

Uttar Pradesh State Road Transport Corporation

Parivahan Bhavan, Tehri Kothi, Mahatma Gandhi Marg

Lucknow-226001 (U.P.)

(A Government of U.P. Undertaking)



RFQ cum RFP Document

SELECTION OF PROCESS - CONSULTANT

for

PROJECT FOR

DEVELOPMENT OF MODERN BUS STATIONS BY U.P.S.R.T.C.

(Two bid system)

The bid schedule (relevant dates) for bids are as under: -

1	Availability of e-tender document on e-portal	From May 10, 2018
2	Pre-bid Meeting	May 22, 2018, at UPSRTC's (hqs.) from 11 AM onwards
3	E-Submission of bid document on e-portal	Up to 05.06.2018 till 1500 Hrs.
4	Downloading of Technical bids	On 05.06.2018 at 1600 Hrs.
5	Downloading of Financial bids of qualified bidders (Tentative)	June 11, 2018 from 1500 hrs

- Cost of Document Rs. 10,000/- +18% GST (including bid processing – non refundable)
- HARD COPY OF TECHNICAL BID ONLY ALONG WITH TENDER FEES AND EMD SHOULD BE SUBMITTED AT UPSRTC HOR BEFORE 05 JUNE 2018.HARD COPY OF FINANCIAL BID IS NOT TO BE SUMITTED, IT SHOULD ONLY BE UPLOADED ON THE WEBSITE.
- Any or all information related to the process will be available on GoUP; eportal etender.up.nic.in for any reference. Thus the bidders are requested to consistently refer and follow up this website for any notice, information or process related Addendum/ Corrigendum. Any query/clarification regarding submission of e-tender may be placed at 0522-2286909/808

ADD. MANAGING DIRECTOR

TERMS OF REFERENCE

1. PURPOSE

UPSRTC - Uttar Pradesh State Road Transport Corporation (a U.P. Government Undertaking) established under the Road Transport Corporations Act 1950, in the year 1972, has decided to develop & maintain bus-stations of major cities like Agra, Ghaziabad, Meerut, Kanpur, Allahabad, Varanasi, Gorakhpur, Lucknow etc. on PPP –model (**Annex-1**). As a requirement for this project UPSRTC intends to engage a qualified and experienced process consultant for assisting UPSRTC and the competent committee(s) of GoUP.

2. BRIEF ACCOUNT OF PROPOSED PROJECT

Over the years UPSRTC conducts it's business of bus operation through a network of bus stations for its fleet, which at present is of over 12,200 buses, and carries approx 580 million passengers annually. In order to meet the expectations and elevated life – style of the public, modernisation of existing bus-stations becomes inevitable, with already upgraded bus- fleet. Thus the purpose and objective of assignment of developing this Public-Private-Partnership (PPP) project by Uttar Pradesh State Road Transport Corporation (UPSRTC) is to provide-

- i. Modern facilities for Bus Operations and their Management at the Bus Terminals
- ii. Modern Passenger Amenities and Facilities for Secure and Comfortable Travel
- iii. Financially Self-Sustainable Operation Model of the Bus Terminal.

The consultant's role will involve conducting study of the bus-stations (as per Annex-1) and selecting the most viable of them for development, through appropriate business-model, preparing requisite documents, and finally making it available to the selected developer through execution of agreement for the concession-period-adhering to the decisions taken by the competent committee(s) on related issues of the project.

3. Scope of work:

(Detailed Scope Of Work, List of Tasks and Description Of Services for the Project Consultant (PC))

- 3.1 The Project Consultant shall prepare Bus Terminals Feasibility Reports (BTFR) for each of the identified Bus Terminals as per

Annex-1. The BTFR shall comprise and not be limited to the following for each of the identified Bus Terminals:

- i. Suitable Development Model and Business Plan
- ii. Determination of appropriate Project Cost, Construction Cost, Project Schedule, Project Revenue as per Development Model
- iii. Detailed Financial Viability Analysis
- iv. Detailed Environment and Socio-Economic Impact Analysis
- v. Any other relevant information and analysis document
- vi. The Process Consultant will provide front elevation design based on the theme of local cultural heritage

3.2 The PC shall prepare Bid Documents(BD) for procurement of Concessionaire on Design-Build-Finance-Operate-Transfer Model (DBFOT). The Concessionaire will operate the Bus Terminals for a period of 60 years. The BDs shall include and not be limited to the following:

- i. Project Information Memorandum (PIM)
- ii. Request for Qualification (RFQ)
- iii. Request for Proposal (RFP)
- iv. Concession Agreement (CAG)
- v. Any other relevant Document for the purpose of the Assignment

3.3 The BDs will be finalized with the approval of the PPP Bid Evaluation Committee (PPPBEC) constituted for selection of Concessionaire for development of the BTs as per PPP Guidelines 2016.

3.4 The PC shall assist UPSRTC in presenting including discussions for seeking approval of the PPPBEC for finalization of the Bid Documents. The PC shall obtain the final approval of the PPPBEC on the BDs

3.5 The PC shall assist UPSRTC in Marketing of the Project to prospective Bidders and Investors across the country and any other destination.

