

**Request for Proposal (RFP) for Preparation of Housing for All Plan of Action (HFAPoA) & AIP for 90 ULBs in Bihar (Rebidding)**


**Bihar Urban Development Agency (BUDA),  
Urban Development and Housing Department (UD&HD), Govt. of Bihar  
Address-Vikas Bhawan, Bailey Road, Patna - 800 015**

NIT No.:- 04/HFA-19/16/..2931..

Date: 22/12/2016

Bihar Urban Development Agency (BUDA), Urban Development and Housing Department (UD&HD), Govt. of Bihar invites technical and financial Proposals from eligible Consultancy Firms / Agencies / NGOs for Preparation of Housing for Plan of Action & AIP for 90 ULBs of Bihar.

1. Consultancy Firms / Agencies/NGOs may apply for all clusters and each Consultancy Firms / Agencies will not be awarded more than 4 clusters.
2. Eligibility Criteria
  - I. Consultancy Firms / Agencies should have been in operation in India for at least 3 years after its registration / incorporation;
  - II. Average annual turnover of the Consultancy Firms / Agencies for the last three financial years ending 31.03.2016 should be at least Rs. 4.00 Crore.
3. The Consultancy Firms / Agencies should have successfully worked on at least 03 similar assignments during last 5 years, having at least 500 DUs in each assignment.
4. The Consultancy Firms / Agencies should not have been blacklisted by the Central / State Government in India, or any entity controlled by them, from participating in any project at current date.
5. Association Arrangements, Subcontracting and Joint Ventures with other Consultancy Firms / Agencies are not permitted for this assignment.
6. Interested Consultancy Firms / Agencies may download the complete Request for Proposal (RFP) Document, from tender section on the website: [urban.bih.nic.in](http://urban.bih.nic.in) from 26/12/2016 onwards.
7. Interested Consultancy Firms / Agencies may submit their proposals along with a Non-refundable Demand Draft of Rs. 5,000/- (Rupees Five thousand only) drawn in favour of Director, BUDA, payable at Patna, towards the cost of RFP Document. No liability will be accepted for downloading the incomplete document.
8. Interested Consultancy Firms / Agencies shall submit their proposals along with Bid Security / Earnest Money Deposit in the form of DD / BG / FDR amounting Rs. 1,00,000 per cluster (Rupees One Lakh only) Refundable.
9. Sealed Completed Proposals will be received at the address mentioned below on any working days up to 15:00hrs on 10/01/2017 and Technical Proposals of Bids shall be opened on the same day at 15:30 hours at following Address:  
Director, Bihar Urban Development Agency (BUDA)  
Vikas Bhawan, Bailey Road,  
Patna - 800 015  
Tel: 0612 – 2210000, Website: [urban.bih.nic.in](http://urban.bih.nic.in)
10. Proposals received without Cost of RFP document and Valid Bid Security will be rejected.
11. Director, BUDA reserves the right to accept or reject any or all proposals without incurring any obligation to inform the affected applicants of the grounds. The proposals will be evaluated based on the information provided by the applicants and the evaluation criteria detailed in RFP Document.

  
Director, BUDA / Mission Director, HFA  
Urban Development and Housing Department,  
Govt. of Bihar

**Request for Proposal (RFP) for Preparation of Housing for All Plan of Action & AIP for 90 ULBs of Bihar (Rebidding)**

**Letter of Invitation**

No. ....

Date:....., 2017

From:

Director,  
Bihar Urban Development Agency (BUDA)  
Vikas Bhawan, Bailey Road,  
Patna - 800 015  
Tel: 0612 – 2210000, Website: urban.bih.nic.in

To:

**All Prospective Bidders**

Attention: Mr/Ms.

