

**Memo No.: 29/MA/AMRUT/P-81/2018      Date: 24.04.2020**

## **NOTICE INVITING e-TENDER**

**Tender No.: MA/AMRUT/2020-21/01**



*Name of the Work:*

*“Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) & Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation & Maintenance of 17 Identified Water Supply Systems”*

*Request  
for Proposal (s)*

*Office of the State Mission Director, AMRUT  
Institute of Local Government & Urban Studies (ILGUS Bhavan)  
HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
West Bengal 700106*

*April 2020*

# *I. Disclaimer*

Information provided in this RFP to the Employers is on a wide range of matters, some of which depends upon interpretation of law. Department of UD &MA Dept. accept no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein. Department of UD &MA Dept. accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Employer upon the statements contained in this RFP.

This RFP document is not an Agreement. The purpose of this RFP document is to provide the winning Bidder with information to assist the formulation of their Bid submission. This RFP document may not be appropriate for all persons and it is not possible for Department of UD &MA Dept. and their employees or advisors to consider the investment objectives, financial situation and needs of each Bidder. Certain Bidder may have a better knowledge of this proposed Project than others. Each recipient must conduct their own analysis of the information contained in this RFP document and is advised to carry out their own investigation into the proposed project, the legislative regulations which apply to the proposed Project and seek their own professional advice on the legal, financial, regulatory and taxation consequences of entering into any agreement relating to the proposed Project. The issue of this RFP does not imply that the Department of UD &MA Dept. is bound to select any Bidder or to appoint the Selected Bidder, as the case may be.

The Department of UD &MA Dept. and their employees and advisors make no representation or warranty and shall incur no liability under the Law of Contract, Tort, the Principles of Restitution for unjust enrichment or otherwise for any loss, expense or damage, accuracy, reliability or completeness of the RFP document, which may arise from or be incurred or suffered in connection with anything contained in this RFP, any matter deemed to form part of this RFP document, the award of the Project, the information and any other information supplied by or on behalf of the Department of UD &MA Dept. or their employees, any consultants or otherwise arising in any way from the selection process for the Project.

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### III. Abbreviation

Sr. No.	Abbreviation	Expansion
1.	JV	Joint Venture
2.	LoA	Letter of Award
3.	LOI	Letter of Intimation
3.	ToR	Terms of Reference
4.	O & M	Operation & Maintenance
5.	ITB	Instruction to Bidders
6.	AMRUT	Atal Mission for Rejuvenation & Urban Transformation Scheme
7.	UD &MA Dept.	Urban Development & Municipal Affairs Department
8.	MED	Municipal Engineering Directorate
9.	KMDA	Kolkata Metropolitan Development Authority
10.	ILGUS	Institute of Local Government and Urban Studies
11.	SMD, AMRUT	State Mission Director.
11.	SCADA SYSTEM	Supervisory Control & Data Acquisition System
12.	WSS (s)	Water Supply Systems
13.	WTP (s)	Water Treatment Plant (s)
14.	ULB (s)	Urban Local Bodies (s)
15.	TPA (s)	Third Party Agency (s)
17.	TC (s)	Technical Consultant (s)
18.	GCC	General Conditions of Contract
19.	SCC	Specific Conditions of Contract
20.	SoW	Scope of Work
21.	PPP	Public Private Partnership
22.	PPP (P)	Public Private People Partnership
23.	HAM Model	Hybrid Annuity Model
24.	PRC	Project Review Committee
25.	NCB	National Competitive Bidding
26.	TIA	Tender Inviting Authority
27.	TS	Technical Score
28.	FS	Financial Score
29.	I/ Os	Input & Output
30.	CPHEEO	Central Public Health and Environmental Engineering Organisation.

# *1. Notice Inviting Request for Proposal (s) & Invitation to Bidders*

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*Office of the State Mission Director, AMRUT  
Institute of Local Government & Urban Studies (ILGUS Bhavan)  
HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
West Bengal 700106*

**Memo No.: 29/MA/AMRUT/P-81/2018      Date: 24.04.2020**

**1.a. Invitation to the Entities/ Bidders:** Notice inviting for online e- tender submission from reputed Technical Consulting firm/Joint Venture (JV partner needed for Legal advisory only) from the Tender Inviting Authority, in this Request for Proposal (s), having experience and acumen in work as noted hereunder from inception to completion of the *Project Titled “**Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) & Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation & Maintenance of 17 Identified Water Supply Systems**”*, categorized into four packages respectively given in Section 1 of clause 1.b. of this RFP.

A Bidder may be a private entity, government-owned entity, or any combination of them with a formal intent to enter into an agreement or under an existing agreement to form Joint Venture (in case of Legal advisory).



### 1. b. Project Highlight:

<b>Sl. No.</b>	<b>Name of the Work</b>	<b>Earnest Money Deposit (Rs.)</b>	<b>Project Costs (Rs.)</b>	<b>Period of Completion</b>
1.	<i>“Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) &amp; Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation &amp; Maintenance for <u>Berhampore, Katwa, Kalna and Dhulian Water Supply Systems</u>”</i>	50,000 /- only per package as initial EMD for participation of the bidder.	Rate to be Quoted.	180 days
2.	<i>Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) &amp; Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation &amp; Maintenance of 17 Identified Water Supply Systems for <u>Durgapur-I &amp; II and Purulia Water</u></i>	50,000 /- only per package as initial EMD for participation of the bidder.	Rate to be Quoted.	180 days

	<u>Supply Systems”</u>			
3.	<i>Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) &amp; Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation &amp; Maintenance of 17 Identified Water Supply Systems for <u>Hourah-I &amp; II, Bally and Sreerampore Water Supply Systems”</u></i>	50,000 /- only per package as initial EMD for participation of the bidder.	Rate to be Quoted.	180 days
4.	<i>Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) &amp; Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation &amp; Maintenance of 17 Identified Water Supply Systems for <u>Baranagar-Kamarhati, Baranagar-South Dumdum, Kalyani, Titagarh, Panihati and Madhyamgram Water</u></i>	50,000 /- only per package as initial EMD for participation of the bidder.	Rate to be Quoted.	180 days



*Request for Proposal (s) for Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) & Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation & Maintenance of 17 Identified Water Supply Systems under Urban Development & Municipal Affairs Dept Govt. of West Bengal.  
Issued By: The State Mission Director, AMRUT- West Bengal (2020)*

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	<i>Supply Systems”</i>			
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*Tender Inviting Authority reserves the rights to cancel this RFP  
without assigning any reasons.*

**Sd/-  
State Mission Director  
AMRUT, West Bengal  
April 2020**

## 2. Instructions to Bidders, General Guidelines for e- Tendering

Office of the State Mission Director, AMRUT  
 Institute of Local Government & Urban Studies (ILGUS Bhavan)  
 HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
 West Bengal 7001062.

<b>2.a. Summary of the RFP:</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Details</b>
<i>i.</i>	<i>Name of the Work:</i>	<ul style="list-style-type: none"> <li>As mentioned in the Project Title of Section 1 under clause 1.a. Invitation to Bidders.</li> </ul>
<i>ii.</i>	<i>Location of the Work:</i>	<ul style="list-style-type: none"> <li>Across <b>Seven Districts</b> (7) of West Bengal- Murshidabad, Purulia, Paschim Bardhaman, Purba Bardhaman, Nadia, Howrah, North- 24 Parganas.</li> </ul>
<i>iii.</i>	<i>EMD:</i>	<ul style="list-style-type: none"> <li><b>Fifty thousand rupees</b> per package (50,000).</li> </ul>
<i>iv.</i>	<i>SD:</i>	<ul style="list-style-type: none"> <li><b>Security deposit at the rate of 10%</b> shall be deducted from each running account bill.</li> <li><b>2% EMD shall be adjusted</b> with security deposit.</li> </ul>
<i>v.</i>	<i>Rate to be Quoted:</i>	<ul style="list-style-type: none"> <li>The bidder shall quote the <b>lumpsum rate inclusive of GST.</b></li> </ul>
<i>vi.</i>	<i>Method:</i>	<ul style="list-style-type: none"> <li><b>Cumulative Cost and Quality Based System Method (CQCBS Method).</b></li> </ul>
<i>vii.</i>	<i>TS: FS:</i>	<ul style="list-style-type: none"> <li><b>70:30</b> ratio.</li> </ul>
<i>viii.</i>	<i>RFP Validity Period:</i>	<ul style="list-style-type: none"> <li><b>One Hundred and Twenty Days</b> (120).</li> </ul>
<i>ix.</i>	<i>Period of completion:</i>	<ul style="list-style-type: none"> <li><b>One Hundred and Eighty Days</b> (180).</li> </ul>
<i>x.</i>	<i>Limitation for submission of</i>	<ul style="list-style-type: none"> <li>The Entities/Bidders may submit <b>any number of Proposal (s)s.</b> However, after evaluation, if their</li> </ul>

	<i>Proposal (s):</i>	bids are the most competitive for more than two packages, they would be offered a choice of a maximum of two packages.
<i>xi.</i>	<i>Joint Venture:</i>	<ul style="list-style-type: none"> <li>• <b>Limited to two (2) partners</b> including Lead Partner.</li> </ul>
<i>xii.</i>	<i>Tendering Process:</i>	<p>The current tendering process will be done based on <b>two-fold system</b>.</p> <p>i. Technical Evaluation- 1<sup>st</sup> fold</p> <p>ii. Technical and Financial Evaluation of technically eligible bidders- 2<sup>nd</sup> fold through CQCBS</p> <p>However, prior to technical evaluation, all the relevant criteria and documents as mentioned in section 4 of Bid Eligible Criteria and Bid Evaluation Criteria should be checked. Submission of insufficient documents of any bidder should not be entertained and should be rejected prior to Technical Evaluation and that should be treated as ineligible bidder (s) due to insufficient documents.</p>
<i>xiii.</i>	<i>Minimum Eligibility Criteria, Highlights:</i>	<ul style="list-style-type: none"> <li>• <i>Only those entity/bidders should apply whose audited <b>turnover is not less than Rs. Twenty Crores nominally can participate in this bid process.</b></i></li> <li>• <i>Only those entity/ bidders should apply who have completed <b>a minimum of two similar projects</b> as per the project titled in this RFP.</i></li> <li>• <i>Only those entity/ bidders should apply who have completed similar project (s) as per the project title in this RFP not more than <b>three calendar years from the date of floating of this RFP.</b></i></li> <li>• Minimum qualifying marks Seventy Percentage (70%)</li> <li>• The bidder can be <b>a single entity or a Joint Venture</b>. The lead company should be <b>more than 51% shareholder</b> of the Joint Venture.</li> </ul>
<i>xiv.</i>	<i>Acceptance of Bid:</i>	<ul style="list-style-type: none"> <li>• Tender Inviting Authority <b>reserves</b> the right to accept or reject any or all bid Proposal (s) or tendering process without assigning any reason thereto.</li> </ul>

		<ul style="list-style-type: none"> <li>• Since this is an e-tendering process, all the required documents are to be submitted/published through online only. Tender Inviting Authority shall not entertain any other mode of submission (post/courier/fax etc.) of RFP other than e-tender mode.</li> </ul>
<i>xv.</i>	<i>Intimation:</i>	<ul style="list-style-type: none"> <li>• The qualified Bidders will be notified through email of the acceptance of their Bid by the Tender Inviting Authority.</li> <li>• If at any time during the evaluation process, Tender Inviting Authority, requires any clarification, they reserve the right to request such information from any or all the agencies and the agencies will be obliged to provide the same within a reasonable timeframe.</li> <li>• The Intended Bidders submitting a Proposal (s) may be called for a <b>Power Point Presentation</b> on the day of the Pre -Bid Meeting by the Project Review Committee Members or respective officers under the supervision of the higher authorities.</li> <li>• Tender Inviting Authority reserves the right to change day, date, venue, or needful mode of communication with respect to the circumstances with further notice, if required.</li> </ul>
<i>xvi.</i>	<i>Evaluation Process:</i>	<p>Opening of RFP:</p> <ul style="list-style-type: none"> <li>• RFP will be opened by Tender Inviting Authority electronically from the website using Digital Signature Certificate.</li> <li>• <b>Cover (folder) of statutory documents</b> shall be opened first and if found in order, cover (Folder) for non-statutory documents will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.</li> <li>• <b>Decrypted</b> (transformed into readable formats) documents of the non-statutory cover will be downloaded and handed over to the State Mission Director, AMRUT, Project Review Committee (PRC) or assigned officers of clusters for evaluation purpose.</li> </ul>

		<ul style="list-style-type: none"> <li>• Scrutiny of RFP, evaluation of the same and recommendation thereafter will be made in the AMRUT Directorate.</li> <li>• Pursuant to scrutiny, evaluation of the same and decision of the Tender Inviting Authority for the summary list of Technically Eligible Bidders will be uploaded in the e -tender website.</li> <li>• During the process of evaluation (only applicable for Technically eligible bidders), the PRC may call the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted online and if these are not produced within the stipulated time frame, their Proposal (s)s will be liable for rejection.</li> <li>• Any document has been found to be <b>incomplete in content</b> or attachments or authenticity shall not be considered for the purpose of qualification.</li> </ul>
xvii.	Name, Address & Contact Details, of the SMD, AMRUT:	<ul style="list-style-type: none"> <li>• Project Head Officer: Mr. B.N Kar, State Mission Director, AMRUT-West Bengal</li> <li>• Address: ILGUS Bhawan Campus, HC Block, Sector III, Salt Lake City, Kolkata-700106</li> <li>• Phone: +91 33 4601 7013; Email: <a href="mailto:amrut.wb@gmail.com">amrut.wb@gmail.com</a></li> </ul>

Note: Any Corrigendum if required will only be uploaded in e - tender website from the Tender Inviting Authority.

