Notice Inviting Proposal (NIP) for Selection of Consultancy Firms for “Preparation of GIS Based master plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”

Urban Development and Housing Department, Govt. of Bihar
1st Floor, Vikas Bhawan,
New Secretariat, Patna – 800015
(Tel: 0612-2215580, Fax: 2217059 Email: urbansec-bih@nic.in, tcpobihare@gmail.com)

Through e-procurement mode only on website www.eproc.bihar.gov.in

No. 1176-GIS Based Master Plan-31/2018 (Item)...

Date: 02/02/2020

1. Principal Secretary, UD & HD, Government of Bihar, invites proposals from eligible Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” in the following groups:

<table>
<thead>
<tr>
<th>Group-I</th>
<th>Group-II</th>
<th>Group-III</th>
<th>Group-IV</th>
<th>Group-V</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrah</td>
<td>Gaya, Bodhagya</td>
<td>Bettiah, Bagaha, Motihar</td>
<td>Muzaffarpur, Hajipur, Darbhanga, Saharsa</td>
<td>Purnea, Kishanganj, Katihar, Bhagalpur, Munger (Including Jamalpur)</td>
</tr>
<tr>
<td>Buxar</td>
<td></td>
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</tr>
<tr>
<td>Sasaram</td>
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<tr>
<td>Dehri</td>
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<tr>
<td>Aurangabad</td>
<td></td>
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</tr>
</tbody>
</table>

1. Interested Consultancy Firms may download the complete Request for Proposal (RFP) Document, from tender section on the website http://www.urban.bih.nic.in or http://www.eproc.bihar.gov.in from 11 AM of 07/02/2020.

2. No Proposals will be accepted without cost of RFP Document and Valid Bid Security Fee. No liability will be accepted for downloading the incomplete document.

3. A Pre-proposal meeting will take place on 10/02/2020 at 10.00 AM at Conference Hall, Urban Development & Housing Department, Vikas Bhawan, New Secretariat, and Patna. All prospective Agencies are advised to go through the RFP Document, visit the towns and communicate their queries, if any, in writing before the pre-proposal meeting.

4. The RFP Document Fee (Non Refundable) of ₹ 7,500.00/- (Rupees Seven Thousand Five Hundred Only) for each Group in the form of a bank draft drawn in favour of “Director BUDA” payable at Patna and Bid Security Fee in the form of EMD (DD/FDR/BG) of ₹ 1,00,000/- (One lakh Rupees Only) per town/Planning Area. On Submission of ₹ 6,00,000/- (Six lakh Rupees Only). A consultancy firms may submit the proposal for all groups but will be awarded the work for maximum 2 Groups as mentioned in the RFP.

5. The Consultancy Firms shall submit separate set of bid proposals (set of Pre-Qualification form, Technical Proposals and Financial Proposals) for each group for which the firms wants to participate in the bid.

6. Bidders may submit their completed proposals separately for each group online through http://www.eproc.bihar.gov.in

7. Proposal Submission date will be 25/02/2020 till 16:00 Hrs.

8. Sealed Completed Proposals along with the Bid Security Fee in the form of Earnest money deposit(EMD) in acceptable form (DD/FDR/BG) will be received at the address mentioned below on any working day up to 17:00 Hrs. on 26/02/2020 at the following Address:

   Secretary
   Urban Development & Housing Department,
   Vikas Bhawan, New Secretariat, Patna – 800 001, Bihar, INDIA.
   (Tel: 0612-2215580, Fax: 2217059 Email: urbansec-bih@nic.in, tcpobihare@gmail.com)

9. UD&HD, Government of Bihar reserves the right to accept or reject any or all proposals without assigning any reason thereof.

   (Jai Prakash Mandal)
   Special Secretary
   Urban Development & Housing Department

   05-02-2020
Request for Proposal (RFP) for Selection of Consultancy Firms for

"Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar"

Government of Bihar

TOWN AND COUNTRY PLANNING ORGANISATION (TCPO)
February– 2020

Urban Development & Housing Department, Govt. of Bihar
1st Floor, Vikas Bhawan, Patna – 800 015
Phone: (0612) 2215580, Fax: (0612) 2217059,
Email: urbansec-bih@nic.in, tepobihar@gmail.com
Website: http://www.urban.bih.nic.in
Request for Proposal
For
"Preparation of GIS based Master plan for 21 Planning Area Covering 22 AMRUT Towns of Bihar"

TOWN AND COUNTRY PLANNING ORGANISATION (TCPO)
February – 2020

Urban Development & Housing Department, Govt. of Bihar
1st Floor, Vikas Bhawan, Patna – 800 015
Phone: (0612) 2215580, Fax: (0612) 2217059,
Email: urbansec-bih@nic.in, tcpobihar@gmail.com
Website: http://www.urban.bih.nic.in
<table>
<thead>
<tr>
<th>S.No.</th>
<th>PARTICULARS</th>
<th>DETAILS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TENDER No.</td>
<td>No. 114GIS Based Master Plan—01/2018 (अंकू-114, Dated:05/02/2020</td>
</tr>
<tr>
<td>2</td>
<td>CONTRACT PERIOD</td>
<td>385 days and support period of 365 Days (Including Preparation of Zonal Development Plan)</td>
</tr>
<tr>
<td>3</td>
<td>DATE OF ISSUE</td>
<td>07/02/2020</td>
</tr>
<tr>
<td>4</td>
<td>PRE BID MEETING</td>
<td>10/02/2020, Time: 10.00 A.M.</td>
</tr>
<tr>
<td>5</td>
<td>CLOSING DATE (RECEIPTS OF BIDS)</td>
<td>25/02/2020 UP TO 16 Hrs. ON WEBSITE <a href="http://WWW.EPROC.BIHAR.GOV.IN">WWW.EPROC.BIHAR.GOV.IN</a></td>
</tr>
<tr>
<td>6</td>
<td>DATE AND TIME OF OPENING OF TECHNICAL BIDS</td>
<td>26/02/2020</td>
</tr>
<tr>
<td>7</td>
<td>DATE AND TIME OF OPENING OF FINANCIAL PROPOSAL</td>
<td>TO BE NOTIFIED THROUGH WEBSITE <a href="http://WWW.EPROC.BIHAR.GOV.IN">WWW.EPROC.BIHAR.GOV.IN</a></td>
</tr>
</tbody>
</table>

Important dates for RFP are as under

**FACT SHEET**

<table>
<thead>
<tr>
<th>Method of Selection</th>
<th>The method of selection is: LCBS (Least Cost Based Selection method)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP Document Fee</td>
<td>The RFP Document Fee (Non Refundable) of ₹7,500.00/- (Rupees Seven Thousand Five Hundred only) for each group in the form of a bank draft drawn in favour of ‘Director, BUDA’ payable at Patna.</td>
</tr>
<tr>
<td>EMD</td>
<td>Bid Security fee in the form of EMD (DD/FDR/BG) of ₹1,00,000/- (One Lakh Rupees only) per town / Planning Area. On submission of EMD of ₹6,00,000/- (Rupees Six Lakh only), a Consultancy Firms may submit the proposal for all groups but will be awarded the work for maximum 2 Groups as mentioned in the RFP.</td>
</tr>
<tr>
<td>Name of the Assignment</td>
<td>“Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”</td>
</tr>
<tr>
<td>E-tendering</td>
<td>Bidder must submit/upload the documents as per terms and conditions of the RFP in the following website: <a href="http://www.eproc.bihar.gov.in">www.eproc.bihar.gov.in</a></td>
</tr>
</tbody>
</table>
## CONTENTS

<table>
<thead>
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<th>Title</th>
<th>Page No.</th>
</tr>
</thead>
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<td>Letter of Invitation</td>
<td>4-5</td>
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<tr>
<td>Section 2.</td>
<td>Terms of Reference</td>
<td>6-14</td>
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<tr>
<td>Section 3.</td>
<td>Information to Consultants</td>
<td>15-27</td>
</tr>
<tr>
<td>Section 4.</td>
<td>Pre-Qualification Form-Standard Form</td>
<td>28-31</td>
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<td>Section 5.</td>
<td>Technical Proposal - Standard Forms</td>
<td>32-38</td>
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<tr>
<td>Section 6.</td>
<td>Financial Proposal - Standard Forms</td>
<td>39-42</td>
</tr>
<tr>
<td>Section 7.</td>
<td>Standard Form of Contract</td>
<td>51-68</td>
</tr>
</tbody>
</table>
SECTION 1: LETTER OF INVITATION
Section 1 – Letter of invitation

File No:
From: Special Secretary Urban Development & Housing Department, Govt. of Bihar
1st Floor, Vikas Bhawan, Patna – 800 015
Phone: (0612) 2215580, Fax: (0612) 2217059
Email: urbansec-bih@nic.in, tepubihar@gmail.com
To:
[All Prospective Bidders]

Ref: No. 1199/RE-GIS Based Master Plan-01/2018 (मेन)-114, Dated: 05/02/2020
Attention: MoMs

Secretary, UD & HD, Government of Bihar, invites Proposals from eligible Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” in the following Group:

<table>
<thead>
<tr>
<th>Group 1</th>
<th>Group 2</th>
<th>Group 3</th>
<th>Group 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Araria</td>
<td>Gaya</td>
<td>Bettiah</td>
<td>Muzaffarpur</td>
</tr>
<tr>
<td>Buxar</td>
<td>Bodhgaya</td>
<td>Bagaha</td>
<td>Hajipur</td>
</tr>
<tr>
<td>Sasaram</td>
<td>Jehanabad</td>
<td>Mochari</td>
<td>Darbhanga</td>
</tr>
<tr>
<td>Dehri</td>
<td>Aurangabad</td>
<td>Siwan</td>
<td>Saharsa</td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. The Terms of Reference for the Consulting services are provided in Section-2 of the Request for Proposal (RFP).
2. This RFP is issued to all eligible consulting firms.
3. Selection of firm will be based on Least Cost basis selection (LCBS) method through 3 Stages of Pre-qualification, Technical Evaluation and Financial Proposal as described in this RFP.
4. The RFP includes the following documents:
   - Section 1 - Letter of Invitation
   - Section 2 - Terms of Reference
   - Section 3 - Information to Consultants
   - Section 4 - Pre-Qualification - Standard Form
   - Section 5 - Technical Proposal - Standard Forms
   - Section 6 - Financial Proposal - Standard Forms
   - Section 7 - Standard Form of Contract
5. Bidders are requested to submit following documents along with their proposals:
   a. RFP Document Fee (Non-Refundable) of ₹ 7500.00/- (Seven Thousand Five Hundred Rupees) for each group separately in the form of DD in favour of DIRECTOR BUDA payable at Patna.
   b. Earnest Money Deposit (EMD) Bid Security in the form of DD/BG/FDR of ₹ 1,20,000/-(One Lakh Rupees) per Town/Planning Area.
   c. Bid Security shall be maximum upto ₹ 6,00,000/- (Six Lakhs) for one perspective bidder, irrespective of the no. of groups.
   d. Copy of Certificate of Incorporation / Registration Certificate of the Applicant Firm(s)
   e. Audited Financial Statements of last 3 years to be enclosed.
   f. Certificate from Employer regarding experience and completion of the assignment.
   g. Letter of authorization to sign the bid and other related activities.
   h. Copy of Permanent Account Number (PAN) issued by Income Tax department.
   i. Self Declaration on the Consultancy Firms Letter Head of not having been debarred/black-listed by any Govt. /Semi Govt. Organization/Corporation at any stage and that information being submitted is correct and true, and that any false information shall lead to disqualification at any stage (Appendix-II of this RFP)
6. The last date for receipt of proposals shall be as indicated in Notice Inviting Proposal 25/02/2020 up to 16:00 Hrs
7. The department reserves the right to accept or reject any or all proposals, and to annul the selection process and reject all proposals at any time prior to the award of contract, without thereby incurring any liability or any obligation in any form to the affected firms on any grounds.

Yours sincerely,

(Jai Prakash Mandal)
Special Secretary
Urban Development & Housing Department,
Govt. of Bihar

RFP for Selection of Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”
SECTION 2: TERMS OF REFERENCE

Contents

1. Introduction
2. Aim & Objectives
3. Scope of Work
4. Procedure for Monitoring & Review of the Assignment
5. Submission of Draft Master/Development Plan to the Authority
6. Support by the Consultant after approval of Master Plan
7. Deliverables and Time/ Payment Schedule
8. General
## Section 2- Terms of Reference (ToR)

1. **Introduction**

The Urban Development and Housing Department (UDHD), Government of Bihar wishes to hire the Consulting Agencies for the “Preparation of GIS Based Master Plan for 21 Planning Areas covering 22 AMRUT Towns of Bihar”. The Planning areas of these towns are as following:

