



# Uttar Pradesh State Road Transport Corporation

Parivahan Bhavan, Mahatma Gandhi Marg

Lucknow-226001 (U.P.)

(A Government of U.P. Undertaking)



## RFQ and RFP Document

### Engagement of Consultant / Transaction Advisor for

### Project for Development of Bus Stations in Uttar Pradesh on Public Private Partnership Model

No. -----, Dated -----

(Two envelope system)

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

1	Sale of bid document	From 02/03/2009 to 17/03/2009
2	Pre Bid Meeting at UPSRTC Headquarters, Lucknow	On 12/03/2009 from 11.00 A.M.
3	Submission of bid document only in the bid box kept in the office of MD, UPSRTC at Head Quarters, Lucknow	On 18/03/2009 from 11.00 A.M. to 04.00 P.M.
4	Opening of Technical bids (Envelope-A only) before the bidders	On 18/03/2009 at 04.30 P.M.
5	Presentation of Methodology before CEC	To be informed after technical bid finalisation.
6	Opening of Financial bids of stage-1 qualified bidders	To be informed after technical bid finalisation.

MANAGING DIRECTOR

Cost of Document Rs. 10000/- (including bid processing – non refundable)

## **TERMS OF REFERENCE**

### **1. PURPOSE**

The U. P. State Road Transport Corporation (a U. P. Government Undertaking) established under the Road Transport Corporations Act 1950, is in the process of creating a Subsidiary Corporation (U.P. State Road Transport Passenger Infrastructure Development Corporation), to modernize, re-develop and manage its 243 Bus Stations on the basis of Public Private Partnership. In order to assist UPSRTC and the Subsidiary Corporation through the process of preparation of Request for Proposal, selection of Partner Developer and inception of the Project, it is proposed to engage an experienced and qualified Consultant / Transaction Adviser.

### **2. BRIEF ACCOUNT OF PROPOSED PROJECT**

Over the years UPSRTC has developed a network of bus stations for its fleet of around 8000 buses, which carried 443 million passengers in 2007-08. There are also about 18,000 privately-operated buses plying in the State. It is the aim of the State Government to double the total availability of buses in the State in the next 3 years. Correspondingly, the network of bus stations will need to be strengthened and upgraded substantially to meet the requirements of bus operators and the traveling public.

Hence, UPSRTC plans to modernize and revamp all bus stations in its fold, so as to provide a quantum leap in the level and quality of service to the traveling public. In this endeavor, it proposes a Public Private Partnership Project, whereby UPSRTC will make available, through a lease arrangement, its bus stations to a Private Partner for infrastructural strengthening and re-development along commercial lines, coupled with provision of high-quality services to bus operators and passengers. The Partner will design, finance, re-develop, construct and revamp bus stations across the State, and also undertake day-to-day management of the bus stations and utilities therein.

### **3. Scope of work:**

The scope of work shall *inter alia* include but not limited to the following: -

- a) To provide comprehensive consultancy for the Project for Development of Bus Stations in UP on Public Private Partnership model, comprising the following activities:
  - Study of existing bus stations, in terms of available infrastructure, nature of bus transport operations, etc. The study shall include all the district headquarters and all the tehsil headquarters, as UPSRTC wishes to extend its reach to all the tehsils of the state.
  - Preparation of revenue model / business plan for each Bid Parcel. Formulation of standards / norms for passenger amenities / utilities at bus stations
  - Preparation of conceptual development plans for each location on the basis of a 30-year projection of transport and passenger needs.

- Valuation of existing bus stations and bundling into economically viable bid parcels, from the point of view of re-development and / or relocation, and modernization.
- b) Development of such identified projects (Bid Parcels) for implementation on PPP model which will *inter alia* include the following: -
  - i) Preparation of Feasibility / DPR.
  - ii) Bid process management for the selection of developer, including but not limited to the following activities:-
    - Preparation of RFQ & RFP for invitation of project wise proposals from private partners / developers.
    - Invitation of proposals from private partners / developers.
    - Evaluation of proposals received from bidders.
    - Assisting in selection of suitable private partner(s) / developer(s) through a transparent and competitive process.
    - Documentation of various activities and support to UPSRTC
  - iii) Preparation and execution of concession agreement.
- c) Identification of the “Non-PPPable” Projects, if any, and preparation of their preliminary feasibility report. Development of such identified project for implementation in Non-PPP mode, which will *inter alia* include preparation of appropriate funding plan.