- 3.6 The PC shall assist UPSRTC in organizing and completion of the Bid Process for selection of the Concessionaire. These tasks shall include and not be limited to:
- i. Publication and Circulation of the BD
 - ii. Assistance in organizing of the Pre-Bid meeting (s)
 - iii. Issue of Corrigendum and Addendum to the BD
 - iv. Assist in conducting all and any steps and tasks concerned with the Bid Process
 - v. Any other relevant and related matter
- 3.7 The Bid methodology for selection of Concessionaire shall be on a Single-Stage-Two-Envelope System - one Envelope comprising the RFQ (Technical Bid) and the second Envelope comprising the RFP (Financial Bid).
- 3.8 The PC shall evaluate the Bids received and prepare a Bid Evaluation Report with recommendations for decision of the PPP BEC
- 3.9 The PC shall be responsible for the Assignment upto the signing of the Concession Agreement with the Selected Bidder for the development of the Bus Terminals.
- 3.10 The Consultancy fee quoted by the bidder shall include all costs and expenses pertaining to the scope of work specified herein or as expected for any task or assignment related to the project in terms of logistics, office equipment and maintenance, travel and other allied expenses.
- 3.11 Any other related and concerned work and task.

Deliverables & Time Frame: -

Sl. No.	TASK /ACTIVITY	PROPOSED TIME
A	Preparation of inception report and pre-feasibility reports for bus-stations.(As per annexure A)	Within <u>SIX weeks</u> from receipt of mobilisation – fee
B	Submission of feasibility report for approved bus – stations. With recommendations for suitable business model for each of them.	Within four weeks from approval on SL. No. A
C	Preparation of RFQ & RFP document(s) along with Concession Agreement(s) for obtaining approval of competent authority	Within <u>TWO weeks</u> from approval on SL. No. B
D	Preparation of Evaluation sheets for Bids received, for selection of Developer(s) for all projects.	Within <u>03 weeks</u> from receipt of proposals.

4. Responsibilities of the Consultant:

The Consultant would be responsible for undertaking all activities, studies, modeling, planning and designing etc. to enable successful bidding of the projects for selection of Private Sector Developer to implement the projects on PPP mode, on the best feasible terms to UPSRTC, including, but not limited to the following: -

- a) Preparation of the Concept Plan, as per the scope of work mentioned above, after undertaking feasibility studies, including valuation of assets by an independent agency, to assess technical, financial & economic viability, environmental and social assessment studies, their analysis, etc.
- b) Development of feasibility report, which *inter alia*, shall include preliminary design of the project, preliminary drawings, preliminary cost estimates, preliminary economic and financial viability analysis, preliminary environmental and social feasibility, etc.
- c) Formulation of revenue and business models of the projects in PPP mode, including suggestions for improving viability for successful marketing of the projects etc. Such suggestions may include proposals for 'incentives', if required, with their justification for improving the viability of the project, and cost and phasing of such 'incentives' to the extent it is feasible. The bidding parameter, for selection of the Private Developer, would be based on the extent of incentives.
- d) Preparation of Project Information Memorandum, Request for Proposal, bidding documents, contract agreements etc. for selection of developer through competitive bidding process.
- e) The Developer for the proposed project shall be selected as per the 'Guidelines for selection of Consultants and Developer for PPP - projects in Uttar Pradesh -2016' (PPP Guidelines 2016) any other directives issued by GoUP in this regard. The Consultant shall assist and facilitate UPSRTC in bid process management, selection of developer and execution of agreements with selected developers etc., as defined in scope of work earlier, in detail.
- f) Interface with UPSRTC and other agencies for building consensus for appropriate policy & regulatory and institutional reforms as well as

coordination with Government and other agencies for facilitating statutory clearances/ approvals required for setting up the projects.

- g) Preliminary study shall include development methodology and strategy, work plan, scope for project development and milestones for various activities, as may be agreed upon with UPSRTC. The effort would be to minimize the time as the aim is to start actual work on ground at the earliest.
- h) Any other activity not specifically mentioned but that may be required for the project development.

5. Minimum Qualifying Criteria for Consultant:

(Key Professionals, Experts and required Expertise Parameters for the Project Consultant)

Sr. No.	Key Personnel	Educational Qualification	Length of Experience	Experience on Eligible assignments
1	Project Team Leader	Bachelor of Engineering with MBA	12 Years	At least five years in transport infrastructure (other than roads construction) in individual works of at least Rs100 crores and above
2	Project Civil Engineer	BE in Civil Engineering	8 years	3 years of Bus terminals construction and related individual works of at least Rs 25 crores and above.
3	Architect Engineer	B E/ B Arch Architecture	8 years	Experience in individual works / projects of Rs 25 crores and above in Eligible Assignments
4	Structural Engineer	M E in Structural Engineering	5 years	Experience in works / projects of Rs 25 crores and above in transport infrastructure
5	Transport Traffic Planner	Post Graduate in Traffic/Transport Engineering/Planning	10 Years	Traffic/Transportation Engineer / Planner for at least two Eligible assignments
6	Urban Planner	Post Graduate in Urban Planning/ M.Arch	7 Years	Should have worked as Urban Planner/ Architect for at least two Eligible Assignments
7	Finance Expert	Post Graduate in Commerce/Chartered Accountant/MBA (Finance)	7 years	Should have undertaken financial analysis for at least two Eligible Assignments
8	Procurement Expert	B E with Certificate in Procurement	5 years	Should have undertaken procurement works for at least two Eligible Assignments
9	IT Expert	M Tech (Computer Science) / M C A	5 years	Should have undertaken procurement works for at least two Eligible Assignments
10	Communication and Branding Expert	MBA (Marketing)/ Masters Degree in Communications/ Public Relations	5 years	Should have undertaken procurement works for at least two Eligible Assignments
11	Legal Expert	LLB	10 Years	Should have worked as a legal staff for at least two Eligible Assignments

NOTE : There shall be no change or substitution of team leader or any other member during the process , for which the Process Consultant is being engaged. However in extra-ordinary / inevitable situation with the approval of the BEC (Bid Evaluation Committee) it may be allowed with substitution or replacement by member of atleast equal academic qualification and experience.

