



**GOVERNMENT OF TAMIL NADU
TAMILNADU HORTICULTURE DEVELOPMENT AGENCY**

Retender Reference No. MIS3/7618/2019

Request For Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project

Date of Release of RFP	20.07.2022
Pre-bid Meeting	02.08.2022
Proposal Due Date	08.08.2022
Opening of the Technical Proposal	08.08.2022

DISCLAIMER

The information contained in this Request for Proposals document (“RFP”) or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein. The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Applicant upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Consultancy and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

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1. INTRODUCTION

Tamil Nadu Horticulture Development Agency registered under Tamil Nadu Societies Registration Act, 1975 started functioning from 18.06.2004 to promote Horticulture development. This serves as a “Special Purpose Vehicle” for disseminating all the Horticulture techniques involved right from seeds to value addition, by formulating and implementing various schemes, controls the activities of State Horticulture Farms, Parks and Gardens, Horticulture sales Centre and Landscape wing.

OBJECTIVE

1.1 Background

- 1.1.1 The Managing Director, TANHODA, Govt. of Tamil Nadu, (hereafter referred to as “MD, TANHODA ”or the “Authority”) proposes to implement a project envisaging development of Integrated Micro Irrigation (IMI) Infrastructure across an area of approximately 2350 Acres of contiguous Culturable Command Area (CCA) in the command of Lower Bhavani Dam, Tamil Nadu State.
- 1.1.2 As part of the project, pressurized piped water will be provided up to the farm gate and for subsequent application in the farms through drip and sprinkler based Irrigation technologies. This project aims to integrate the On-Farm micro irrigation (MI) infrastructure with the Common Infrastructure with the aim of providing connectivity of water from dam head regulator to the farm gate for ultimate users of irrigation water i.e. the farmers.
- 1.1.3 The project area consists of 2350 Acres (The model project is implemented in irrigated areas 1st to 6th sluice upto milage of 5.2.280) of contiguous Culturable Command Area (CCA). Under the proposed project, community based micro irrigation schemes are proposed to be installed on the identified project site through existing Water User Associations (WUA) comprising of farmers owning the land falling under each such outlet coverage.

Sr. No.	Region	Area in Ha.
1	Lower Bhavani Dam Division	2350 Acres

- 1.1.4 With the view to develop an Integrated Micro-Irrigation Management system for the Project area, MD, TANHODA intends to appoint a reputed specialized Consultancy Firm to provide technical consultancy services for the proposed Integrated Micro-Irrigation project. Approximate duration for completion of the services under this contract will be intimated later.
- 1.1.5 Now, it is envisaged that the Authority will carry out the process for selection of a Consultant for Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project. The Consultant shall execute this assignment in accordance with the **Terms of Reference** (the “TOR”) as per this RFP.

1.2 Request for Proposal

The Authority invites proposals (the “Proposals”) for selection of a Consultant (the “Consultant”) who shall prepare the Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project.

The assignment shall include the following broad scope of work –

- Preparation and submission of Conceptual Plan for the Project including preparation, submission & Presentation of drawing and incorporating the suggestions of TANHODA.
- Preparation and submission of all preliminary drawings, design, specification and preliminary cost estimates for each component / Structure.
- Preparation and submission of Structural design and working drawings.
- Preparation of detailed estimates as per Schedule of rates.
- Submission of design, Specifications and drawings in both soft and hard copy.
- Carrying out all modification/deletion/ addition/ alterations in design/ drawing as required by TANHODA
- Inspection of sites periodically

The scope of work detailed above is in conformity with the TOR (collectively the “Consultancy”). The Authority intends to select the Consultant through an open competitive bidding process in accordance with the procedure set out herein.

1.3 Due Diligence by Applicants

Applicants are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Proposal by paying a visit to the Authority and the Project site, sending written queries to the Authority, and attending a Pre-Proposal Conference on the date and time specified in Section 1.8 of this RFP

1.4 Release of RFP Document

- 1.4.1 The RFP document will be made available in the website of Department of Horticulture in TN HORTICULTURE and MIMIS Portal from the date of publication of RFP notification in the newspapers.
- 1.4.2 The Proposal should be accompanied by a **Earnest money deposit (EMD) to the value of INR Rs.10,000/- (Rupees Ten Thousand Only)** Demand draft /Bankers Cheque from Nationalised or Scheduled Bank or National Savings Certificate duly pledged in favour of The Managing Director, TANHODA, and Chennai.5.