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of City/ Town</th>
<th>Extent of planning area</th>
<th>Notification of Planning Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Muzaffarpur</td>
<td>265.71 (sq km) Urban Area (U): 47.08/Rural Area (R): 218.63</td>
<td>(Notified)</td>
</tr>
<tr>
<td>2</td>
<td>Gaya</td>
<td>308.33 (sq km) Urban Area (U): 52.42/Rural Area (R): 255.89</td>
<td>(Notified)</td>
</tr>
<tr>
<td>3</td>
<td>Bodhgaya</td>
<td>83.75 (sq km) Urban Area (U): 20.2/Rural Area (R): 63.55</td>
<td>(Notified)</td>
</tr>
<tr>
<td>4</td>
<td>Bhagalpur</td>
<td>106.08 (sq km) Urban Area (U): 25.96/Rural Area (R): 80.12</td>
<td>Under Process</td>
</tr>
<tr>
<td>5</td>
<td>Purnea</td>
<td>619.73 (sq km) Urban Area (U): 104.86/Rural Area (R): 514.87</td>
<td>(Notified)</td>
</tr>
<tr>
<td>6</td>
<td>Katihar</td>
<td>417.37 (sq km) Urban Area (U): 32.46/Rural Area (R): 383.91</td>
<td>Under Process</td>
</tr>
<tr>
<td>7</td>
<td>Munger</td>
<td>162.28 (sq km) Urban Area (U): 28.11/Rural Area (R): 134.17</td>
<td>(Notified)</td>
</tr>
<tr>
<td>8</td>
<td>Jamai Cadpur</td>
<td>294.19 (sq km) Urban Area (U): 35.89/Rural Area (R): 258.30</td>
<td>(Notified)</td>
</tr>
<tr>
<td>9</td>
<td>Saharsa</td>
<td>147.62 (sq km) Urban Area (U): 36.91/Rural Area (R): 138.43</td>
<td>(Notified)</td>
</tr>
<tr>
<td>10</td>
<td>Arrah</td>
<td>308.33 (sq km) Urban Area (U): 52.42/Rural Area (R): 255.89</td>
<td>(Notified)</td>
</tr>
<tr>
<td>11</td>
<td>Darbhanga</td>
<td>168.43 (sq km) Urban Area (U): 17.51/Rural Area (R): 150.92</td>
<td>Under Process</td>
</tr>
<tr>
<td>12</td>
<td>Motihari</td>
<td>160.60 (sq km) Urban Area (U): 10.04/Rural Area (R): 150.56</td>
<td>Under Process</td>
</tr>
<tr>
<td>13</td>
<td>Bettiah</td>
<td>157.63 (sq km) Urban Area (U): 28.45/Rural Area (R): 129.18</td>
<td>Under Process</td>
</tr>
<tr>
<td>14</td>
<td>Kishanganj</td>
<td>170.23 (sq km) Urban Area (U): 26.59/Rural Area (R): 144.33</td>
<td>Under Process</td>
</tr>
<tr>
<td>15</td>
<td>Aurangabad</td>
<td>171.93 (sq km) Urban Area (U): 9.83/Rural Area (R): 162.10</td>
<td>Under Process</td>
</tr>
<tr>
<td>16</td>
<td>Sasaram</td>
<td>171.54 (sq km) Urban Area (U): 12.21/Rural Area (R): 159.33</td>
<td>Under Process</td>
</tr>
<tr>
<td>17</td>
<td>Dehri</td>
<td>542.38 (sq km) Urban Area (U): 27.83/Rural Area (R): 514.55</td>
<td>Under Process</td>
</tr>
<tr>
<td>18</td>
<td>Hajipur</td>
<td>166.86 (sq km) Urban Area (U): 13.05/Rural Area (R): 153.81</td>
<td>Under Process</td>
</tr>
<tr>
<td>19</td>
<td>Siwan</td>
<td>258.57 (sq km) Urban Area (U): 10.56/Rural Area (R): 248.01</td>
<td>Under Process</td>
</tr>
<tr>
<td>20</td>
<td>Buxar</td>
<td>185.47 (sq km) Urban Area (U): 22.61/Rural Area (R): 162.86</td>
<td>Under Process</td>
</tr>
<tr>
<td>21</td>
<td>Jehanabad</td>
<td>196.52 (sq km) Urban Area (U): 50.15/Rural Area (R): 146.37</td>
<td>Under Process</td>
</tr>
</tbody>
</table>

Note:-
- Planning Areas Authority for Biharsharif, Muzaffarpur Purnea, Munger (including Jamai Cadpur), Darbhanga, Gaya, ...
Bodhgaya, Saharsa and Arroha, has already been notified and constituted (reference website http://urban.bih.nic.in)

b) Planning areas for towns - Bhagalpur, Katihar, Motihari, Bettiah, Kishanganj, Aurangabad, Sasaram, Dehri, Hajipur, Siwan, Buxar, Jehanabad and Bagaha are in draft stage and under process of notification. Process of Preparation of Master Plan for these planning Areas shall commence after notification of planning areas.

c) During preparation of Master Plan, extent of planning area may vary up to a maximum of 10% of notified planning area.

d) It is desirable that if consultant wins the bid where planning area is still under consideration, consultant shall assist UD&HD in approval of Planning area proposal from the concerned authorities

2. Aims and Objective

The main aim of the assignment under AMRUT sub-scheme is to prepare GIS Based Master Plan of the Planning area that will form the basis of planned development of the town. The main objective to be addressed for achieving such aim can be assigned as creation of the following:-

Base Map & Thematic Maps: Final base maps in the form of user-friendly spatial product at the functional scale of 1:4000 having defined layers as per Design & Standards of AMRUT Guideline. City / town base map and thematic maps including existing land-use map which is prerequisite for formulation of master plan and other plan.

Urban Database Creation: Sector-wise data collection and data analysis report of 25 aspects as per 'Design & Standards' manual for AMRUT sub-scheme Formulation of GIS based Master Plan for AMRUT Cities (http://AMRUT.gov.in/writereddata/designandstandards AMRUT.pdf)

GIS based Master Plan: These GIS based Master Plans will help in different types of urban planning exercise, e.g. preparation of master plan, development plan, zonal plan, utility plan, infrastructure plan, etc.

3. Scope of Work

Formulation of GIS based Master Plan:
The Consultant will submit a meaningful Development Plan to promote regulate and guide urban growth for each Planning area. Bihar Urban Planning and Development (BUPD) Act, 2012 empowers the State of Bihar to prepare Development Plans for promotion of planned growth and development of urban areas and such areas having potential of urbanization and regulation of land uses within the notified areas. The Master Plan will include demand assessment, identification of issues, projected requirements, development strategy and draft proposals on the GIS base map and sector-wise data analysis, to be done by the Consultant.

The selected Consultant is expected to provide technical and management support for design and implementation of GIS Based Master Plan. The various stages of the assignment are as follows:

I. Initiation of Project

The selected consultant will first collect data from the concerned ULBs / Authorities as well as UDHD and also undertake stakeholder discussions with stakeholders on development issues. The highlights of these discussions and deliberations will be shared with the UDHD, ULBs and Planning Authorities.

II. GIS Base Map Updation

The UDHD will provide GIS Base Maps available with the Department in soft copy for the core area of 21 AMRUT Towns except Bagaha, details of which can be seen in Annexure I & Annexure II. GIS Base maps have been prepared in the recent past using high resolution satellite data and detailed field survey for different types of features. The coverage areas of GIS Base maps are given in Annexure I. The consultant shall have to procure satellite images of the planning area for preparation of GIS base Map of the planning area at 1:4000 scales. The selected Consultants will procure cadastral maps of the planning areas, which shall be used for preparation of the Master Plan(s).

The selected firm will generate and update the Base Map for preparation of Master Plan. All the relevant layers of GIS Base Map shall be updated through field survey and as per requirement of deliverables.

III. Seminar & Workshop

The Consultant firm will organize workshops and seminars involving concerned stakeholders/ Authorities/ local bodies and concerned officials for their feedback and views during the preparation of the Master Plan and shall document all proceedings. The cost of such meetings will be borne by the Consultant. These workshops will be organised at the time of
project initiation, before finalisation of draft proposals and submission of draft proposal. All the feedbacks and suggestions are to be incorporated in the draft Master Plan proposals and in the draft Zonal Development Plan as appropriate. In addition to the above consultant may be asked to visit and make presentation before the concerned authorities for their opinion and views.

IV. Preparation of Master Plan:


The master plan being prepared will include, but not be limited to, the following aspects:

i) Location, Physiography, Linkages, Climate, Regional Setting
ii) Historical Background
iii) Brief description of city, review of existing Master/ Development Plan, issues related to implementation of existing master plan
iv) Spatial growth of the town & direction, incorporation of new areas
v) Demographic data including population (urban/rural, ward-wise, male & female), literacy rate, growth of population, workers and non-workers, occupational structure, etc shall be collected – as per current & past Census data.
vi) Employment generating activities – existing and potential
vii) Industries – existing and potential, their nature, employment etc.
viii) Commercial activities including retail and wholesale business, warehousing and godowns, mandis, rural markets, etc.
x) Government and semi government offices and government reserved areas.
x) Educational facilities (Govt. /Private) including universities, colleges(engineering, medical, arts, science, commerce, law, etc.), schools (higher secondary, secondary, middle, primary, nursery, etc.) vocational training centers, etc.
x) Medical facilities (Govt. /Private) including hospitals, dispensaries, primary health centers, veterinary, Ayurvedic, homeopathic, etc.
xii) Social, cultural and other religious activities
xiii) Other community facilities including cremation and burial grounds
xiv) Physical infrastructure – electricity, water supply, sewerage, solid waste management, telephone, etc.
xv) Recreational facilities including parks, open spaces, Mela grounds and playgrounds, semi-public recreation, river – front development etc.
xvi) Agricultural use including dairies, orchards, nurseries, reserved forests, etc.
xvii) Circulation facilities including airport/railway stations and yards, road transport terminals, stands for buses and trucks, parking, etc.
xviii) Proposals/ commitments by Central/ State Government concerned Local Body, development authority, etc.)
xix) All vacant lands under government ownership (non-built)
x) All forest lands
xxi) Places of tourist and heritage importance both natural and manmade including natural areas, fairs and festivals, etc.
xxii) Legislative and Institutional Framework, institutional structure – municipal bodies, development authority, urban improvement trust, etc.
xxiv) Zonal Development Plans(S) with Zoning regulations to regulate each zone, the locations, density of Population, FAR, height, number of stories and size no. of buildings and other Structures, the size of yards, Courts and other open spaces and the use of buildings, structures, land, demarcation of existing roads upto 15 feet wide, proposal of new roads up to 15 feet wide and any other matter as required.
xxv) Indicate the stages by which the plan proposals are proposed to be carried out, together with financial implementation of each stage.
V. Contents of Master Plan:

Proposals of Master Plan shall include Maps, Reports and Development Control Regulations (DCR). The Master Plan shall contain the following as per the Bihar Urban Planning and Development (BUPD) Rules, 2014.

a. A topographical map for the Planning Area earmarking lands fit for agriculture and allied sectors like animal husbandry, dairy, poultry, horticulture, floriculture, forestry (including social forestry), urban agriculture and wasteland
b. Identification of facilities at village, block, city and district
c. Identification and demarcation of zones and sub-zones, within the holistic framework of the Development Plan,
d. Collect compile and update information on natural and human resources and the demographic profile, for preparing the database at block, city and district level for decentralized planning
e. Modify, amend and consolidate the objectives and strategies made for five years or annual draft Development Plans of rural and urban areas, considering the overall objectives of development
f. Prepare the plan for entire Planning Area and consolidate the schemes and plans prepared by the Zila Parishad, various village Panchayats, Panchayat Samitis, Nagar Panchayat, Municipal Council and Municipal Corporations of that Planning Area.
g. Status report and proposals for infrastructure development:
h. Status reports and proposals for public utilities:
i. Status reports and proposals on water for irrigation;
j. Status reports and proposals for creation, up gradation and development of amenities and utilities;
k. Policy, programmes and schemes for location and establishment of new towns, satellite townships, and integrated housing projects proposals for housing for EWS and LIG groups, proposals for real estate and building projects;
l. Formulation of schemes, policies and programmes for:-
   (i) Creation / Upgradation of education and health facilities;
   (ii) Growth of the informal sector; (iii) tourist centers, amusement parks, recreation facilities, parks and playground;
   (iii) development of religious areas requiring facilities for pilgrims;
   (iv) location for industrial parks, commercial complexes, malls and multiplexes;
   (v) creation and or up gradation of existing small scale, large scale industrial parks, IT Parks, logistic hubs for employment generation;
   (vi) promotion of trade, commerce and industry;
   (vii) growth centers and, markets for agriculture, dairy, fisheries, and horticulture;
   (viii) development of special areas if any such as tribal areas, or economically backward areas;
   (ix) mapping of vulnerable areas which are disaster prone and a plan for pre—disaster, disaster mitigation and post-disaster requirements for, speedy recovery to normal life;
   (x) optimal land utilization and preservation of agriculture;
   (xi) human resource development;
   (xii) development in productive sectors;
   (xiii) Identify the local needs and objectives within the framework of the national and state objectives.

VI. Implementation of Building Byelaws:
After delineation of planning area, Bihar Building Bye-laws may be implemented in rural areas of the Planning area. Implementation of Building Bye-laws is based on delineation of new areas and old areas. For easy implementation of Building bye laws in the planning area, Consultant shall make proposal for delineation of old areas and new areas for implementation of Bihar Building Bye-laws in consultation with concerned Authority and UD&D HD.

VII. Zonal Development Plan
After delineation of zonal(s) of Master plan, Consultant shall prepare and submit proposal of one GIS based Zonal Development Plan for Urban Area of AMRUT Town(s) for which GIS map is available with UD & HD as per Annexure-I of this RFP. Area of such Zonal Development Plan of Bagaha shall be decided in consultation with the Authorities concerned and UD&D HD. Proposal of such Zonal Development Plan shall include example of Local Area Plan(Area Improvement Scheme) and one example of Area Development Scheme(ADS) as pilot project.

VIII. Area Development Scheme (ADS)

RFP for Selection of Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” 10
Consultants shall identify locations/area of some pilot projects of Area Development Scheme in zones of Development plans and criteria thereof for such pilot projects of ADS. Consultant shall identify and illustrate one example of Area Development Scheme (ADS) and one example of Local Area Plan in the Planning area except those mentioned above in Para VII.

IX. Investment and Implementation strategies
The selected Consultant will give complete details for phase wise implementation of different type of projects with cost estimation and resource mobilization.

X. Notification of Draft Master Plan for Inviting Objections and Suggestions
The Consultant shall provide necessary logistic and technical support for display of Master Plan in the public space through appropriate means. The Consultant shall also bear the cost of organising meetings workshops and seminars for this purpose. The objections, suggestions and feedback received during discussion will be tabulated, scrutinized and incorporated after due considerations in the next stage of Master Plan preparation as mentioned in the BUPD Act and Rules and direction issued by the Authority/UD&HD.

XI. Finalization of Draft Master Plan
The Final Master Plan will be prepared by integrating the useful recommendations and suggestions given during workshop/seminar/meeting on related aspects and will be submitted to the UDHD for further process.

XII. Final GIS Data
The geo-database of planning area will be prepared on GIS platform in .shp file format as well as .dwg file with required information. The GIS file (.shp) file for different thematic layers with database for the planning area as:
- Parcel Boundaries
- Existing Settlement Maps
- Existing and proposed Land use
- Existing and proposed drainage, sewerage, water supply network
- Existing and proposed road and rail network
- Hazard zones (Flood & Earthquake)
- Existing and proposed social infrastructure
- Existing and proposed Solid Waste Management infrastructure
- Administrative boundaries
- Ground water prospect area
- Environmental profile

The attribute data for all the above thematic layers should give description and other relevant information.

4. Procedure for Monitoring & Review of the Assignment
The Consultant’s work will be monitored and reviewed by a Consultancy Evaluation and Review Committee (CERC), constituted by the Department under the AMRUT Mission guidelines.

The consultants shall submit each of the above-mentioned deliverables as per the schedule mentioned above. This will be followed by a presentation to the CERC within a week, wherein, the CERC members shall give their comments and suggestions in the form of feedback. Subsequently, the consultant will incorporate all such comments and suggestions in their next stage report.

5. Submission of Draft Master/Development Plan to the Authority / UDHD
Soon after the review by the CERC on the draft master plan, the consultant shall incorporate the suggestions given by the committee and submit the draft plan to the Authority/Department. It shall be presented before the Bihar Urban Planning & Development Board (BUPD) by the department.

The Board may suggest some modifications on the draft plan as per the Rule 31 (Section 25 of the Act) of the BUPD Rules, 2014 and accordingly the consultant shall make those changes. The Consultant then submits the Master/Development Plan to the concerned Authority(s)/Department for its approval by the BUPD Board and Government.
Thereafter Public notice of the preparation of the Draft Development (Master Plan)/Development Plan shall be published for inviting objections/suggestions as per Rule 32 (Section 26 of the Act) of the BUPD Rules, 2014. For redressal of such objections and suggestions, any requirement for modifications shall be made by the consultant.