Director, BUDA invites proposals to provide the following consulting services:

“Preparation of Housing for All Plan of Action (HFAPoA) & AIP for 90 ULBs of Bihar

**Brief Description about the Proposed Project**

The Housing for All (HFA) Mission seeks to address the housing requirement of urban poor including slum dwellers and non-slum dwellers of Economic Weaker Section (EWS) of Annual income upto Rs. 3,00,000 and Lower Income Group (LIG) of Annual Income from Rs. 3,00,001 to Rs. 6,00,000 through following programme verticals by 2022:

- Slum rehabilitation of Slum Dwellers with participation of Private developers using land as a resource
- Promotion of Affordable Housing for weaker section through credit linked subsidy
- Affordable Housing in Partnership with Public & Private Sectors
- Subsidy for beneficiary – Led individual house construction

Refer the guidelines prescribed by Ministry of Urban Development and Poverty Alleviation, Govt. of India available house construction.

The Back ground Information and Terms of Reference for the Consulting services are provided in Section 5- Terms of reference of the Request for Proposal (RFP);

This RFP is available to all eligible prospective consulting firms who meet the qualifying criteria detailed in the Notice inviting Request for proposal.

A firm will be selected under **Quality cum Cost Based Selection Method** and Procedures described in this RFP.

The RFP includes the following documents:

Section 1 - Letter of Invitation

Section 2 - Instructions to Bidders (Including Data Sheet)

Section 3 - Technical Proposal - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference

Section 6 - Standard Contract Document

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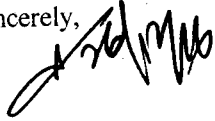
**Request for Proposal (RFP) for Preparation of Housing for All Plan of Action & AIP for 90 ULBs of Bihar (Rebidding)**

All prospective Bidders are advised to go through the RFP Document and submit following documents along with their proposals:

- I. Document Fee (Non-Refundable) of 5000 (Rupees Five Thousand Only)
- II. Bid Security / Earnest Money Deposit in the form of DD / BG / FDR amounting Rs. 1,00,000 per cluster (Rupees One Lakh only) - Refundable. If submitting FDR the same should be pledged in the Favour of Director, BUDA;
- III. Copy of Certificate of Incorporation / Registration Certificate, Permanent Account Number, Service Tax registration Number.
- IV. Audited Statements of last 3 financial years to be enclosed
- V. Certificate / MOU from Employer regarding experience should be furnished

Director, BUDA 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,



**Director, BUDA / Mission Director, HFA**

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## Section 1- INSTRUCTION TO BIDDERS

### 1. INTRODUCTION

#### General

- 1.1 Bihar Urban Development Agency, Patna, Bihar, India will select a Consultancy firm / Agency / NGOs in accordance with the method of selection specified in the Data Sheet.
- 1.2 Bidders should familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the assignment and local conditions, Bidders are encouraged to visit the project site and engage in stakeholder consultations.
- 1.3 Bidder shall bear all costs associated with the preparation and submission of their Proposals. Costs might include site visit; collection of information; and, if selected, attendance at contract negotiations etc.
- 1.4 The BUDA is not bound to accept any Proposal and reserves the right to annul the selection process at any time prior to contract award, without thereby incurring any liability to the Bidders.
- 1.5 In preparing their Proposals, Bidders are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.

#### Conflict of Interest

- 1.6 BUDA requires that Bidders provide professional, objective, and impartial advice and at all times hold the client's interests paramount, avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. Consultants shall not be recruited for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of not being able to carry out the assignment in the best interest of Housing for All. Without limitation on the generality of the foregoing, Bidders, and any of their associates shall be considered to have a conflict of interest and shall not be selected under any of the circumstances set forth below:
  - i. If a consultant combines the function of consulting with those of contracting and / or supply of equipment; or
  - ii. If a consultant is associated with or affiliated with UD&HD in the individual or joint venture capacity for HFA or any other which may result in conflict of interest with implementation of other schemes / programmes; or
  - iii. If a consultant is owned by a contractor or a manufacturing firm with departments or design offices offering services as consultants. The consultant should include relevant information on such relationships along with a statement in the Technical Proposal cover letter to the effect that the consultant will limit its role to that of a consultant and disqualify itself and its associates from work, in any other capacity or any future project within the next five years (subject to adjustment by BUDA in special cases), that may emerge from this assignment (including bidding or any part of the future project). The contract with the consultant selected to undertake this assignment will contain an appropriate provision to such effect; or