1.5 Validity of the Proposal

The Proposal shall be valid for a period not less than 90 days from the Proposal DueDate (the “PDD”)

1.6 Brief Description of the Selection Process

- 1.6.1 MD, TANHODA has adopted a three stage selection process (collectively called the “Selection Process”) for evaluating the Proposals comprising: (i) Pre-Qualification Proposal (ii) Technical Proposal and (iii) Financial Proposals to be submitted in two separate sealed envelopes (collectively called the “Proposal”). The Pre-Qualification Proposal shall be placed separately in a sealed envelope titled "Request for Qualification (RFQ)" along with the Processing Fee and Bid Security as prescribed in this RFQ -cum-RFP document. The Technical Proposal and Financial Proposal shall be placed in a sealed envelope titled "Request for Proposal (RFP)" as prescribed in this RFQ - cum-RFP document. The evaluation of Pre-Qualification Proposal, Technical Proposal and Financial Proposal will be based on the methodology and criteria.
- 1.6.2 In the first stage, evaluation of the Pre-Qualification Proposal will be carried out as specified for selection of Qualified Applicants (the “Qualified Applicants”). Based on this, a list of Qualified Applicants shall be prepared. In the second stage, evaluation of Technical Proposals of all Qualified Applicants will be carried out and a list of Technically Qualified Applicants (the “Technically Qualified Applicants”) will be prepared. In the third stage, evaluation of Financial Proposals of all Technically Qualified Applicants will be carried out as specified in 3.3. Proposals will finally be ranked according to their combined technical and financial scores as specified. The first ranked Applicant (the “Selected Applicant”) shall be called for negotiation, if necessary, while the second ranked Applicant will be kept in reserve.
- 1.6.3 The Authority has adopted a two-stage selection process (collectively the “**Selection Process**”) for evaluating the Proposals comprising technical and financial bids to be submitted in two separate sealed envelopes.
- 1.6.4 The first ranked Applicant shall be selected for negotiation (the “**Selected Applicant**”) while the second ranked Applicant will be kept in reserve.
- 1.6.5 All payments to the Consultant shall be made in INR in accordance with the provisions of this RFQ-cum-RFP.

1.6.6 Pre-Proposal visit to the Sites and inspection of data

Prospective Applicants may visit the Sites and review the available data at any time prior to Pre-bid meeting. For this purpose, they will provide at least four working days' notice to the nodal offices specified below:

Managing Director,
TANHODA,
3rd floor, Agriculture Complex,
Chepauk, Chennai-600005.
TelNo:04428524643

1.7 Pre-Bid Meeting

The date and time for the Pre-Proposal Conference is provided in 1.8 below

During the course of Pre-Proposal Conference, the Applicants will be free to seek clarifications and make suggestions for consideration of MD, TANHODA.

MD, TANHODA shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Selection Process.

Note:

A maximum of two representatives of each Applicant shall be allowed to participate on production of an authority letter from the Applicant.

1.8 Schedule of Selection Process

The following schedule will be followed as given below:

Date of Release of RFP	20.07.2022
Pre-bid Meeting / Conference	02.08.2022
Proposal Due Date	08.08.2022
Opening of the Technical Proposal	08.08.2022

1.9 Communications

All communications including the proposal shall be addressed to “The Managing Director, Tamil Nadu Horticulture Development Agency, Chepauk, Chennai 600 005.

2 Instructions to Applicants

2.1 Scope of Proposal

2.1.1 Detailed description of the objectives, scope of services, Deliverables and other

requirements relating to this Consultancy are specified in this RFP. In case an applicant firm possesses the requisite experience and capabilities required for undertaking the Consultancy, it may participate in the Selection Process **only in individual capacity (the “Sole Firm”)** in response to this invitation. The term applicant (the “**Applicant**”) means the Sole Firm. The manner in which the Proposal is required to be submitted, evaluated and accepted is explained in this RFQ cum RFP.

2.1.2 Applicants are advised that the selection of Consultant shall be on the basis of evaluation by the Authority through the Selection Process specified in this RFP. Applicants shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be given and that the Authority’s decisions are without any right of appeal whatsoever.