Confidentiality

The Process Consultant shall treat all the documents and information received from UPSRTC and all other related documents / communications in confidence and shall ensure that all who have access to such material shall also treat them in confidence. The Successful Consultant shall not divulge any such information without the prior written permission of UPSRTC authorities. The Process Consultant shall return all the documents received time to time from UPSRTC after completion of the related works

6. Commercial Terms and Conditions:

The applicant can also be a consortium of not more than four members, wherein Lead member should be clearly identified by all the partners and the decision of lead partner shall be binding on other partners of consortium.

7. Bid variable:

The technical bid of the bidders meeting the minimum qualifying criteria shall be evaluated on the criteria mentioned in clause no - 31 herein below. All bidders with a **Technical Score of 70% or above** in the Technical Bid Evaluation shall only be considered for opening of Financial Bids. The Financial Bids of these bidders shall then be evaluated on the basis of QCCBS, as prescribed in the "Guidelines for selection of Consultants & Developers for PPP- projects in Uttar Pradesh-2016." (PPP Guidelines-2016).

(The evaluation methodology for the proposals shall be as explained in the annexure-GL. at the end of this document)

8. PRE BID MEETING

A pre bid meeting shall be held at the UPSRTC, Headquarters, Lucknow as per bid schedule to discuss and resolve queries relating to various provisions of this RFQ cum RFP. All parties interested as bidders may participate in the said meeting through one authorized representative. Items discussed and mutually agreed upon shall have the effect of revision of the said provision/clause of this document. All revisions shall be issued as a Corrigendum /Addendum to the bid document and shall be made available to the parties through our website, etender.up.nic.in Any correspondence in this regards after the meeting or from parties who do not attend the meeting shall not be entertained.

9. VALIDITY OF BIDS

The bids submitted should be valid for a minimum period of 90 days from the date of their opening .

10. EARNEST MONEY

An Earnest Money Deposit(EMD) of Rs. 1,00,000 (Rs. One lac only) in the form of Account payee bank draft/pay order from any branch of nationalised / Scheduled bank at Lucknow in favour of SECRETARY Corporation U.P. State Road Transport Corporation, Lucknow should be enclosed with technical bid. No proposal shall be evaluated in the absence of Earnest Money on any ground whatsoever. Bids submitted without requisite EMD or in a manner not prescribed herein shall be rejected and their bids shall not be opened. **SCANNED COPY OF EMD IS TO BE UPLOADED ALONG WITH TECHNICAL BID ON THE WEBSITE E TENDER**

11. FORM FEES

- (i) This document is available on the web site etender.up.nic.in to enable the BIDDERS to use this document for submitting their bids in UPSRTC against the notice. This amount is non-refundable to the BIDDERS for any reason thereof. In case of any ambiguity/ interpretation issue, the original document available with UPSRTC shall be treated as reference document and decision of the competent authority shall be final and binding.

OTHER TERMS & CONDITIONS

- 12. The Competent Committee /Employer (UPSRTC) reserves the right to negotiate with the BEST weighted Bid as per GoUP Guidelines.
- 13. A sum equal to the consultancy fee and Success-Fee shall be recoverable from the selected developer(s) proportionately before signing of Concession Agreement(s) and shall be reimbursed to Employer/ UPSRTC.
- 14. The Bidders should upload the technical bid and financial bid on the website etender.up.nic.in. A hard copy of of tender document without financial bid along with tender fee and EMD in original should be submitted before the due date and time of uploading of tender. Financial Bid should only be uploaded on the website etender.up.nic.in.
- 15. One representative of each BIDDER may participate at the time of downloading the bids. The BIDDERS may however seek any other relevant information from UPSRTC, which may or may not be provided at the discretion of UPSRTC. An application in this regard shall be made to the Managing Director whose decision regarding the same shall be final & binding. UPSRTC shall be free to evaluate the

proposal, ask for further details, documentation, presentation before the management or any other information deemed necessary for evaluating the same. The BIDDERS shall provide all information to UPSRTC as required failing which may disqualify them from being considered for the same. UPSRTC shall be free to evaluate and call for information, from any successful BIDDER and may reject all or any proposal on any ground whatsoever without assigning any reason.