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- iv. If there is a conflict among consulting assignments, the consultant (Including its personnel and Sub-Consultants) and any subsidiaries or entities controlled by such consultant shall not be recruited for the relevant assignment. The duties of the consultant depend on the circumstances of each case. While continuity of consulting services may be appropriate in particular situations if no conflict exist, a consultant cannot be recruited to carry out an assignment that, by its nature, will result in conflict with another assignment of such consultant. For example, a consultant engaged to prepare an Independent environmental assignment for the same project: Similarly, a Consultant assisting a client in privatization of public assets shall not purchase, nor advise purchases of, such assets shall not purchase, nor advise purchasers of, such assets or a Consultant hired to prepare terms of reference for an assignment shall not be recruited for the assignment in question.

**Fraud and Corruption**

1.7 BUDA requires that Bidders observe the highest standard of ethics during the procurement and execution of such contracts. In such pursuance of this policy, the BUDA: defines, for the purposes of this provision, the terms set forth below as follows:

- a. "Corruption Practice" public or private sectors by which they improperly and unlawfully enrich themselves and / or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and
- b. "Fraudulent Practice" means a misrepresentation of the facts in order to influence a procurement process or the execution of a contract to the detriment of the borrower, and includes collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the borrower of the benefits of free and open competition).
- c. will reject a Proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract; and
- d. will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded any BUDA contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, any BUDA contract.

**Proposal Validity**

1.8 The data sheet indicates how long the Bidder's proposal must remain valid after the submission date. During this period, the Bidders shall maintain the availability of experts nominated in the Proposal. The Client will make its best effort to complete negotiations within this period. In case of need, the Client may request Bidders to extend the validity period of their Proposals. Bidders have the right to refuse to extend the validity period of their Proposals.

**Participation of Government Employees**

1.9 No current government employee shall be deployed by the Bidder without the prior written approval by the appropriate authority.

**1.10 Bid Security (Earnest Money Deposit)**

- a. The bid security amount indicated in Data Sheet in favour of Director, BUDA payable at Patna shall be in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the nationalised banks in an acceptable form. The bid security is to remain valid for a period of forty-five days beyond the final bid validity period.

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- b. The Employer shall reject any bid not accompanied by appropriate bid security, as non-responsive.
- c. The bid security of the successful Bidder shall be returned as promptly as possible once the he has signed the Contract and furnished the required performance security.
- d. 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.
- e. 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.

## **2. PREPARATION OF THE PROPOSAL**

2.1 Bidder's proposal will consist of three (3) components

- i. Bid Security
- ii. The Technical Proposal, and
- iii. The Financial Proposal

2.2 Bid Security: Bid security as mentioned in clause no 1.11 above shall be placed in Envelope I. If the bid security is found proper then only technical and financial proposals will be entertained.

2.3 The Proposal, as well as all related correspondence exchanged by the Bidders and the Client, shall be in English. All reports prepared by the Successful Bidder shall also be in English.

2.4 The Proposal should include a cover letter signed by person(s) with full authorization to make legally binding contractual (including financial) commitments on behalf of the firm.

### **Personnel**

- i. The name, age, background employment record, and professional experience of each nominated expert, with particular reference to the type of experience required for the services should be presented in the prescribed CV format.
- ii. Only one CV may be submitted for each position.
- iii. The Client requires that each expert confirm, that the content of his / her curriculum vitae (CV) is correct and the experts themselves should sign the certification of the CV (can use their Digital Signature) along with the signature of the authorized representative of the firm.