After such modifications, the Draft Master/Development Plan shall be submitted before the BUPD Board for its recommendation of approval by the Government under Rule 33 (Section 27 of the Act). Modification required during approval shall be made by the Consultant.

6. Support by Consultant after approval of Master Plan

After approval of the Master Plan, the Consultant will provide support for one year from the date of approval of the Master Plan and during this period, the consultant has to prepare the Zonal Development plan. Workshops, discussions and presentations may also be made by the consultant to various agencies/departments within such period. The performance guarantee shall only be released after completion of one year and after the approval of Zonal Development Plan.

7. Deliverables and Time/Payment Schedule

The following time schedule/payment schedule is proposed:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Stage Report</th>
<th>No. of Copies</th>
<th>Schedule</th>
<th>Cumulative Time Period</th>
<th>Payment Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>i)</td>
<td>Inception Report</td>
<td>10 + soft copy</td>
<td>15 days from date of award</td>
<td>15 days</td>
<td>10% of the total cost would be payable on approval of Inception Report</td>
</tr>
<tr>
<td>ii)</td>
<td>Spatial attribute collection and vetting of Base Maps &amp; Delineation of old areas and new areas for implementation of Building bye-laws under Planning area</td>
<td>10 + soft copy</td>
<td>100 days from date of submission of inception report</td>
<td>115 days plus processing time.</td>
<td>10% of the total cost would be payable on approval of Base Map</td>
</tr>
<tr>
<td>iii)</td>
<td>Data Analysis Report</td>
<td>10 + soft copy</td>
<td>120 days from date of approval submission of Base Map</td>
<td>235 days plus processing time</td>
<td>5% of the total cost would be payable on approval of Data Analysis Report</td>
</tr>
<tr>
<td>iv)</td>
<td>Projected Requirements, Issues &amp; Potentials</td>
<td>10 + soft copy</td>
<td>45 days from date of approval of Data Analysis Report</td>
<td>280 days plus processing time</td>
<td>5% of the total cost would be payable on approval of Projected requirements, Issue &amp; Potentials.</td>
</tr>
<tr>
<td>v)</td>
<td>Draft Proposals of Master Plan for Inviting Public Opinion and Suggestion</td>
<td>15(English) +10(Hindi) + soft copy</td>
<td>60 days from date of approval of Projected Requirements, Issues &amp; Potentials</td>
<td>340 days plus processing time</td>
<td>10% of the total cost would be payable on approval of draft proposals by the Planning Authority.</td>
</tr>
<tr>
<td>vi)</td>
<td>Revised Draft Master Plan</td>
<td>15(English) +10(Hindi) +0 soft copy</td>
<td>45 days from the date of receiving feedback from the Client</td>
<td>385 days plus processing time</td>
<td>10% of the total cost would be payable on approval of Revised Draft Master Plan after Public opinion and direction of the authority.</td>
</tr>
</tbody>
</table>

RFP for Selection of Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” 12
<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Stage Report</th>
<th>No. of Copies</th>
<th>Schedule</th>
<th>Cumulative Time Period</th>
<th>Payment Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>vii)</td>
<td>On Final Approval of the Master plan</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>20% of the total cost would be payable on Final approval and Notification of Master Plan</td>
</tr>
<tr>
<td>viii)</td>
<td>Draft Zonal Development Plan for Inviting Public Opinion and Suggestion</td>
<td>15(English) +10(Hindi) soft copy</td>
<td>-</td>
<td>-</td>
<td>10% of the total cost would be payable on submission of Draft Zonal Development Plan as mentioned in Section2,Para3(VII)</td>
</tr>
<tr>
<td>ix)</td>
<td>Revised Draft Zonal Development Plan</td>
<td>15(English) +10(Hindi) soft copy</td>
<td>-</td>
<td>-</td>
<td>5% of the total cost would be payable on submission of revised Draft Zonal Development Plan</td>
</tr>
<tr>
<td>x)</td>
<td>On Final Approval of Zonal Development Plan</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5% of the total cost would be payable on Final approval and Notification of Master Plan</td>
</tr>
<tr>
<td>xi)</td>
<td>On completion of support period and after approval of Zonal Development Plan</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>10% of the total cost would be payable on completion of support period and approval of Zonal Development Plan</td>
</tr>
</tbody>
</table>

Note:

i. The Consultancy charges for performance of the services under the contract shall be paid by the client in terms of percentage of the total project cost (as quoted by the successful Consultant).

ii. The client shall pay the Consultant, the Service Tax, on prevailing rates as applicable on the consultancy charges on the date of submission of invoice.

iii. It is expected that the Consultant has quoted price taking into consideration all requirements for satisfactory performance of the services included in ToR. If the Consultant has not considered any component for performance of the services, no extra payment shall be made on this account.

iv. Processing time is the time between submission of the stage report and issue of the minutes for approval/modification of the same and would be about 30 days. The period between the submission of stage report and its processing would not be included in the period of assignment.

v. The total period for completion for the assignment shall not exceed 24 months. The State Government may change the duration of time allotted for various stages as per size of the city.

The Consultant will be required to make a presentation before the Consultancy Evaluation & Review Committee (CERC) within a week of submission of each of the above reports. Moreover, he will also present the Draft Master Plan before the Authority/Department and stakeholders wherever required. The observations/suggestions of CERC will be incorporated in the next stage of submission. The period between the submission of Draft Proposals and direction given to prepare Draft Master Plan would not be included in the period of assignment for remuneration purposes.

The payment will become due on approval of the stage reports and on raising of bills/invoice by the consultant after the approval of the stage report. The processing time of the payment will be 60 days for final payment and 30 days for all other payments.
8. **General**

i. The details about the methodology and data outputs in respect of consultancy should be worked out in the bid offer by the consulting firm.

ii. All data collected by the Consultant shall be made available to the Client in proper organized format and these data shall remain the property of the Client.

iii. The data collected and the research results of the Consultancy shall not be divulged to other agencies without the explicit approval of the Client.

iv. All reports should be submitted in hard and soft copy. Reports should be in Microsoft Word format, maps and drawings should be in the compatible format of GIS facilities available with the Client.

v. Monthly Progress Report will be submitted by the consultant to review the progress of the work.

vi. The firm is required to establish project offices at HQ. Town of the concerned ULB /Planning Area Authority upto completion of Assignment. For such office there will be a Team Leader with support staff for survey related work and coordination with the concerned ULB / Authority. Monthly Progress report shall be submitted to the ULB, Planning Authority & UD&HD.
SECTION 3: INFORMATION TO CONSULTANTS

1. Introduction
2. Instructions for Online Bid Submission
3. Method of Selection
4. Earnest Money Deposit(EMD)/Bid Security
5. Pre-Bid Meeting
6. Preparation of Proposals
7. Submission, Receipt and Opening of Proposals
8. Proposal Evaluation
9. Award of Contract
10. Confidentiality
11. Other Conditions of Payments.
12. Data Sheets for Instructions to Consultant
SECTION 3: INFORMATION TO CONSULTANTS

1. Introduction
1.1 UD&H, Government of Bihar, henceforth referred to as Client, will select Consultants for carrying out the assignment of “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” under 5Groups.
1.2 Bidder shall submit documents and proposal related to pre qualification, technical proposal and Financial Proposal in Prescribed format mentioned in RFP.
1.3 CVs of one team leader and one set of key professionals shall be submitted for a particular group at the time of bidding.
1.4 Separate key professionals with similar credentials and qualifications (at least as per parameters evaluated for technical qualification or more) for each town of the group shall be ensured before award of work. CVs of such team leader and key professionals shall be the part of Agreement. The firm bidding for more than one group should employ the separate team leader for each group and separate key professionals for each town under the group.
1.5 Proposals should be submitted in English.

2. Instructions for Online Bid Submission
a) The RFP document containing the project profile, invitation for qualification and criteria for evaluation may be obtained from the website: www.eproc.bihar.gov.in
b) For support related to e-tendering process, bidders may contact at following address “e- Procurement HELP DESK, First Floor, Plot No.- M/22, Road No.-25, Sri Krishna Nagar, Bank of India Compound, Patna-800001, Contact No: 0612-2523006; 7542028164”. Vendor may visit www.eproc.bihar.gov.in.
c) For participating in e-tendering process, the contractor shall have to get themselves registered to get used ID, Password and digital signature. This will enable them to access the website www.eproc.bihar.gov.in and download/participate in e-tender.
d) Those who are not registered in e-tendering system, they may contact “e- Procurement HELP DESK, First Floor, Plot No.- M/22, Road No.-25, Sri Krishna Nagar, Bank of India Compound, Patna-800001, Contact No: 0612-2523006; 7542028164 ” for registration.
e) UD&H, Bihar reserves the right to reject any or all Bids or cancel/withdraw the Invitation for Bids (IFB) without assigning any reason whatsoever and in such case, no Bidder/ intending Bidder shall have any claim arising out of such action.
f) Bidders are advised for early submission of proposals.
g) UD&H, Bihar intends to undertake a competitive bidding process in order to shortlist and qualify suitable Bidders, who shall be eligible for evaluation of their price bids towards selection of the successful bidder in terms of the RFP for award of the project.
h) The name and signature of Bidders authorized person should be recorded at the bottom on each page of the bid document without which bids will not be considered. All pages of the bid document shall be numbered & sealed, and shall be signed by a person duly authorized to bind the organization to the Contract. A duly stamped Power-of-Attorney accompanying the Bid document shall support the letter of authorization.
i) The bids and all correspondence/documents relating to the bids shall be written in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the proposal, the English translation shall govern.
j) Any clarifications may be sought online through the tender site, through the contact details or during pre-bid meeting if any. Bidder should take into account the corrigendum if any published before submitting the bids online.
k) In the unlikely event of the server for www.eproc.bihar.gov.in being down for more than two consecutive hours (in the period from midnight to closing time for receipt of tenders) on the last date of receiving of bid, the last date of the same shall not be extended by concerned authority.
l) The bidders are requested to check their file size of uploaded documents at the time of submission & they should ensure that word file is uploaded. If they feel that the complete file is not uploaded then they should click on cancel & update the same.
m) The bidders should satisfy themselves of download ability/ visibility of the scanned & uploaded file by them, before submission.
n) File should be in M.S. word, M.S. Excel, PDF and JPEG Formats.
o) No claim shall be entertained on account of disruption of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last hour’s technical snags.

p) In exceptional circumstances, the competent authority, UD & HD, Bihar may solicit the Bidder’s consent to an extension of the period of validity.

q) Bids that are rejected during the bid opening process shall not be considered for further evaluation, irrespective of the circumstances.

r) The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given for respective tenders in e-Procurement website (www.eproc.bihar.gov.in) at the respective stage only. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement website. The bidder shall sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness /authenticity.

s) The technical proposal and financial proposal shall be submitted in soft copy online through e-procurement portal.

t) Corrigendum/ Addendum, if any, will be published on the website itself.

u) The bidder has to select the payment option as offline to pay the Bid Security/EMD as applicable and enter details of the instruments.

v) The details of the DD/any other accepted instrument, physically delivered, should tally with the details available in the scanned copy and the data entered during bid submission time, otherwise submitted bid shall not be acceptable or liable for rejection.

w) A bid processing fee at the time of registration (Non-Refundable) to be paid only through e-Payment modes i.e. Internet Payment Gateway (Master or Visa Card) /Internet Banking/NEFT or RTGS towards charges for online processing charges of Beltron.

For any queries regarding Tendering process, the bidders may contact at address as provided in the tender document.

3. Method of selection

3.1 Selection will be through Least Cost basis selection (LCBS) method done through a 3-stage process. In the 1st stage, pre-qualification information submitted by the bidder firm in prescribed format will be evaluated. Only those who meet the pre-qualification criteria will qualify 1st stage and will be considered eligible for 2nd stage evaluation. In the 2nd stage, Technical Proposals will be opened and evaluated and Technical scores will be given. On getting a technical score of 80% and above, Bidder firm shall be eligible for opening of their financial proposal as mentioned in this RFP. A comparative chart of group wise proposal shall be prepared for financial evaluation of the proposal. Based on the financial proposal, group wise L1 shall be decided. The Consultant with the L1 bid will be called for further discussions/ negotiation before signing a Contract Agreement.

3.2 Interested consulting firms are requested to submit Pre-Qualification, Technical Proposal and Financial Proposal online and also submit the proposal in Hard Copy at the address mentioned in this RFP in original on or before the date and time mentioned. The evaluation shall be done on the basis of uploaded documents only.

3.3 The proposals must be accompanied with a non-refundable RFP Document of ₹ 7500/- (Rupees Seven Thousand Five Hundred Rupees) for each group in the form of a bank draft drawn in favor of DIRECTOR-BUDA, payable at Patna.

4. Earnest Money Deposit (EMD)/ Bid Security

a. The Pre-Qualification form should be accompanied with an Earnest Money Deposit (refundable for all non-successful bidders) of ₹ 1,00,000/- for each town/ planning Area under which bidders want to bid. Bid Security shall be maximum upto ₹ 6,00,000/- (Six Lakh Rupees) for one perspective bidder, irrespective of the number of groups.

b. The EMD/ bid security shall be submitted in the form of DD/BG/FDR in favor of “DIRECTOR-BUDA” payable at Patna or Fixed Deposit Receipt pledged in favour of Director BUDA or Bank Guarantee in favour of Director BUDA from any of the banks in an acceptable form. The bid security is to remain valid for a period of forty five (45) days beyond the final bid validity period.

c. The Employer shall reject any proposal not accompanied by appropriate bid security, as non-responsive.

d. The bid security of the successful Bidder shall be returned as promptly as possible once he has signed the Contract and furnished the required performance security.

e. Bid securities of the unsuccessful bidders shall be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract to successful bidder.

f. The bid security may be forfeited:

a. If a Bidder withdraws its bid during the period of bid validity.
b. if the successful Bidder fails to:
   i. sign the Contract within required time frame;
   ii. furnish a performance security

g. Sealed envelope of financial proposal of each group shall clearly mention the name of the group for which bidding is made. Such separate envelope(s) shall be sealed in an outer envelope which should be marked with “Consultancy Services for Preparation of GIS Based Master Plans for 21 Planning Areas covering 22 AMRUT towns” and super-scribing the names of Group.

h. The proposal submission address is:

Special Secretary
Urban Development & Housing Department
1st Floor, Vikas Bhawan, New Secretariat, Patna– 800 015, Bihar
Tel: 0612-2215580; Fax:2217059;
Email: urbansec-bih@nic.in, tcpobihar@gmail.com

i. Proposals must be submitted not later than the following date and time:
   Date: 25/02/2020, Time: 04.00 pm.

j. Proposals must remain valid for 180 days after the submission date until validity is extended by the Client. During this period, the consultant is expected to keep available the key professional staff proposed for the assignment. The client will make the best effort to complete the tendering process within this period. If the client wishes to extend the validity period of the proposals, the Consultants may do so and those who do not agree have the right not to extend the validity of their proposals.