### 2.b. Schedule of dates for e-tendering:

No.	Item	Detailed time schedule
i.	Publishing Date:	24/04/2020 at 18:00 hrs.
ii.	Documents download start date:	27/04/2020 at 10:30 hrs.
iii.	End date for Submission of Supplementary Questions/ Queries:	15/05/2020 Address for submission of queries: Given in tabular form elsewhere in this document. <b>Note:</b> 1. All queries are needed to be submitted as per the format mentioned in Section 7 of Annexure 7 2. All queries need to be submitted online only

N o.	Item	Detailed time schedule
		(softcopy). 3. The email address for submission of queries is: <a href="mailto:amrut.wb@gmail.com">amrut.wb@gmail.com</a>
iv.	Pre-Bid Meeting (Presentation (s)):	11/05/2020 at 12:00 hrs  <b>Venue:</b> <i>Office of the State Mission Director, AMRUT Institute of Local Government &amp; Urban Studies (ILGUS Bhavan) HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata West Bengal- 700106</i>  <i>OR, if in case of the lockdown order for containment of COVID-19 continues, intending bidders may have to resort to an online video conference meeting. The date and the link of the meeting will be published by the Tender Inviting Authority on the website.</i>
v.	Issue of response (corrigendum, if any):	20/05/2020 at 15:00 hrs [visit Govt. website: <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> ]
vi.	Bid Submission Start Date:	17/05/2020 at 10:30 hrs.
vii.	Bid Submission End Date:	30/05/2020 at 15:00 hrs.
viii.	Technical Bid Opening Date:	03/06/2020 at 15:00 hrs.
ix.	Uploading of Technical Bid Evaluation sheet:	To be notified later on
x.	Financial Bid Opening date:	To be notified later on
xi.	Uploading of Financial Bid evaluation sheet:	To be notified later on

*Tenders will be opened by the **Tender Inviting Authority** or his authorized representative only.*



### **2.c. Snapshot of Norms for Bidding Proposal (s):**

- a) The Proposal (s) submitting technical consultant or JV scoring the minimum qualifying marks as 70%, as mentioned in the Section 4 of Bidder's Evaluation Criteria in this RFP shall only be considered for further evaluation, who will be identified as "Technically Eligible Bidders". Under two -fold system, the financial Proposal (s) of such "Technically Eligible Bidders" selected from this process shall be opened and evaluated. Thus, Proposal (s) will finally be ranked according to their combined technical and financial scores and the bidder will be announced as "Selected Eligible Bidder".
- b) Bidder must have PAN card, Valid income tax return (For Last 3 years), Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017 & Credentials, Work Order etc.
- c) One affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi -Govt./ Autonomous body/ Institution (enclosed format)
- d) The bidder can be a single entity or a Joint Venture. The lead company should be more than 51% shareholder of the Joint Venture, AND
- e) The entity/bidder OR all of the entity/bidder in the JV (only legal advisor in case of the second partner in JV apart from the lead partner) must be ISO certified and either a Company registered in India specified under Companies Act 1956-2013/ Society registered under Societies Registration Act, 1860/ Trust registered under Indian Trusts Act, 1882/ Partnership Firm registered under Limited Liability Partnership Act, 2008 OR research institute/educational institute/universities etc.
- f) The entity/bidder OR all the entity/bidder (s) should have completed remaining in business for the last 3 years as on date of publishing of this RFP
- g) Only those entity/bidders should apply whose audited turnover is not less than Rs. Twenty

Crores nominally can participate in this bid process (Refer to Minimum Eligibility Criteria for further details).

- h) Relevant Work Completion Certificates or Demonstration of Live Links or Work orders along with **payment certificate issued** by competent authority.
- i) Partnership Firm should submit necessary deed at desired location through online.
- j) Regarding Joint Ventures:
  - i. The lead partner must have credential and satisfactory completion of similar nature of work mentioned in the Eligibility Criteria of Bidders Document.
  - ii. Maximum number of JV Members allowed is 02 (two) including the Lead Member
  - iii. Other partner shall meet not less than 25% value of consultancy project worth and consultancy services value as mentioned above under any Government / Semi -Government /organization/ Autonomous body as principal employer within last 10 (ten) years.
  - iv. The lead partner shall have to apply for tender on behalf of Joint Venture along with MoA/MoU.
  - v. In case of any litigation or in the event of any default arises during execution/ contract period of the agreement, the lead partner will remain responsible.
  - vi. A copy of the Joint Venture Agreement entered by the Partners (JV Participants) shall be submitted with the bid. Alternatively, a Letter of Proposal (s) or a Covering Letter as per form provided under Annexure 1 under Section 6 of this RFP to execute a Joint Venture Agreement in the event of successful bid shall be signed by partners and submitted with the bid together with a copy of the proposed Agreement, clearly indicating the objectives of the venture, the proposed management structure, the contribution of each participant, the joint venture operations, the commitment of the participants to joint and several liability for performance of the contract, resource or sanctions within the venture in the event of default or withdrawal of any participant, and arrangement for providing the required indemnities.
  - vii. If the Successful Bidder is a Joint Venture to whom the contact is awarded, partner of the Joint Venture shall sign and execute the contract with State Mission Director, AMRUT Cell, ILGUS Bhavan and shall be

jointly and severally responsible for performance of the contract.

- viii. Consultants may apply either as a sole firm or forming Joint Venture with other consultants. In case of Joint Venture, the maximum number of Joint Venture partners is limited to two (i.e. one lead + one JV partner), where the JV partner must be a legal consultant for contract management only. Formulation of more than one JV/ association with different partners for the same work is not allowed and all such Proposal (s) involving the firms shall be treated as non – responsive.
- ix. If the consultant submits bids as sole applicant and in JV/ Association with another consultant both bids shall be summarily rejected. No consultant shall submit more than two bids from packages of four clusters of this project work.
- x. criteria mentioned in bid evaluation criteria.
- xi. The weightage given for experience of a firm would depend on the role of the firm in the respective assignments. The firm's experience would get full credit (100%) if it were the sole firm in the respective assignment. If the applicant firm has completed projects as JV with some other firms, weightage shall be given as per the JV share.
- xii. Costs of preparing the Proposal (s) and of negotiating the contract, including visit to the Site/ Client etc., are not reimbursable as a direct cost of the assignment.

Tender Inviting Authority is not bound to accept any of the Proposal (s) submitted and reserve the right to reject any or all Proposal (s) without assigning any reasons.

## 3. Terms of Reference (ToR)

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Office of the State Mission Director, AMRUT  
Institute of Local Government & Urban Studies (ILGUS Bhavan)  
HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
West Bengal 700106

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### 3.a. Background:

#### **i. Project Name:**

“Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) & Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation & Maintenance of 17 Identified Water Supply Systems”

#### **ii. Department to handle the work:**

Urban Development & Municipal Affairs (Nagarayan Bhavan)

#### **iii. Involved Executing Agency (s) / Parastatal Bodies:**

Municipal Engineering Directorate (MED), Kolkata Metropolitan Development Authority (KMDA), Durgapur Municipal Corporation, Asansol Durgapur Development Authority (ADDA), Howrah Municipal Corporation.

#### **iv. Involved Funding & Implementing Scheme:**

AMRUT (Atal Mission for Rejuvenation & Urban Transformation) Scheme.

#### **v. Snapshot of AMRUT (Atal Mission for Rejuvenation & Urban Transformation) Scheme (2015):**

The purpose of Atal Mission for Rejuvenation and Urban Transformation (AMRUT) is to provide basic services (e.g. creating infrastructure related to water utility, sewerage, urban transport, and develop green spaces like parks) to households and build amenities in cities which will improve the quality of life for all, especially the poor and the marginalized section lying at the bottom of the society. At present AMRUT, West Bengal has covered 46 projects.

The major components of the Mission are as follows:

- To ensure that every household has access to a tap with assured supply of water and sewerage connection.

- To increase the amenity value of cities by developing greenery and well- maintained open spaces (e.g. parks)
- To reduce pollution by switching to public transport or reconstructing facilities for non- motorized transport (e.g. walking and cycling).

Apart from these, the Mission has identified eleven major reform schemes. Urban Planning and City Level Plans is one of these schemes and Preparation of an innovative project in the Water Supply Sector is considered as a major section of this scheme. The objective of this scheme is to gather information in real time to understand the wastage of water or Non -Revenue Water (NRW) with the help of digital technologies, thereby ensuring equality in quality and quantity distribution of water to the consumers. Further under Reform Number one (1) E- Governance, subtopic three (3) shed light on the phenomenon of Digitizing India with ducting of Public Private Partnership (PPP) based model. With the help of the above-mentioned project urban water management rethinking and regulation may be introduced under the AMRUT scheme.

**vi. Present Scenario:**

Assuming a decadal growth rate of 13.93% (2001-2011, Census of India report), the state of West Bengal is estimated to have a population of 10.93 crore at present. There are 125 Urban Local bodies across the state of West Bengal with 55 AMRUT cities and 70 Non AMRUT cities respectively. There are in total 23 districts spread across the state. With the rapid pace of urbanization, water supply systems across all the urban local bodies have come under increasing pressure. Even with the present scale and reach of urban water supply systems, its management for urban population is not adequate and not all communities are provided with safe water supply. Hardly any metropolitan city has a continuous treated surface water supply system. Emphasis may be laid on the five factors of urban water supply sector namely managerial, planning, regulatory, technical and financial. It should be noted that many of the Urban Local Bodies comprising of more than One (1) lakh population in West Bengal have often faced difficulties in undertaking construction of major civil, electromechanical as well as mechanical infrastructures primarily due to lack of financial strength and inadequate technical manpower in their institutional mechanism.

Govt. of West Bengal has given enormous effort to mitigate water supply problem in urban area and constructed number of new water supply scheme in recent past.

However, with the introduction of new water supply infrastructure in urban area, the focus is going to be shifted towards Operation and Maintenance expenditures (OPEX) of these systems, rather than the Capital Expenditure Management. Hence, Operation and Maintenance (OPEX) management has become an increasingly important factor with time and a full stack robust water solution should take account of Operational and Maintenance expenditure (OPEX) in full capacity.

At present, operation and maintenance of all water supply systems are being done by MED/ Urban local bodies / Autonomous development authority. Water treatment Plant wise list of Executing/ O& body is also given herewith. Lack of strong maintenance of OPEX will lead to deterioration of water quality/distribution quantity across all the ULBs. Despite these huge investments in maintaining equitable and Bureau of Indian Standard (BIS) (IS 10500: 2012) benchmark for good quality and quantity rationing of water across the urban areas, there's still tremendous losses incurred in the water supply sector every year.

Thus, the introduction of Operation & Maintenance with third party agency (TPA) is the need of the hour. Additionally, innovation for the project revolves around the fact how the introduction of SCADA System can act as a direct vigilance for asset management, quality, and quantity parameters in the long run.