## **3. FINANCIAL PROPOSAL**

3.1 All information provided in Bidder's financial Proposal will be treated as confidential.

3.2 The Financial Proposal is to be submitted in the requisite forms enclosed.

3.3 No proposed schedule of payments should be included in Bidder's financial Proposals.

3.4 Bidders shall quote the rates in Indian National Rupees (INR) only.

3.5 The rates to be quoted shall be in the format given in Section 4, financial format and it shall include all costs / expenses and statutory taxes excluding Service Tax. The Client shall pay Service Tax as applicable on prevailing rates. Service tax shall be shown separately.

## **4. SUBMISSION, RECEIPT AND OPENING OF PROPOSALS**

4.1 The original Proposal (Earnest Money Deposit, Technical and Financial Proposals) shall contain no interlineations or overwriting, except as necessary to correct errors made by Bidders themselves. Any such corrections, interlineations or overwriting must be initialed by the person (s) who signed the Proposal.

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R. K. [Signature]

**Request for Proposal (RFP) for Preparation of Housing for All Plan of Action & AIP for 90 ULBs of Bihar (Rebidding)**

- 4.2 An authorized representative of the Bidder shall initial all pages of the technical and financial proposal duly stamped.
- 4.3 The original and all copies of the Technical Proposal to be sent to the Client shall be placed in sealed envelope clearly marked "Technical Proposal". Similarly, the original financial proposal shall be placed in a sealed envelope clearly marked "Financial Proposal" and with a warning "DO NOT OPEN WITH THE TECHNICAL PROPOSAL", the envelopes (Envelope 1 - Earnest Money Deposit, Envelope 2 - Technical and Envelope 3 - Financial Proposals) shall be placed into an outer envelope and sealed. The outer envelope shall bear the submission address, reference number and other information indicated in the Data Sheet. If the Financial Proposal is not submitted by the Bidder in a separate sealed envelope and duly marked as indicated above, this will constitute grounds for declaring both Technical and Financial Proposals non - responsive.
- 4.4 Proposals must be delivered at the indicated Client submission addresses on or before the time and date stated in the Data Sheet or any new date established by the Client

## **5. PROPOSAL EVALUATION**

### **General**

- 5.1 From the time the Proposals are opened to the time the contract is awarded, the Bidder should not contact the Client on any matter related to its Technical and / or Financial Proposal. Any effort by a Bidder to influence the Client in examination, evaluation, ranking of Proposals or recommendation for award of contract may result in rejection of the Bidder's proposal
- 5.2 The Envelope 1 shall be opened first. If the bid security is not found to be in order then the proposal shall be treated as non-responsive and shall not be evaluated further.

### **Evaluation of Technical Proposals**

- 5.3 The eligibility criteria will be first evaluated as defined in Notice Inviting Request for Proposals for each bidder. Detailed technical evaluation will be taken up in respect of only those bidders, who meet with the prescribed eligibility criteria.
- 5.4 The client's constituted technical team will be responsible for evaluation and rankings of Proposals received. This technical team as purchase committee will be constituted by the client.
- 5.5 The PC evaluates and ranks the Technical Proposals on the basis of proposal's responsiveness to the TOR using the evaluation criteria and points system specified in the Data Sheet. Each Technical Proposal will receive a technical score. A Proposal shall be rejected if it does not achieve the minimum technical mark of 750 from the maximum of 1,000 points.
- 5.6 A Technical Proposal may not be considered for evaluation in any of the following cases:
- The Technical Proposal was submitted in the wrong format;
  - The Technical Proposal included details of costs of the services; or
  - The Technical Proposal reached the Client after the submission closing time and date specified in the Data Sheet.
- 5.7 After the technical evaluation is completed, the Client shall notify Bidders whose Proposals did not meet the minimum qualifying technical mark or Bidders whose Technical Proposals were considered non-responsive to the RFP requirements, indicating that their Financial Proposals will be returned unopened after completion of the selection process. The Client

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shall simultaneously notify, in writing Bidders whose Technical Proposals received a mark of 750 or higher, indicating the date, time, and location for opening of financial proposals.