5. Pre-Bid Meeting

5.1 A pre-bid meeting will be held on 10/02/2020 at 10:00 AM, in the Conference Hall, Urban Development and Housing Department, Government of Bihar, Vikas Bhawan- 800015. Consultants are encouraged to attend the conference before submitting their proposals.

5.2 Consultants may request a clarification of any of the RFP documents up to ten (10) days prior to the Proposal submission date indicated in the RFP. Any queries made by the consultants for clarification shall be entertained in the pre-bid meeting on the date as mentioned in the RFP. If the Client feels necessary to amend the RFP as a result of a clarification, it shall do so following the procedure under Sub-Clause 4.

5.3 At any time before the submission of Proposals, the Client may, whether at its own initiative, or in response to a clarification requested by a firm, amend the RFP by issuing an addendum. The addendum shall be sent to all Consultants and will be binding on them. To give Consultants reasonable time in which to take an amendment into account in their Proposals, the Client may at its discretion, if the amendment is substantial, extend the deadline for the RFP submission.

5.4 The costs of preparing the proposal, including visit to the Client, etc., are to be borne by the Consultant.

5.5 Awarding the consultancy will be in accordance with policies of Government of Bihar State, including policies on corrupt and fraudulent practices.

6. Preparation of Proposal

6.1 Pre-qualification criteria
Interested Consultants shall submit information in the prescribed Section 4: Pre-Qualification Standard Form.
Only those Consultants responses satisfactory will be considered for evaluation of Technical Proposal.

6.2 Technical Proposal

6.2.1 The Technical Proposal should be submitted in Standard Forms provided in Section 5 of this document only, failing which the proposal may summarily be rejected.

6.2.2. Applicants shall submit the digitally signed technical proposal online in the format at Annexure (the “Technical Proposal”) and shall also submit the proposal in hard copy at the address mentioned in this RFP in original or on before the date and time.

6.2.3 In preparing the Technical Proposal, consulting firms are expected to examine the documents comprising this RFP in detail. Material deficiencies in providing the information requested may result in rejection of a Proposal.

6.2.4 The Technical Proposal shall not include any financial information.
6.3 Financial Proposal
6.3.1 The Financial Proposal should be submitted in Standard Forms provided in Section 6 of this document only.
6.3.2 The Financial Proposal should clearly identify for applicable taxes.
6.3.3 The Financial Proposal shall be submitted online only and in the formats at the Annexure (the “Financial Proposal”) clearly indicating the total cost of the work in both figures and words, in Indian Rupees, and signed by the Applicant’s Authorized Representative. In the event of any difference between figures and words, the amount indicated in words shall prevail. In the event of a difference between the arithmetic total and the total shown in the Financial Proposal, the lower of the two shall prevail.
6.3.4 While submitting the Financial Proposal, the Applicant shall ensure the following:
   a. All the costs associated with the assignment shall be included in the Financial Proposal. These shall normally cover overall cost for supply and services to UDHD as per scope given in this RFP.
   b. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption, and shall be final and binding. In case any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.
   c. The Financial Proposal shall take into account all expenses and tax liabilities. For the avoidance of doubt, it is clarified that all taxes shall be deemed to be included in the costs shown under the Financial Proposal.
   d. Costs shall be expressed in INR only.

7. Submission, Receipt, and Opening of Proposals
7.1 The tender should be submitted on e-tendering/e-procurement through website www.eproc.bihar.gov.in only no other form of tender submission will be valid for evaluation.
7.2 Request from the bidder in respect of additions, alterations, modification, correction etc, of both terms and condition or rates after opening of the tender shall not be considered.
7.3 Pre-Qualification, Technical Proposal and Financial Proposal in standard form of this RFP shall be submitted online through E-Procurement Mode only on website www.eproc.bihar.gov.in. In addition to this, Two (2) separate sealed envelope(s) containing RFP Document fee, and EMD should be submitted by the bidders.
7.4 Proposal must be delivered at the indicated Client submission addresses on or before the time and date as mentioned in this RFP.

8. Proposal Evaluation
8.1 Eligibility Criteria:
I. The applicant should be a firm or a legal entity registered under Companies Act, Societies Act or any other law and should have been in operations in India for at least 3 years with the proof of incorporation / commencement of business (A copy of registration certificate should be attached).

II. In case of a Joint Venture/Consortium, any of the partners should not have less than 30% shares/stakes in the JV/Consortium. The partner with the highest share shall be considered as Lead Partner/Lead Firm. (The agreement regarding JV/Consortium should be attached)

III. The Bidder Firm should have been working in the field of Consultancy for Urban Planning and or Regional Planning for minimum 3 years ending on 31st March 2019. (A copy of work orders/ completion certificate should be attached)

IV. The Bidder firm must have valid registration of PAN and GST (a copy of certificates to be attached)

V. Average annual turnover of the Consultancy Firm based on any three of the last five financial years ending on March 31st 2019 should be equal to or more than Rs 2 Crores. In the case of JV/ Consortium, the Lead partner should fulfill the same criteria.

VI. The Bidder Firm should have successfully prepared GIS Based Master Plan of at least 1 Town. In the case of JV/Consortium, any of the firm should have successfully prepared GIS Based master Plan for at least one town. (A copy of work orders/ completion certificate should be attached)
VII. The Bidder should be under declaration through self declaration on bidder’s company letter head of ineligibility for corrupt and fraudulent practices or any other reason, whatsoever, or have not been blacklisted / debarred by the Government of India or any of its agencies including public enterprises and/or by any State Government or any of its agencies. (As per Appendix-II, Section-3).

8.2 Evaluation of Pre-Qualification Form

The authorized Consultancy Evaluation & Review Committee (CERC) constituted by UD&HD, Bihar as a whole will evaluate the Pre-Qualification Forms on the basis of the data provided in the Section-4 of this RFP.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Criteria</th>
<th>Marks</th>
</tr>
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<tbody>
<tr>
<td>1.</td>
<td>Average audited turnover of the Consulting Firm/ Consortium Lead of the preceding five financial years</td>
<td>10</td>
</tr>
<tr>
<td>2.</td>
<td>Experience of the consulting firm</td>
<td>15</td>
</tr>
<tr>
<td>3.</td>
<td>Five major projects experience</td>
<td>25</td>
</tr>
<tr>
<td>4.</td>
<td>Four Relevant project experience</td>
<td>20</td>
</tr>
<tr>
<td>5.</td>
<td>Qualification and experience of key professionals</td>
<td>10</td>
</tr>
<tr>
<td>6.</td>
<td>Write-up on the topic “Master Development Plan Formulation in India”</td>
<td>20</td>
</tr>
</tbody>
</table>

The qualifying marks will be 70%.

8.3 Evaluation of Technical Proposals

8.3.1 The Committee as a whole shall evaluate the proposals on the basis of Terms of Reference, applying to the specified evaluation criteria. Bidder firm shall be given a technical score for their proposal. A bidder firm shall be rejected at this stage if it does not achieve the minimum technical score of 80%.

8.3.2 The evaluation criteria are as follows:

<table>
<thead>
<tr>
<th>No.</th>
<th>Criteria</th>
<th>Total points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Specific experience of the consulting firm related to the Assignment</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>A. Similar assignments * (2 points for each assignments, maximum points 10)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>**B. Experience and capabilities of the consulting firm.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Years of experience in the field of related consultancy of Urban/ Regional Planning Maximum (4 points).</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Experience up to 3 Years - 2 Points,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3-5 Years of experience - 3 Points,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>More than 5 years - 4 points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience in Master plan/ Development Plan formulation using GIS database, Maximum point 6</td>
<td></td>
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<tr>
<td></td>
<td>Experience of one GIS based master Plan - 4 Points,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience of two GIS based Master Plan - 5 Points,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Experience of three &amp; more GIS based Master Plan - 6 Points.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Adequacy of the proposed work plan in response to ToR</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>a. Understanding the ToR</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>b. Methodology suggested</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>c. Adequacy of the proposed work plan</td>
<td>10</td>
</tr>
<tr>
<td>3.</td>
<td>Qualifications and competence of the key professional staff for the assignment</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>A. Team Leader</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>General experience -</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10 to 12 years - 3 Points,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12 to 15 years - 4 Points,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>more than 15 years - 5 Points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Specific experience in preparing Regional plans, Master plans, Area Development plans, Zonal Development Plan and Town Development Plan (2 Points for each such assignment)</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>B. Urban Planner</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>General experience -</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5 to 7 years - 2 Points,</td>
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<tr>
<td></td>
<td>7 to 10 years - 3 Points,</td>
<td></td>
</tr>
</tbody>
</table>

RFP for Selection of Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”
<table>
<thead>
<tr>
<th>No.</th>
<th>Criteria</th>
<th>Total points</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>More than 10 years - 4 Points.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Specific experience in preparing Regional plans, Master plans, Area Development plans, Zonal Development Plan and Town Development Plan (3 Points for each such assignment)</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td><strong>C. GIS Expert</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>General experience - 5 years to 7 years-2 marks, 8 years to 10 years 3 marks, more than 10 years 4 marks</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Experience in developing and Managing Geo-Database, preparation of base maps, spatial attribute data collection and vetting of maps. (2 Points for each such assignment)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td><strong>D. Transport Planner</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>General experience - 5 years and more</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Specific experience in preparation of transport plans, city circulars plans, mobility plans, and conducting traffic and transportation surveys. 2-4 Assignments- 4 Marks, more than 4 Assignments- 6 marks</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td><strong>E. Socio-economic Expert</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>General experience - 5 years and more in social development field</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Specific experience in collection of field data and socio-economic surveys, analysis of socio-economic data of cities/town at local level, projections, creation of urban database using secondary sources. Less than 2 assignments- Nil, on 2no. of assignments- 2 points, on 3 and more no.Assignments-3 Points</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>100</td>
</tr>
</tbody>
</table>

*Illustrative list of "Similar Assignments":
- Formulation of Master/Development Plan using GIS database
- Formulation of Regional Plan for a region/sub-region
- Spatial Planning for New Town/Industrial Township
- Generation of geospatial database for a city/town
- Planning and implementation using GIS of urban sector projects like water supply, sewerage, etc., national highway/metro/similar large infrastructure projects
- City Development Plan under JNNURM

8.3.3 The minimum required experience of proposed Team leader and Key professional(s) is:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Expert</th>
<th>Qualifications</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Team Leader</td>
<td>Master/PG Diploma in Urban &amp; Regional Planning/City Planning</td>
<td>10 years of experience in Master Plan/Development Plan/Regional Plan/Zonal Development Plan/Area Development Plan/TP Scheme with leadership qualities to lead the team effectively.</td>
</tr>
</tbody>
</table>

**Key Professional(s)**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the Expert</th>
<th>Qualifications</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
<td>Urban Planner</td>
<td>Master/PG Diploma in Urban &amp; Regional Planning/City Planning</td>
<td>05 years of experience in Master Plan/Development Plan/Regional Plan/Zonal Development Plan/Area Development Plan/TP Scheme</td>
</tr>
<tr>
<td>04</td>
<td>Transport Planner</td>
<td>Post Graduate in Transport Planning / Urban Transportation / Post graduate in Urban and Regional Planning with specialization in Transport Planning/ M.Tech in Highway Engineering/ Transport Engineering</td>
<td>05 years of experience in preparation of transport plans, city circulation plans, mobility plans, etc. and conducting traffic and transport surveys.</td>
</tr>
<tr>
<td>05</td>
<td>Socio-economic Expert</td>
<td>Post Graduate in Statistics/ Sociology/ Economics/ Geography</td>
<td>05 years experience in collection of field data and socio-economic surveys, analysis of socio-economic data of cities/towns at local level, projections, creation of urban database using secondary sources</td>
</tr>
</tbody>
</table>

The minimum technical score required to pass is: 80%

8.4 Public Opening and Evaluation of Financial Proposals

8.4.1 After the evaluation of Technical Proposal of the firm, the Client shall inform to the consultants whose proposals have been short-listed, about the date and time of opening of financial proposals.

8.4.2 The Financial Proposals shall be opened in the presence of the consultants' representatives who choose to attend. The name of the consultant, the technical scores, and the proposed amount shall be read aloud and recorded when the Financial Proposals are opened. The Client shall prepare minutes of the opening.

8.4.3 Evaluation of financial proposal shall be based on GroupWise rate quoted by the bidders. GroupWise financial proposal shall be opened in the order of Group-I, Group-II, Group-III, Group-IV, Group-V. In this process, as and when two(02) proposal (GroupWise) of a bidder shall be found lowest, it’s another financial proposal shall not be opened for evaluation.

9. Award of Contract

9.1 The contract will be awarded after the tendering process is complete. The Client will promptly notify other consultants that they were unsuccessful and return their Technical and Financial Proposals.

9.2 On award of the consultancy, the Consultant should be required to enter into an agreement with Client for the successful completion of the Consultancy as per the Terms and Reference.

9.3 The firm is expected to commence the assignment on the date and at the location specified in the Contract.

9.4 Termination of the Contract will be in accordance with provisions of the Para 2.6 of General Conditions of Contract. In case of dispute the matter will be referred to an arbitrator as specified by the Client.

9.5 The Client will provide the relevant data/reports available. Collecting any other data relevant to the assignment will be the responsibility of the consultants. The Client will provide the necessary introductory letter to get information from other concerned agencies/departments, wherever applicable.

10. Confidentiality

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the consultants who submitted the proposals or to other persons not officially concerned with the process.

