Firm's Name: \_\_\_\_\_

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**3C. COMMENTS AND SUGGESTIONS OF CONSULTANTS ON THE TERMS OF REFERENCE AND ON DATA, SERVICES AND FACILITIES TO BE PROVIDED BY THE EMPLOYER**

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**On the Terms of Reference:**

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

**On the data, services, and facilities to be provided by the Employer**

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

**CONSULTING FIRM'S NAME:**

**3D. DESCRIPTION OF THE METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT**

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**3E. TEAM COMPOSITION AND TASK ASSIGNMENTS**

**1. Technical / Managerial Staff**

S.No.	Name	Position	Task
1.			
2.			
3.			
4.			
..			
..			

**2. Support Staff**

S.No.	Name	Position	Task
1.			
2.			
3.			
4.			
..			
..			

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3F. Format of Curriculum Vitae (CV) For Proposed Professional Staff

Proposed Position: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Name of Staff: \_\_\_\_\_

Profession: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Years with Firm /Entity: \_\_\_\_\_ Nationality: \_\_\_\_\_

Membership in Professional Societies:

\_\_\_\_\_  
\_\_\_\_\_

Detailed Tasks Assigned:

\_\_\_\_\_  
\_\_\_\_\_

**Key Qualifications:**

*[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page.]*

**Education:**

*[Summarize college/university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.]*

\_\_\_\_\_  
\_\_\_\_\_

**Employment Record:**

*[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and Employer references, where appropriate. Use about three-quarters of a page.]*

\_\_\_\_\_

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**Languages:**

[For each language indicate proficiency: excellent, good, or poor; in speaking, reading and writing]

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**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

\_\_\_\_\_ Date: \_\_\_\_\_  
[Signature of staff member and authorized representative of the Firm]  
Day/Month/Year  
**Full name of staff member:** \_\_\_\_\_

**Full name of authorized representatives:** \_\_\_\_\_

**Note:** CV of each individual should be signed in original by the respective staff member along with the date and endorsed by the authorized representative of the lead firm.



**3G. TIME SCHEDULE FOR PROFESSIONAL PERSONNEL**

S. No.	Name	Position	Reports Due / Activities	Months (in the form of a Bar Chart)						Number of Months
				1	2	3	4	5	6	

Full-time: \_\_\_\_\_  
 Reports Due: \_\_\_\_\_  
 Activities Duration: \_\_\_\_\_

Part-time: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 (Authorized Representative)  
 Full Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Address: \_\_\_\_\_

**3H. ACTIVITY (WORK) SCHEDULE**

**A. Field Investigation and Study Items:**

S.No.	Item of Activity (work)	Month wise Program (in form of Bar Chart) [1st, 2nd ,etc. are months from the start of assignment]					
		1st	2nd	3 <sup>rd</sup>	4th	5th	6th
	_____						
	_____						
	_____						
	_____						
	_____						

**B. Completion and Submission of Reports**

Reports: *	Programmed: (Date)
1. Inception Report and Detailed Work Plan	
2. Concept Report	
3. Draft Final Report	
4. Final Report	

\* MODIFY AS REQUIRED FOR THE ASSIGNMENT

(Consultants will indicate as per the requirement)

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## **TERMS OF REFERENCE**

### **1. OBJECTIVE**

The main objective of the consultancy is to prepare a D.P.R. *for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC*

### **2. SCOPE OF SERVICES**

- The Consultant should take up detailed investigation of the reservoir and feeder channels
  - The Consultant should take up the design of reservoir and feeder channels.
  - The consultant should design the head works as well as CM and CD works across the feeder channels.
  - The consultant should prepare the cost estimates with the current CSSR 2015-16.
  - The consultant should prepare and submit the Detailed Project Report for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC.
- The designs shall be in compliance with the relevant Indian Standards (as amended up to date, with all correction slips) and CPHEEO manual. Wherever such standards are not available, appropriate standards shall be followed after discussions with the VIWSCO / GVMC Engineers.
  - For any studies and assessments, the required equipment / tools / logistics shall be arranged by the consultants themselves.
  - The consultant shall be wholly responsible for all the details of the proposal, the physical and site conditions, the execution methodology etc. All data utilized in preparation of the proposal shall be presented indicating the sources of the data and also the basis of assumptions, if any. The consultant shall be responsible for all the data or designs and drawings given by them.
  - The Scope will include completion of planning exercise and preparation of Detailed Project report and getting it cleared by the VIWSCO, GVMC and the Government of Andhra Pradesh and necessary procurement documentation.
  - As part of the Inception Report, the consultants shall develop the overall structure of outputs and inter linkages between them. As the work progresses, the consultants shall also prepare the Table of contents of the reports and get that vetted by the concerned SE (P-II) , GVMC.
  - All documentation for obtaining permissions from all the departments where ever required shall be prepared by the consultant, and necessary assistance will be provided by the client. The VIWSCO will obtain the permissions. The consultant shall assist the GVMC / VIWSCO Engineers in obtaining technical sanction from competent authorities.