**vii. Snapshot of Packages (Clusters):**

Sr. No.	Package Details	Dept.	Name of the Plant	Capacity of the plant	Population (2011)	Supplying to	Date of Commission
1.	1	MED	Berhampore Water Treatment Plant	12.67 MLD	305,609	Berhampore Town	2016
2.		MED	Katwa Water Treatment Plant	2.97 MGD	81,615	Katwa Town	2014
3.		MED	Kalna Water Treatment	6.08 MLD	56,722	Kalna Town	2017



		Plant				
4.		MED Dhulian Water Treatment Plant	10.47 MLD	239022	Dhulian Town	2017
5.	2	MED Purulia Water Treatment Plant	8 MLD	121,436	Purulia Town	2017
6.		DMC Durgapur Water Treatment Plant- Phase – I	14 MGD	580,990	Durgapur	1st Phase-1996 -1998 (7MGD) 2006-2008 (7 MGD)
7.		DMC Durgapur Water Treatment Plant – Phase - II	15 MGD	580,990	Durgapur	2015
8.	3	KMDA Howrah-Paddapukur Water Treatment Plant	30 MGD	137,044 8	Paddapukur	2005
9.		KMDA Sreerampore Water Treatment Plant	20 MGD	181,842	Rishra, Uttarpara, Konnagar, Baidyabati, Sreerampore	1995
10.		HMC Howrah Water Treatment Plant	40 MGD	1,370,44 8	Howrah	1984
11.		HMC Bali Water Treatment Plant				
12.		KMDA Baranagar-Kamarhati Water Treatment	30 MGD	24,5313	Kamarhati	1995

			Plant- Phase I					
13.	4	KMDA	Baranagar-South Dum Dum Water Treatment Plant- Phase-II	30 MGD	24,5313	Dum South Dum	Dum, Dum	2015
14.		KMDA	Titagarh Water Treatment Plant	15 MGD	116,541	Titagarh	and Khardah	2016
15.		KMDA	Kalyani Water Treatment Plant	30 MGD	100,620	Kalyani, Gayeshpur, Kachrapara, Halishahar, Naihati (Transminicipa l)		2008
16.		KMDA	Panihati Water Treatment Plant	13 MGD	377,347	Panihati		2015
17.		KMDA	Madhyamgram Water Treatment Plan	31 MGD	196,127	Madhyamgram , Barasat, New Barrackpore		2016

(Corrigendum/ Addendum if any would be published on the website only.)

**viii. Scope of Work:** Based on the Rationale, a multistage work effort is decided upon. The broad scope of work will include survey, Condition assessment of Civil and Electromechanical assets of existing water supply infrastructure as given table 1.1.b starting from Intake structure to outlet of OHR/ inlet of distribution network, feasibility study of converting existing Water Treatment Plant (WTP) to Zero Liquid Discharge Water Treatment Plant, Design of SCADA architecture for entire Water Supply system, Preparation of DPR and cost estimate for the above works and Preparation of O & M Manual etc.

Specific tasks contained in this scope of work are intended to serve as minimum requirements for the Consultant to undertake the assignment. Additional tasks that add to a greater understanding of key issues may be addressed, as appropriate. The scope of works is specified below: -

- **Private Sector Participation Options Study:**

The Consultant shall analyse the technical, legal, financial, economic and regulatory aspects of the water and sewerage sector pertaining to respective WTP and assess the feasibility of various private sector participation options for the said O&M and upgradation work of Water Supply System. The Consultants shall consult widely with key stakeholders on the acceptability of the various private sector participation options. Based on these activities, the Consultants shall make a recommendation as to the preferred private sector participation options.

In selecting the best option for private sector participation in the said project, the Consultant would have to assess the various risks involved, including political risks, regulatory risks, technical risks, commercial risks, financial risks, and foreign exchange risks. The Consultant shall consider the merits of the various private sector participation options while taking into account the technical, financial, economic, commercial, and regulatory situation prevailing in the water sector, and the best possible developments in these areas under the various private sector participation options. At a minimum, the Consultant would have to carry out the necessary analyses and utilize their results in comparing the various private sector participation options.

- **Review:** Review all existing reports, studies, and documentation regarding said project.

SCADA System should be compatible with Geo-tagging enabled and GIS Integration for Water Works Management System for the Project Titled “Development of GIS Based Web Portal Development and Integration of Various Citizen Centric Municipal E-Governance Services.

Carry out an assessment of the water market through the review of existing studies, demand and population projections, and sales data. Based on these reviews and comparison with other Indian cities with well managed water supply (WSS) services, recommend realistic

consumption statistics per category of consumer. The review should be concluded by a forecast of demand and water sales (As per guideline of CPHEEO) and an identification of key parameters of the commercial and pricing policies that could influence them. If the realistic consumption is lower than current consumption statistics, the Consultant should investigate this in relation to production, unaccounted for water and leakage/wastage data, and recommend plans to reduce consumption and wastage patterns to the realistic projected levels.

- **Study of Quantity of Water generation from WTP:** The consultant shall study the quantity of water generation from the said Water Treatment plant vis-à-vis designed capacity of the WTP. If there is any gap between designed capacity of WTP and present production capacity, the consultant shall find out the reason for such gap and suggest suitable remedial measure to achieve designed capacity.  
The consultant shall make feasibility study for the increase in treatment capacity of WTP without much changes in Civil structure (like introducing new technology, replacing filter media etc).
- **Study of Quality of Water generation from WTP:** The consultant shall study the quality parameter of water generation from the said Water Treatment plant vis-à-vis designed water quality parameter of the WTP. If there is any gap between designed water quality parameter of WTP and present production quality parameter, the consultant shall find out the reason for such gap and suggest suitable remedial measure to achieve desired quality as per latest IS code: IS 10500.
- **Condition assessment of Electromechanical component:** Detailed condition assessment study of Electromechanical component of water supply system shall be made by the consultant. Necessary test shall be carried out for the health monitoring of electromechanical component. Energy audit shall also be done by the consultant.
- **Condition assessment of Civil Structure & Pipeline:** Detailed condition assessment study of Civil structure & Pipeline of water supply system shall be made by the consultant. Necessary test shall be carried out for the health monitoring of civil structure and pipeline.
- **Specific recommendation based on condition assessment study:** The consultant shall perform detailed study of condition of the electromechanical

and civil component of the water supply system and make specific recommendation based on the above study for repair, renovation, rehabilitation, retrofitting and or replacement of civil and electromechanical component of water supply system.

- **Instrumentation, control, and Automation system:**

The consultant shall make detailed study of the entire water supply system starting from intake to distribution and provide specific recommendations for full automation of the water supply system.

The consultant shall design SCADA architecture for entire water supply system (Intake to inlet of distribution grid) with provision of enough numbers of I/Os. The SCADA architecture shall be designed in such a fashion that it shall be capable of operate, monitor and control from treatment plant (Local)(Control Command Centre, C3) and from Central Control Command Centre(C4) located at Kolkata and it shall be capable to operate in Auto, Semi Auto and Manual mode. Sufficient provision shall be made in SCADA system so that it shall be capable of integrating entire distribution system including smart metering and bill generation. Necessary provision for redundancy in the system shall be made in C4 and I/Os so that future expansion can be made without any difficulties.

- **Central Control Command Centre (C4):** Design of central control command Centre (C4) located at Kolkata, shall collect the data from Intake well, Raw water rising main, WTP, Clear water pumping station, Clear water pumping main, WDCs shall monitor on 2 Nos 90” Video wall & control, CCTV footage of WTP. Provision need to be made connecting to (City control command Centre). It should comprise of Engineering station, historian station along with real time data acquisition server.

Design, of CCTV monitoring system covering entire premises of Intake well, WTP & booster pumping station compound.

- ✓ Water Audit of whole of the command area of each of the water supply system.
- ✓ Preparation of Inventory of the assets of the entire water supply infrastructure starting from the intake to inlet of distribution system. The consultant should also prepare primary grid map in the GIS platform including

details of valves, flow meters and other important features etc.

- ✓ Prepare network plan and review of Hydraulic Modelling using the available / updated information and analysis of network model using Water GEMS software programme for existing and proposed scenario.
- ✓ Temporary flow and pressure measurement for validation of the hydraulic model results.
- **Prepare Estimates and Bill of Quantities** (along with Rate analysis and Quotations wherever required etc.): Capital works planning based on condition assessment, for rehabilitation, replacement and/or new electromechanical component required, with necessary Flow Meter and Pressure Loggers. Also suggest further NRW assessment and O&M strategy for the command area. Consultant shall prepare the Rehabilitation estimates of Civil & E&M (if needed) along with rate analysis and quotations for the non-scheduled items wherever required in accordance with the hydraulic modelling done by the Agency.
- **Development of Optimal Staffing Pattern:** The consultant shall compile the existing staff pattern and develop an optimal staff pattern to operate and maintain the water supply system.
- **Development of Financial Model:** The consultant shall develop a viable financial model for O&M of water supply system to be operated and maintained by concessionaire for 10 years including revenue sharing model, financial implication, and cash flow. The consultants are also expected to identify and assess the risk involved in the project.
- **Expression of Interest/RFP/RFQ preparation (For 2 stage bidder selection process)**
- **Tender Document/Request for Proposal (s) (RFP) Preparation:**



- ✓ Bid Process Management
- ✓ Concessionaire Agreement preparation with equitable allocation of risks between contracting parties, agreement signing with Financial closure

- **Legal:** Establish and document the financial, labour, and environmental obligations and liabilities. This should include a review of existing employee related liabilities; estimation of cost of any staff reductions program in the privatization option recommended; and a review of environmental obligations if any.
- Review of the legal structure of water supply system in relation to its establishment statutes, its shareholder, municipality, and the preferred institutional arrangement. If required, the Consultant will make recommendations of the required changes or amendments to the legal framework/statutes to accommodate the recommended private sector participation option.
- Review existing legislation related to, amongst others,
  - ✓ surface water resource management and abstraction,
  - ✓ competition for and in the water and sewerage services including the role of small scale independent private operators,
  - ✓ regulation of privately provided water and sewerage services,
  - ✓ setting of tariffs,
  - ✓ tax regimes and make all relevant recommendations for the implementation of the selected private sector participation options, including new legislation.
- Preparation of WS scheme specific O&M Manual.
- Combination of all the services mentioned above and handing over of water supply system to the concessionaire.
- The consultant shall inspect the site and conduct in-situ & laboratory tests necessary to establish the cause - effect relation. The selected consultant shall design the repair, rehabilitation and retrofitting scheme for the designated design life and performance standards. They shall design the fitting and establishment scheme for SCADA specific installations. Along with it the

consultant shall also understand the infrastructure till the primary grid and inlet of distribution grid. The consultant shall be responsible for preparation of detailed estimate within specified degree of accuracy, quality assurance procedure, and contract document for inviting of tender. The specifications, description of items of work, analysis of rates and standards applicable shall be detailed out. He shall make a presentation of his report to the group of specified number of engineers identified by the Engineer-in-Charge and the Project Review Committee. The salient features shall be brought out in the presentation and supporting literature shall be made available.

### **3.b. Project Duties & Responsibilities of the Consultant:**

#### **i. General Conditions of the Contract:**

- The Consultant shall provide all the resources necessary to complete the assignment successfully and in time.
- The Consultant shall delegate the responsibilities to its Team Leader to work and act on behalf of the Consultant to carry out most of the functions related to the Assignment.
- The Consultant may have the internal regulatory and controlling arrangement with the Team Leaders and for this purpose the Team Leaders might interact and receive the directions from the Consultant as decided by the Consultant.
- The Client/ Employee may also interact with the Consultant if required.
- The Consultant shall also provide all sub-professionals and staff required for the service.

#### **ii. Specific Conditions of the Contract:**

The primary duty and responsibilities of the consultancy team in the service are:

- Conducting field investigations for collecting raw data, actual structural dimensions of substructure and superstructure components. Any visual deformity, cracks etc. shall also be noted.
- Conducting health assessment of the plant to highlight improvement of quality, quantity, and necessary cost estimates

- Conducting physical and chemical tests on samples of water collected from plants taken from substructure and superstructure through NABL accredited laboratories/ IEST laboratories or institute of national / international repute.
- Following the guidelines of CPHEEO Manual of water quality (latest edition) during conducting surveys and other relevant standards. The rating of the structure shall be assessed both using Analytical Method & through Water Testing Samples.
- While surveying and preparing DPR for renovation of civil structures of Intake, Treatment plants, pumping stations, clear water reservoirs etc,
- For developing and generation of RFP and DPR PHED, West Bengal Schedules and Guidelines 2015 must be strictly followed
- For development of O & M DPR & RFP, CPHEEO Guidelines 2005 should be strictly followed.
- All the above field investigations shall be done in consultation with SMD, AMRUT.
- Based on detailed investigation and study, different alternative and cost-effective renovation which are technically safe & feasible to implement should be introduced. The introduction must consider the norms and standards pertaining to each of the implementing agencies or parastatal bodies involved.
- The survey should help in strengthening the existing structure, including execution methodology, water diversion plan (if any) with necessary consideration of social compulsion i.e. without disturbing the supply of potable water in the morning to the existing population.
- The consultant shall recommend the best suited way out to introduce SCADA System as a part of monitoring mechanism and also highlight the O&M for the plants for the upcoming 10 years with PPP (P)/ PPP based model as emerged out of the survey conducted.
- Approval of cost -effective mechanism should be highlighted in the intermediate reports before generation of the final DPR and RFP respectively.