#### **4. Responsibilities of the Consultant:**

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

- a) Preparation of the Concept Plan, as per the scope of work mentioned above, after undertaking feasibility studies, including valuation of assets by an independent agency, to assess technical, financial & economic viability, environmental and social assessment studies, their analysis, etc.
- b) Development of feasibility report, which *inter alia*, shall include preliminary design of the project, preliminary drawings, preliminary cost estimates, preliminary economic and financial viability analysis, preliminary environmental and social feasibility, etc.
- c) Formulation of revenue and business models of the projects in PPP mode, including suggestions for improving viability for successful marketing of the projects etc. Such suggestions may include proposals for 'incentives', if required, with their justification for improving the viability of the project, and cost and phasing of such 'incentives' to the extent it is feasible. The bidding

parameter, for selection of the Private Developer, would be based on the extent of incentives.

- d) Preparation of Project Information Memorandum, Request for Proposal, bidding documents, contract agreements etc. for selection of developer through competitive bidding process.
- e) The Developer for the proposed project shall be selected as per the PPP Guidelines issued by GoUP in this regard. The Consultant shall assist and facilitate UPSRTC in bid process management, selection of developer and execution of agreements with selected developers etc.
- f) Interface with UPSRTC and other agencies for building consensus for appropriate policy & regulatory and institutional reforms as well as coordination with Government and other agencies for facilitating statutory clearances/ approvals required for setting up the projects.
- g) Deliverables & Time Frame: -

Sl. No.	Stages	Time schedule
1	Preliminary study, preparation of conceptual plans, valuation and grouping of bus stations into bid parcels.	One month from start of assignment
2	Preparation of Project (bid parcel) wise feasibility reports including preparation of RFQ / RFP for invitation of Project wise proposals	One month from Stage I
3	Invitation of proposals from private developers, including pre-bid meetings etc.	Four weeks from approval of RFQ / RFP
4	Evaluation of proposals and selection of Private Partner / Developer	Two weeks from receipt of proposals / bids
5	Inception of the Project	As per schedule agreed upon

Preliminary study shall include development methodology and strategy, work plan, scope for project development and milestones for various activities, as may be agreed upon with UPSRTC. The effort would be to minimize the time as the aim is to start actual work on ground at the earliest.

- h) Any other activity not specifically mentioned but that may be required for the project development.

**5. Minimum Qualifying Criteria for Consultant:**

UPSRTC (i.e. Employer) is looking for a suitable Consultant who possesses adequate and relevant knowledge, experience and skills in project development, investment and syndication. The Consultant should satisfy the following minimum parameters:

**a) Technical Parameters:**

The Consultant should have successfully completed at least three projects of comprehensive consultancy relating to Public Private Partnerships. The consultant shall have to submit clients' certificate as documentary proof.

**b) Financial parameters:**

- i) The firm should have annual turnover of at least **Rs. 20 crores** from infrastructure & services consultancy for any three of the 4 preceding years, i.e. with effect from FY 2004-2005, duly supported by a certificate from the auditor of the company. The applicant shall also submit audited annual accounts for relevant years.

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

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

**6. Commercial Terms and Conditions:**

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

7. **Bid variable:** The Technical Bid will be allotted 70% weightage and the Financial Bid (in order of lowest total consultancy cost) shall be allotted 30% weightage. The Evaluation shall be done on Quality cum Cost Basis (QCBS) as per Objective Evaluation Criteria.

**8. PRE BID MEETING**

A pre bid meeting shall be held at the UPSRTC, Headquarters, Lucknow as per bid schedule to discuss and resolve queries relating to various provisions of the RFQ. All parties interested as bidders may participate in the said meeting through one authorized representative. Items discussed and mutually agreed upon shall have the effect of revision of the said clause of this bid document. All revisions shall be issued as a corrigendum to the bid and shall be made available to the parties, who have bought the bid form prior to its issue, from the office of sale of bid form, free of charge. The corrigendum shall also be made available on the bids link of the website [www.upsrtc.com](http://www.upsrtc.com). Any correspondence in this regards after the meeting or from parties who do not attend the meeting shall not be entertained.

### 9. **VALIDITY OF BIDS**

The bids submitted should be valid for a minimum period of 90 days from the date of the opening of bids. Technically qualified bidders may be asked for a presentation of their proposed solution prior to the opening of Financial Bid.