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### **3A. Reviewing the Existing Situation and undertaking assessments**

The consultants would review the present situation of the VIWSCO and analyze the current strengths and weaknesses for providing efficient water service.

#### **3.A.Information Collection:**

Collect and present the Information on the Existing situation:

- a) Demand and availability of water, water resources, source sustainability, conditions on water draws, alternate vendors/sources used by the beneficiaries;
- b) Infrastructure to serve the demands, along with key system components to maintain it efficiently,
- c) Status of existing assets and their rehabilitation needs;

**Main Output:** The Main output of this exercise is a report on Existing Situation, Identified Priority interventions (with their procurement and implementation plan), Planning Parameters and Design Basis to be considered in further designs, drawing upon these assessments.

There are some specific assessments to be undertaken as indicated in Section 3.A.2 below, the required outputs of which are indicated there-in.

### **3B.Feasibility Analysis and Detailed Planning**

Based on the information collected in the preceding phase, Plan the capital improvements to meet the desired service levels. Ensure that there is adequate focus on rehabilitation and strengthening as feasible, while opting for new investments.

Before proceeding with detailed designs, analyze the feasibility of options/alternatives looking from various analyses: technical, environmental, social (including resettlement and rehabilitation), financial and economic. Prepare concept plans highlighting possible options, benefits and impacts, drawings and preliminary costs, with a recommendation on the preferred option. Identify Short Term/Immediate, medium and long term investment plans for improvement of water supply,

Once the option and phased improvement plan is agreed with the client, undertake preliminary and detailed designs and finalize the respective analyses for that option.

Prepare cost estimates, contract packages, bid documents, procurement, implementation and O&M plans. Prepare strategies/practical plans for monitoring of progress of procurement, implementation and O&M. Finalize the Detailed Project Reports with all this information.

**3B.1. Surveys, investigations and tests required:**

The list of Surveys, investigations and tests required and their scope is in Annex-2.

**3.B.2. Detailed Designing, Procurement and Implementation Planning**

For the final option, prepare detailed engineering designs, drawings, Bill of Quantities (BoQs) and tender documents.

- a) *Designs*: Design the civil structures based on computerized structural analysis. Designs shall follow the latest Indian Standards with amendments. The consultants have freedom to choose the type of sub structure and superstructure provided code specification/CPHEEO stipulations agreement. The drawings and designs shall include a general arrangement drawing and detailed drawings of all components in appropriate size A0-A3. The level of detailing shall be such as to enable check of conformance with provisions of Indian Standard / Other Codes, including detailed construction drawings and bar bending schedules. Define the specifications followed for each of the components.
- b) *Cost Estimates*: For the final project, prepare detailed items and quantity schedules and cost estimates based on the market rates. Prepare detailed cost estimates item wise (AP PWD / PHED Schedule of Rates), with necessary road restoration charges wherever needed. For items not covered under schedule of rates, market rates are to be assessed. There should not be any lump sum items in the bill of quantities. Provide unit costs of various infrastructure components based on the estimated costs.

Assist the municipality in getting administrative/technical sanction for the estimates from the competent authorities.

- c) *Contract Packaging, Procurement Planning and Bid Documents*: For the identified works, define feasible contract packages, prepare procurement plans as per the Project Standard requirements, and prepare draft bid documents in the World Bank prescribed format.
- d) *Implementation Plan*: Prioritize the actions into Short, Medium and Long term actions. Prepare an implementation schedule for these. Draw up project budget with monthly targets, furnish network analysis such as CPM/PERT by using MS Project/Prima Vera software package for purposes of effective project monitoring and regular reports. Give due considerations to the permissions / clearances required from various

authorities, time required for supply of material (considering material availability constraints, manufacturing and supply periods etc).