- The Consultancy firm shall arrange for all tools, plants & machinery for carrying out the field studies, and also arrange for laboratory testing of materials at their own responsibility and cost.
- The survey report must highlight the customized improvements needed along with vivid explanations of quality, quantity, costs barrier improvements for each plant.
- Any mobile instruments needed to carry out the work must be highlighted in the financial bid. Any additional charges for installation of mobile instruments at the site post financial bid selection will not be entertained by the department.
- All testing equipment to be arranged by the bidder and cost for the same is to be included.
- Necessary water for testing purposes etc. to be arranged by the bidder and payment of the same will also be borne by the bidder.
- UD &MA Dept. /AMRUT shall help the consultant to obtain all necessary data with prior approval from the Engineers for testing purposes only.
- All safety related issues to be taken care during field testing. Bidder shall submit a safety measure plan to Engineer-in-charge/ officials for testing purposes.
- All survey shall be quantified by the help of relevant equipment and no approximation or eye -estimation shall be allowed
- Limitation of liability notwithstanding anything to the contrary, the aggregate maximum liability of the consultant shall not exceed the fees payable by the client to the consultant.

**iii. Further Conditions of the Contracts:**

- The consultant shall submit their specific Proposal (s)s for collecting samples from the structure for laboratory testing and obtain prior approval from respective authorities before collecting samples. The consultant shall select suitable regions of substructure & superstructure from where the samples shall be collected without hampering the overall safety of the structure as well as the ongoing operations of the water treatment plant and its units. The damages

caused in collecting samples shall be repaired by the consultant at their own responsibility and cost.

- The consultant shall interact with the local administrative bodies, to obtain their consent before commencement of survey work or sample collection. The consultant shall arrange all safety measures to be taken during water testing or quantity testing. The schedules of the testing shall be fixed after consultation with the Executive Engineers from the respective department without disrupting the normal functioning of the plant.
- All the field investigations will be carried out by the consultant, in sufficient frequencies, so as to prepare and generate DPR & RFP in totality. The modality of sampling and testing shall be fixed up in consultation with the professionals/ experts of the Proof Consultant. The field investigation reports of the consultant should have proper certification by the Proof Consultant.
- The DPR must quantify the improvement of each plant with a targeted timeline to understand achieving the ultimate design goal of the plant.
- The consulting team should successfully prepare the DPR with successful implementation of the work for both renovation and up gradation of SCADA & Non - SCADA system & Preparation of DPR for O&M for the upcoming 10 years through PPP (P)/ PPP based model.
- Indigenous good quality leak detection instruments should be used for finding out sources of unaccounted water
- All the important corrective measures should be highlighted in the report along with its specific preventive measures and improvements in the DPR especially highlighting the Unaccounted-for Water (UFW) if any.

### **3.c. Team Composition for the Project:**

<b>Sr. No.</b>	<b>Key Personnel</b>	<b>Minimum Educational Qualification</b>	<b>Age Limit</b>	<b>Experience (Years)</b>
<b>i.</b>	<b>Team Leader / Strategy Expert (TL):</b>	Post Graduate Degree in Environmental Engineering/ Public Health	60	a) 20 years & above b) He/ she should have experience of senior consulting leadership roles in similar

		Engineering		project with PPP// HAM /Project, Planning, development, Project Supervision and Operation and maintenance of water & sanitation /Infrastructure sector and should have undertaken at least 2 Eligible Assignments as team leader
ii.	<b>Deputy Team Leader (DTL):</b>	Post-Graduation in Structural Engineering/ Water Resource Engineering/ Environmental Engineering/ Hydraulics Engineering.	65	a) 15 years & above b) He/ she should have experience of senior consulting leadership roles in similar project with PPP// HAM /Project, Planning, development, Project Supervision and Operation and maintenance of water & sanitation /Infrastructure sector and should have undertaken at least 2 Eligible Assignments as deputy team



				leader
<b>iii.</b>	<b>Electrical Engineer (EE):</b>	Graduate in Electrical Engineering	55	a) 10 years & above b) He / she should have an experience in energy audit, IE Rules and Regulations Energy Audit HT and LT motors, control panels, transformers including O &M Municipal water supply system, water treatment plant and pump house
<b>iv.</b>	<b>Mechanical Engineer (ME):</b>	Graduate in Mechanical Engineering	55	a) 10 years & above b) He / she should have an experience in energy audit, Heavy duty pumps, valves, pipe flow, open channel Hydraulics, including O &M, water treatment plant and pump house.
<b>v.</b>	<b>Financial Expert (FE):</b>	MBA in Finance	55	a) 10 years & above b) He / she should have experience in PPP model or HAM model for at least two similar projects. c) Must have managed a project of Municipal water utility or similar nature for at least five years, should be acquainted with conventional/ plate settler/ tube settler treatment plant, should be aware about all kinds

				<p>of PPP models especially HAM based model, should be aware about the revenue generation of domestic water supply for water supply distribution networks for West Bengal.</p> <p>d) Should have managed a Production Cost Optimization for a project in water utility</p>
<b>vi.</b>	<b>SCADA Expert (SE):</b>	<p>Graduate in in Electronics &amp; Telecommunications/ Instrumentation Engineer</p> <p>Desirable- PG in above fields</p>	55	<p>a) 10 years &amp; above</p> <p>b) He / she must have designed SCADA Architecture for at least two Municipal water supply infrastructure projects.</p>

### 3.d. Work Plan, Timeline & Payment Schedule:

<b>Sr. No.</b>	<b>Deliverables</b>	<b>Days</b>	<b>Payment Percentage</b>
i.	Inception Report	30	5
ii.	Feasibility Report	40	10
iii.	Draft Detailed Project Report	30	20
iv.	Final Detailed Project Report	20	20
v.	Bid Process Management/ Request for Proposal (s)	45	20
vi.	Concession Agreement Signing	10	10
vii.	Management for Handing Over to Third Party	5	15

Total	180	100
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- **All reports shall be submitted as per standard industrial practice / CPHEEO manual or any other standard national / international norms.**
- **Payment shall be made only after the approval of the competent authority.**
- **No extra payment shall be made in case of delay in submission / acceptance of report (s) being a lumpsum contract.**

## 4. Eligible Bidders & Bidders Evaluation Criteria

Office of the State Mission Director, AMRUT  
 Institute of Local Government & Urban Studies (ILGUS Bhavan)  
 HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
 West Bengal 700106

### 4.a. Minimum Eligibility Criteria:

A Bidder may be a private entity, government-owned entity, or any combination of them with a formal intent to enter into an agreement or under an existing agreement to form Joint Venture (in case of Legal advisory). For an applicant/bidder can submit the Bid either individually or form a Joint Venture.

The bidder needs to fulfil the following requirements to qualify for the Technical Evaluation Stage:

Sl. No.	Criteria	Document required
i.	<ul style="list-style-type: none"> <li>The Bidder should be an enterprise firm incorporated in International level but must have an office located in India and operating for at least last five complete Financial Years.</li> </ul>	a) Certificate of Incorporation in case of company along with Articles of Association and Memorandum of Association and Certificate of Enlistment / Trade License. b) In case of Joint Venture, the bidder needs to submit copy of Registered Deed of Partnership and Certificate of Enlistment / Trade License. c) In case of Sole Proprietorship bidder needs to submit Certificate of Enlistment / Trade License.
ii.	<ul style="list-style-type: none"> <li>The bidder should have completed at least 2 (two) similar consultancy work</li> </ul>	<b>Bidders Kindly Note:</b> a) Credential Certificate issued by the Executive Engineer or equivalent or

Sl. No.	Criteria	Document required
	<p><i>related to O &amp;M for Municipal water utility project with conventional system &amp; or space saving technology project during the last five years or must have completed multiple works of similar nature.</i></p> <ul style="list-style-type: none"> <li>• <i>The bidder should have completed at least 2 (two) work related to SCADA</i></li> <li>• <i>Architecture design for municipal water utility project/plate settler/conventional system project during the last five years</i></li> <li>• <i>Only those entity/bidders should apply whose audited <b>turnover is not less than Rs. Twenty Crores nominally can participate in this bid process</b></i></li> <li>• <i>Without the above minimum experience Proposal (s) or bidders shall be rejected outright and will not be taken up for technical evaluation.</i></li> </ul>	<p>competent authority of a State/Central Government, State Central Government undertaking, Statutory/ Autonomous bodies constituted by the Central/State stature, on the completed /commissioned work will be taken as credential.</p> <p>b) Credentials for Completed/Commissioned projects should be submitted as per the enclosed format in this RFP.</p> <p>c) Necessary Work Order, Agreements and Completion/ Successful Commission Certificate should be submitted along with the technical bid. If Credentials are not submitted as a part of the Proposal (s) for this RFP it will not be considered for evaluation.</p> <p>d) Credentials for Completed / Commissioned project will be considered for evaluation.</p> <p>e) Credentials for bidder working as sub-contractors will not be considered for evaluation. If the projects have been executed as Joint Venture, then proper legal documents should be submitted mentioning the bidder was a partner of the venture and not a subcontractor.</p>
iii.	<ul style="list-style-type: none"> <li>• <i>Power of Attorney for mentioning authorized signatories:</i></li> </ul>	<p>a) A Registered Power of Attorney issued on Non- Judicial Paper. Or.</p> <p>b) A company Board Resolution mentioning the names of the authorized signatories.</p>

<b>Sl. No.</b>	<b>Criteria</b>	<b>Document required</b>									
iv.	<ul style="list-style-type: none"> <li>Any debarred or blacklisted agency shall not be allowed to participate:</li> </ul>	a. An undertaking on Non-Judicial Stamp Paper stating the same, dated on or after the ‘RFP download starting date (online)’, must be submitted as per Annexure 7: Understating stating the Bidder is Not Blacklisted, debarred or terminated due to unsatisfactory performance or Bankruptcy.									
v.	<ul style="list-style-type: none"> <li>Valid Scanned Copies of the following documents:</li> </ul>	a) Trade License/Certificate of Enlistment, b) PAN Card, c) Professional Tax Registration Certificate, d) Goods and Service Tax (GST) registration certificate mentioning the 15-digit Goods and Service Tax -Payer Identification Number under the GST Act 2017, e) Income Tax Return Certificate for the last three Financial Years. f) Audited Balance Sheets and Profit & Loss Statements for the last 3 Financial Years: FY 2016-17, FY 2017-18 and FY 2018-19.									
vi.	<ul style="list-style-type: none"> <li>The Bidder should have an average Annual Turnover as indicated below:</li> </ul> <table border="1" data-bbox="373 1648 879 2016"> <thead> <tr> <th data-bbox="373 1648 549 1879"><b>Group No</b></th> <th data-bbox="549 1648 724 1879"><b>Package Sl. No</b></th> <th data-bbox="724 1648 879 1879"><b>Annual Turnover In Crores (INR)</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="373 1879 549 1951">I</td> <td data-bbox="549 1879 724 1951">1</td> <td data-bbox="724 1879 879 1951">20.00</td> </tr> <tr> <td data-bbox="373 1951 549 2016">II</td> <td data-bbox="549 1951 724 2016">2</td> <td data-bbox="724 1951 879 2016">20.00</td> </tr> </tbody> </table>	<b>Group No</b>	<b>Package Sl. No</b>	<b>Annual Turnover In Crores (INR)</b>	I	1	20.00	II	2	20.00	a) Copies of Balance Sheets and Profit & Loss Statements endorsed by the Statutory Auditor of the bidder for the last 3 financial years  b) In case of JV the Lead member should have average Annual Turnover as mentioned.
<b>Group No</b>	<b>Package Sl. No</b>	<b>Annual Turnover In Crores (INR)</b>									
I	1	20.00									
II	2	20.00									

Sl. No.	Criteria			Document required
	III	3	20.00	
	IV	4	20.00	
vii.	<ul style="list-style-type: none"> <li>The bidder should have a Registered Office in India</li> </ul>			a) Documentary Proof of having a registered office in India.
viii.	<ul style="list-style-type: none"> <li>GST Certificate</li> </ul>			a) GST Certificate b) In case of JV the Lead member should submit the GST Certificate.
ix.	<ul style="list-style-type: none"> <li>Professional Tax Registration Certificate</li> </ul>			a) Professional Tax Registration Certificate b) In case of JV the Lead member should submit the Professional Tax Registration Certificate.
x.	<ul style="list-style-type: none"> <li>Income Tax Return Certificates for the last three Financial Year</li> </ul>			g) Income Tax Return Certificates for the last 3 financial years. a) In case of JV the Lead member should submit Income Tax Return Certificates for the last 3 financial years.
xi.	<ul style="list-style-type: none"> <li>Trade License</li> </ul>			a) Valid Trade License b) In case of JV the Lead member and all other member should submit the Trade License.
xii.	<ul style="list-style-type: none"> <li>PAN Card</li> </ul>			a) PAN Card b) In case of JV the Lead member and all other member should submit the PAN Card

*In Case any document is not required in any state the bidder should provide an undertaking on its company letterhead duly signed by the authorized signatories mentioning it is not applicable in that state for its business.*



#### **4.b. Bid Evaluation Criteria:**

The bidders should have the credentials as detailed below:  
 The Technical Bids will be evaluated based on the criteria indicated in the following sections. The bidders should have satisfactorily completed the works as mentioned below during the last 6 months ending last day of the month before the one in which bids are invited.