2.1.3 The Applicant shall submit its Proposal in the form and manner specified in this RFP. The Technical proposal shall be submitted as per the **Annexures I to X** and the Financial Proposal shall be submitted as per the **Annexures XI and XII**. Upon selection, the Applicant shall be required to enter into an agreement with the Authority in the form specified at **Annexure XIII -Form of Agreement**.

2.2 Clarifications Requested by Applicants

2.2.1 Applicants requiring any clarification on the RFP may send their queries to the Authority in writing by speed post/ courier/ special messenger or by e-mail so as to reach before the date mentioned in the Schedule of Selection Process of the RFP. The subject of such envelope/mails shall clearly bear the following identification:

"Queries concerning RFP for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project.

E-mail ID : mitanhoda@yahoo.com . The Authority shall endeavour to respond to the queries within the period specified there in but not later than 7 (seven) days prior to the Proposal Due Date. The Authority will post the reply to all such queries on the Official Website without identifying the source of queries.

2.2.2 The Authority reserves the right not to respond to any questions or provide any clarifications, in its sole discretion, and nothing in this Clause 2.2 shall be construed as obliging the Authority to respond to any question or to provide any clarification.

2.3 Amendment of RFP

2.3.1 At any time prior to the deadline for submission of Proposal, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an

Applicant, modify the RFP document by the issuance of Addendum/ Corrigendum and posting it on the Official Website and by conveying the same to the prospective Applicants by e-mail.

2.3.2 All such amendments will be binding on all Applicants.

2.3.3 In order to afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Authority may, in its sole discretion, extend the Proposal Due Date.

2.4 Opening of Proposal

The proposals Technical bid containing (technical proposal only) will be opened by Tender Scrutiny Committee of TANHODA at 08.08.2022. It may please be noted that the Financial bid containing the Financial proposal will not be opened until eligibility criteria is evaluated and technical evaluation has been completed and the result is approved.

2.5 Evaluation

A two-stage procedure will be adopted in evaluating the proposals:

- i) Eligibility and Technical Evaluation: The eligibility of Consultants will be verified based on the eligibility information provided by the Consultants as per the formats given in the tender document which will be carried out prior to evaluation of technical proposal as per minimum eligibility criteria mentioned in Clause II. The technical evaluation shall be taken up only for those firms found eligible.
- ii) Financial evaluation: it will be carried out for the technically qualified firms.

3. Technical Proposal:

3.1 The Tender Scrutiny / Evaluation Committee appointed by the MD, TANHODA will carry out its evaluation, applying the evaluation criteria.

3.2 Minimum Eligibility Criteria

3.2.1 To be eligible for evaluation of its Proposal, the Applicant shall fulfil the following:

#	Minimum Eligibility	Documentary Proof
a.	A Single Applicant should be a registered legal entity in India and should be in existence for more than 5 years.	Copy of the Registration Certificate/Incorporation Certificate
b.	<p>Technical Capacity: The Applicant should have experience of completing at least Two Eligible Assignment in the last 5 years.</p> <p>*Technical Eligibility can be met by the Parent Company of the Applicant firm.</p> <p>Parent Company's experience can be considered only if the Parent Company has a minimum 51% shareholding in the applicant firm. Relevant proof on the share holding pattern shall be shared.</p>	<p>Copy of Work Order and Completion Certificate from Client or Certificate from Statutory Auditor indicating the fees received.</p> <p>In case the Applicant doesn't have a Statutory Auditor, it shall provide a requisite certificate from the Chartered Accountant who usually audits annual accounts of the Applicant.</p>
c.	<p>Financial Capacity: The Applicant should have an Average Annual Turnover from management consultancy and advisory services (excluding tax, audit and IT implementation services) of INR 20 Lakhs for the past three audited financial years i.e. FY 2018-19, FY 2019-20, FY 2020-21.</p>	<p>Certificate(s) from its Statutory Auditors stating its turnover from management consultancy and advisory services (excluding tax, audit and IT implementation services) during each of the 3 (three) financial years preceding the PDD.</p>
	<p>*The turnover eligibility can also be met by the parent company of the Applicant Firm. If the turnover criteria above is met by the Parent Company, then the Applicant should have minimum Average Annual Turnover from management consultancy and advisory services (excluding tax, audit and IT implementation services) of INR 20 Lakhs for the past three audited financial years i.e. FY 2018-19, FY 2019-20, FY 2020-21</p>	
	<p>*If the value is in currency other than INR, the same shall be converted to INR as per the exchange rate as on the date of tender notice and the same shall be provided along with the proof of the exchange rate used.</p>	