### 10. **EARNEST MONEY**

An Earnest Money Deposit of Rs. 1,00,000.00 (Rs. One lakh only) in the form of Account payee bank draft payable on any branch of nationalised bank at Lucknow in favour of U.P. State Road Transport Corporation, Lucknow should be enclosed in a separate envelop along with the **Envelope A containing technical bid**. No proposal shall be evaluated in the absence of Earnest Money on any ground whatsoever. All other bids submitted without requisite amount shall be rejected and their bids shall not be opened.

### 11. **FORM FEES**

This document is also available on the web site [www.upsrtc.com](http://www.upsrtc.com) to enable the BIDDERS to use this document for submitting their bids in UPSRTC against the notice. The BIDDERS who submit their bids on downloaded documents, shall also submit document fee of Rs. 10000=00 (Rs. Ten thousand only) in the form of account payee Bank Draft payable in favor of "U.P. State Road Transport Corporation, Lucknow" in addition to Earnest Money enclosed in a separate envelop along with the **Envelope A containing technical bid**. **This amount will be non-refundable** to the BIDDERS. In case of any ambiguity, the original document available in UPSRTC shall be treated as final document. The bids submitted on downloaded documents without enclosing document fee Rs. 10000=00 in the form of Bank Draft shall not be accepted.

### **OTHER TERMS & CONDITIONS**

12. The Employer / UPSRTC reserves the right to negotiate with the BEST weighted Bid as per GoUP Guidelines.
13. A sum equal to the consultancy fee shall be recoverable from the selected developer(s) proportionately before signing of Concession Agreement(s) and shall be reimbursed to Employer/ UPSRTC.
14. The two sealed envelopes, **Envelope A** - containing "Request for qualification containing technical and financial details of the company in relevant formats" and **Envelope B** - containing "Financial Bid" separately on prescribed document purchased from the Corporation or downloaded from the web site [www.upsrtc.com](http://www.upsrtc.com) complete in all respect should be put in single sealed envelope along with the earnest money (Rs One lakh) and should be deposited in the bid box kept in the office of Managing Director at Headquarter Lucknow on the date mentioned in the bid schedule. If any date declared in the bid is a holiday the activity listed shall be performed on the following working day.
15. One representative of each BIDDER may participate at the time of opening the bids. The BIDDERS may however seek any other relevant information from UPSRTC, which may or may not be provided at the discretion of UPSRTC. An application in this regard shall be made to the Managing Director whose decision regarding the same shall be final & binding. UPSRTC shall be free to evaluate the proposal, ask for further details, documentation, presentation before the management or any other information deemed

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

16. BIDDERS may include all documents they deem fit to elaborate their proposal, which may or may not be considered by UPSRTC for the purposes of evaluation.
17. Conditions of the BIDDERS submitted with the proposal will not be binding on UPSRTC.
18. The documents containing bids shall be free from cutting and erasures. However, alterations, if any, in the proposal should be attested properly by the BIDDER, failing which the proposal is liable to be rejected.
19. Bids submitted by post / courier / telex / telegrams / fax / email will not be considered. No further correspondence will be entertained on this matter.
20. UPSRTC will not be responsible for any delay in obtaining the proposal document by the BIDDERS or submission of the completed document to UPSRTC, Lucknow.
21. Bids not conforming to any terms and conditions or incomplete in any respect are liable to be rejected.
22. In case of BIDDERS whose bids are not considered for opening of Financial Bids for any reason whatsoever, or unsuccessful BIDDERS after Financial Bids are opened, the Earnest Money amount shall be refunded, however this shall be done only after the final decision of the Committee on the said bid.
23. The qualification & experience of 'Core Team' to be deployed by Consultant will be required to be approved by nodal agency (UPSRTC).
24. Consultant shall have to establish its local office at UPSRTC, Headquarters, Lucknow, headed by a senior executive.
25. The team leader for each group must have an experience of at least TEN YEARS in the relevant field of relevant infrastructure development.
26. Travel related expenses and all other expenses including those related to due diligence would have to be borne by the applicant.
27. The selected Consultant shall enter into a Confidentiality Agreement and a Consultancy Agreement with UPSRTC.

**28. Penalty for delay:**

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

**29. Success Fee:**

It shall be payable on PPP project to project basis based on total number of parcels and shall be 25% of the total consultancy fee on *pro rata* basis. Consultant shall be eligible to receive the success fee only after successful selection of private developer for the projects and signing of the concession agreement.