#### **4.c. Technical Scoring Point Distribution:**

<b>Sr. No.</b>	<b>Description</b>	<b>Max. Points</b>
i.	Evaluation criteria for Assessment of Relevant Experience of the Firm.	35
ii.	Adequacy of Approach & Methodology. Team Composition, Work Plan & Technical Presentation.	25
iii.	Survey & Investigation Equipment and Software to be used.	5
iv.	Qualification & relevant experience of proposed Key Personnel.	35
	<b>Total</b>	100

#### **i. Evaluation Criteria for Assessment of Relevant Experience of the Firm:**

<b>Sr. No.</b>	<b>Description</b>	<b>Max. Points</b>	<b>Remarks</b>
i.	Year of Establishment of the Firm/ company (In case of JV Year of Establishment of Lead Member shall be considered).	5	Submit Relevant Documents
	< 7 years	0	
	7 years	3.5	
	10 years	4	

	15 years	4.5	
	20 years and above	5	
Interpolation may be made for intermediate duty			
ii.	<i>Individual Firm's Average Turnover (last three years) [2016-17, 2017-18, 2018-19].</i>	10	Attested copy of the Audited Balance Sheet is to be submitted
	Average Turnover of last 3 years <20 crores (Nominal)	0	
	Average Turnover of last 3 years =20 crores	7	
	Average Turnover of last 3 years 40 crores	8	
	Average Turnover of last 3 years– 60 crores	9	
	Average Turnover of last 3 years– 100 crores and above	10	
iii.	<i>Experience in Project Supervision/ Preparation of DPR for O&amp;M of Water supply project/ Implementation/ Planning/ retrofitting/ Restoration for Conventional/ Plate settler/ Tube Settler Design Water Treatment Plant or Other Public Utility Project in the last 10</i>	5	

	<i>years.</i>		
	<2 similar project completed	0	
	2 similar projects completed	3.5	
	4 similar projects completed	4	
	More than 5 completed projects	5	
iv.	<i>Experience in preparation of Detailed Project Report, of Zero liquid discharge for Water Treatment Plant for Public Utility projects in the last 10 years</i>	5	Copies of contract work, order, client, certificates etc.
	0 Completed Projects		
	2 Completed Projects	3.5	
	4 Completed Projects	4	
	More than 5 Completed Projects	5	
v.	<i>Experience in Preparation of Cost Analysis reports/ Finance Modelling, Investment Plan, Risks Management, Return or Investment Plan, HAM (Hybrid Annuity Model) or PPP (Public Private Partnership) based model of O &amp;M for Conventional / plate settler / Tube settler design water treatment plant or other public utility project in the last 10 years.</i>	5	Copies of contract work, order, client, certificates etc.

	0 projects	0	
	3 projects	3.5	
	>= 5 projects	5	
vi.	<i>Experience in Design of SCADA architecture and preparation of Detailed Project Report for SCADA system for water supply project of comprehensive design of starting grid/ smart metering from Intake to Distribution Grid or smart metering.</i>	5	Copies of contract work, order, client, certificates etc.
	0 project	0	
	2 Project	3.5	
	>=4 Project	5	
	<b>Total</b>	35	

Note: Interpolation may be done for intermediate years

**ii. Breakdown of points for Adequacy of Approach & Methodology and Technical Presentation:**

Sr. No.	Work to be Done	Max. Points
i.	Site visit report/ appreciation report	5
ii.	Work Plan	5
iii.	Approach & Methodology- Overall (Guideline for Safety Equipment- chlorine leakage, Oxygen Cylinder, Cylinder mask, Equalizer Tank, Ventilation Space etc.)	5
iv.	Approach & Methodology- SCADA Architecture	5
v.	Handling of the project	5
	<b>Total</b>	25

The bidders shall indicate its views related to the following aspects:

- Site appreciation & resent situation of the locality.
- Probable causes of unaccounted for water & identification of problem zones and probable methods of solutions.

- Target methodology of the study in view of probable solutions.

**iii. Survey & Investigation Equipment and Software to be used:**

Sr. No.	Description	Maximum Points
i.	Availability of mobile water quality testing facility (Turbidity, BOD, COD, colour, pH level, Residual Chlorine)	2
ii.	Own Field Investigation (Non - Destructive Test) Facilities	2
iii.	Simulation/ Utility Software / GPS	1
	<b>Total</b>	<b>5</b>

In the case of outsourcing of survey and investigation activities: proof of tie up (MOU) with vendors for outsourcing of testing facility must be submitted before signing agreement.

\*NABL accreditation is preferred for laboratory test or any other national or international institute.

**iv. Qualification & relevant experience of proposed Key Personnel:**

Sr. No.	Staff Position	Marks Distribution	Points Distribution
i.	<b>Team Leader/ Strategy Expert-Civil Engineer. (Maximum age limit is 60 years on Bid due date)</b>	<b>Total - 10</b>	a) Experience: 5 Marks Up to 20 years: 0 20 years: 3.5 22 years: 4 >22 years: 5 b) No: of projects:5 Marks Up to 2: 0 2 Projects 3.5 4 Projects: 4 >5 Projects: 5 c) Copy of Passing certificate, d) Experience Letter, work order of projects associated with the work.

ii.	<b>Deputy Team Leader- Structural Engineering/ Water Resource Engineering/ Environmental Engineering/ Hydraulics Engineering. (Maximum age limit 65 years on Bid due date)</b>	<b>Total- 6</b>	a) Experience: 3 Marks Up to 15 years: 0 15 years: 2 20 years: 2.5 >20 years: 3 b) No: of projects:3 Marks Up to 2: 0 2 Projects 2 4 Projects: 2.5 >5 Projects: 3 c) Copy of Passing Certification, d) Experience Letter work, order of projects associated with the work.
Interpolation shall be made for intermediate duty			
iii.	<b>Electrical Engineer, Team Member. (Maximum age limit 55 years on Bid due date)</b>	<b>Total - 4</b>	a) Experience: 2 Marks Up to 10 years: 0 10 years: 1.5 >15 years: 2 b) No: of projects:2 Marks Up to 2: 0 2 Projects 1.5 >5 Projects: 2 c) Copy of Passing Certification. d) Experience Letter work, order of projects associated with the work.
Interpolation shall be made for intermediate duty			
iv.	<b>Mechanical Engineering, Team Member, (Maximum age limit 55 years on</b>	<b>Total- 5</b>	a) Experience: 3 Marks Up to 10 years: 0 10 years: 2 >15 years: 3 b) No: of projects:2

	<b>Bid due date)</b>		<p>Marks</p> <p>Up to 2: 0</p> <p>2 Projects: 1.5</p> <p>&gt;5 Projects: 2</p> <p>c) Copy of Passing Certification.</p> <p>d) Experience Letter work, order of projects associated with the work.</p>
Interpolation shall be made for intermediate duty			
v.	<b>Financial Expert, Team Member. (Maximum age limit 65 years on Bid due date)</b>	<b>Total- 5</b>	<p>a) Experience: 3 Marks</p> <p>Up to 10 years: 0</p> <p>10 years: 2</p> <p>&gt;15 years: 3</p> <p>b) No: of projects:2 Marks</p> <p>Up to 2: 0</p> <p>2 Projects: 1.5</p> <p>&gt;5 Projects: 2</p> <p>c) Copy of Passing Certification.</p> <p>d) Experience Letter work, order of projects associated with the work.</p>
Interpolation shall be made for intermediate duty			
vi.	<b>Electronics &amp; Telecommunication/ Instrumentation Engineering</b>	<b>Total- 5</b>	<p>a) Experience: 2 Marks</p> <p>Up to 10 years: 0</p> <p>10 years: 1.5</p> <p>&gt;15 years: 2</p> <p>b) No: of projects:2 Marks</p> <p>Up to 2: 0</p> <p>2 Projects: 1.5</p> <p>&gt;5 Projects: 2</p> <p>c) PG Degree: 1</p> <p>d) PG Degree in Electronics &amp; Telecommunications/ Instrumentation</p>



			Engineer: 1 e) Copy of Passing Certification, Experience Letter work, order of projects associated with the work.
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*Note: Interpolation may be done for intermediate years*

## 5. Bid Process Details

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Office of the State Mission Director, AMRUT  
Institute of Local Government & Urban Studies (ILGUS Bhavan)  
HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
West Bengal 700106

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### 5.a. Bidding Process:

- i. The bids (both technical and financial) along with all the supporting documents will have to be uploaded in [www.wbtenders.gov.in](http://www.wbtenders.gov.in) for online submission.
- ii. Bids will be submitted online only.
- iii. The Tender Inviting Authority may extend, at its discretion, the last date and time for deposit of bids. The changes will be communicated online through corrigendum.
- iv. Bids will be submitted in the Form contained in Section 6 format hereto and will be on the letterhead of the bidder.
- v. The bid will be accompanied by the documents mentioned in this tender.
- vi. Payment receipts for the amounts of earnest money should be submitted along with technical bid.
- vii. No other document should accompany the bid.
- viii. *Financial Bids of only the Technical Eligible bidders will be opened.*

### 5.b. Registration of the Bidder (s):

Any Bidder willing to take part in the process of e -tendering will have to be enrolled and registered with the Government e-Procurement system, through login onto [www.wbtenders.gov.in](http://www.wbtenders.gov.in).

### 5.c. Digital Signature Certificate Method (DSC):

Each Bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders,

from the approved service provider of the Controller of Certifying Authority, Government of India (<http://cca.gov.in>) on payment of requisite amount. The Bidder can search the tender and download NIT and other tender documents electronically from computer once He/ She logs onto the e -tender website [www.wbtenders.gov.in](http://www.wbtenders.gov.in).

**5.d. Site Visit and Verification of Information:**

Bidders are advised to submit their respective Proposal (s) after visiting the sites and ascertaining for themselves the location of the plant, site condition, location, surroundings, climate, applicable laws, applicable permits, regulations and any other matter considered relevant by them. Further may examine the participating municipalities/ departments of the project for O &M management and practices, existing infrastructure and its surrounding and ascertain themselves on all technical and other aspects necessary for preparing their bid including carrying out necessary technical surveys, field investigation etc. at its own cost and risk.

The applicants shall be deemed to have full knowledge of the site condition upon submitting the Proposal (s) in response to this e -tender.

The bidders shall be responsible for all the cost associated with the preparation of their bids and participation in the bidding process. Tender Inviting Authority will not be responsible or in any way liable for such cost, regardless of the conduct or outcome of the bidding process.

**5.e. Submission of Bid Proposal (s):**

- i. Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in), before the prescribed date and time using His/ Her Digital Signature Certificate (DSC). Virus scanned and duly digitally signed copies of the documents are to be uploaded. The documents will get encrypted (transformed into non readable formats).
- ii. Financial Bid of the Proposal (s) submitting Bidder/ Bidders will be opened only if the Bidder qualifies in the Technical Bid as a “Technically Eligible Bidder”. The decision of the Tender Inviting Authority will be final and in no case challenge against such decision will be entertained.

- iii. Tender documents may be downloaded from website and submission of the bid should be done strictly as per the stated time schedule.
- iv. Scanned Copy of PAN card, Profession Tax, Income Tax return for last three years, GST registration number, Valid Trade Licence, Last three years Audited balance sheet, Credentials, Work order, Completion Certificate, Payment Certificate, Valid ESI & PF registration certificates of the Bidder must be submitted duly digitally signed at desired location in the e -tender website: [www.wbtenders.gov.in](http://www.wbtenders.gov.in).
- v. Soft copy of one affidavit before notary shall have to be submitted mentioning the correctness of the documents and a declaration of a penalty/ debarment etc. faced by him under any Govt. / Semi Govt/ Autonomous Body / Institution through online at desired location.
- vi. The ‘Tender Evaluation Committee’ will open the Technical Bid and the Financial Bid to conduct an evaluation based on Cumulative Quality and Cost Based Selection (CQCBS) process. The decision of the “Tender Inviting Authority” or “Project Review Committee Members” will be final and absolute in this respect.