d.	The Applicant should not have been Blacklisted by any Central Government/ State Government Agency/Corporation /Establishment/ Institution and if any such bar subsists at the time of submission of the Proposal, such Applicant shall be considered ineligible for this Proposal.	Self-Certification
e.	An Applicant or its Associate should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Applicant or its Associate both in India and Abroad.	Self-Certification

Sr. No.	Minimum Qualification Criteria	Supporting Documents
1	Applicant should have necessary GST registration	Certificate to be provided
2	The Applicant should be a Private/ Public limited company or partnership firm or expert institution. Individuals are not eligible to participate in this Contract. The Applicant (sole entity, in case of single Applicant or Lead Member of the Consortium, in case Applicant is a Consortium) must be in operation in India.	Certificate of incorporation or registration with Public Works Department of any government
3	Key persons of the applicants should have knowledge /professional experience of micro irrigation of at least 5 years	Biodata to be attached
4	The Applicant or the Consortium member should not have been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, from participating in any consulting assignment. The Applicant or its Associate or the Consortium member should not have, during the last three years, failed to perform on any agreement - as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant or its Associate or the Consortium member - nor been expelled from any project or agreement nor have had any agreement terminated.	Undertaking to be provided

3.3 Minimum Eligibility of Key Personnel

3.3.1 Each of the Key Personnel must fulfil the conditions given below for making the Applicant eligible for the stage of evaluation:

SN	Key Personnel	No s.	Responsibilities
1	Team Leader (the “Team Leader”)	1	He/she will lead, co-ordinate and supervise the multidisciplinary team for overall technical consultancy and act as a focal point to MD, TANHODA throughout the duration of the Consultancy.
2	Irrigation/Automation Engineer	1	He/she will be responsible for reviewing available data, site characteristics for the design of the common and on-farm infrastructure. He/she will be responsible for creation of output specifications that will set out the requirements and standards to which the contractor shall deliver the services and also for preparation of technical schedules that consist of specifications in construction and functional outline criteria of the execution agreement. The expert will work closely with the structural engineer, surveyor and associates.
3	Civil Engineer	1	He/she will work closely with the irrigation engineer, surveyor and associates in formulating the technical schedules with respect to the IMI infrastructure. He shall be responsible for ascertaining / reviewing overall technical cost estimates for the project.
4	Surveyor	1	He/she will be responsible in carrying out the site surveys as required and work closely with the irrigation engineer, structural engineer and associates.
5	Associate	2	He/she will be responsible for day to day coordination with MD, TANHODA and supporting the team.

3.3.2 If the Applicant’s proposed Team Leader or any Two Experts (as in section (2), (3), (4)) doesn’t comply with the minimum eligibility mentioned above, the Applicant shall be considered as ineligible. Among other experts, if only one of them doesn’t comply with the minimum eligibility, such personnel shall be awarded zero marks for evaluation and if the Applicant becomes a Selected Applicant, the corresponding expert shall have to be replaced with an equivalent or better key personnel who complies with the minimum eligibility criteria.

3.3.3 For project experience of Key Personnel, projects which are completed or in progress will be considered.

3.3.4 The experience shall be duly endorsed by the respective personnel and the authorized

signatory of the bidder. However, the personnel/ bidder will be solely responsible for any fake information / CV, which may result in debarment.

3.3.5 CV should be signed by the respective staff member, and counter-signed by the authorized representative of the firm. Digital signature of staff is also acceptable.

3.4 Qualifications of Key Personnel:

Each of the Key Personnel must fulfil the Conditions of qualifications and experience specified below.