**6. PUBLIC OPENING AND EVALUATION OF FINANCIAL PROPOSALS**

**Public Opening of Financial Proposals**

6.1 At the public opening of Financial Proposals, Bidder representatives who choose to attend will sign an Attendance Sheet.

- i. The marks of each Technical Proposal that met the minimum mark of 750 will be read out aloud.
- ii. Each Financial Proposal will be checked to confirm that it has remained sealed and unopened.
- iii. The client's representative will open financial proposal of each of only qualified technical proposal. Such representative will read out aloud the name of the Bidder's financial proposal.

**Evaluation of Financial Proposals**

6.2 Following the ranking of Technical Proposals, when selection is based on QCBS method, financial proposal of first ranked bidder only will be opened and he will be invited to negotiate its Financial Proposal and the Contract. For others (QCBS & LCS), financial proposals shall be opened publicly and read out; and the highest ranked bidder based on cumulative technical and financial evaluation ranking will be invited for contract negotiations.

6.3 Bidder's attendance at the opening of financial proposals is optional

6.4 The evaluation committee will review the detailed content of each Financial Proposal. During the review of Financial Proposals, the Committee and any Client personnel and others involved in the evaluation process, will not be permitted to seek clarification or additional information from any Bidder, who has submitted a Financial Proposal. Financial Proposals will be reviewed to ensure these are:

- i. complete, to see if all items of the corresponding Technical Proposal are priced; if not, for material omissions, the Client will price them by application of the highest unit cost and quantity of the omitted item as provided in the other Financial Proposals and add their cost to the offered price, and correct any arithmetical errors.
- ii. Computational errors if there are errors these will be corrected;
- iii. Other errors, such as activities which are shown as different time lines in technical proposal and different in financial; price for these will be based on the technical proposal.

6.5 The detailed contents of each Financial Proposal will be subsequently reviewed by the Client.

6.6 The evaluated total price (ETP) for each Financial Proposal will be determined.

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6.7 When the QCBS method is used: The score for each Financial Proposal is inversely proportional to its ETP and will be computed as follows:

$$\text{Score} = \frac{1,000}{\text{ETP}}$$

where:

Sf is the financial score of the Financial Proposal being evaluated

Fm is the ETP of the lowest priced Financial Proposal

F is the ETP of the Financial Proposal under consideration

**The lowest evaluated Financial Proposal will receive the maximum score of 1,000 marks.**

6.8 When the LCS method is used: the Client will select the lowest Financial Proposal of a Bidder whose Technical Proposal has qualified.

#### **Ranking of Proposals (QCBS)**

6.9 Following completion of evaluation of Technical and Financial Proposals, final ranking of the Proposals will be determined. This will be done by applying a weightage of 0.70 (or Seventy percent) and 0.30 (or Thirty percent) respectively to the technical and financial scores of each evaluated qualifying Technical and Financial Proposals and then computing the relevant combined total score for each Bidder.

6.10 The technical and financial scores shall be added and the Contract will be awarded to the agency which scores maximum points.

#### **7. Contract Negotiations and Award of Contract**

7.1 The Bidder who is invited for contract negotiations will, as a pre-requisite for attendance at the negotiations, confirm availability of all experts named in its proposal except in the cases of absence on account of death or medical incapacity. Failure in satisfying such requirements may result in the Client proceeding to initiate the negotiation process with the next-ranked Bidder in case of QCBS and with next lowest bidder in case of LCS method. Representatives conducting negotiations on behalf of the Bidder must have written authority to negotiate and conclude the Contract

7.2 The selected Bidder is expected to commence the Assignment on the date and at the location specified in the Data Sheet.