#### **5.f. Technical Bid (Online Submission):**

For Technical Bid, the Bidder must upload the following statutory and non-statutory documents in [www.wbtenders.gov.in](http://www.wbtenders.gov.in):

- i. This RFP document, with all pages signed by the Authorized Signatory
- ii. Payment Receipt of EMD
- iii. Power of Attorney or Company Board Resolution establishing the Authorized Signatory
- iv. Certificate of Incorporation/Registered Partnership Deed
- v. The following documents should be filled up:

- Annexure 1: Letter of Proposal (s) / Covering Letter
- Annexure: 2 Statement of Legal Capability
- Annexure 3: Declaration on Manpower Support
- Annexure 4: Financial Capabilities of the Bidder
- Annexure 5: Undertaking stating the Bidder is Not Blacklisted / Bankrupted
- Annexure 6: Power of Attorney for Signing of Bid
- Annexure 7: Clarification Format
- For, 1: General Information of the Bidder
- Form 2: Credentials of the Bidder
- Form 3: Resume of Proposed Personnel

#### **5.g. Financial Bid (Online Submission):**

- i. For Financial Bid, BoQ (in excel format) is to be downloaded from [www.wbtenders.gov.in](http://www.wbtenders.gov.in). After filling the Bidder Name against “Bidder Name” and the quotation amount in the designated cell the file is to be uploaded in the Finance cover. *The bidder should quote the rate inclusive of GST as mentioned in Section 1 sub – clause v, for Clause 1.a.*

#### **5.h. Selection Process:**

- i. Considering the technical influence and value impact of the above services proposed to be procured, relative weightage (technical: financial) for Cumulative Quality and Cost Based Selection (CQCBS) Method of successful bidder, will be: 70:30.
- ii. The Bidder must fulfil the “Minimum Eligibility Criteria” mentioned above to qualify for evaluation of “Technical Eligibility Criteria”.
- iii. Tender Inviting Authority or Technical Committee or Project Review Committee may reject a bid and disqualify the bidder from further evaluation process if the bidder fails to fulfil the “Minimum Eligibility Criteria”. In absence of any one of the documents required under “Minimum Eligibility Criteria”, the offer may be treated as non-responsive & in that case State

Mission Director, AMRUT or UD &MA Dept. will have the right to decide accordingly.

- iv. The minimum technical score for qualification is 70. Bidders, who do not score 70 or above in the “Technical Eligibility Criteria” shall be declared ineligible for this project and their BoQs shall not be opened for further evaluation.
- v. The bidder qualifying the minimum eligibility will be required to provide a presentation. The date of the presentation will be notified later by the Tender Inviting Authority.
- vi. The contract shall be awarded to the vendor with the highest combined score (B1) calculated using the following formula:
  - **Combined score = (Quality score assigned to bidder x Technical weightage %) + (Financial score assigned to bidder x Financial weightage %)**
- vii. Interested firms are advised to submit their Quotation as part of the Bill of Quantities (BoQ). Before submitting the bid/response to this RFP, the interested firms may visit the respective locations for their clear understanding of the project and they will interact with the UD &MA Dept./ULB officials well in advance for any clarification so that during pre-bid meeting, UD &MA Dept. can clarify queries before all interested enterprises.
- viii. The Bill of Quantities (BoQs) will be evaluated based on the quotes submitted by the Bidders. Cost evaluation will be carried out as done under two bid open tenders and firms are given scores, with maximum score being provided to the lowest bidder (L1). Financial score of the bidder will be calculated as  $100 \times (L1 \text{ quote}) / \text{bidder's quote}$ .

#### **5.i. Acceptance of Offer:**

- i. UD &MA Dept. or State Mission Director, AMRUT will issue an Expression of Interest (EoI) cum Work Order to the successful Bidder (i.e. the B1 bidder).

- ii. The successful Bidder will need to send an unconditional acceptance of the LoA cum Work Order issued within 7 days from the date of issuance.
- iii. If the successful Bidder is unable to send the unconditional acceptance within the stipulated time, then UD &MA Dept. as per their discretion can cancel the LoA issued and issue a fresh LoA to the second most responsive Bidder (B2). The EMD for the original successful Bidder will be forfeited in this case.
- iv. The successful Bidder is required to sign a Concession Agreement (Contract), within 30 days from the date of issue of the LoA cum Work Order. Failure to do so may result in forfeiting the EMD.
- v. The selected bidder shall mobilize its team and start the work within 15 days of issuance of the LoA cum Work Order.

#### **5.j. Earnest Money Deposit:**

- i. Bidders shall pay along with their bids, necessary EMD required for each work in the form of Net Banking or RTGS/ NEFT from the e-Procurement website of the Government of West Bengal [www.wbtenders.gov.in](http://www.wbtenders.gov.in).
- ii. The EMD of all unsuccessful Bidders would be refunded by State Mission Director, AMRUT or UD &MA Dept. after selection of the successful Bidder.
- iii. No interest will be paid by State Mission Director, AMRUT or UD &MA on the EMD amount and EMD will be refunded to all the Bidders (including the successful Bidder) without any accrued interest on it.
- iv. In case of the successful bidder, the EMD can be transferred to the contract performance guarantee/security deposit.
- v. The EMD may be forfeited:
  - If a Bidder withdraws its Bid during the period of Bid validity period
  - In case of a successful Bidder, if the Bidder fails to sign the Contract in accordance with the terms and conditions



- Misrepresentation of facts
- Failing in taking up the work in due time

#### **5.k. Payment of Earnest Money Deposit (EMD):**

The EMD is needed to be paid online through Net Banking or RTGS/NEFT.

- i. The bidder desirous to take part in the tender need to log in to the e-Procurement website of the Government of West Bengal [www.wbtenders.gov.in](http://www.wbtenders.gov.in) using its log in id and password.
- ii. The bidder will select the tender to bid and initiate the payment of EMD for that tender by selecting from either of the following payment modes:
  - Net Banking in case of payment through bank payment gateway
  - RTGS/NEFT in case of offline payment through bank account in any bank.
  - Intending Bidder may download the RFP from the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) directly with the help of Digital Signature Certificate. The amount should be deposited online either by Net Banking (any listed bank) or through RTGS/NEFT as per requirement of the system.

For Queries: Write back to State Mission Director, AMRUT at [amrut.wb@gmail.com](mailto:amrut.wb@gmail.com)

#### **5.1. Payment Method:**

- i. Payment by Net Banking (any listed bank) through Bank Payment Gateway:**
  - On selection of Net Banking as payment mode, the bidder will be directed to Bank Payment Gateway webpage where he will select the bank through which he wants to do the transaction.
  - Bidder will make the payment after entering his unique ID and password of the bank to process the transaction.
  - Bidder will receive a conformation message regarding success/failure of the transaction.
  - If the transaction fails, the bidder will again try for payment by going back to the first step.

**ii. Payment through RTGS/NEFT:**

- On selection of RTGS/NEFT as payment mode, the e-Procurement website will show a prefilled challan having the details to process RTGS/NEFT transaction.
- The bidder will print the challan and use the challan and use the pre-filled information to make the RTGS/NEFT payment using his Bank Account.
- Once the payment is made, the bidder will come back to the e-Procurement website after expiry of a reasonable time to enable the RTGS/NEFT process to complete in order to verify the payment made and continue the bidding process.
- If the payment is successful, the bidder will go the e-Procurement website for submission of the bid response documents.
- If the payment verification is unsuccessful, the amount will be returned to the bidders account.

**iii. Refund/Settlement Process:**

- Once the evaluation of the tender is done the EMD amount of the unsuccessful bidder will be returned through an automated process to the respective bank accounts from which they have made the payment transaction.
- After the financial evaluation, the EMD of the bidders other than B1 bidder and B2 bidder will be refunded through the process mentioned above.
- After the LoA cum Work Order issued to the B1 bidder and is accepted, the EMD amount of the B2 bidder will be refunded through the process mentioned above.

**5.m. Security Deposit:**

- i. Security deposit at the rate of 10% shall be deducted from each running account bill.
- ii. 2% EMD shall be adjusted with security deposit.
- iii. Security deposit shall be refunded after approval of each of the deliverables.

**5.n. Liquidated Damages:**

- i. For any damage caused to the ongoing mechanisms of O &M while conducting any physical test for water treatment plant shall be treated as an act of vandalism. Further, for each damage costs to the property of the

authority, 5% of the Security Money Deposit, from each of the deliverables shall be deducted, respectively. The maximum penalty shall be 30% of the quoted price or may be at the discretion of the authority.

**5.o. Failure to execute the Agreement after issue of Letter of Intimation (LOI):**

- i. If the successful bidder fails to sign the Agreement in the format shared by UD &MA Dept. within 10 days of issue of Letter of Intent from UD &MA Dept. or AMRUT without any valid ground, then the EMD will be forfeited, the bid will stand cancelled and UD &MA Dept. /AMRUT, West Bengal will have the right to either approach the B2 bidder or issue fresh tender for the said work.

**5.p. Delay in Completion of Work:**

- i. In case the bidder fails to submit deliverables in time, a penalty at the rate of 1% per day shall be levied on consultant and shall be deducted from the subsequent bills. The maximum penalty shall be 10% of the quoted price.

**5.q. Termination:**

**i. Authorized Representatives:**

- Any action required or permitted to be taken and any document required or permitted to be executed under the Contract by State Mission Director, AMRUT or UD &MA Dept. or the Bidder may be taken or executed by the officials authorized for the purpose.

**ii. Settlement of Dispute:**

- Any dispute between the parties arising out of this RFP Document, relating thereto, or arising there from will be settled in the court of law having jurisdiction provided that such a recourse shall not be resorted to without exhausting all other reasonable avenues of redress. The proceedings will be conducted in English. The language of the proceedings and the Award will be in English. Each party will pay its own costs. Courts at Kolkata will alone, to the exclusion of all other Courts,

have jurisdiction over all matters between the parties arising out of the present RFP Document or relating thereto.

#### 5.r. Applicable Law:

- The applicable law for the purpose of this RFP is the laws of India.

#### 5.s. Clarification to the Tender Documents:

- All the Bidders are requested to carefully go through the provisions laid down in this Tender Document Set and seek all clarifications before submitting Proposal (s).

The bidders may contact the concerned Officials/ Engineers as listed below:

Sl. No.	Name of Superintending Engineer	Office Address and Contact Number	Cluster Number /Package Number
i.	Mr. Biswajit Das	a. Office of the Superintending Engineer, Planning Circle, South, Municipal Engineering Directorate (MED) Bikash Bhavan, 1 <sup>st</sup> Floor, DF Block Kolkata- 700091 Ph: 9830654502	1
ii.	Mr. Samarendra Nath Das	a. Superintending Engineer, AMRUT Building, 2 <sup>nd</sup> Floor ILGUS Bhavan, HC Block Kolkata- 700106 Phone: 9874822957	2
iii.	a. Mr. Amitabha Mukherjee and b. Mr. Samiran Mallick	a. Office of the Additional Chief Engineer, W&S Sector, Kolkata Metropolitan Development Authority (KMDA), Unnayan Bhavan 6 <sup>th</sup> Floor, DJ Block Kolkata- 700091 Ph: 9831264580	3

		<i>b. Office of the Engineering Advisor, Hourah Municipal Corporation, Annex Building (Third Floor) 4, Mahatma Gandhi Road Hourah- 711101 Ph: 8961143199</i>	
iv.	Mr. Asraful Islam	<i>a. Office of the Executive Engineer, South Division – Baghajatin STP, Kolkata Metropolitan Development Authority (KMDA), 2<sup>nd</sup> Floor, Landmark Sree Colony Kolkata- 700086 Ph: 8479817935</i>	4

- State Mission Director, AMRUT or UD &MA Dept. shall consolidate all the clarifications sought for by various Bidders and clarify the same before submission of Proposal (s)s. The Bidder must submit the PDF version as well as Excel/Word format of the clarification through online only.
- State Mission Director or UD &MA Dept. shall conduct a Pre- Bid meeting for the prospective bidders on the date mentioned in Section 1.
- At any time before the scheduled submission of Proposal (s), State Mission Director or UD &MA Dept. may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP, by amendment. The amendment/response to clarification(s) if any shall be published in the website of the Government of West Bengal [www.wbtenders.gov.in](http://www.wbtenders.gov.in). UD &MA Dept. may, at its discretion, extend the date for submission and/or opening of the Proposal (s)s.

#### **5.t. Validity of Proposal (s):**

- The Proposal (s) and quotation by the bidders shall remain valid for a period of 120 days from the scheduled date of the closing date of Submission of the bid mentioned in Section 1. All prices quoted must be

firm and valid for this period. All prices quoted shall not be affected by any escalation in prices of labour or materials, machinery, equipment, etc. or in rupee (INR) exchange rate during the price validity period.

#### **5.u. Conflict of Interest/ Force Majeure:**

- The failure on the part of the successful bidder to perform any of its obligations or comply with any of the terms of this Tender shall constitute an Event of Default on the part of the successful bidder. The events of default as mentioned above may include, inter-alia, the following:
- The successful bidder has failed to perform any instructions or directives issued by the State Mission Director, AMRUT or UD &MA Dept. which it deems proper and necessary to execute the scope of work under the tender, or
- The successful bidder has failed to remedy a failure to perform its obligations in accordance with the specifications issued by State Mission Director, AMRUT or UD &MA Dept., despite being served with a default notice which laid down the specific deviance on the part of the successful bidder to comply with any stipulations or standards as laid down by State Mission Director, AMRUT or UD &MA Dept.; or
- The successful bidder has failed to conform with any of the specifications as set out in the tender or has failed to adhere to any amended direction, modification or clarification as issued by UD &MA Dept. and which UD &MA Dept. / AMRUT deems proper and necessary for the execution of the scope of work under this tender;
- There is a proceeding for bankruptcy, insolvency, winding up or there is an appointment of receiver, liquidator, assignee, or similar official against or in relation to the successful bidder.
- The successful bidder or its team has failed to comply with or is in breach or contravention of any applicable laws.