11. Other conditions of payment

i) No separate TA/DA would be payable in addition to Consultancy fee.

ii) The TDS and other taxes as applicable under the law would be deducted by the Client from the amount payable as Consultancy fee.

iii) In case of delay in the conduct of consultancy services within the time fixed or in the event of repudiation of the contract, the Client reserves the right to recover liquidated damages, including administrative expenses, for breach of contract, a sum equivalent to 0.5% (half percent) of total contractual value, which the Consultant has failed to deliver within the period fixed for delivery for each week or part thereof during which delivery is in arrears subject to an overall ceiling of 10% of the total contract price.

iv) The successful bidder will have to provide a Performance Guarantee for 10% of the Consultancy fee at the time of signing the Contract Agreement as per the following details:

- The guarantee is to be valid up to one year from date of approval of Draft Master Plan.
- This shall have to be furnished by the Consultant within 15 days from the date of issue of a letter accepting the offer of the assignment.
• The performance guarantee shall be submitted in the prescribed form (Section 7, Appendix-F) from any scheduled commercial bank appearing in the second schedule of RBI incorporated in India.
• The Performance Guarantee Bond and/or any amendment thereto shall be executed on a stamped paper of requisite money value in accordance with Indian laws.
• No other form of Guarantee shall be acceptable.
12. DATA SHEET FOR INSTRUCTION TO CONSULTANT

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Information to Consultant(s)</th>
</tr>
</thead>
</table>
| 1     | Name of the Client: **Urban Development & Housing Department (UD&HD), Govt. of Bihar (GoB)**  
       | Client’s Representative:  
       | Special Secretary,  
       | Urban Development & Housing Department, Govt. of Bihar |
| 2     | Name of the assignment is: “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”  
       | The towns under this assignment are in the following Group: |
|       | **Group I** | **Group II** | **Group III** | **Group IV** | **Group V** |
|       | Araria, Bhagalpur, Darbhanga, Saharsa | Buxar, Bodhgaya, Hajipur, Bagaha, Motihari | Gaya, Jehanabad, Bettiha, Siwan | Muzaffarpur, Kishanganj, Katihar | Patna, Munger (including Jamalpur) |
|       | Assam, Aurangabad | | | | |
| 3     | There shall be a pre-proposal meeting as under:  
       | Date and Time: 10/02/2020 at 10:00 AM.  
       | Venue: #126, Conference Hall, Urban Development & Housing Department (UD&HD), 1st Floor, Vikas Bhawan, New Secretariat, Patna – 800015. |
| 4     | Proposals must remain valid for 180 days from the closing date of submission of proposal. |
| 5     | Bid Security fee in the form of EMD (DD/FDR/PG) of ₹ 1, 00,000/- (One Lakh Rupees only) per town / Planning Area. On submission of EMD of ₹ 6, 00,000/- (Rupees Six Lakh only), a Consultancy Firms may submit the proposal for all groups but will be awarded the work for maximum 2 Groups as mentioned in the RFP. |
| 6     | Bid Security Validity: 45 days beyond bid validity date.  
       | Mode: The format for Bank Guarantee is prescribed at Appendix-I to Data Sheet should be used. |
| 7     | Clarifications may be requested not later than 10 days before the submission date. The address for requesting clarifications and submission of Proposals is:  
       | **Special Secretary**  
       | Urban Development & Housing Department, Govt. of Bihar  
       | Room No. 159, 1st Floor, Vikas Bhawan, New Secretariat, Patna – 800015  
       | Phone: (0612) 2215580 Fax: (0612) 2217059  
       | Email: urbansec-bihar@nic.in, tcopbihar@gmail.com  
       | Website: http://www.urban.bihar.nic.in |
| 8     | Prequalification & Technical Proposal shall be submitted online through E-proc portal in standard format mentioned in this RFP and same shall be submitted with authorised signatory in hard Copy. |
| 9     | Interested consulting firms / Consortium / JV may submit proposals for any number of groups. CVs of one team leader and one set of key professionals shall be submitted Group Wise at the time of bidding. |
| 10    | Bidder shall have to ensure separate team leader for each group and separate key professionals for each town in a group at the time of Agreement. CVs of such Team leaders and Key Professionals shall be part of the Agreement. The firm bidding for more than one group should employ the separate team leader for each group and separate key professionals for each town under the group. |
| 11    | If the CV of expert is not signed by himself, it may be signed by the representative of the consultant for the purpose of submission of bidding only. The CV of expert neither signed by himself nor by the representative of consultant may not be considered for evaluation. Once the consultant is selected for the assignment and asked for contract negotiation, he shall necessarily submit the CV signed by the expert. |
| 12    | Under this contract the Consultant’s payments are **Output and Deliverables Based** as mentioned in Terms of Reference (ToR).  
       | The Consultant shall quote Consultancy Charges for satisfactory performance of the services under the contract in terms of **Lump sum Fee for each group separately as mentioned in ToR.** It is expected that consultant has quoted the fee considering all requirements for satisfactory performance of the services included in the ToR. If the consultant has not considered any component for performance of the services, no extra payment shall be made on this account. |
12. Amounts payable by the Client to the Consultant under the contract shall be subjected to applicable taxes if any. The Client will pay Goods & Service Tax, on prevailing rates as applicable on the consultancy charges.

13. Proposals must be submitted no later than the following date and time:
   Date: 25/02/2020, Time: up to 16:00 Hrs

14. Technical Proposals shall be evaluated on the basis of following pre-identified criteria:
    Technical criteria that would be considered for selection of preferred bidder would be as follows:

    | Sl. No | Criteria | Score Allocated |
    |--------|----------|-----------------|
    | 1      | Specific experience of the consulting firm related to the Assignment | 20 |
    | 2      | Adequacy of the proposed work plan in response to ToR | 30 |
    | 3      | Qualification and competence of the key professional staff for the assignment | 50 |
    |        |          | 100             |

15. Expected date for opening of Financial Proposals: Will be intimated to Technically responsive bidders through letter.

16. Expected date for contract negotiations: Will be intimated to the selected bidders through letter.

17. Expected date for commencement of consulting services: 2020.

18. The duration of the assignment shall be 385 days and support period of one year (Including Preparation of Zonal Development Plan) in which all activities are to be completed in this period. The consultant will commence the project activity simultaneously for all the towns if allotted to them.

19. The firm is required to establish project offices at HQ, Town of the concerned ULB/Planning Area Authority up to completion of Assignment. For such office there will be a Team Leader with support staff for survey related work and coordination with the concerned ULB / Authority. Monthly Progress report shall be submitted to the ULB, Planning Authority & UD&HD.

20. The Consultant’s work will be monitored and reviewed by a Consultancy Evaluation and Review Committee (CERC), constituted by the Department under the AMRUT Mission guidelines. It is mandatory for the Team Leader to be present in every meeting with the Client.
Appendix – I to Data Sheet

Bid Security Form (Bank Guarantee)

(Bank’s Name, and Address of Issuing Branch or Office)

Beneficiary: ______________________ (name and address of Employer)  
Bid Security No.: ______________________  
Date: ______

Whereas M/s ______________________ (insert the name of the Consultant)

(herein after called the “Consultant”) has submitted its technical & financial proposals for the work of ______________________ (insert the name of work for which proposal is submitted) (herein after called the “Proposal”) under Package No. ______________________ on dated __________ against the Employer’s Notice Inviting Tenders (NIT) / Notice Inviting Request for Proposals (NIP)/Invitation for Bid (IFB) No. ______________________ (Insert NIT/NIP/IFB number as per publication in News Paper or website)

Furthermore, we understand that, according to your conditions, proposals must be supported by a Bid Security.

At the request of the Consultant, we ______________________ (insert name of the bank) hereby irrevocably undertake to pay you any sum or sums not exceeding ______________________ (insert bid security amount in figures) ______________________ (amount in words) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Consultant is in breach of its obligation(s) under the RFP conditions, because the Consultant:

(a) Has withdrawn its Proposal during the period of Proposal validity specified by the Consultant in the Technical Proposal Form; or

(b) Does not accept the correction of errors in accordance with the Instructions to Consultants (hereinafter “the ITC”) of the RFP Document; or

(c) Having been notified of the acceptance of its Proposal by the Employer during the period of proposal validity, (i) fails or refuses to execute the Contract Agreement, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITC.

This guarantee will expire:
(a) if the Consultant is the successful Consultant, upon our receipt of copies of the Contract Agreement signed by the Consultant and the performance security issued to you upon the Instruction of the Consultant; and

(b) if the Consultant is not the successful Consultant, upon the earlier of
(i) Our receipt of a copy your notification to the Consultant of the name of the successful Consultant; or
(ii) forty-five days after the expiration of the Consultant’s proposal.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

_________________________ Bank’s seal and authorized signature(s)_________________________

RFP for Selection of Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” 26
APPENDIX-II
SELF-DECLARATION (ON CONSULTANCY FIRM’S LETTER HEAD)

Date:...../...../2020

To whom it may Concern

In response to the RFP Document (RFP No. ../..../.) for Selection of Agencies for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”, I/ We hereby declare that presently our Company/Agency/ Firm ____________ is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body.

We further declare that presently our Company/Agency/ Firm ____________ is not Blacklisted/Debarred and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission.

We further inform that all the information provided in the submitted Documents through e-proc is correct and true, and that any false information shall lead to disqualification at any stage.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our bid security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking You,

Your faithfully,

Signature...........

Place:..................

Name............

Date:..................

Designation..........

Seal of the Organization
SECTION 4: PRE-QUALIFICATION – STANDARD FORM

4A. General
4B. Experience of the Consulting Firm
4C. Five major projects experience
4D. Four Relevant project experience
4E. Qualification and Experience of Key Professionals
4F. Write-up on the topic “Master/ Development Plan Formulation in India” in about 1000 words.
SECTION 4: PRE-QUALIFICATION — STANDARD FORM

[Letterhead of Consultant]

To

Special Secretary
Urban Development and Housing Department
Government of Bihar
Vilas Bhawan
Patna, Bihar - 800015

Sub: Consultancy Services for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” — Submission of Pre-Qualification

Sir,

We, the undersigned, offer to provide the consulting services for the above assignment in accordance with your Request for Proposal vide advertisement dated [Date]. We are hereby submitting our Proposal for the Preparation of GIS-based Master Plan Formulation for — Cities.

1. The Proposal contains the following documents in separate sealed envelopes:
   - Pre Qualification — One Set of Hard Copy as submitted online through E-Proc.
   - Technical Proposal - One set of Hard Copy as submitted online through E-Proc.
   - Financial Proposal - Original
   - PEN Drive containing scanned copy as submitted online through E-proc of Pre-Qualification and Technical Proposal.

2. We have gone through the RFP documents and understand the terms and conditions. We understand that you are not bound to accept any proposal you receive.

3. In the case of any discrepancies, online submission done by the firm through e-proc will be true.

4. We are applying for ....no. of group of towns, and we are submitting DD/BO/FDR of Rs....... towards Earnest Money Deposit (EMD) in one envelope.

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:
Name of Firm:
Address:

Encl: 1. Pre-Qualification (in sealed cover)
2. Demand Draft of ₹-------/ towards RFP Document Fee
3. EMD of ₹........../ towards Bid Security
4A. General

1. Name of the consulting firm

2. In case of Joint Venture (JV)/ Consortium, name of other partners of the joint venture (JV)/ Consortium

3. In case the consulting firm is a subsidiary of a larger organization, please write the name of the parent organization

4. Consulting firm’s registered address in India

5. Consulting firm’s address for correspondence regarding this project, including phone numbers (mention city code), fax numbers and email addresses

6. Details of the authorized signatory of the consulting firm for communication regarding this project
   - Name
   - Designation
   - Contact details of the authorized signatory
   - Office Phone (Direct Line/ Extension) Number
   - Fax Number
   - Mobile Phone Number
   - Email Id

7. Please mention the audited turnover of the Consulting Firm/ JV Lead in the preceding five financial years (₹ Crores)
   - FY 2015-16: ______________ Cr. INR
   - FY 2016-17: ______________ Cr. INR
   - FY 2017-18: ______________ Cr. INR
   - FY 2018-19: ______________ Cr. INR
   - FY 2019-20: ______________ Cr. INR

Note: Average annual turnover of the Consultancy Firm based on any three of the last five financial years ending on March 31st 2019 should be equal to or more than ₹2 Crore.

4B. Experience of the Consulting Firm

1. Total Experience since the inception of firm (in years) : :
2. Main line business :
3. Experience in consultancy (in years) :
4. Experience in consultancy in relevant field (in years) :

4C. Five major projects experience

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Project</th>
<th>Client</th>
<th>Type of project</th>
<th>Location of Project</th>
<th>Value of the Project (in ₹)</th>
<th>Stage of project execution</th>
<th>Attachment (Work order/Completion Certificate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(completed/under progress) as on date</td>
<td>Year of completion</td>
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<td>2</td>
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</tr>
</tbody>
</table>

4D. Four Relevant projects (Master Plan) experience
<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of City for which Master Plan prepared</th>
<th>Client name</th>
<th>Whether participated as individual consulting firm/joint venture</th>
<th>Project cost in ₹</th>
<th>Stage of project execution (completed/under progress) as on date</th>
<th>Existing Population of the city/Design Population of the Master Plan</th>
<th>Any other relevant information</th>
<th>URL of the Master Plan if uploaded on website</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(if member of JV/Consortium, mention the JV/Consortium lead)</td>
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<td>1.</td>
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<td>3.</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**4E. Qualification and Experience of Team Leader & Key Professionals**

<table>
<thead>
<tr>
<th>S No</th>
<th>Field of Expertise</th>
<th>Qualifications</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>PhD</td>
<td>PG</td>
</tr>
<tr>
<td>1.</td>
<td>Team Leader</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Key Professional(s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Urban Planner</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>GIS Expert</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Transport Planner</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Socio-Economic Expert</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Illustrative relevant fields to be used for no.4C above:
- Generation of geospatial database for a city/town
- Formulation of Master Development Plan using GIS database
- Spatial Planning for New Town/Industrial Township
- Planning and implementation using GIS of urban sector projects like water supply, sewerage, etc., national highway/metro/similar large infrastructure projects
- Formulation of Regional Plan for a region/sub-region
- City Development Plan under JNNURM

4F. Write-up on the topic “Master Development Plan Formulation in India” in about 1000 words.
SECTION 5: TECHNICAL PROPOSAL – STANDARD FORM

Contents

5A. Technical Proposal Submission Form
5B. Firm’s references
5C. Comments and suggestions on the Terms of Reference and on data services and facilities to be provided by the Client
5D. Description of the methodology and work plan for performing the assignment
5E. Team Composition and Task Assignments
5F. Format of Curriculum Vitae of proposed key professional staff and team
5G. Time schedule for key professional personnel
5H. Activity (work) schedule
5A. Technical Proposal Submission Form

[Location, Date]

To
Special Secretary
Urban Development and Housing Department
Government of Bihar
Vikas Bhawan
Patna, Bihar - 800015

Subject: Consultancy services for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”—Technical Proposal

Sir,

We, the undersigned, offer to provide the consulting services for the above assignment in accordance with your Request for Proposal vide advertisement ..........dated .......... for the “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar”.

1. We are hereby submitting our Technical Proposal and Demand Draft of ₹-------/- towards Earnest Money in one envelope and a Financial Proposal sealed under a separate envelope. The Technical Proposal is also provided in a CD.

2. The Proposal contains the following documents in separate sealed envelopes:

   Technical Proposal – In soft copy (PDF) and Hard Copy
   Financial Proposal – original

3. We have gone through the RFP documents and understand the terms and conditions. We understand that you are not bound to accept any proposal you receive.