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## Section 2: Data Sheet to Instruction to Bidder

### Section 2: Data Sheet to Instruction to Bidder

| Paragraph Reference |  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
|---------------------|--|-----------------|----------|-----------------|---|---|-------|---|------------------------|-----|---|--|-----|--------------------|--|-------------|
| 1.1                 | Name of the Client: Urban Development and Housing Department, Govt. of Bihar, Client's Representative - Director, Bihar Urban Development Agency<br>Method of selection: Quality Cum Cost Based Selection (QCBS) Method (70:30)  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 1.2                 | Financial Proposal to be submitted together with Technical Proposal: Yes<br>Name of the assignment is: Preparation of Housing for All Plan of Action (HFAPoA) & AIP for 90 ULBs of Bihar   |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 1.3                 | Proposals must remain valid for <b>180 days</b> from the submission date.  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 1.4 (a)             | Bid Security amount: Rs. 1,00,000 per cluster (Rupees One Lakh only)<br>Bid Security Validity: 180 days beyond bid validity date<br>Mode: As prescribed in ITC. If submitted in the form of Bank Guarantee, the format prescribed at Appendix-III to Data Sheet should be followed<br>For successful bidder, the Bid Security amount will be used as Performance security against the equivalent amount of Bank Guarantee  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 1.4 (b)             | The Bid security may be forfeited if the successful bidders fail to sign the Contract within 30 days of Intimation for signing of contract.  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 2.1                 | The address for requesting clarifications is:<br>Director, Bihar Urban Development Agency (BUDA)<br>Vikas Bhawan, Bailey Road,<br>Patna - 800 015<br>Tel: 0912 - 2210000, Website: urban.bih.nic.in  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 3.1                 | Last date of receiving bids: 10/01/2017, Time: 15:00 hrs.  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 3.2                 | Add, Individual team for each cluster shall be submitted for the participating clusters. One team of experts shall be considered for two Clusters at the time of evaluation.   |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 4.1                 | Technical Proposals shall be evaluated on the basis of following pre-identified<br>(a) Technical criteria that would be considered for selection of preferred bidder would be as follows:  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
|                     | <table border="1"> <thead> <tr> <th>S. No</th> <th>Criteria</th> <th>Score Allocated</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Firms Experience in similar assignments</td> <td>400 -</td> </tr> <tr> <td>2</td> <td>Approach &amp; Methodology</td> <td>200</td> </tr> <tr> <td>3</td> <td>Qualification and Experience of Team Leader &amp; Other Key Professional</td> <td>400</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Total Score</b></td> <td><b>1000</b></td> </tr> </tbody> </table>                      | S. No           | Criteria | Score Allocated | 1 | Firms Experience in similar assignments | 400 - | 2 | Approach & Methodology | 200 | 3 | Qualification and Experience of Team Leader & Other Key Professional | 400 | <b>Total Score</b> |  | <b>1000</b> |
| S. No               | Criteria   | Score Allocated |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 1                   | Firms Experience in similar assignments  | 400 -           |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 2                   | Approach & Methodology   | 200             |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 3                   | Qualification and Experience of Team Leader & Other Key Professional   | 400             |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| <b>Total Score</b>  |  | <b>1000</b>     |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
|                     | The minimum qualifying marks is 750. The financial bid of bidder getting less than 750 marks will be returned unopened.<br>(b) The members of the constituted technical team will carry out the evaluation of proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria. Each responsive proposal will be given a technical score. Final selection will be made on the basis of the total marks obtained by the shortlisted agencies against the Technical Proposal and Financial Proposal. |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |
| 5.1                 | Add: In case a bidder gets highest rank (as per QCBS) in more than 2 clusters, choice will be available with the bidder to select any 4 clusters. If sufficient bidders do not participate for all clusters, then client may award more than 4 clusters for those Bidders who are responsive for other clusters after negotiations.  |                 |          |                 |   |   |       |   |                        |     |   |  |     |                    |  |             |

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*Rajan*

## Appendix-I to Data Sheet

### NARRATIVE EVALUATION CRITERIA

#### I. PREVIOUS EXPERIENCE OF Bidder (400)

Previous experience of the bidder in carrying out assignments of a similar nature (400 points)

**Criteria:** The Bidder having experience in at least 3 similar kind of assignments such as preparation of DPRs / SFCPoA / HFAPoA for Mass Housing Projects for any Central sponsored (HFA, RAY, IHSDP & BSUP).