**30. Drop Dead Fee:**

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

**31. Evaluation Criteria:**

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

Sl. No	Criteria	Total marks	Marking system
1.	Project Development Experience	30	5 marks for consultancy for every PPP project(s) during last 5 years. 1 mark for every other consultancy project(s)
2.	Experience of bus stations & transport infrastructure related development projects	10	5 marks for each successfully completed project
3.	Successful selection of project developer	10	2 marks for successful selection of project developer (based on total no. of PPP projects) for every PPP project - upto finalization of concession agreement
4.	Cumulative project cost of successfully selected project developers (for PPP projects as above)	25	2.5 marks for every Rs. 100 Cr. worth of project cost (based on cumulative project cost of successfully selected project developers as above)
5.	Average Annual Turnover	15	1 mark for every Rs. 5 Cr. of average turnover (average of preceding 3 financial years, i.e. 2004-05, 2005-06 & 2006-07 certified by CA)
6.	Net worth	10	1 mark for every Rs. 5 Cr. of net worth (last financial year 2006-07 certified by CA)
	<b>TOTAL</b>	<b>100</b>	

**32. Selection Methodology:**

- a) The offers may be submitted in individual capacity or Consortium.

- b) In case of Consortium, the proposal shall be accompanied by a certified copy of legally binding Agreement signed by all firms/partners to the Consortium confirming the following therein:
- i. Date and place of signing;
  - ii. Purpose of Consortium (must include the details of services for which the Consortium has been invited to bid)
  - iii. A clear and definite description of the proposed administrative arrangements for the management and execution of the assignment.
  - iv. An undertaking that the firms are jointly and severally liable to the GoUP for the performance of the services and,
  - v. The authorized representative of the Consortium;
- c) The duties, responsibilities and powers of the Lead Partner shall be specifically included in the Contract. It is expected that the lead partner would be authorized to meet liabilities and to receive instructions and payments for and on behalf of the Consortium.
- d) The Minimum Eligibility of the Consortium shall be evaluated on combined strength of the partners/firms. No member of the Consortium shall be allowed to leave the consortium without prior approval of CEC, however, CEC may permit the substitution of any member of the Consortium by a better-qualified member.
- e) The Consortium will be required to submit its MoU/ Agreement along with their RFP, however if UPSRTC seeks any modification in the MoU/Agreement, the Consortium shall incorporate the same accordingly.
- f) For the purpose of submitting information for meeting eligibility & evaluation criteria the Consortium has to comply with the conditions for submitting information.
- g) The offers received from the applicants would be short listed on the minimum qualifying criteria indicated above.
- h) Applications from Applicants who do not accept the commercial terms as indicated above or do not submit information in prescribed formats would be liable to rejection.
- i) The evaluation of technical bid as indicated above and opening of financial bids shall be undertaken only for such applicants who meet the minimum qualifying criteria and are short listed.
- j) The weightage to Technical and Financial bids would be 70% and 30% respectively. For this purpose, the marks obtained as per the objective evaluation criteria in the technical bid would be reduced on a scale of total 70 marks and lowest eligible financial bid would be given 30 marks. The marks on the financial bids of all other eligible bidders shall be prorata on the basis of quoted consultancy fee (Lowest quoted consultancy fee / Quoted consultancy fees x 30).

- (i) **Technical Bid:** The total marks obtained out of 100 marks in the qualified technical bid shall be scaled down to a maximum of 70 as follows which shall henceforth be the total marks obtained by the bidder against the technical bid:

$$\text{Marks (max 70) on Tech. Bid (A)} = 0.70 \times \text{Marks of Technical Bid under evaluation}$$

- (ii) **Financial bid:** The financial bid would be awarded marks out of maximum 30 based on following formula:

$$\text{Marks (max. 30) on Fin. Bid (B)} = 0.30 \times \frac{\text{Lowest evaluated bid}}{\text{Financial Bid under evaluation}}$$

$$\text{Total Marks} = \text{A+B}$$

- (iii) Qualifying bidder shall have to secure minimum 50% of the technical bid, which shall be eligibility criteria for opening of financial bid.
- (iv) The bidder scoring maximum Total Marks would be recommended for selection.

### **FINANCIAL BID, PERFORMANCE GUARANTEE & IMPLEMENTATION**

33. Financial Bids of only those bidders who qualify in the Technical Bid shall be opened and shall be evaluated as per Objective Evaluation Criteria. The bidders shall quote for total consultancy fees, inclusive of all incidental costs, levies & taxes, etc. for uniform comparisons. The method of selection is: Quality and Cost Based Selection (QCBS).