16. BIDDERS may include all documents they deem fit to elaborate their proposal, which may or may not be considered by UPSRTC for the purposes of evaluation

17. Conditional bid shall be rejected summarily.

18. The documents containing bids shall be free from cutting and erasures. However, alterations, if any, in the proposal should be attested properly by the BIDDER, failing which the proposal is liable to be rejected.
19. UPSRTC will not be responsible for any delay in obtaining the proposal document by the BIDDERS or uploading of the completed document on website **etender.up.nic.in**.
20. Bids not conforming to any terms and conditions or incomplete in any respect are liable to be rejected.
21. In case of BIDDERS whose bids are not considered for downloading of Financial Bids for any reason whatsoever, or unsuccessful BIDDERS after Financial Bids are opened, the Earnest Money amount shall be refunded. However this shall be done only after the final decision of the Committee on the said bid.
22. The qualification & experience of 'Core Team' to be deployed by Consultant will be required to be approved by nodal agency (UPSRTC).
23. Consultant shall have to establish its local office at UPSRTC, Headquarters, Lucknow, headed by a senior executive.
24. Travel related expenses and all other expenses including those related to due diligence would have to be borne by the applicant.
25. The selected Consultant shall enter into a Confidentiality Agreement and a Consultancy Agreement with UPSRTC.

26. Penalty for delay:

If progress of the assignment is not as per the agreed milestones, the consultant shall be liable to pay 10% of the quoted fee as penalty up to two weeks beyond the milestones fixed and in the case of delay of four weeks beyond the milestone the penalty will be 20% of the quoted fee. In case of dispute, the matter will be referred to Consultant Evaluation Committee (CEC), whose decision will be final and binding.

27. Success Fee:

It shall be payable on PPP project to project basis, based on total number of projects and shall be as indicated in PAYMENT TERMS (at clause-33). Consultant shall be eligible to receive the success fee only after successful selection of private developer for the projects, and signing of the concession agreement.

For the purposes of this clause "Total Consultancy Fee" means the Lump-Sum fee quoted by successful Bidder for the Consultancy of Development and Management of Bus-Stations as per assignment and as elaborated in 3.10 in this document elsewhere. .

28. Drop Dead Fee:

- a. Drop Dead Fee shall be payable to Consultant by UPSRTC if the project is dropped / abandoned, or put on hold by the Government for more than a year.
- b. Drop Dead Fee shall be 10% of the remaining consultancy fee as a compensation, after he has been paid for the work done upto start of drop dead period.

29. Evaluation Criteria:

- a. Bids without document fee, earnest money or undertaking shall be disqualified.
- b. The offers shall be scrutinized by CEC (Consultant Evaluation Committee) constituted by Government of Uttar Pradesh (GoUP), on the basis of details provided in Envelop-A (Technical Bid) following the under mentioned criteria:

Technical Eligibility**Eligible PPP project(s) :**

The Eligible PPP Project would be deemed to include Projects in core sectors such as Highways/Roads, Port, Airport, Power, Railways or other sectors such as Truck Terminals, Logistics Parks Urban Transport (excluding Bus Terminals cum commercial facility projects with qualifying values), Health, Education, Industrial Park/SEZ, Social sector, urban waste, water having project cost as categorised for score awards above.. **In order to qualify the eligibility criteria the applicant should**

have been awarded atleast two PPP projects with each of value Rs. 25Cr. or more (Letter of Award/ Letter of Intent is issued by the competent Authority) as a private/public sector developer. Requisite certificate (issued by the competent Authority) will be submitted mandatorily as support with RFQ.

* Eligible Similar PPP Projects:

Eligible Similar PPP Project would include projects of Bus Terminals cum commercial facility projects only, with project values as specified above for awarding scores.

As a mandatory requirement the applicant shall have completed the assignments upto the stage of selection of developer in atleast two Eligible PPP projects with each having value of 25 Crs or more.

(i) **Financial Eligibility:**

(ii) As a mandatory requirement the Applicant shall have received an average **income of Rs100((One Hundred) crore per annum from professional fees during the 3 (three) financial years (2014-15 to 2016-17) preceding the Proposal Due Date.**

(iii) **Note:** - Information on above should be certified by the Chartered Accountant in the prescribed format. The applicant shall also submit audited annual accounts & IT returns for relevant years.

The consultants applying in Consortiums will have to submit the above information in respect of each consortium member individually as well as for the consortium as a whole for the purpose of Minimum Qualifying Criteria and evaluation criteria.

30. **Selection Methodology:**

- a) The offers may be submitted in individual capacity or Consortium.
- b) In case of Consortium, the proposal shall be accompanied by a certified copy of legally binding MoU/Consortium Agreement signed by all firms/partners to the Consortium confirming the following therein:
 - i. Date and place of signing;
 - ii. Purpose of Consortium (must include the details of services for which the Consortium has been invited to bid)
 - iii. A clear and definite description of proposed administrative arrangement for management and execution of the assignment through the 'lead-partner'. The lead – partner in the Consortium will hold a minimum of 26% stake and with this will be treated as authorised representative)
 - iv. An undertaking that the partners of consortium are jointly and severally liable to the GoUP for the performance of the services and,
 - v. The authorized representative of the Consortium;