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:
Name of Firm:
Address:

Encl: As above
5B. Firm's References

Using the format below, provide information on each reference assignment for which your firm, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

5B(i). Relevant services carried out in the last three years that best illustrate qualifications

<table>
<thead>
<tr>
<th>Assignment Name:</th>
<th>Country:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location within Country:</td>
<td>Key professional staff provided by your Firm/ (profiles):</td>
</tr>
<tr>
<td>Name of Client:</td>
<td>No. of Staff:</td>
</tr>
<tr>
<td>Address:</td>
<td>No. of Staff-months:</td>
</tr>
<tr>
<td>Start Date (Month/Year):</td>
<td>Completion Date (Month/Year):</td>
</tr>
<tr>
<td>Name of Associated Consultants, if any:</td>
<td>Approx. Value of Services (in$):</td>
</tr>
<tr>
<td>Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:</td>
<td>No. of months of key professional staff provided by Associated Consultants:</td>
</tr>
<tr>
<td>Narrative Description of Project:</td>
<td></td>
</tr>
<tr>
<td>Description of Actual Services Provided by Your Staff:</td>
<td></td>
</tr>
</tbody>
</table>

5B (ii). Particulars and Experience of firm(s)

Relevant services carried out in the three projects* similar to the assignment, considered to best illustrate experience and capabilities of the consulting firm/ JV/ Consortium since the inception of the Consultant firm in the format given below.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Field of specialisation</th>
<th>Name of consulting firm</th>
<th>Assignment Name</th>
<th>Name of Client</th>
<th>Whether participated as individual consulting firm/ member of JV/ Consortium, if member of JV? Consortium mention the JV/ Consortium lead</th>
<th>Project Cost in ₹</th>
<th>Stage of Project execution on ground (initiated/ in progress/ completed)</th>
<th>Any other relevant information</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
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<td></td>
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<td>2</td>
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<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note: If the proposal is being submitted by a JV/ Consortium, mention the best three relevant projects carried out by JV / Consortium or constituent firms.

Illustrative fields of specialization to be used in column 2 above:

- Formulation of Master/ Development Plan using GIS database
- Formulation of Regional Plan for a region/ sub-region

RFP for Selection of Consultancy Firms for "Preparation of GIS Based Master Plan of 31 Planning Areas covering 22 AMRUT Towns of Bihar"
• Spatial Planning for New Town/Industrial Township
• Generation of geospatial database for a city/town
• Planning and implementation using GIS of urban sector projects like water supply, sewerage, etc., national highway/metro/similar large infrastructure projects
• City Development Plan under JNNURM

5B (iii). Experience of the Consulting Firm

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of consulting firm/ JV</th>
<th>Total Experience since the inception of firm (in years)</th>
<th>Experience in Relevant Field (Years)</th>
</tr>
</thead>
</table>

5C. Comments & Suggestions of Consultants on the Terms of Reference and on Data, Services & Facilities to be Provided by the Client

On the Terms of Reference:
1.
2.
3.
4.
5.

On the data, services, and facilities to be provided by the Client
1.
2.
3.
4.
5.

5D. Description of the Methodology & Work Plan for Performing the Assignment

5E. Team Composition & Task Assignments

1. Technical/ Managerial Staff

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name</th>
<th>Proposed Position</th>
<th>Total experience (years)</th>
<th>Relevant experience in years</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Team Leader</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Key Professionals
2. Urban Planner
3. GIS Expert
4. Transport Planner
5. Socio-economic expert
2. Support Staff

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name</th>
<th>Proposed Position</th>
<th>Total experience (years)</th>
<th>Tasks to be performed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>...</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5F. Format of Curriculum Vitae (CV) for Proposed Key Professional Staff

Proposed Position: ____________________________
Name of Firm: ________________________________
Name of Expert: _______________________________
Profession: _________________________________
Date of Birth: ______________________________
Years with Firm/Entity: ___________ Nationality: ________________
Membership in Professional Societies: ________________________________
Detailed Tasks Assigned: __________________________________________
Key Qualifications:
[Give an outline of expert member’s experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by expert member on relevant previous assignments and give dates and locations. Use about half a page.]

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

Employment Record:
[Starting with present position, list in reverse order every employment held. List all positions held by expert member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]

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

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience. If awarded the Contract, I undertake to work with this Firm only on this assignment.
[Signature of expert member]  [Signature of authorized representative of Firm]

Date: Day/Month/Year

Full name of expert: ____________________________________________
Full name of authorized representative: _____________________________

### 5G. Time Schedule for Key Professional Personnel

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name</th>
<th>Position</th>
<th>Reports Due/ Activities</th>
<th>Weeks (in the form of a Bar Chart)</th>
<th>Number of Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1  2  3  4  5  6  7  8  9  10   ...</td>
<td>Subtotal (1)</td>
</tr>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Full-time: _______________________________________________________
Part-time: _______________________________________________________
Reports Due: ___________________________________________________
Activities Duration: _____________________________________________
Signature (Authorized Representative): ____________________________
Full Name: _____________________________________________________
Title: _________________________________________________________
Address: _______________________________________________________

RFP for Selection of Consultancy Firms for "Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar" 37
### 5H. Activity* (Work) Schedule

#### A. Field Investigation and Consultancy Items

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item of Activity (Work)</th>
<th>Weeks from inception of the assignment (in the form of a Bar Chart)</th>
<th>Number of Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td>Subtotal (1)</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td>Subtotal (2)</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td>Subtotal (3)</td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td>Subtotal (4)</td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### B. Completion and Submission of Reports

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Reports:</th>
<th>Programme: (Date)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Inception Report</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Spatial attribute collection and vetting of Base Map and Delineation of old areas and new areas for implementation of Building Bye laws</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Data Analysis Report</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Projected Requirements, Issues &amp; Potentials</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Draft Proposals of Master Plan for inviting public opinion and suggestion</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Revised Draft Master Plan</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Draft Zonal Development Plan for inviting public opinion and suggestion</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Revised Draft Zonal Development Plan</td>
<td></td>
</tr>
</tbody>
</table>

* For enabling comparison of activity schedule and costs, the items of activity should be kept uniform in all the tables.
SECTION 6: FINANCIAL PROPOSAL – STANDARD FORM

Contents

6A. Financial Proposal Submission Form
6B. Summary of Costs
6C. Breakdown of Remuneration per Key Personnel
6A. Financial Proposal Submission Form

[Location, Date]

To
Special Secretary
Urban Development and Housing Department
Government of Bihar
Vikas Bhawan
Patna, Bihar - 800015

Sub: Consultancy Services for “Preparation of GIS Based Master Plan of 21 Planning Area covering 22 AMRUT Towns of Bihar” – Financial Proposal

Sir,

We, the undersigned, offer to provide the consulting services for the above assignment in accordance with your Request for Proposal vide advertisement dated [Date] for the GIS-based Master Plan Formulation for 22 Towns of Bihar.

2. We are hereby submitting our Financial Proposal for the sum of [Amount in words and figures]. This amount is exclusive of the applicable taxes which we have estimated at [Amount(s) in words and figures].

3. The Financial Proposal contains the following documents in separate sealed envelopes:
   - Financial Proposal – original

4. Our financial proposal shall be binding upon us subject to the modifications resulting from discussions, up to expiration of the validity period of the Proposal, i.e., [Date].

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

6. We have gone through the RFP documents and understand the terms and conditions. We understand that you are not bound to accept any proposal you receive.

Authorized Signature:
Name and Title of Signatory:
Name of the Firm:
Address:

---

RFP for Selection of Consultancy Firms for “Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar” 40
6B. Summary of Costs

Name of Group: ______________________

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Activity</th>
<th>Name of the Town</th>
<th>Costs</th>
<th>Total Amount (₹)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Master Plan Formulation/Updation</td>
<td>------</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Applicable Taxes and Duties</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sub Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Master Plan Formulation/Updation</td>
<td>------</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Applicable Taxes and Duties</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sub Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grand Total including all Taxes:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(In Figures)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grand Total including all Taxes:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(In Words)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Remuneration includes the resources to be deployed. Bidder should give details of the man-power to be deployed at site for carrying out the work and their charge-out rates. The same is to be filled in the format as suggested in 6C. In case the department seeks to carry out any additional work apart from the scope of work with the resources proposed in the RFP, the bidder is supposed to provide the same at a rate not more than that mentioned in 6C.

Note:
(i) The client shall pay the Consultant, the Applicable Taxes, on prevailing rates as applicable.
(ii) In case of change in Planning Area within the range of ± 10% of the specified area as per Terms of reference, the rate will remain unchanged.

(iii) The client will provide GIS Base Map of the towns for the area given in Annexure II of ToR. The consultant will have to prepare GIS Base Map for the remaining planning area and for this it will procure data by itself.

(iv) The consultant shall quote the cost for preparation of GIS Base Map in the above format. Rates quoted higher than the government approved rate (as per MoU between MoUD and NRSC) will not considered as valid.

6C. Break-up of Remuneration per Key Personnel

<table>
<thead>
<tr>
<th>Activity No.:</th>
<th>Name:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Names</th>
<th>Position</th>
<th>Input*</th>
<th>Remuneration Rate</th>
<th>Amount (in ₹)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Regular Staff</td>
<td>Team Leader/Urban Planner</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Urban Planner</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>GIS Expert</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Transport Planner</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Socio-Economic Expert</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Local Staff</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Consultants</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grand Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Staff months or days as appropriate.

Note: The above form is to be filled up separately for each activity.
## ANNEXURE-I

### STATUS OF PLANNING AREA AND GIS BASE MAP AREA (AVAILABLE) FOR THE TOWNS

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Town Name City / Town</th>
<th>Extent of Planning Area (in Sq. Km)</th>
<th>GIS Base Map Availability Area (in Sq. Km)</th>
<th>2011 Population for the Planning Area</th>
<th>Remaining Area for which the consultant has to prepare GIS Base map</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Muzaffarpur</td>
<td>265.71 (sq.km) Urban Area (U): 47.08 Rural Area (R): 218.63</td>
<td>113</td>
<td>8,88,634</td>
<td>153</td>
</tr>
<tr>
<td>2</td>
<td>Gaya</td>
<td>308.33 (sq.km) Urban Area (U): 52.42 Rural Area (R): 255.89</td>
<td>137</td>
<td>7,97,078</td>
<td>172</td>
</tr>
<tr>
<td>3</td>
<td>Bodhgaya</td>
<td>83.75 (sq.km) Urban Area (U): 20.2 Rural Area (R): 63.55</td>
<td>37</td>
<td>1,00,672</td>
<td>47</td>
</tr>
<tr>
<td>4</td>
<td>Bhagalpur</td>
<td>106.08 (sq.km) Urban Area (U): 25.96 Rural Area (R): 80.12</td>
<td>77</td>
<td>6,25,769</td>
<td>30</td>
</tr>
<tr>
<td>5</td>
<td>Purnea</td>
<td>619.73 (sq.km) Urban Area (U): 104.86 Rural Area (R): 514.87</td>
<td>93</td>
<td>7,42,087</td>
<td>527</td>
</tr>
<tr>
<td>6</td>
<td>Katihar</td>
<td>417.37 (sq.km) Urban Area (U): 33.46 Rural Area (R): 383.91</td>
<td>53</td>
<td>5,91,535</td>
<td>364</td>
</tr>
<tr>
<td>7</td>
<td>Munger</td>
<td>162.28 (sq.km)</td>
<td>38</td>
<td>6,54,491</td>
<td>101</td>
</tr>
<tr>
<td>8</td>
<td>Jamalpur</td>
<td>294.19 (sq.km) Urban Area (U): 35.89 Rural Area (R): 258.30</td>
<td>24</td>
<td>4,61,052</td>
<td>242</td>
</tr>
<tr>
<td>9</td>
<td>Saharsa</td>
<td>147.62 (sq.km) Urban Area (U): 36.91 Rural Area (R): 110.71</td>
<td>88</td>
<td>4,71,452</td>
<td>87</td>
</tr>
<tr>
<td>10</td>
<td>Arrah</td>
<td>208.33 (sq.km) Urban Area (U): 52.42 Rural Area (R): 155.89</td>
<td>83</td>
<td>7,38,500</td>
<td>109</td>
</tr>
<tr>
<td>11</td>
<td>Darbhanga</td>
<td>168.43 (sq.km) Urban Area (U): 17.51 Rural Area (R): 150.92</td>
<td>43</td>
<td>3,48,899</td>
<td>125</td>
</tr>
<tr>
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<td>160.60 (sq.km) Urban Area (U): 10.94 Rural Area (R): 150.66</td>
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<td>13</td>
<td>Bettiah</td>
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RFP for Selection of Consultancy Firms for "Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar"
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<td>12.33/159.33</td>
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<td>542.38</td>
<td>27.83/514.55</td>
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<td>19</td>
<td>Siwan</td>
<td>166.86</td>
<td>13.05/153.81</td>
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<td>258.57</td>
<td>10.56/248.01</td>
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<td>21</td>
<td>Jehanabad</td>
<td>185.47</td>
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<td>22</td>
<td>Bagaha</td>
<td>196.52</td>
<td>50.15/146.37</td>
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</table>

**Note:**

a. Base Maps and Geo-database for the remaining areas shall be prepared by Consultant along with updation of existing GIS database according to 'Design and Standards' manual made for AMRUT sub-scheme 'Formulation of GIS based Master Plan for AMRUT Cities'.

b. Satellite imagery for GIS base map may be obtained by the consultant from NRSC. It is recommended to use Quickbird Plan Sharpened colour imagery with resolution of 60cm to match with existing land-sat data of base-map.

c. For Buxar, Jehanabad town Preparation of Geo data base and base map for the town area is in the preparatory stage while for Bagaha, consultant(s) has to collect and prepare Geo-Database and base map for whole planning area.