### **34. Payment Terms will be as under**

Sl. No.	Stage	Payment
1.	Mobilization advance against the bank guarantee (if required)	5% of the Consultancy fee
2.	Submission of inception report	15% of the Consultancy fee (including adjustment of mobilization advance if given)
3.	Submission of preliminary report (Stage 1 of para 4g)	20% of the Consultancy fee
4.	Submission of Project wise feasibility reports (Stage 2 of para 4g)	15% of the Consultancy fee
5.	Acceptance of above and Submission of draft RFQ for Developers	10% of the Consultancy fee
6.	Submission and acceptance of draft RFP for Developers	10% of the Consultancy fee
7.	Preparation of Evaluation sheets of Bids for selection of Developer(s) of all identified PPPs.	10% of the Consultancy fee
8.	Issuance of LOA (Letter of Award) to Developer(s) of all identified PPPs	10% of the Consultancy fee
9.	Signing of Concession Agreement(s) with Developer(s) of all identified PPPs.	10% of the Consultancy fee + Success Fee (25% of the consultancy fee on <i>pro rata</i> basis based on total number)
Total		100 % Consultancy fee

**PERFORMANCE GUARANTEE**

35. The successful BIDDER shall deposit a Performance Guarantee of 10% of total order value in the form of FDRs / SDRs / NSCs or any other recognized security document duly pledged to UPSRTC. Performance Guarantee in any form other than what has been specified in the document shall not be acceptable. The bid of the BIDDER not accepting this condition shall be summarily rejected. This amount shall be kept deposited by UPSRTC till the completion of warranty period. However, in case a BIDDER after getting the order and depositing this amount, does not commence / execute work as per the agreed terms of this bid, this amount shall be forfeited and UPSRTC shall be free to cancel the order and process the next Bid & / or cancel the bid and make fresh invitation.

**TERMINATION**

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

**Undertaking by Consultant:**

The Consultant shall furnish the **Undertaking** as under as a part of the proposal, on its official letter head, duly signed with proper seal. It is to be attached with technical bid.

**'UNDERTAKING'**

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

	<b>Consultancy Firm or Lead Partner of Consortium</b>
<b>Signature</b>	
<b>Name of Signatory</b>	
<b>Designation</b>	
<b>Date</b>	
<b>Official Seal</b>	

**APPLICATION LETTER**  
(On the letter head of the Consultant)

Date:.....

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

**Sub: Engagement of Consultant / Transaction Advisor for Project for Development of Bus Stations in Uttar Pradesh on Public Private Partnership Model**

Dear Sir,

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

**I/We are enclosing the following in one original plus two copies, with the details as per the requirements of the notice inviting RFP for your evaluation.**

- i) Earnest Money of Rs.1.00 lac (Rs. One Lac) (Vide Demand Draft no.-----,of <Name of Bank> dated ----- drawn in favour of Managing Director, UPSRTC payable at Lucknow)
- ii) Undertaking as per RFP
- iii) Technical Bid (Envelope A) as per Annexure II of RFP
- iv) Financial Bid (Envelope B) as per Annexure III of RFP

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

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

Yours sincerely.

Signature

Name (Authorized Signatory)

<Company/Consortium Name>

Date:.....

Encl:.....

**Details of the consultant**

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

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(Signature of Authorized signatory)

## ANNEXURE-II

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

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

**OBJECTIVE EVALUATION – TECHNICAL BID OF QUALIFIED BIDDERS**

Sl. No	Criteria	Total marks	Marking system	Information provided	Marks as per self assessment
1.	Project Development Experience	30	5 marks for consultancy for every PPP project(s) during last 5 years. 1 mark for every other consultancy project(s)	No. of Consultancy Projects - PPP - Other	
2.	Methodology for execution	10	Presentation to be made for maximum period of 10 minutes – to be evaluated on a scale of 10 marks by CEC – Average marks obtained shall be declared immediately after the presentation.	Presentation (both hard & soft copy)	
3.	Successful selection of project developer	10	2 marks for successful selection of project developer (based on total no. of PPP projects) for every PPP project - upto finalization of concession agreement	No. of Successful PPP Projects	
4.	Cumulative project cost of successfully selected project developers (for PPP projects as above)	25	2.5 mark for every Rs. 100 Cr. worth of project cost (based on cumulative project cost of successfully selected project developers as above)	Cumulative value Successful PPP Projects (Rs. in crores)	