- c) The duties, responsibilities and powers of the Lead Partner shall be specifically included in the MoU / Consortium Agreement. It is expected that the lead partner would be authorized to meet liabilities and to receive instructions and payments for and on behalf of the Consortium.
- d) The Minimum Eligibility of the Consortium shall be evaluated on combined strength of the partners of Consortium. No member of the Consortium shall be allowed to leave the consortium without prior approval of CEC, However, CEC may permit the substitution of any member of the Consortium by a better-qualified member.
- e) The Consortium will be required to submit its MoU/Consortium Agreement along with their RFQ-cum-RFP, However if UPSRTC seeks any modification in the MoU / Consortium Agreement the Consortium shall incorporate the same accordingly.
- f) For the purpose of submitting information for meeting eligibility & evaluation criteria the Consortium has to comply with the conditions for submitting information.
- g) The offers received from the applicants would be short listed on the minimum qualifying criteria indicated above.
- h) Applications from Applicants who do not accept the commercial terms as indicated above or do not submit information in prescribed formats will be rejected.
- i) The evaluation of technical bid as indicated above, and downloading of financial bids shall be undertaken only for such applicants who meet the minimum qualifying criteria for that particular stage.
- j) The bids of the BIDDERS shall be technically evaluated as per clause-31 herein above. Bids of only those BIDDERS_who **score 70 %** or above marks in this evaluation shall be considered for opening of Financial Bids. Bids of BIDDERS with a technical scores of **less than 70 %** shall not be considered for opening of Financial Bids and shall be treated as summarily disqualified.
- k) In the Financial Bid stage, selection shall be made only on the basis of QCCBS based evaluation, as approved by competent authority/committee.

FINANCIAL BID, PERFORMANCE GUARANTEE & IMPLEMENTATION

31. Financial Bids of only those BIDDERS who qualify in the Technical Bid shall be downloaded. The BIDDERS shall quote for total consultancy fees, inclusive of all incidental costs, levies & taxes, etc. for uniform comparisons. Selection shall be made only on the basis of lowest Consultancy Fee quoted for the proposed solution out of the Bids evaluated as per provisions of this document.

32. **Payment Terms will be as under**

Payment schedule		
Sr. No	Stage	Payment
1.	MOBILISATION – FEE ADVANCE *	5% to the Consultancy Fee
2	Submission of feasibility reports for approved bus – stations. (As specified in 3.1 under scope of work and to be submitted as in appendix-2 of PPP-guidelines)	20% of the Consultancy Fee(including adjustment of mobilization advance if given
3.	Preparation of RFQ & RFP document along with Concession Agreement and obtaining approval from competent authority .on it.	20% of the Consultancy Fee
4.	Preparation of Evaluation sheets of Bids for selection of Developer(s) for all invited projects.	On pro-rata basis @ 2% per bus station for which bids will be received. 30% of the Consultancy Fee (As maximum) shall be paid for evaluation of bids for 15 or more bus stations.
5	Issuance of LOI (Letter of Intent) to Developer(s) for all invited projects.	10% of the Consultancy Fee
6.	Signing of Concession Agreement(s) with Developer(s) of all invited projects.	20% of the Consultancy Fee
	for add – on projects beyond <u>Bus –stations listed in Annexure A (but limiting maximum of another 5 no. in any case.)</u>	@ 5% of Consultancy - fee per bus–station on pro-rata basis.
	Success –fee	01 to 04 bus-stations @ Rs. 3 lacs (Max 12 lacs) 05 to 08 bus-stns@Rs. 04lacs for all(Max 32lacs) 09 to 15 bus-stns @Rs. 05lacs for all(Max 75lacs) 16 and above bus-stns @Rs. 6 lacs for all (Max 1.26 Crs.)

(Mobilisation–fee advance will be remitted to the successful – bidder against an equivalent worth of bank-guarantee which shall be submitted at the time of signing of agreement. This security will be deemed as withdrawn / returned only when payment for feasibility report as specified @20% is released).

In case the bids received in the primary process are for 10 bus stations or less , the Process Consultant will repeat the process without any consultancy-fee, or reimbursement of any costs or expenses in any form .

PERFORMANCE GUARANTEE

33. The successful BIDDER shall deposit a Performance Guarantee of 10% of total order value (Consultancy -fee) in the form of Bank Guarantee of a Nationalized Bank. Bank Guarantee should be in favor of Secretary Corporation, UPSRTC-LUCKNOW. Bank Guarantee shall be valid for a **period of 02 years** from the date of signing of agreement for engagement. Performance Guarantee in any form other than what has been specified in the document shall not be acceptable. The bid of the BIDDER not accepting this condition shall be summarily rejected. However, in case a BIDDER after getting the order and depositing this amount, does not commence / execute work as per the agreed terms of this bid, this amount shall be forfeited and UPSRTC shall be free to cancel the order.

TERMINATION

34. EMPLOYER (UPSRTC), Lucknow reserves the right to reject any or all the bids without assigning any reason whatsoever. UPSRTC would not be under any obligation to give any clarifications to those BIDDERS whose bids have been rejected.
35. In the event of any dispute, any officer nominated by the Competent Committee shall be the sole arbitrator and his decision shall be final and binding to both the parties. All disputes are subject to Lucknow jurisdiction.

37. Undertaking by Consultant:

- (i) The Consultant shall furnish the Undertaking as under as a part of the proposal, on its official letter head, duly signed with proper seal. It is to be attached with Technical Bid.

‘UNDERTAKING’

“We certify that there has been no conviction by a Court of Law or indictment/adverse order by a regulatory authority for a grave offence against us or any of our sister concern. It is further certified that there is no investigation pending against us or our sister concern or the CEO, Directors / Managers / Employees of our concern or of our sister concern(s). It is certified that no conflict of interest exists as on date and in future if such a conflict of interest arises we will intimate the UPSRTC of the same”.