#### II. Approach and Methodology (200 Points)

Consultants have to furnish the understanding of ToR/Assignment, approach and methodology Work schedule & personnel schedule.

#### III. Qualification and Experience of Team Leader & Other Key Professionals (400 Points)

##### Expertise

**Criteria:** Separate assessment of each expert listed in the Request for Proposal. Each expert is to be evaluated against the tasks assigned in accordance with four main criteria:

- General experience such as academic qualification and the number of years of related experience
- Project related experience based on the number of relevant projects implemented and
- Any key personnel who are more than 70 years of age shall be considered over aged as job requires the extensive filed works and will be considered non eligible.

##### Weighted Marks for Expertise:

| S. No | Designation of Key Experts           | Qualification  | Weighted Marks |
|-------|--------------------------------------|--|----------------|
| 1     | Team Leader cum Town Planning Expert | Masters in Urban / Regional Planning with an overall experience of 10 years and at Managerial Position (Project Manager / Team Leader / Project coordinator) for at-least 5 years. | 100            |
| 2     | Community Awareness Expert           | Master in Social work or Master in Sociology or Master in Social Science with 5 years' experience.   | 60             |
| 3     | Urban Infra Structure Expert         | M. Tech (Civil) with 5 years' experience   | 60             |
| 4     | Urban Planner                        | Masters in Urban Planning with 5 years' experience   | 60             |
| 5     | PPP and Finance Expert               | Masters in Finance / Accounting with experience in PPP with 5 years' experience  | 60             |
| 6     | MIS Expert                           | B.E / B. Tech in I.T or MCA with 5 years' experience   | 60             |

**Note:** - One team of experts shall be provided for Two Clusters and the position of Team Leader cum Town Planning Expert will be common for a consultant for all clusters.

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Appendix-II to Data Sheet

**DETAILED MARKING SCHEME FOR TECHNICAL EVALUATION**

| S. No    | Criteria  | Maximum Marks |
|----------|---|---------------|
| <b>1</b> | <b>Experience in Similar Assignments</b>  | <b>400</b>    |
| A        | The Bidder having experience in at least 03 similar kinds of assignments such as preparation of DPRs / SFPCoA / HFAPoA for Mass Housing Projects for any Centrally sponsored (HFA, RAY, IHSDP & BSUP) in the last 5 Years. Only sanctioned / approved assignment / projects (DPRs / SFPCoA / HFAPoA etc.) will be considered for evaluation purpose. Agency/Consultant will have to furnish the Completion Certificate of projects.   | 400           |
| B        | Marks will be given @ 40 Marks / assignments up to a max of 10 assignments<br>An assignment of similar kind (such as preparation of DPRs / SFPCoA / HFAPoA for Mass Housing Projects) should consist of at least 500 DUs.<br>For Centrally/State approved projects.   |               |
| <b>2</b> | <b>Approach and Methodology</b>   | <b>200</b>    |
| A        | Approach & Methodology  | 100           |
| B        | Work schedule   | 50            |
| C        | Personnel schedule  | 50            |
| <b>3</b> | <b>Qualification and Experience of Team Leader &amp; Other Key Professionals</b>  | <b>400</b>    |
| A        | Team Leader cum Town Planning Expert.   | 100           |
| B        | Community Awareness Expert  | 60            |
| C        | Urban Infra Structure Expert  | 60            |
| D        | Urban Planner   | 60            |
| E        | PPP and Finance Expert  | 60            |
| F        | MIS Expert  | 60            |
|          | The number of points to be assigned to each of the above positions shall be determined considering the following two sub-criteria and relevant percentage weights:<br><br>(1) Academic qualification and years of overall experience: 30%, maximum marks shall be given for Post-Graduation, 75% shall be for Graduation and for Diploma 50% shall be given.<br><br>(2) Adequacy for the Assignment (experience in the sector / similar assignments): 70%. Maximum marks will be given for 10 assignments |               |

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