Plan to ensure that R&R actions are implemented before commencement of works.

Propose strategies for monitoring of implementation and contract management. Highlight focus areas for close monitoring in terms of quality control / implementation progress.

While proposing the specifications for construction / implementation, consider new construction technologies, Trench less technology / Micro-tunneling, better pipe laying and plumbing techniques, etc.

**Output:**

The outputs of this exercise are:

- Feasibility and Concept Plans;
- Detailed Project Report with all the information above, supplemented with drawings, other supplementary reports as required.

**4. Schedule of completion of tasks**

The total contract period is of three months period, Specific timelines are the following:

a) Existing Situation and Design Basis Report	.....	15 days
b) Feasibility analysis and concept plan	.....	15 days
c) Detailed designs, estimates and Bid documents	.....	30 days

If any items mentioned above does not cover under scope of DPR Preparation of levels of ground as per standards duly considering 150 to 200 M development from the existing developed location they may be treated as redundant items.

**5. Data, services and facilities to be provided by the client**

Assistance for obtaining FMB sketches and adangal for preparing land plans from the land survey department will be given by the client.

**6. Final Outputs (drawings, reports etc.) to be furnished by the consultant**

**a. Existing Situation and Design Basis Report, Priority Interventions, Procurement Documents for Priority Interventions**

Based on the understanding developed on the existing system through studies and assessments, present the existing situation; and develop the Basis of Designs and planning parameters.

**b. Feasibility and Concept Plan**

Results of Feasibility analysis for various options, along with Environmental and Social Screening, documentation of stakeholder consultation, preliminary costs; Concept Plan of preferred option supported by justification, drawings and costs.

**c. Detailed Designs and Estimates and Bid Documents**

Detailed designs for the finalized plan, detailed cost estimates, with supplementary reports, drawings, IEC material, procurement and implementation plans including timeline of R&R actions to be taken before commencement of works, EAs, EMPs and RAPs, project monitoring plans.

Identify the priority interventions with their costs for the immediate term, that will give maximum benefits to the ULB with reasonable cost and time. Provide a procurement and implementation plan for these along with bid documents.

**7. The Consultant should get the DPR approved by VIWSCO / APUFIDC / CE,CDO, Water resources department and any other funding agency.**

**8. List of key professionals position whose CV and experience would be evaluated:**

Sl.No	Key Position	No. of persons	Area of specific Expertise desired	Minimum qualification and Professional Experience desired
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1	Project Manager (Team Leader)	1	In designing Water storage reservoirs / Irrigation reservoirs	A post graduate degree in Civil Engg. with about 5 years experience Or A graduate in Civil Engg. With about 10 years experience.
2	Project Engineer (Civil) (Water Supply)	1	In designing Water storage reservoirs / Irrigation reservoirs	A graduate in Civil Engineering with about 5 years experience.
3	Project Engineer (Civil) (Water resources/Hydrology)	1	In the field of Hydrology, water resources and Hydrogeology, with exposure to assessment of potential of water sources.	A graduate in Civil Engg. with about 5 years experience
4	Project Engineer (Elec/Mech)	1 or 0	Experience in selection and installation of pumps electrical panel boards etc. and erection works, with exposure to Energy Audit studies.	A graduate in Electrical/Mechanical Engg. With about 5 years

**9. Schedule of Payment:**

S. No.	Activity	%age of payment
1.	Submission of report on Existing Situation and Design Basis Report	<b>10% of contract amount</b>
2.	Submission of feasibility analysis and concept plan	<b>15% of contract amount</b>
3.	Detailed designs, estimates and Bid documents	
	<b>a)</b> on approval of draft DPR	<b>20% of contract amount</b>
	<b>b)</b> on approval of final DPR by funding agency	<b>55% of contract amount</b>

**10. Submission of reports:** Hard copies of all reports namely Design basis report, feasibility analysis and concept plan and Detailed Designs, estimates and bid documents shall be submitted in 6 (six) copies along with soft copy.

The information pertaining to the scheme submitted by the consultant belongs to the VIWSCO and shall not be utilized for any other purpose without permission of the VIWSCO.