	Consultancy Firm or Lead Partner of Consortium
Signature	
Name of Signatory	
Designation	
Date	
Official Seal	

(ii) For the purposes of this clause "Conflict of interest" shall be defined as –

A Bidder shall not have a Conflict of Interest that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified and his bid shall be cancelled. In the event of disqualification, the Employer shall be entitled to forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated loss and damage likely to be suffered and incurred by the Employer and not by way of penalty for, inter alia, the time, cost and effort of the Employer, including consideration of such Bidder’s proposal (the “Damages”), without prejudice to any other right or remedy that may be available to the Employer under the Bidding Documents and/ or the Agreement or otherwise.

Without limiting the generality of the above, a Bidder shall be deemed to have a Conflict of Interest affecting the Bidding Process, if a constituent of such Bidder is also a constituent of another Bidder as used in this Clause, constituent of Bidder, shall include each Member of such Consortium

Annexure A
13418

List of Bus-Stations proposed for development
& management on PPP-model (Tentative)

Sr. No.	Bus Station Name	Existing Type	Approx Area (in Sqmt)
1	Kaushambi (Ghaziabad.)	B+W/S	36500
2	Kanpur Central (Jhakarkati)	B	30350
3	Varanasi Cantt.	B+W/S	23876
4	Civil Lines, Allahabad	B	18000
5	Vibhuti Khand (Gomti Nagar)	-	58800
6	Bareilly (Satelite)	B+W/S+R	29000
7	Sohrabgate, Meerut	B+W/S	17580
8	Transport Nagar, Agra	B+W/S	30744
9	Idgah, Agra	B+R	8000
10	Agra Fort (Agra)	B	4046
11	Rasulabad, Aligarh	B+W/S	42000
12	Mathura (old)	B	6790
13	Bulandshahar (New Land)	~	10300
14	Ghaziabad	B	10036
15	Bhaisali, Meerut	B+W/S+R	45400
16	Raibareilly	B+W/S	10885
17	Faizabad	B+W/S	10530
18	Gorakhpur	B+W/S	20000
19	Charbagh bus station	B	6784
20	Zero road depot Allahabad	B	6265
21	Garh Mukteswar (New Land)	-	52000

APPLICATION LETTER
(On the letter head of the Consultant)

Date:.....

To
The Managing Director,
 U.P. State Road Transport Corporation,
 Tehri Kothi, MG Marg,,
 Lucknow-226001.

Subject : Engagement of Consultant/Transaction Advisor for Project for Development of 18 Bus Stations, by UPSRTC.

Dear Sir,

Being duly authorized to represent and act on behalf of
 (Hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the requirements of the Request For Proposal and information provided, the undersigned hereby apply for the project referred above.

I/We are enclosing the following in one original and also uploading the same on etender.up.nic.in. with the details as per the requirements of the notice inviting RFP for your evaluation.

- i) Earnest Money of Rs.1,00,000/- lac (Rupees One Lac only) (Vide Demand Draft no.-----,of <Name of Bank> dated ----- drawn in favour of Secretary Corporation, UPSRTC payable at Lucknow)
- ii) Undertaking as per RFP

I/We understand that Managing Director, UPSRTC reserves the right to reject any application without assigning any reason.

I/We also understand that application along with annexure and formats not completed in all respects is liable to rejection.

Yours sincerely.

Signature
 Name (Authorized Signatory)
 <Company/Consortium
 Name>
 Date:.....
 Encl:.....

Annexure-I-A

Details of the consultant

1. NAME OF THE CONSULTANT'S FIRM:
2. REGISTERED OFFICE:
3. DATE OF INCORPORATION
4. CONSTITUTION OF CONSULTANT FIRM
5. MAIN BUSINESS ACTIVITIES
6. DETAILS OF MAIN BRANCHES
7. DETAILS OF CONTACT PERSONS
 - 7.1 NAME
 - 7.2 DESIGNATION
 - 7.3 CONTACT NO.
 - 7.4 MOBILE NO.
 - 7.5 FAX NO.
 - 7.6 EMAIL ID
 - 7.7 POSTAL ADDRESS

(Signature of Authorized signatory)

Annexure-II

**DETAILS REQUIRED IN TECHNICAL BID
REQUEST FOR QUALIFICATIONS & TECHNICAL BID
DETAILS OF CONSULTANT FOR EVALUATION**

1	Name of Consultant	
2	Address of Consultant	
3	Telephone no.	
4	Fax no.	
5	e-mail id	
6	URL / website	
7	Consultancy firm empanelment details (if empanelled with any Government department / Agency with required documentation)	
8	Income Tax details, copy of last 3 ITRs & PAN no.	
9	Name of clients (enclose list & relevant certificates)	
10	Name of Banker with branch code & name	