---

**RFP for Selection of Consultancy Firms for "Preparation of GIS Based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar" 45**
### ANNEXURE-II

**Thematic Layer Details for GIS Base Map of the Towns that may be useful for Master Plan Preparation and available with the UD&HD**

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Layer Name</th>
<th>Vector Representation</th>
<th>Data Source</th>
<th>Attribute Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Municipal Boundary</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID and ULB Name</td>
</tr>
<tr>
<td>2</td>
<td>Area of Interest Boundary</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ULB Name</td>
</tr>
<tr>
<td>3</td>
<td>Ward Boundary</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID, Ward No., Zone No. and Ward Name</td>
</tr>
<tr>
<td>4</td>
<td>Zone Boundary</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID, Zone No., Zone Name</td>
</tr>
<tr>
<td>5</td>
<td>Tax Zone Boundary</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID, Tax Zone No., Tax Zone Name</td>
</tr>
<tr>
<td>6</td>
<td>Industrial Zones/Area</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID, Locality</td>
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<tr>
<td>7</td>
<td>Colony Boundary</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID, Ward No., Name</td>
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<tr>
<td>8</td>
<td>Slum Boundary</td>
<td>Polygon</td>
<td>ULB, Imagery and Field Survey</td>
<td>ID, Slum Code, Slum Name, Locality etc.</td>
</tr>
<tr>
<td>9</td>
<td>Buildings/Plots etc.</td>
<td>Polygon</td>
<td>Imagery and Field Survey</td>
<td>Parcel ID, Ward No., Locality/Colony Name, Road ID, Road Name Land use, Land Use Details, Construction Type, Remarks</td>
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<tr>
<td>10</td>
<td>Streams/Big &amp; Wide Drainage/Canal</td>
<td>Polygon</td>
<td>Imagery and Field Survey</td>
<td>ID, Type of water bodies</td>
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<tr>
<td>11</td>
<td>Over Head Tanks</td>
<td>Polygon</td>
<td>Imagery, ULB and Field Survey</td>
<td>ID, Ward No., Locality, Road ID, Capacity, Status</td>
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<tr>
<td>12</td>
<td>Landfill Site</td>
<td>Polygon</td>
<td>ULB and Field Survey</td>
<td>ID, Road ID, Ward No., Locality</td>
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<tr>
<td>13</td>
<td>DGPS Points</td>
<td>Point</td>
<td>Field Survey</td>
<td>ID, Latitude, Longitude, Height</td>
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<tr>
<td>14</td>
<td>Sewerage Network/Drainage Network</td>
<td>Double Line with Flow Direction</td>
<td>PHED, ULB and Field Survey</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Manholes</td>
<td>Point</td>
<td>PHED, ULB and Field Survey</td>
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<tr>
<td>16</td>
<td>Water Supply Network</td>
<td>Line with Flow Direction</td>
<td>PHED, BRJP, ULB and Field Survey</td>
<td>It should be as per format given in Annexure II</td>
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<tr>
<td>17</td>
<td>Vent Shaft</td>
<td>Point</td>
<td>ULB and field survey</td>
<td>ID, Road ID, Size, Ward No, Locality, Description, Status</td>
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<td>18</td>
<td>Hoardings</td>
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<td>ID, Road ID, Owned By, Locality Name, Status (Road Side/On Building), Hoarding Category, Hoarding Size, Location Status (Road Side/On Building) (Authorized/Unauthorized), Size, Ward, Locality</td>
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<td>Drainage Pumping Station</td>
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<td>Fire Stations</td>
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<td>Garbage Collection Points - Secondary</td>
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<td>Field Survey, ULB</td>
<td>ID, Road ID, Ward, Locality, Garbage Type, Status, Coverage Area (No. of Houses/Colonies)</td>
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<td>Slaughter House</td>
<td>Point</td>
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<td>ID, Road ID, Ward No, Locality</td>
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<tr>
<td>24</td>
<td>Street Light</td>
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<td>Field Survey, ULB, PESU</td>
<td>ID, Road ID, Ward No, Locality, Pole Type, SL Type, Source of Energy</td>
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<td>Bridges/Flyover</td>
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<td>Tube Well</td>
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<td>Cell Phone Tower</td>
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<td>Line</td>
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<td>Electric Transformers</td>
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<td>Landmarks</td>
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<td>ID, Road ID, Ward, Locality, Type, Name, Description, Status</td>
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<td>Other Basic Infrastructure</td>
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<td>Road Network</td>
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<td>Road ID, Type, Road Median (Yes/No); Construction Material, Name, Carriage Way width, ROW width, Maintained By Footpath Status, Footpath Width, Footpath material,</td>
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<td>Carriage Way</td>
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<td>ID, Ward No., Locality, Road ID, Parcel ID, Description</td>
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SECTION 7: STANDARD FORM OF CONTRACT
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<td>No Breach of Contract</td>
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<td>Conflict of Interest</td>
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<td>3.2.1</td>
<td>Consultants Not to Benefit from Commissions, Discounts, etc.</td>
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<td>3.2.2</td>
<td>Consultants and Affiliates Not to Be Otherwise Interested in</td>
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<td>3.4</td>
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<td>3.5</td>
<td>Consultants' Actions Requiring Client’s Prior Approval</td>
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<td>Reporting Obligations</td>
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<td>3.7</td>
<td>Documents Prepared by the Consultants to be the Property of the Client</td>
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<tr>
<td>4.</td>
<td>Consultants' Personnel</td>
<td></td>
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<tr>
<td>4.1</td>
<td>Description of Personnel</td>
<td></td>
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<td>Removal and/or Replacement of Personnel</td>
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5.1 Assistance and Exemptions
5.2 Change in the Applicable Law
5.3 Services and Facilities

6. Payments to the Consultants

6.1 Lump Sum Remuneration
6.2 Contract Price
6.3 Payment for Additional Services
6.4 Terms and Conditions of Payment

7. Settlement of Disputes

7.1 Amicable Settlement
7.2 Dispute Settlement

III. SPECIAL CONDITIONS OF CONTRACT

IV. APPENDICES

Appendix A — Description of the Services
Appendix B — Reporting Requirements
Appendix C — Key Personnel and Sub-consultants
Appendix D — Break-up of Contract Price in Indian Currency
Appendix E — Services and Facilities Provided by Client
Appendix F — Form of Bank Guarantee for Advance Payment
I. FORM OF CONTRACT

Lump Sum Remuneration

This CONTRACT (hereinafter called the "Contract") is made the ______ day of the month of ________, 2020, between Special Secretary - AMRUT, Government of Bihar (hereinafter called the Client which includes its assigns, executors & administrator), and M/s __________ (hereinafter called Consultants), a company ________, through __________, duly appointed its General Attorney. Certified photocopy General Power of Attorney is annexed herewith; Consultants include its assigns, executors and administrators.

[*Note: if the Consultants consist of more than one entity, the above should be partially amended to read as follows:

"... and a JV/ Consortium consisting of the following entities, each of which will be jointly and severally liable to the Client for all the Consultants' obligations under this Contract, namely, __________ and __________ (hereinafter called the "Consultants".)]

WHEREAS

(a) the Client has requested the Consultants to provide certain consultancy services as defined in this Contract (hereinafter called the "Services");

(b) the Consultants, having represented to the Client that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract;

* All notes should be deleted in final text.

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:

   (a) The General Conditions of Contract (hereinafter called "GC");

   (b) The Special Conditions of Contract (hereinafter called "SC");

   (c) The following Appendices:

This RFP document and conditions therein shall be deemed to be part of the Contract Agreement.

[Note: If any of these Appendices are not used, the words "Not Used" should be inserted below next to the title of the Appendix on the sheet attached hereto carrying the title of that Appendix.]
Appendix A: Description of the Services

Appendix B: Reporting Requirements

Appendix C: Key Personnel and Sub-consultants

Appendix D: Breakdown of Contract Price in INR

Appendix E: Services and Facilities Provided by the Client

Appendix F: Form of Performance Guarantee

2. The mutual rights and obligations of the Client and the Consultants shall be as set forth in the Contract, in particular:

(a) The Consultants shall carry out the Services in accordance with the provisions of the Contract; and

(b) The Client shall make payments to the Consultants in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

FOR AND ON BEHALF OF Special Secretary-AMRUT, Government of Bihar

By

(Authorized Representative)

FOR AND ON BEHALF OF [NAME OF CONSULTANT]

By

(Authorized Representative)
II. GENERAL CONDITIONS OF CONTRACT

1. GENERAL PROVISIONS

1.1 Definitions
Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

(a) "Applicable Law" means the laws and any other instruments having the force of law in India.

(b) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GC) are attached, together with all the documents listed in Clause 1 of such signed Contract;

(c) "Contract Price" means the price to be paid for the performance of the Services, in accordance with Clause 6;

(d) "Member", in case the Consultants consist of a JV/Consortium of more than one entity, means any of these entities, and "Members" means all of these entities; "Member in Charge" means the entity specified in the SC to act on their behalf in exercising all the Consultants' rights and obligations towards the Client under this Contract;

(e) "Party" means the Client or the Consultants, as the case may be, and Parties means both of them;

(f) "Personnel" means persons hired by the Consultants or by any Sub-consultant as employees and assigned to the performance of the Services or any part thereof;

(g) "SC" means the Special Conditions of Contract by which these General Conditions of Contract may be amended or supplemented;

(h) "Services" means the work to be performed by the Consultants pursuant to this Contract as described in Appendix A; and

(i) "Sub-consultant" means any entity to which the Consultants subcontract any part of the Services in accordance with the provisions of Clauses 3.5 and 4.

1.2 Law Governing the Contract
This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Law of contract, supplemented by general conditions and special conditions annexed to this Contract.

1.3 Language
This Contract has been executed in English, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4 Notices
Any notice, request or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail or facsimile to such Party at the address specified in the SC.

1.5 Location
The Services shall be performed at such locations as are specified in Appendix A and, where the location of a particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the Client may approve.

1.6 Authorized Representatives
Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Client or the Consultants may be taken or executed by the officials specified in the SC.

1.7 Taxes and Duties
Unless otherwise specified in the SC, the Consultants, Sub-consultants and their Personnel shall pay such taxes, duties, fees and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.
2. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT

2.1 Effectiveness of Contract
This Contract shall come into effect on the date the Contract is signed by both Parties.

2.2 Commencement of Services
The Consultants shall begin carrying out the Services after the date the Contract becomes effective.

2.3 Expiration of Contract
Unless terminated earlier pursuant to Clause 2.6, this Contract shall terminate with completion of the consultancy in terms of conditions of this agreement to the full satisfaction of the Client.

2.4 Modification
Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties.

2.5 Force Majeure

2.5.1 Definition
For the purpose of this contract "Force Majeure" means any event or circumstance or combination of events or circumstances beyond the reasonable control of either Party including:

i) Acts of God and nature including
   • typhoon, flood, earthquake, fire, drought, landslide, unusually severe weather condition or other natural disaster; and
   • plague or epidemic or quarantine conditions arising there from;

ii) Air crash, shipwreck, train wrecks or failures or delays of transportation;

iii) Strikes, lock-outs, work-to-rule actions, go-slow or similar labour difficulties other than Governmental Force Majeure that in any way have an effect on the project;

2.5.2 No Breach of Contract
The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.5.3 Extension of Time
Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.5.4 Payments
During the period of their inability to perform the Services as a result of an event of Force Majeure, no additional payment will be given however a time extension in the project may be given.

2.6 Termination

2.6.1 By the Client
The Client may terminate this Contract, by not less than thirty (30) days' written notice of termination to the Consultants, to be given after the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause 2.6.1 and sixty (60) days' in the case of the event referred to in (e):

(a) if the Consultants do not perform their obligations under this Contract, within thirty (30) days of receipt after being notified
(b) if the Consultants become insolvent or bankrupt;
(c) if, as the result of Force Majeure, the Consultants are unable to perform a material portion of the Services for a period of not less than sixty (60) days; or
(d) if the Consultant, in the judgment of the Client has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
For the purpose of this clause:

"corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution.

"fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract.

(e) if the Client, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

2.6.2 By the Consultants
The Consultants may terminate this Contract, by not less than thirty (30) days' written notice to the Client, such notice to be given after the occurrence of any of the events specified in paragraphs (a) and (b) of this Clause 2.6.2:

(a) if the Client fails to pay any money due to the Consultants pursuant to this Contract and not subject to dispute pursuant to Clause 7 hereof within forty-five (45) days after receiving written notice from the Consultants that such payment is overdue; or

(b) if, as the result of Force Majeure, the Consultants are unable to perform a material portion of the Services for a period of not less than sixty (60) days.

2.6.3 Payment upon Termination
Upon termination of this Contract pursuant to Clauses 2.6.1 or 2.6.2, the Client shall make the following payments to the Consultants:

(a) Remuneration pursuant to Clause 6 for Services satisfactorily performed prior to the effective date of termination;

(b) Except in the case of termination pursuant to paragraphs (a) and (b) of Clause 2.6.1 reimbursement of any reasonable cost incidental to the prompt and orderly termination of the Contract.

2.6.4 Failure and Termination
In case of delay in the conduct of Consultancy services within the time fixed or in the event of repudiation of the contract, the Client reserves the right to recover damage for Breach of contract as indicated below:

"To recover from the Consultant as agreed liquidated damages including administration expenses and not by way of penalty, a sum equivalent to 0.5% (half percent) of total contractual agreement, which the Consultant has failed to deliver within the period fixed for delivery for each week or part thereof during which delivery is in arrears subject to an overall ceiling of 10% of the total contract price".

3. OBLIGATIONS OF THE CONSULTANTS

3.1 General
The Consultants shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe methods. The Consultants shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Client, and shall at all times support and safeguard the Client's legitimate interests in any dealings with Sub-consultants or third parties.

3.2 Conflict of Interests

3.2.1 Consultants Not to Benefit from Commissions, Discounts, etc.
The remuneration of the Consultants pursuant to Clause 6 shall constitute the Consultants' sole remuneration in connection with this Contract or the Services, and the Consultants shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultants shall use their best efforts to ensure that the Personnel, any Sub-consultants, and agents of either of them, similarly shall not receive any such additional remuneration.
3.2.2 **Consultants and Affiliates not to be Otherwise Interested in Project**
The Consultants agree that, during the term of this Contract and after its termination, the Consultants and their affiliates, as well as any Sub-consultant and any of its affiliates, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

3.2.3 **Prohibition of Conflicting Activities**
Neither the Consultants nor their Sub-consultants nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

(a) during the term of this Contract, any business or professional activities which would conflict with the activities assigned to them under this Contract; or  
(b) after the termination of this Contract, such other activities as may be specified in the SC.

3.3 **Confidentiality**
The Consultants, their Sub-consultants, and the Personnel of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract, or the Client's business or operations without the prior written consent of the Client.

3.4 **Insurance to be taken out by the Consultants**
The Consultants shall take out and maintain, and shall cause any Sub-consultants to take out and maintain, at their (or the Sub-consultants', as the case may be) own cost but on terms and conditions approved by the Client, insurance against the risks, and for the coverage, as shall be specified in the SC; and (b) at the Client's request, shall provide evidence to the Client showing that such insurance has been taken out and maintained and that the current premiums have been paid.

3.5 **Consultants' Actions Requiring Client's Prior Approval**
The Consultants shall obtain the Client's prior approval in writing before taking any of the following actions:

(a) entering into a subcontract for the performance of any part of the Services,  
(b) appointing such members of the Personnel not listed by name in Appendix C ("Key Personnel and Sub-consultants"), and  
(c) any other action that may be specified in the SC.

3.6 **Reporting Obligations**
The Consultants shall submit to the Client the reports and documents specified in Appendix B in the form, in the numbers, and within the periods set forth in the said Appendix.

3.7 **Documents Prepared by the Consultants to be the Property of the Client**
All plans, drawings, specifications, designs, reports and other documents and software submitted by the Consultants in accordance with Clause 3.6 shall become and remain the property of the Client, and the Consultants shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to the Client, together with a detailed inventory thereof. The Consultants may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be specified in the SC.