- The successful bidder has failed to comply with any terms and conditions of this tender.
- Misrepresentation of facts at any point of time.
- In the event of any default by the successful bidder as stated above, State Mission Director, AMRUT or UD &MA Dept. will issue a Notice to the bidder in writing setting out specific defaults/ deviances/omissions. The successful bidder will need to remedy the default/ deviances/omissions committed within thirty (30) days of the receipt of the notice to the satisfaction of State Mission Director, AMRUT or UD &MA Dept. In case, the successful bidder fails to remedy the default to the satisfaction of State Mission Director, AMRUT or UD &MA Dept. will be entitled to terminate the Agreement in full or in part. UD &MA Dept. will revoke the Performance Security/EMD, provided by the bidder. State Mission Director, AMRUT or UD &MA Dept. will not be required to refund any money received from the bidder.
- Upon termination of the Agreement, the State Mission Director, AMRUT or UD &MA Dept. also has the right to debar the Agency from participating in future works.
- If the agreement is terminated, then State Mission Director, AMRUT or UD &MA Dept. will take necessary action and no compensation will be paid to the bidder.
- Neither State Mission Director, AMRUT or UD &MA Dept. nor the bidder will be in breach of the agreement if any total or partial failure by it of its duties and obligations is occasioned by any act of God, fire, floods, terrorist attacks, riots, political strikes or disturbance, state or national level disaster, stoppage of work due to governmental order/alert. If such reasons continue to prevent performance of either party's duties or obligations for a period of more than ten (10) working days, the parties shall consult together for the purpose of agreeing what action should be taken.
- This notice constitutes no form of commitment on the part of the SMD, AMRUT other than to provide further information on the specific tasks to be undertaken as part of the RFP. Furthermore, this notice confers neither the right nor an expectation on any party to participate in the proposed process. Mere submission



of Proposal (s) shall not entitle the participant for being shortlisted.

- The Entity/Bidder shall bear all costs associated with the preparation and submission of the Proposal (s) for this RFP and thereafter. SMD, AMRUT shall not, under any circumstances, be responsible or liable for any such costs, whether direct, incidental, or consequential.
- Only the courts at Kolkata (with exclusion of all other courts) shall have the jurisdiction to decide or adjudicate on any matter, which may arise out of or in connection with the bidding procedure.
- Intending entity/bidder may download the tender document from the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) directly by the help of **Digital Signature Certificate** & necessary documents through e-Filling, (scanned copy to be submitted) RFP will be submitted concurrently duly digitally signed in the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) as per Tender Schedule
- Prospective Entities/Bidders shall carefully note the minimum **Qualification Criteria** before bidding from the Section – 4 of “Terms of Reference” of this RFP
- At any stage of bid process and before and issuance of the work order, the Tender Inviting Authority **may verify the credential and other documents with the original of the lowest bidder (s) if found necessary.** After verification, if it is found that such documents submitted by the lowest bidder is false or misleading; in that case, work order will not be issued in favour of the bidder under any circumstances and if issued it will be withdrawn with necessary consequences under law.
- Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably **upload a copy of registered power of**

**attorney showing clear authorization in his favour**, by the rest of the directors of such company or the partners of such firm, to upload such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

- Bidder (s) would be **at liberty to point out any ambiguities**, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Tender documents before the State Mission Director, AMRUT-West Bengal and/or appropriate authority at the UD&MA Department of the Govt. of West Bengal through online, prior to the Pre-Bid Meeting to be held on **-to be notified** and beyond such period no representation in that behalf will be entertained by the Tender Inviting Authority.
- The Tender Inviting Authority reserves the right to have pre-Bid conference with the intending Bidders if deemed necessary depending upon the nature of clarifications sought from Bidders within stipulated deadline.
- This notice constitutes no form of commitment on the part of the Tender Inviting Authority, other than to provide further information on the specific tasks to be undertaken as part of the RFP. Furthermore, this notice confers neither the right nor an expectation on any party to participate in the proposed process. Mere submission of Proposal (s) shall not entitle the participant for being shortlisted.
- The Entities/Bidders may submit **any number of Proposal (s)s**. However, after evaluation, if their bids are the most competitive for more than two packages, they would be offered a choice of a maximum of two packages.
- The Entity/Bidder shall bear all costs associated with the preparation and submission of the Proposal (s) for this RFP and thereafter, Tender Inviting Authority shall not, under any circumstances, be responsible or liable

for any such costs, whether direct, incidental, or consequential.

- Only the courts at Kolkata (with exclusion of all other courts) shall have the jurisdiction to decide or adjudicate on any matter, which may arise out of or in connection with the bidding procedure.
- Intending entity/bidder may download the tender document from the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) directly by the help of **Digital Signature Certificate** & necessary documents through e-Filing, (scanned copy to be submitted) RFP will be submitted concurrently duly digitally signed in the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) as per Tender Schedule.
- State Mission Director, AMRUT or UD &MA Dept. policy requires that Bidders or its members (if it is a Joint Venture) provide professional, objective, and impartial advice and at all times hold the State Mission Director, AMRUT or UD &MA Dept.'s interest paramount, strictly avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work.
- **Necessary deduction for income tax and / or any other tax shall be made as per prevalent rules.**
- **No advanced payment shall be made.**
- Proposal (s) documents should only be submitted online at [www.wbtenders.gov.in](http://www.wbtenders.gov.in).
- Any Queries to be submitted at [amrut.wb@gmail.com](mailto:amrut.wb@gmail.com) under the specific format mentioned in Section 6, Annexure 7 of this RFP
- All the interested candidates may go through the Annexure form- 7 of Section 6 and submit their queries to the State Mission Director, AMRUT, if any.
- Without limitation on the generality of the foregoing, Bidders, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
- Such Bidder or its members (In case of a JV) providing goods, works, or non-consulting services resulting from

or directly related to consulting services for the preparation or implementation of a project that it provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm. This provision does not apply to the various firms (consultants, contractors, or suppliers) which together are performing the Contractor's obligations under a turnkey or design and built contract.

- Such Bidder or its members (if it is a Joint Venture) submits more than one bid, either individually or as a joint venture partner in another bid. This will result in the disqualification of all bids in which the Bidder is involved.
- Such Bidder or its members (if it is a Joint Venture) including its personnel has a close business or family relationship with a professional staff of the Borrower (or of the project implementing agency, or of a recipient of a part of the loan) who: (i) are directly or indirectly involved in the preparation of the bidding documents or specifications of the contract, and/or the bid evaluation process of such contract; or (ii) would be involved in the implementation or supervision of such contract unless the conflict stemming from such relationship has been resolved in a manner acceptable to UD &MA Dept. throughout the selection process and the execution of the Contract.
- Such Bidders or its members (if it is a JV) have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their UD &MA Dept., or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to the disqualification of the Consultant or the termination of its Contract.
- Such Bidder or its members (if it is a JV) has a relationship with another Bidder or its members (if it is a Joint Venture), directly or through common third parties, that puts them in a position to have access to each other's' information about, or to influence the Bid of either or each of the other Bidder.
- Such Bidder or its members (if it is a Joint Venture) has participated as a consultant to the Authority in the

preparation of any documents, design, or technical specifications of the Project.

- Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render their Bid liable to rejection.
- A Proposal (s) that has been found to be incomplete in content or attachments or **authenticity of documents** with respect to the forms attached in the appendix shall not be considered for the purpose of qualification.
- If any information is received by SMD, AMRUT, after the Bidder has been qualified to receive the Letter of Award, which would have entitled the SMD, AMRUT, to reject or disqualify the relevant Bidder.

#### **5.v. Warranty for the Work**

- a) The successful bidder warrants that all work under this Agreement will be performed with promptness and diligence and will be executed in a workman like and professional manner, in accordance with the practices and high professional standards used in well-managed operational procedure for performing work similar to the work under this tender document.

#### **5.w. Insurance**

- a) Successful bidder shall, during the entire project period, at its sole cost and expense, obtain and maintain in full force and effect, adequate standard forms of insurance which are mandatorily to be maintained as per the applicable laws.

## 6. Annexures

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Office of the State Mission Director, AMRUT  
Institute of Local Government & Urban Studies (ILGUS Bhavan)  
HC Block, Sector III, 1<sup>st</sup> Floor, Bidhannagar, Kolkata,  
West Bengal 700106

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### **Annexure- 1** **Letter of Proposal (s) / Covering Letter**

(On Applicant's letter head)  
(Date and Reference)

To:  
The State Mission Director,  
ILGUS Bhavan,  
Bidhannagar,  
Kolkata- 700106.

**“APPOINTMENT OF TECHNICAL CONSULTANTS for Assisting AMRUT under the guidance of UD &MA Dept. for improving effective O&M system for Water Supply /with conducting survey for introduction of SCADA System/ and Preparation of Bid Process Management selection of O & M Agency/s for the upcoming 10 years**

**Ref:** Your tender ID no.  
.....dated .....

Dear Sir,  
With reference to your RFP Document No. .... dated ....., I / We -----, having examined all relevant documents and understood their content, hereby submit our Financial Proposal (s) for selection as Technical Consultants for Assisting the AMRUT under the guidance of UD &MA Dept. for improving effective O&M system for Water Supply with introduction of SCADA System and Bid Process preparation for improved water supply distribution and Preparation of Bid Process for selection of O & M Agency/s for the upcoming 10 years.

• **The Proposal (s) is unconditional and unqualified under the following reasons:**

1. I / We acknowledge that the Department will be relying on the information provided in the Proposal (s)

and the documents accompanying the Proposal (s) for selection of the Technical Consultants and we certify that all information provided in the Proposal (s) and in the Appendix is true and correct and documents accompanying such Proposal (s) are true copies of their respective originals.

2. I / We acknowledge the right of the Department to reject our application without assigning any reason or otherwise waive our right to challenge the same on any account whatsoever.

3. I / We certify that in the last five years, we or any of our Associates have neither failed to perform any contract as evidenced by imposition of penalty by an arbitral or judicial Department or a judicial pronouncement or arbitration award against the Applicant or by any PSU (Public Sector Unit) nor have been expelled from any project or contract by any public Department or have had any contract terminated by any public Department for breach on our part.

4. I / We have not directly or indirectly or through an agent engaged in or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or request for Proposal (s) issued by or any agreement entered into with the Department or any public sector enterprise or any government, Central or State; and

5. I / We hereby certify that we have taken steps to ensure that in conformity with the provision of the 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.

6. I / We understand that the Department may cancel the Selection Process at any time and that the Department is neither bound to accept any Proposal (s) nor to select the Consultant, [without incurring any liability to the Applicants].

7. 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 order passed by a regulatory Department 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.



8. 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.

8. I / We further certify that no investigation by a regulatory Department is pending either against us against our Ministry/ Principal Secretary/ CEO or any State Mission Director / Secretary/ Managers / Employees.

8. I / We hereby irrevocably waive any right or remedy which we may have at any stage under law or howsoever otherwise arising to challenge or question any decision taken by the Department [and / or the Government of West Bengal] in connection with the selection of Consultant or in connection with the Selection Process itself in respect of the above-mentioned job of valuation.

8. I / We agree and understand that the Proposal (s) is subject to the provision of the RFP document. In no case, shall I / We have any claim or right of whatsoever nature, if the appointment of Technical Consultant is not awarded to me / us or our Proposal (s) is not opened or rejected.

8. A Power of Attorney in favour of the authorized signatory to sign and submit this Proposal (s) and documents is attached herewith in Form 3.

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

8. 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 Department or in respect of any matter arising out of or concerning or relating to Selection Process including the award of the job for Technical Consultants.

9. I / We agree that this offer shall remain valid for a period of 120 days from the date of submission and selection of the bidder.

8. I / We agree and undertake to abide by all the terms and conditions of the RFP Document.

17. In witness thereof, I / we submit this Proposal (s) under and in accordance with the terms of the RFP Document.

Yours faithfully,

For and on behalf of

**(Signature, name and designation of the authorized  
signatory)  
(Name and seal of the Applicant / Lead Member)**

**Company Seal**

## Annexure- 2

### **Statement of Legal Capacity**

(To be forwarded on the letter head of the Applicant)

Ref:                      Date:

To:  
The State Mission Director,  
ILGUS Bhavan,  
Salt Lake,  
Kolkata-7000106.

Sub: Appointment of Technical Consultant for Assisting the Urban Development & Municipal Affairs (UD &MA Dept.) for improving effective O&M system for Water Supply with introduction of SCADA System including third party hand holding for Operation and Maintenance for 10 years and Bid Process Management selection of O & M Agency/s.