OBJECTIVE EVALUATION – TECHNICAL BID OF QUALIFIED BIDDERS

Sr. No.	Criteria & Marking System	Total Marks (Max.)	Information provided	Marks as per self assessment
1	Technical Eligibility- Experience : The Applicant shall have, over the past 5 (Five) years preceding the Proposal Due Date, undertaken a minimum of 2(two Eligible PPP Projects of atleast Rs. 25 Crs each To be calculated as : 03 marks for every project between Rs. 25 to 50 Crs. 05 marks for every project between Rs. 51 to 100 Crs. 07 marks for every project between Rs. 101 Crs. And above. Client Completion Certificate is mandatory	35		
2	Experience of Eligible Similar PPP Projects* in last 05 years with combined project cost value as indicated herein 03 marks for every project between Rs. 25 to 50 Crs. 05 marks for every project between Rs. 51 to 100 Crs. 07 marks for every project between Rs. 101 Crs. And above. Client Completion Certificate is mandatory	15		

3	Signing of Concession Agreements of PPP model projects A. Eligible PPP Projects (Max marks 14) 03 marks for every project between Rs. 25 to 50 Crs. 05 marks for every project between Rs. 51 to 100 Crs. 07 marks for every project between Rs. 101 Crs. and above. B. Eligible <u>similar</u> PPP Projects (Max marks 06) 03 marks for every project between Rs. 25 to 50 Crs. 05 marks for every project between Rs. 51 to 100 Crs. 06 marks for every project between Rs. 101 Crs. and above.		20		
4	Background, experience and qualifications of the key personnel to be assigned to the work, including their familiarity with similar work to be undertaken as stipulated above is mandatory. There shall be no relaxation in expertwise or consolidated minimum qualifying mandatory score of 30 as laid down here. In simple terms if an applicant fails to attain the requisite score of 30 with expertwise minimum qualifying marks as given below his application shall be treated as REJECTED. (Attested CVs of all listed experts should be enclosed compulsorily:				
	Sl	Key Personnel	Min. Qualifying Marks	Max Add. Marks	
	1	Project Team Leader	05	02	
	2	Project Civil Engineer	02	02	
	3	Architect Engineer	03	-	
	4	Marketing expert	02	02	
	5	Transport Traffic Planner	04	02	
	6	Urban Planner	02	-	
	7	Finance Expert	02	02	
	8	Procurement Expert	01	-	
	9	IT Expert	02	-	
	10	Communication and Branding Expert	02	-	
	11	Legal Expert	05	-	
			30	10	
		Maximum Attainable Marks		110	

Note: For expert professionals listed above for serial no. 01, 02, 04, 05, 07, for every year beyond minimum stipulated years additional scores @ 0.2 shall be awarded, but upto a maximum of 02 additional marks for every expert.

Name & Seal of Authorized Signatory

OTHER RELEVANT INFORMATION

1	Details of form fees (Rs10,000) non-refundable - even if form is downloaded)	
	Draft No.	
	Issuing bank	
	Payable at (branch in Lucknow)	
2	Details of Earnest Money (Rs1,00,000/-)	
	Draft No.	
	Issuing bank	
	Payable at (branch in Lucknow)	

	Consultancy Firm or Lead Partner of Consortium
Signature	
Name of Signatory	
Designation	
Date	
Official Seal	

FORMATS FOR TECHNICAL BID**FORMAT – I****PROJECT DEVELOPMENT EXPERIENCE****A: SUMMARY**

S.NO.	Name of Sector	Name of Project developed in India and abroad.	Project Cost (Rs. in crores)
1			
2			
3			
4			
5			

Total

(Signature of Authorized signatory)

This is to certify that the above information has been examined by us on the basis of relevant documents; books of accounts & other relevant information and the information submitted above is as per record and as per details annexed.

 Signature, Address, Seal & Membership No. of Chartered Accountant

FORMAT – II**B. DETAILS OF THE PROJECTS INDICATED IN “A” OF FORMAT-I**

Assignment Particulars	Applicants to fill up the details here	Reference Page no.
1. Title of the Project & its sector		
2. Entity /Client for which the Project was developed		
3. Date of commencement of project		
4. Date of Completion of project		
5. Cost of the Project		
6. Detail of consultancy services provided (attach work order/MoU in support)		
7. Fees of project (attach work order/MoU in support)		
8. Brief narrative of project		
9. PPP model (BOT / BOLT / BOOT etc.) in which project was developed		
10. Date of signing of Concession Agreement with selected Developer		
11. Current Status of the project		
12. Proof of satisfactory completion of project (attach satisfactory completion certificate in support)		

Note-1- Each assignment details be provided on separate sheet.

2- In the absence of any one of the above or any other documentary evidence in support of above claim to the satisfaction of CEC , the information would be considered inadequate and could lead to exclusion of relevant project in assessment /evaluation of experience.

(Signature & Seal of Authorized signatory)

FORMAT-III**C- SELECTION OF PROJECT DEVELOPER under PPP**

Sl No	Name of Project	Project Cost	Name of Developer	Date of Signing Concession Agreement	Type of PPP model (BOOT / BOLT / DBFOT, BOT, etc.)

(Signature of Authorized signatory)

This is to certify that the above information has been examined by us on the basis of relevant documents & other relevant information and the information submitted above is as per record and as per details annexed.