11. The bill of quantities furnished by the consultant in the DPR shall not vary more or less than 15% during actual execution otherwise the consultant will be black listed.

## **Annexure - I**

### **Surveys, investigations and tests required and their scope**

#### **a. Data**

The details given in the technical conditions and specifications taken in conjunction with the study, is only a reasonable preliminary basis. The nature of the overall contract is such that after the proposal, the consultant shall be wholly responsible for all the details of the proposal, the physical and site conditions, the execution methodology etc. All data utilized in preparation of the proposal shall be presented indicating the sources of the data and also the basis of assumptions, if any. The consultant shall be responsible for all the data designs, and drawings given by them.

#### **b. Survey and Analysis**

The consultant shall conduct his own studies and prepare estimates based on schedule of rates specified by Government but updated to reflect actual market conditions wherever necessary. The VIWSCO and GVMC shall not be responsible (except as to risks specifically accepted under the conditions of contract) for the validity of the project details and designs and estimates.

#### **c. Project site survey and Stakeholder Consultations**

The VIWSCO shall indicate the Project sites and their measurements. The consultant shall be responsible for its verification. The consultants shall be responsible for carrying out the survey to determine the losses of water in the system and the condition of the pipes. The consultant shall be responsible for carrying out consultations with stakeholders who are likely to be affected by the potential sub-projects and documenting these consultations, including positive and negative responses to the proposed works.

#### **d. Soil Investigation and Tests**

Soil tests as per relevant IS/IRC Standards have to be done by consultants to arrive at design parameters for the formation and safe bearing capacity. At locations proposed for important installations such as Head works, Earth Dam (Bund section), CM&CD works at least one bore hole for every such installation, should be made to determine the SPT N values at depth specified in the relevant IS codes. Soil samples taken from boreholes should be visually classified, index properties determined and presented in along with the final report. These boreholes should be normally taken to a depth whose N value is greater than 100 plus a further 3m depth (to account for any drastic fall in N value below these strata.). The subsurface water at each borehole be sampled and a chemical analysis carried out, to recommend appropriate cement/admixture for use in concrete mixed for the foundations. Recommendations of a geo-technical expert should be furnished in the soil report and should cover aspects e.g., appropriate soil stabilization measures if required, bearing capacity of the founding strata.

- I) Carry out site surveys including taking levels with a view to fix alignment of pipelines / feeder channels and decide on introduction of additional facilities/engineering parameters.
- II) Test the quality of water of the sources to find out the degree of treatment required.
- III) Carryout site evaluation analysis based on borehole data and soil test.

### **Annexure II**

Guide lines for preparation and submission of Detailed Project Report of Water storage improvement of the reservoirs may be obtained from

[www.urbanindia.nic.in](http://www.urbanindia.nic.in)

### **Annexure III**

Check list for submission of Detailed Project Report of Water storage improvement of the reservoir may be obtained from

[www.urbanindia.nic.in](http://www.urbanindia.nic.in)

**COVER 'B' FINANCIAL PROPOSAL**

**APPENDIX B**

**4. FINANCIAL PROPOSAL – STANDARD FORMS**

4A. Financial Proposal submission form.

**4A. FINANCIAL PROPOSAL SUBMISSION FORM**  
**[Location, Date]**

From: (Name of Firm)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

To:

The CMD,  
 Visakhapatnam Industrial  
 Water Supply Company  
Tennati Bhavan,  
Visakhapatnam.

Sir,

Sub : Consultancy Service for preparation of DPR **for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC** - Financial Proposal.

--- XXX ---

We, the undersigned, offer to provide the consulting services for the above in accordance with your Request for Proposal date 24-12-2016 and our (technical and Financial Proposals). We submit our financial proposal as follows:

Sl. NO.	Description	Job	Percentage on cost of DPR in figures	Percentage on cost of DPR in words
1.	Preparation of DPR <i>for improving the storage capacity of Gopalapatnam Awa in Payakaraopeta Mandal of Visakhapatnam District to 1.00 TMC</i>	1 Job		

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal, i.e., 30-12-2016.

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

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

	Yours sincerely,
Authorized Signatory Signature: Name and Title of Signatory: Name of Firm: Address:	

Consultant

For CMD, VIWSCO