5.	Average Annual Turnover	15	1 mark for every Rs. 5 Cr. of average turnover (average of preceding 3 financial years, i.e. 2004-05, 2005-06 & 2006-07 certified by CA)	Average Annual Turnover (Rs. in crores)		
6.	Net worth	10	1 mark for every Rs. 5 Cr. of net worth (last financial year 2006-07 certified by CA)	Net worth (Rs. in crores)		
	<b>TOTAL</b>	<b>100</b>				

**OTHER RELEVANT INFORMATION**

<b>1</b>	<b>Details of form fees (Rs. 10000/- non-refundable - if form is downloaded)</b>	
	Draft No.	
	Issuing bank	
	Payable at (branch in Lucknow)	
<b>2</b>	<b>Details of Earnest Money (Rs. 1.00 lacs)</b>	
	Draft No.	
	Issuing bank	
	Payable at (branch in Lucknow)	

	<b>Consultancy Firm or Lead Partner of Consortium</b>
<b>Signature</b>	
<b>Name of Signatory</b>	
<b>Designation</b>	
<b>Date</b>	
<b>Official Seal</b>	

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

<b>S.NO.</b>	<b>Name of Sector</b>	<b>Name of Project developed in India and abroad.</b>	<b>Project Cost (Rs. in crores)</b>

**Total**


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**(Signature of Authorized signatory)**

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

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

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

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

**Note – 1. Each assignment details be provided on separate sheet.**

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

\_\_\_\_\_  
(Signature of Authorized signatory)

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

<b>SI No</b>	<b>Name of Project</b>	<b>Project Cost</b>	<b>Name of Developer</b>	<b>Date of Signing Concession Agreement</b>	<b>Type of PPP model (BOOT / BOLT / BOT, etc.)</b>

\_\_\_\_\_  
**(Signature of Authorized signatory)**

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

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

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

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

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

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

\_\_\_\_\_  
(Signature of Authorized signatory)

**FORMAT-V****FINANCIAL STRENGTH OF THE CONSULTANT  
(INCLUDING ITS 50% SUBSIDIARIES)**

(Rs. in lac)

Financial Year	Capital	Reserves	Net Worth	Profit /Loss	Total Turn - Over	Advisory/ Consultancy Services Turnover
2004-05						
2005-06						
2006-07						
2007-08						

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**(Signature of Authorized signatory)**

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

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

**FORM – B**  
DETAILS REQUIRED IN ENVELOPE - B  
**FINANCIAL BID**

**(On the letterhead of the Bidder)**

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

**Sub: Engagement of Consultant / Transaction Advisor for Project for Development of Bus Stations in Uttar Pradesh on Public Private Partnership Model**

Dear Sir,

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

I/We quote the lump-sum cost as Rs..... (Rs.....) for the preparation of Development of Bus Stations in U.P. on PPP Model including identification and development of projects / parcels, revenue model, bid processing for PPP developers upto signing of concession agreements.

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

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

Witnesses Signature

Signature of Authorized Signatory

Name :

Name :

Address:

Address:

**CHECK LIST**

(Mandatory)

Sl. No	Details	Pl. Tick ( )
1-	<b>Main Envelope Containing Envelop A &amp; Envelope B</b> , i.e. technical bid & financial bid respectively	
2-	<b>Envelope A – Technical Bid</b> Containing Followings :	
	(i) Document fee of Rs. 10,000/-	
	(ii) Earnest Money Deposit Rs. 1,00,000/-	
	(iii) Undertaking	
	(iv) Application form	
	(v) Company / Consortium details	
	(vi) Project Development Experience (Summary)	
	(vii) Project Development Experience (Details)	
	(viii) Materialization of PPP Projects	
	(ix) Details of each PPP Projects handled	
	(x) Details of financial strength of company/ consortium	
3-	<b>Envelope B – Financial Bid</b>	

Signature

Name (Authorized Signatory)

&lt;Company/Consortium Name&gt;

Date:.....

Place :.....

**Technical Bid** : Documents to be submitted with:

- i. Full particulars of the constitution, ownership and main business activities of the prospective Consultant (bidder).
- ii. Audited financial accounts for any 3 years out of preceding 4 years starting from FY 2003-04.
- iii. Details of the pending litigation and contingent liabilities, if any, that could affect the performance of the applicant under the mandate, as also details of any past conviction and pending litigation against sponsors/partners and any areas of possible conflicts of interest.

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