Signature, Address, Seal & Membership No. of Chartered Accountant

FORMAT-IV**B-Details of PROJECTS indicated in .A. of FORMAT-II.**

PARTICULARS OF PROJECT DEVELOPER	Applicants to fill up the details here	Reference Page no.
1. Name of project		
2. Name of Developer (attach documentary proof e.g. Letter of Intent / MoU/ Client Certificate)		
3. Date of selection of Developer (attach documentary proof e.g. Letter of Intent / MoU/ Client Certificate)		
4. Cost of Project		
5. Date of signing of Concession agreement (attach documentary proof e.g. Letter of Intent / MoU/ Client Certificate)		
6. Current Status		

Note . 1. Each project details be provided on separate sheet.

2. In the absence of any one of the above or any other documentary evidence in support of above claim to the satisfaction of CEC, the information would be considered inadequate and could lead to exclusion of relevant project in assessment of experience.

(Signature of Authorized signatory)

FORM – B

FINANCIAL BID

(Only to be uploaded on the e-tender website etender.up.nic.in)

(On the letterhead of the Bidder)

To

The Managing Director,
U.P. State Road Transport Corporation,
Tehri Kothi, MG Marg,
Lucknow-226001.

Subject : Engagement of Consultant/Transaction Advisor for Project for Development of 18 Bus Stations, by UPSRTC.

Dear Sir,

I/We have perused the proposal document for subject assignment and other details and am/are willing to undertake and complete the assignments as per terms and conditions stipulated in the proposal document.

I/We quote the lump-sum cost as Rs..... (Rs.)
inclusive of Taxes if *any* for the Consultancy of Development of Bus Stations of U.P.S.R.T.C. on PPP Model as per scope of work defined in this document

I/We also hereby agree to all terms and conditions set out in the bid document / RFP document.

This offer is valid for a period of 3 months from the date of opening of the bid (bid due date).

Witnesses Signature

Signature of Authorized Signatory

Name :

Name :

Address:

Address:

CHECK LIST

(Mandatory)

Sl. No	Details	Pl. Tick (✓)
2-	Technical Bid Containing Followings :	
	(i) Document fee of Rs. 10,000/-+ 18% GST	
	(ii) Earnest Money Deposit Rs. 1,00,000/-	
	(iii) Undertaking	
	(iv) Application form	
	(v) Company / Consortium details	
	(vi) Project Development Experience (Summary)	
	(vii) Project Development Experience (Details)	
	(viii) Materialization of PPP Projects	
	(ix) Details of each PPP Projects handled	
	(x) Details of financial strength of company/ consortium	
3-	Financial Bid	

Signature

Name (Authorized Signatory)

<Company/Consortium Name>

Date:

Place :

Technical Bid : Documents to be submitted with:

- i. Full particulars of the constitution, ownership and main business activities of the prospective Consultant (bidder).
- ii. Audited financial accounts for any 3 years out of preceding 4 years starting from FY 2013-14
- iii. Details of the pending litigation and contingent liabilities, if any, that could affect the performance of the applicant under the mandate, as also details of any past conviction and pending litigation against sponsors/partners and any areas of possible conflicts of interest.

Financial Bid: Acceptance of all Commercial Terms and in format given above.

BID EVALUATION METHODOLOGY Annexure-GL

As per Guidelines for Selection of Consultants & Developers for PPP Projects in Uttar Pradesh-2016)

3.12 Cost Evaluation under Combined Quality cum Cost Based System (CQCCBS)

3.12.1 Under CQCCBS, the technical proposals will be allotted weightage of 70% while the financial proposals will be allotted weightages of 30%

3.12.2 Proposal with the lowest cost may be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their prices.

3.12.3 The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. The proposed weightages for quality and cost shall be specified in the RFP.

3.12.4 **Highest points basis:** On the basis of the combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract.

As an example, the following procedure can be followed. In a particular case of selection of consultant, it was decided to have minimum qualifying marks for technical qualifications as 75 and the weightage of the technical bids and financial bids was kept as 70:30. In response to the RFP, 3 proposals, A, B & C were received. The technical evaluation committee awarded them 75, 80 and 90 marks respectively. The minimum qualifying marks were 75. All the 3 proposals were, therefore, found technically suitable and their financial proposals were opened after notifying the date and time of bid opening to the successful participants. The price evaluation committee examined the financial proposals and evaluated the quoted prices as under:

Proposal	Evaluated cost
A	Rs. 120.
B	Rs. 100.
C	Rs. 110.

Using the formula $LEC \times 100 / EC$, where LEC stands for lowest evaluated cost and EC stands for evaluated cost, the committee gave them the following points for financial proposals:

A:	$100 \times 100 / 120.$	= 83 points
B:	$100 \times 100 / 100.$	= 100 points
C:	$100 \times 100 / 110.$	= 91 points

In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under:

Proposal A :	75×0.70	= 77.4 points
Proposal B :	80×0.70	= 86 points
Proposal C :	90×0.70	= 90.3 points

The three proposals in the combined technical and financial evaluation were ranked as under:

Proposal A:	77.4 points	H3	Proposal C at the evaluated cost of Rs. 110 was, therefore,
Proposal B:	86 points	H2	declared as winner and recommended for negotiations/approval,
Proposal C:	90.3 points	H1	to the competent authority.

3.12.5 Under QBS method, the consultant who has secured first rank in technical evaluation shall be called for further negotiation after opening and evaluation of its financial proposals.

3.12.6 The name of the successful bidder along with details of cost etc. shall be posted on the departmental website after the award to the successful bidder has been made and communicated to him in writing.