4. **CONSULTANTS' PERSONNEL**

4.1 **Description of Personnel**
The titles, agreed job descriptions, minimum qualifications and estimated periods of engagement in the carrying out of the Services of the Consultants' Key Personnel are described in Appendix C. The Key Personnel and Sub-consultants listed by title as well as by name in Appendix C are hereby approved by the Client.

4.2 **Removal and/or Replacement of Personnel**
(a) No changes shall be made in the Key Personnel. In case it becomes incumbent to change any one of key personnel, the Consultants shall forthwith provide as a replacement a person of equivalent or better qualifications with approval of the Client.

(b) If the Client finds that any of the Personnel have (i) committed serious misconduct or has been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then
the Consultants shall, at the Client’s written request specifying the grounds thereof, forthwith provide as a replacement a person with qualifications and experience acceptable to the Client.

© The Consultants shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

5. OBLIGATIONS OF THE CLIENT

5.1 Assistance and Exemptions
The Client shall use its best efforts to ensure that the Government shall provide the Consultants such assistance and data as specified in the SC.

5.2 Changes in the Applicable Law
If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of services rendered by the Consultants, then the remuneration and reimbursable expenses otherwise payable to the Consultants under this Contract shall be increased or decreased accordingly and corresponding adjustments shall be made to the ceiling amounts referred to in Clause 6.2.

5.3 Services and Facilities
The Client shall make available to the Consultants the Services and Facilities listed under Appendix E.

6. PAYMENTS TO THE CONSULTANTS

6.1 Lump Sum Remuneration
The Consultant’s total remuneration shall not exceed the Contract Price and shall be a fixed lump sum including all staff costs, Sub-consultants’ costs, printing, communications, travel, accommodation, and the like, and all other costs incurred by the Consultant in carrying out the Services described in Appendix A. Except as provided in Clause 5.2, the Contract Price may only be increased above the amounts stated in clause 6.2 if the Parties have agreed to additional payments in accordance with Clause 2.4.

6.2 Contract Price
The price payable in local currency is set forth in the SC.

6.3 Payment for Additional Services
For the purpose of determining the remuneration due for additional services as may be agreed under Clause 2.4, a break-up of the lump-sum price is provided in Appendices D and E.

6.4 Terms and Conditions of Payment
Payments will be made to the account of the Consultants and according to the payment schedule stated in the SC. First payment shall not be released till the performance guarantee is executed by the Consultant. Subsequent payments shall be made in accordance with the conditions listed in the SC on submission of an invoice by the Consultants.

7. SETTLEMENT OF DISPUTES

7.1 Amicable Settlement
The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

7.2 Dispute Settlement
Any dispute between the Parties as to matters arising pursuant to this Contract that cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party’s request for such amicable settlement may be submitted by either Party for settlement in accordance with the provisions specified in the SC.
III. SPECIAL CONDITIONS OF CONTRACT

Amendments of and Supplements to Clauses in the General Conditions of Contract

1.6 The Authorized Representatives are:

For the Client:

Special Secretary
Urban Development and Housing Department
Vikas Bhawan, Patna, Bihar – 800015

For the Consultant:

3.2.3 For a period of two years after the expiration of this Contract, the Consultants shall not engage, and shall cause their Personnel as well as their Sub-consultants and their Personnel not to engage, in the activity of a purchaser (directly or indirectly) of the assets on which they advised the Client under this Contract, nor shall they engage in the activity of an adviser (directly or indirectly) of potential purchasers of such assets. The Consultant also agree that their affiliates shall be disqualified for the same period of time from engaging in the said activities.

3.4 The Consultant shall ensure to cover the following risks and take the necessary coverages in this regard:

(a) Third Party motor vehicle liability insurance as required under Motor Vehicles Act, 1988, in respect of motor vehicles operated in India by the Consultants or their Personnel or any Sub-consultants or their Personnel, for the period of Consultancy;

(b) Professional liability insurance, with a minimum coverage equal to total contract value for this consultancy; and

3.7 The Consultants shall not use these documents for purposes unrelated to this Contract without the prior written approval of the Client.

6.2 The amount in Indian currency is ₹

6.4 Payments shall be made according to the Para 3 of Section 2 (Terms of Reference).

7.2 Dispute Settlement

Any Dispute or differences whatsoever arising between the parties out of or relating to the implementation, meaning and operation or effect of this agreement or its execution or the breach thereof shall be settled by arbitration in Patna. The parties agree that the sole arbitrator shall be appointed by the Special Secretary. Parties hereto will raise no objection to the arbitration on the ground that the Arbitrator is a Government servant that he had to deal with matters to which the contract relates or that in the course of his duties as Government servant he has expressed views on all or any of the matters in dispute or difference. It is a term of this agreement that in the event of any difficulty arising by reason of death, resignation, retirement, inability or refusing to act as arbitrator or if the award is set aside by any court for any such reason of procedure, it will be lawful for Special Secretary to appoint another person as arbitrator in place of the outgoing arbitrator. In every such case it shall be lawful for the new arbitrator to act upon the record of the proceedings as existent at that stage of the arbitration or to commence proceedings de-novo as the arbitrator in his discretion may decide. The provisions of Indian Arbitration and Conciliation Act, 1996 and any modification thereon shall govern the proceedings. The contract and the arbitration shall be governed by Indian Law only. The Award made in pursuance thereof shall be binding on the parties.

The Civil Courts in Patna alone shall have jurisdiction to entertain any suit or matter arising out of this Agreement.
IV. APPENDICES

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Appendix D — Break-up of Contract Price in Indian Currency ... 68
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Appendix A

Description of the Services

The Appendix shall include the Section 2 – Terms of Reference (TOR) of this RFP for description of services, dates for completion of various tasks; location of performance for different tasks; detailed reporting requirements & list of deliverables against which the payments to the Consultant will be made and specific tasks or actions that require prior approval by the Client. The Client shall support the Consultant with available GIS data as mentioned in the Clause 3(II) or ToR
Appendix B

Reporting Requirements

The Consultant need to prepare stage reports as mentioned in Clause 4 – Deliverables and time/Payment Schedule of the ToR and submit them to the Authority/Department in prescribed no. of copies within schedule time frame. The contents of the reports shall be as per the Clause 3 – Scope of Work of the ToR.

The consultant is required to make a presentation to the CERC within a week before submission of each report, wherein; the CERC members shall give their comments and suggestions in the form of feedback. Subsequently, the consultants will incorporate all such comments and suggestions in their next stage report.

Soon after the review by the CERC on the draft master plan, the consultant shall incorporate the suggestions given by the committee and submit the draft plan to the Authority/Department as per the Clause 6 of ToR. It shall be presented before the Bihar Urban Planning & Development (BUPD) Board by the department.

The Board may suggest some modifications on the draft plan as per the Rule 31 (Section 25 of the Act) of the BUPD Rules, 2014 and accordingly the consultant shall make those changes. The Consultant then submit the Master/Development Plan to the concerned Authority(s)/Department.

The Authority shall publish a public notice of the presentation of the Draft Master/Development plan in the Official Gazette and newspapers inviting objections in writing from the public as per Rule 32 (Section 26 of the Act) of the BUPD Rules, 2014. Prior to the redressed of such objections and suggestions, any requirement for modifications shall be made by the consultant.

After approval of the Master Plan, the Consultant will provide support for one year from the date of approval as per Clause 7 of ToR. Workshop, discussions and presentations may also be made by the consultant to various agencies/departments within such period.

After the Final Approval of the master Plan and within the support period of one year, the consultant have to prepare the Zonal Development Plans per BUPD Rule-2014(Section 28(4)). The Board may suggest some modifications on the Zonal Development plan as per the Rule 28(4) of the BUPD Rules, 2014 and accordingly the consultant shall make those changes. The Consultant will then submit the Draft Zonal Development Plan to the concerned Authority(s)/Department.

Soon after the review by the CERC on the draft Zonal Development Plan, the consultant shall incorporate the suggestions given by the committee and submit the Revised Draft Zonal Development plan to the Authority/Department as per the Clause 9 of ToR. It shall be presented before the Bihar Urban Planning & Development (BUPD) Board by the department.

On completion of support period and after approval of Zonal Development Plan as per Clause 11 of ToR. The performance guarantee shall only be released after completion of one year post approval consultation and support by the consultant.
Appendix C

Key Personnel and Sub-consultants

(Refer Clause 4.1 of General Conditions of Contract)

List under:

C-1: Names and Titles, detailed job descriptions and minimum qualifications and experience of Personnel to be assigned to work on the assignment, and staff-months for each.

Activity No. : _______________ Name : ______________________

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Names</th>
<th>Position</th>
<th>Detailed Job Descriptions</th>
<th>Qualifications</th>
<th>Experience</th>
<th>Staff months</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Team Leader/Urban Planner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Urban Planner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GIS Expert</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transport Planner</td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>Socio-economic Expert</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: The above form is to be filled up separately for each activity.

C-2 List of approved Sub-consultants [if already available]; same information with respect to their Personnel as in C-1.
C-3 Same information as C-1 for key local personnel.

Activity No. : _______________ Name : ______________________

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Names</th>
<th>Position</th>
<th>Detailed Job Descriptions</th>
<th>Minimum Qualifications</th>
<th>Experience</th>
<th>Staff months</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Local Staff</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: The above form is to be filled up separately for each activity.

Appendix D
Breakup of Contract Price in Indian Currency

List here the elements of cost used to arrive at the breakdown of the lump sum price:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Activity</th>
<th>Costs</th>
<th>Amount (₹)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>In Figures</td>
</tr>
<tr>
<td>1.</td>
<td>Master Plan Formulation/Updation</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Taxes and Duties</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Remuneration</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Remuneration includes the resources to be deployed. Bidder should give details of the man-power to be deployed at site for carrying out the work and their charge-out rates. The same is to be filled in the format as suggested in 6C. In case the department seeks to carry out any additional work apart from the scope of work with the resources proposed in the RFP, the bidder is supposed to provide the same at a rate not more than that mentioned in 6C.

Note:
1. The Client shall pay the Consultant, the applicable taxes on prevailing rates as applicable.
2. In case of change in Planning Area within the range of ±10% of the specified area as per Terms of reference, the rate will remain unchanged.
3. The client will provide GIS Base Map (free of cost) of the towns for the area given in Annexure II of ToR. The Consultant will have to prepare GIS Base Map for the remaining planning area.
4. The consultant shall quote the cost for preparation of GIS Base Map in the above format. Rates quoted higher than the Government approved rate (as per MoU between MoUD and NRSC) will not be considered as valid.
5. Cost of services in addition to the Scope of Work shall be reimbursed to the consultant subject to its prior approval.
Appendix E

Services and Facilities Provided by the Client

1. City Development Plans are available in soft copies for the AMRUT Towns Viz - Muzaffarpur, Gaya, Bodhgaya, Bhagalpur, Purnea, Katihar, Munger (Jamalpur), Saharsa, Arrah and Darbhanga.

2. GIS base maps of the 19 towns are available with the department in *.shp format for the areas as per the Appendix II of Terms of Reference. It shall be given to the respective Consultants after allocation of towns.
Appendix F

Form for Bank Guarantee for Advance Payment

(To be stamped in accordance with Stamp Act if any, of the country for issuing bank)

Ref.: Bank Guarantee: ___________________________ Date: ___________________________

Sir,

In consideration of Government of Bihar, Urban Development and Housing Department (hereinafter referred as the ‘Client’, which expression shall, unless repugnant to the context of meaning thereof include its successors, administrators and assigns) having awarded to M/s ___________________________ (hereinafter referred to as the ‘Consultant’ which expression shall unless repugnant to the context of meaning thereof, include its successors, administrators, executors and assigns), a Contract by issue of Client’s Contract Agreement No. ___________ dated _______ and the same having been unequivocally accepted by the Consultant, resulting in a Contract valued at ₹ ___________(in words and figures) for Preparation of GIS-based Master Plan of 21 Planning Areas covering 22 AMRUT Towns of Bihar (hereinafter called the ‘Contract’) and the Client having agreed to make payment to the Consultant for performance of the above Contract as per the contract for consultancy service against Bank Guarantee to be furnished by the Consultant as security for the performance of the Consultant’s obligation and/or discharge of the Consultant’s liabilities under / and/or in connection with the said contract.

We (Name of Bank) having its Head Office at (hereinafter referred to as the Bank), which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the Client immediately on demand in writing all amounts demanded by the Client with reference to this guarantee/undertaking to the extent of ₹ ____________ aforesaid at any time (upto 20% of the contract amount) without any demur, reservation, contest, recourse or protest and/or without any reference to the Consultant. Any such demand made by the Client on the Bank shall be conclusive and binding notwithstanding any difference between the Client and the Consultant or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. We agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till the Client discharges this guarantee. And the Bank hereby further agrees as follows:

1. This Guarantee/Undertaking shall be a continuing Guarantee/Undertaking and shall remain valid and irrevocable for all claims of the Client and liabilities of the Consultant arising up to and until 12 months from the date of the approval of the [Master Plan] on consultancy services provided by the Consultant provided that the Bank shall upon the written request of the Client made within in 6 (six) months of the said date extend this Guarantee/Undertaking by a further 6 (six) months from the said date, within which the Client may make a demand hereunder.

2. This Guarantee/Undertaking shall be in addition to any other guarantee or security whatsoever that the Client may now or at any time have in relation to the Consultant’s obligation/ liabilities under and/or in connection with the said contract and the Client shall have full authority to take recourse to or reinforce this security in preference to the other security (ies) at its sole discretion, and no failure on the part of the Client in enforcing or requiring enforcement of any other security shall have the effect of releasing the Bank from its full liability hereunder.
3. This Guarantee/Undertaking shall not be determined or affected by the liquidation or winding up, dissolution, or change of constitution or insolvency of the Consultant.

4. Bank hereby waives all rights at any time inconsistent with the terms of this Guarantee/Undertaking and the obligations of the Bank in terms hereof shall not be anywise affected or suspended by reasons of any dispute or disputes having been raised by the Consultant (whether or not pending before any Arbitrator, Officer, Tribunal or Court) or any denial of liability by the Consultant or any other order or Communication whatsoever by the Consultant stopping or preventing or purporting to stop or prevent any payment by the Bank to the Client in terms hereof.

5. Notwithstanding anything contained herein:

(a) The Bank's liability under this Guarantee/Undertaking shall not exceed ₹

(b) This Guarantee/Undertaking shall remain in force upto 12 months from the date of approval of the [Master Plan] by the Client.

6. The Bank hereby declares that Shri ___________________________ (name & designation of the person authorized to sign on behalf of the Bank) is authorized to sign this Guarantee/Undertaking on behalf of the Bank and to bind the Bank thereby.

Yours faithfully,

(Signature)

Name & Designation
Name of the Bank