**Ref:** Your tender ID no. .... dated  
.....

Dear Sir,

I / We hereby confirm that I / we, the Applicant satisfy the terms and conditions laid down in the RPF document.

I / We have agreed that (insert individual's name) will act as Authorized Representative on our behalf and has been duly authorized to submit our Proposal (s). Further, the authorized representative is vested with the requisite powers to furnish such Proposal (s) and all other documents, information or communication and authenticate the same.

Yours faithfully,

For and on behalf of  
(Signature, name and designation of the authorized signatory)

**Annexure- 3**

**Declaration on Manpower Support**

*(To be forwarded on the letter head of the Applicant)*

Ref:                                  Date:

To:  
The State Mission Director,  
ILGUS Bhavan,  
Salt Lake,  
Kolkata-7000106.

Sub: Engagement of key Manpower viz., Team Leader, Water Quality Analysts, PPP Specialists, RFP Specialists and Legal Advisor.

**Ref:** Your tender ID no. .... dated .....

Dear Sir,

I / We hereby confirm that I / we, the Applicant have the following strength of key Personnel, who will be engaged in support of the project and will prepare the Total Bid Document/Request for Proposal (s)/Expression of Interest (EOI) for the clustered Projects as identified, in conformity with the Terms of Reference of the RFP document, as laid down.

Sl . No.	Name of the Key Personnel/Manpower	Designation	Qualification	Experience in the relevant Field	E-mail ID and Contact No.
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Yours faithfully,  
For and on behalf of

(Signature, name and designation of the authorized signatory)

## Annexure -4

### Financial Capabilities of the Bidder

**Name of the Firm:**

(all figures are in ₹ Crores)

Year	Financial Year 2016 - 2017	Financial Year 2017 - 2018	Financial Year 2018 - 2019	Average of last 3 (three) years
<b>Total Annual Turnover (in RS)</b>				
<b>Net worth</b>				

#### **Instructions:**

1. The Bidder shall provide the Audited Annual Financial Statements of the corresponding years. Failure to do so would result in the Proposal (s) being considered as non-responsive. In case the annual accounts for the latest financial year are not audited and therefore cannot make it available, the applicant shall give an undertaking, to this effect and the statutory auditor shall certify the same. In such case, the applicant shall provide the audited annual reports for five years preceding the year for which audited annual report is not being provided.
2. A certificate from Statutory Auditor should be provided as supporting document certifying the Financial Pre-Qualification.

#### **Note:**

1. The financial year shall mean the period commencing from April 1 of any given year to March 31 of the succeeding year.
2. For the purpose of this RFP, turnover ("the turnover") shall mean the average of annual revenues from execution of the projects during the preceding three financial years from the due date of submission of this bid. This shall not include capital grants/capital subsidies/donations/salaries/dividend/bonus /commission and interest income.
3. For the purposes of this RFP, net worth (the "Net Worth") shall mean:

- (a) In case of Private Limited/Limited Companies incorporated under the Companies 1956 (or the Companies Act 2013) (or equivalent Act in case of Foreign bidder) shall mean the sum of subscribed and paid up equity and all reserves created out of the profits and securities premium account after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write- back of depreciation and amalgamation(as prescribed in the Companies Act 2013).
- (b) In case of Partnership Firms means partners' capital plus reserve & surplus.
- (c) In case of individuals, means sum of all assets less liability.

## **Annexure- 5**

### **Undertaking stating the bidder is not Blacklisted or Bankrupted**

Date: <insert date>

Place: <insert place>

To:  
The State Mission Director,  
ILGUS Bhavan,  
Salt Lake,  
Kolkata-7000106.

Subject: Declaration of Ineligibility for corrupt or fraudulent practices or blacklisted or debarred and terminated for unsatisfactory performance with any of the Government agencies

Dear Sir,

As required under the RFP of Urban Development & Municipal Affairs, titled: Request For Proposal (s) (RFP) for “*Engaging Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) & Preparation of RFP/Bid Document for Upgradation and Successful Handing over of Water Supply System to Concessioner for Effective Operation & Maintenance with Introduction of SCADA System for 17 Identified Water Supply Systems*” and Tender Reference Number: <insert number>, we would like to make the following disclosure:

We are not being under ineligibility for corrupt or fraudulent practices.

We were not blacklisted nor were any of the contract/services terminated with/by any of the Central/State Government Ministries/ Affiliates or UT Government/ PSU Organizations for projects in India or elsewhere during the last 5 years.

We have not been declared insolvent/ bankrupt or have not filed for insolvency/ bankruptcy or in the process of being declared bankrupt before any designated authority in any country.



We have not been debarred or terminated for any unsatisfactory performance.

Yours truly,

<Signature>

<Insert Name><Insert Designation

## **Annexure- 6**

### **Power of Attorney for Signing of Bid**

*(To be executed on Non-Judicial Stamp Paper of ₹ 100/- or of any appropriate value not less than ₹ 100/-)*

#### **Power of Attorney**

Know all men by these presents, We, \_\_\_\_\_ (name of Firm/Company) incorporated under the laws of India and having its registered office at \_\_\_\_\_

\_\_\_\_\_ do hereby constitute, nominate, appoint and authorize Mr./Ms. \_\_\_\_\_ (name), son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_

\_\_\_\_\_ who is presently employed with/retained by us and holding the position of \_\_\_\_\_ as our true and lawful attorney (hereinafter referred to as the “Attorney”/“Authorized Representative”) to do in our name and on our behalf, all such acts, deeds, matters and things as are necessary or required in connection with or incidental to submission of our Bid titled “*Technical Consultancy Services to Conduct Survey, Preparation of Detailed Project Report (DPR) & Preparation of RFP/Bid Document for Upgradation and Operation and Maintenance of Water Supply Systems, bid process management for selection of Concessionaire for Upgradation through Introduction of SCADA System and Operation & Maintenance of 17 Identified Water Supply Systems*” “Cluster No \_\_\_\_\_”, a Request for Proposal (s) (RFP) issued by the Urban Development and Municipal Affairs (the “UD &MA Dept.”) and subsequently for our selection as successful bidder including but not limited to signing of Proposal (s) and other documents and writings, participating in pre-bid meeting and other conferences and providing information/responses to the Department, representing us in all matters before the Department, signing and execution of all contracts including the Authorisation Agreement and undertaking consequent to acceptance of our Proposal (s) and generally dealing with the UD &MA Dept. in all matters in connection with or relating to or arising out of us Proposal (s) for the said consultancy job and/or upon

award thereof to us till the entering of the Agreement with the Department.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_  
THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED  
THIS POWER OF ATTORNEY ON THIS \_\_\_\_\_ DAY OF  
\_\_\_\_\_, 2020.

For (Signature, Name, Designation and Address)

Witnesses:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

**Notarized**

Accepted (Signature, name designation and address of the Attorney)

**Instructions regarding Power of Attorney:**

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
2. Wherever required, the executants(s) should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

## **Annexure- 7**

### **Clarification Format**

Bidders requiring specific points of clarification may communicate with UD &MA Dept./ AMRUT within the specified time period mentioned in Section 1 of this RFP using the following format:

(The Bidder must submit the PDF version as well as Excel/Word format of the clarification)

<b>Sl. No</b>	<b>Section Reference</b>	<b>Page No.</b>	<b>Statement of Clarification/ Deviation</b>	<b>Remarks</b>

- **Note: All such queried shall be dealt with in the pre bid meeting as specified in the NIT**

**Form- 1**

**General Information Of The Bidder**

**(a) In case of Single Applicant:**

*(To be submitted on Company Letterhead)*

<b>Sl. No</b>	<b>Criteria</b>	<b>Response Format</b>	<b>Details</b>
1.	Name of the Firm	Name	To be filled by the bidder
2.	Type of Firm	1. Proprietorship Firm 2. Partnership Firm 3. Registered Company	To be filled by the bidder
3.	Registered address of the bidder	1. Registered Office address: 2. Telephone number: 3. e-mail ID: 4. Fax:	To be filled by the bidder
4.	Contact details	1. Details of contact person (name, designation, address etc.) 2. Communication address: 3. Mobile number: 4. e-mail ID: 5. Fax:	To be filled by the bidder
5.	Year and place of establishment of the Firm	1. Year of establishment 2. Place of establishment	To be filled by the bidder
6.	Similar projects executed by the	Number of projects	To be filled

<b>Sl. No</b>	<b>Criteria</b>	<b>Response Format</b>	<b>Details</b>
.	Firm		by the bidder
7.	List of major clients with whom your organisation has been/is currently associated with	Name of the clients along with contact details	To be filled by the bidder
8.	Have a local representation/office in Kolkata	(Yes/No)	To be filled by the bidder
9.	If so, please give the address	Address and mention the number of years in operation from the local address	To be filled by the bidder

*Authorised signatory of the bidder*

**Name:**

**Designation:**

**Address:**

**Telephone/mobile number:**

**Fax number:**

**Name of Firm:**

**Company Seal**

**(b) In case of Joint Venture:**

*(To be submitted on Company Letterhead of the Lead Partner)*

<b>Sl. No</b>	<b>Criteria</b>	<b>Response Format</b>	<b>Details</b>
1.	Name of the Members	All members of the JV should be listed I. Name (lead partner) II. Name (another partner) III. Name (another partner, if any)	To be filled by the bidder
2.	Registered address of the members	<b>For Lead Partner</b> 1. Registered Office address: 2. Telephone number: 3. e-mail ID: 4. Fax:  <b>For Other Partner/s</b> 1. Registered Office address: 2. Telephone number: 3. e-mail ID: 4. Fax:	To be filled by the bidder
4.	Contact details	1. Details of contact person (name, designation, address etc.) 2. Communication address: 3. Mobile number: 4. e-mail ID: 5. Fax:	To be filled by the bidder



<b>Sl. No</b>	<b>Criteria</b>	<b>Response Format</b>	<b>Details</b>
5.	Does all the members of the JV has prior experience of working together in similar projects	(Yes/No)	To be filled by the bidder
6.	If yes, then how many projects?	Number of Projects/ Not Applicable	To be filled by the bidder
7.	Similar projects executed by one of the Partner	Name of member of the JV Details of the project/s	To be filled by the bidder
8.	List of major clients with whom your organisation/s has been/is currently associated with	Name of the clients along with contact details	To be filled by the bidder
9.	Have a local representation/office in Kolkata	(Yes/No)	To be filled by the bidder
10.	If so, please give the address	Address and mention the number of years in operation from the local address	To be filled by the bidder

*Authorised signatory of the bidder*

**Name:**

**Designation:**

**Address:**

**Telephone/mobile number:**

**Fax number:**

**Name of Firm:**

**Company Seal:**

**Form - 2**

**Credentials of the Bidder**

**Details of Projects eligible for Technical Pre-Qualification**

*(Provide details for only those Projects showing the work credentials of the bidder, use separate sheet for each project)*

<b>Name of Applicant/Member of JV (In case of JV) Claiming the Project Experience: _____</b>	
1.	Name of Project:
2.	Location of Project:
3.	Name of the Client:
4.	Client's Address & Telephone Number, Fax Number and e-mail ID of contact person:
5.	Project Cost (in ₹ Cr.):
6.	Nature of works and special features relevant to this project. (Details pertinent to the Technical Criteria of this RFP shall be submitted)
7.	Contract role (check one) <input type="radio"/> Sole Contractor <input type="radio"/> Joint Venture <input type="radio"/> Sub-Contractor
8.	a) Project Capacity: b) Your Company's share in the Project (%):
9.	Date of Award:
10.	Contract duration years ___ Months
11.	Date of Completion:
12.	Whether Completed in specified duration, if no, reason for delay
13.	Specified requirements
14.	Name and professional qualifications of applicant's Engineer-in-Charge of the work:
15.	Were there any penalties/fines/stop-notice/compensation/liquidated damages imposed? (Yes or No). If yes, give amount and explanation:

--	--

- a) Please repeat the above table for showcasing additional citations
- b) Each project should be furnished with an Agreement/Work Order and completion/successful commission/on-going Certificate from the client.

**Form – 3**

**Resume of Proposed Personnel**

(The Bidder shall provide all the information requested below)

Position*				
<b>Personnel Information:</b>				
Name:				
D.O.B.				
Experience (No. of years):				
Professional Qualification:				
Examination Passed	Board / University	Year of Passing	% of Marks/ CGPA	Remarks
Present Employment:	Name of Employer:			
	Address of Employer:			
	Telephone:	Contact (Manager/ Personal Officer):		
	Fax:	E-mail ID:		
	Job Title:	Years with Present Employer:		

Summarize professional experience in reverse chronological order. Indicate technical and managerial experience relevant to the project.

From*	To*	Company	Position	Relevant Technical and Management Experience

Signature of proposed personnel

.....

**Any Corrigendum if any, will be published as per the approval of the TIA.**