S. No.	Key Personnel	Education Qualification	Length of Professional Experience
1.	Team Leader (the "Team Leader")	Degree in the field of Agricultural/Civil Engineering & /or MBA	20 Years
2.	Irrigation Engineer/Automation Engineer	University Graduate Degree in Agriculture Engineering	10 Years
3.	Civil Engineer	Degree in the field of Civil Engineering	5 years
4.	Surveyor	Diploma in the field of Surveying/ Engineering	3 Years
5.	Associate	Graduate Degree in any discipline	3 Years

4. INSTRUCTIONS TO APPLICANTS :

4.1 Power of Attorney :

The Applicant should submit a Power of Attorney however, such Power of Attorney would not be required if the Application is signed by a partner of the Applicant, in case the Applicant is a partnership firm or limited liability partnership.

4.2 Conflict of Interest

4.2.1 An Applicant shall not have a conflict of interest that may affect the Selection Process or the Consultancy (the "Conflict of Interest"). Any Applicant found to have a Conflict of Interest shall be disqualified. In the event of disqualification, shall forfeit and appropriate the Performance Security, if available, as mutually agreed genuine pre-estimated compensation and damages payable to MD, TANHODA for, inter alia, the time, cost and effort of MD, TANHODA including consideration of such Applicant's

Proposal, without prejudice to any other right or remedy that may be available MD, TANHODA hereunder or otherwise.

4.2.2 MD, TANHODA requires that the Consultant provides professional, objective, and impartial advice and at all times hold MD, TANHODA's interests paramount, avoid conflicts with other assignments or its own interests, and act without any consideration for future work. The Consultant shall not accept or engage in any assignment that would be in conflict with its prior or current obligations to other clients, or that may place it in a position of not being able to carry out the assignment in the best interests of MD, TANHODA

4.2.3 An Applicant eventually appointed to provide Consultancy for this Project, its Associates, affiliates and the Financial Expert, shall be disqualified from subsequently providing goods or works or services related to the construction and operation of the same Project and any breach of this obligation shall be construed as Conflict of Interest; provided that the restriction herein shall not apply after a period of 3 (three) years from the completion of this assignment or to any consulting assignments granted by banks/lenders at any time; provided further that this restriction shall not apply to consultancy/ advisory services performed for MD, TANHODA in continuation of this Consultancy or to any subsequent consultancy/ advisory services performed for MD, TANHODA in accordance with the rules of MD, TANHODA For the avoidance of doubt, an entity affiliated with the Consultant shall include a partner in the Consultant's firm or a person who holds more than 5% (five percent) of the subscribed and paid up share capital of the Consultant, as the case may be, and any Associate thereof. For the avoidance of doubt, in the event that: (a) the Financial Expert of an Applicant/ Consultant was a partner or an employee of another firm, which attracts the provisions relating to Conflict of Interest hereunder; and (b) was directly or indirectly associated with any assignment that causes a Conflict of Interest hereunder, then such Financial Expert shall be deemed to suffer from Conflict of Interest for the purpose hereof.

4.2.4 In the event that the Consultant, its Associates or affiliates are auditors or financial advisers to any of the bidders for the Project, they shall make a disclosure to MD, TANHODA as soon as any potential conflict comes to their notice but in no case later than 7 (seven) days from the opening of the RFQ applications for the Project and any breach of this obligation of disclosure shall be construed as Conflict of Interest. MD, TANHODA shall, upon being notified by the Consultant, decide whether it wishes to terminate this Consultancy or otherwise, and convey its decision to the Consultant within a period not exceeding 15 (fifteen) days.

4.3 Number of Proposals

No Applicant or its Associate shall submit more than one Application for the Consultancy. An Applicant (Firm) applying individually or as an Associate shall not be entitled to submit another application either individually or as a member of any consortium, as the case may be.

4.4 Cost of Proposal

The Applicants shall be responsible for all of the costs associated with the preparation of their Proposals and their participation in the Selection Process including subsequent negotiation, visits to MD, TANHODA, Project site etc. MD, TANHODA will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

4.5 Site visit and verification of information

Applicants are to submit their respective Proposal after visiting the Identified Project Area and ascertaining for themselves the conditions, location, surroundings, climate, access, availability of drawings and other data with MD, TANHODA , Applicable Laws and regulations or any other matter consider relevant by them.

4.6 Acknowledgement by Applicant

4.6.1 It shall be deemed that by submitting the Proposal, the Applicant has:

- (a) made a complete and careful examination of the RFQ-cum-RFP;
- (b) received all relevant information requested from MD, TANHODA;
- (c) acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the RFQ-cum-RFP or furnished by or on behalf of MD, TANHODA
- (d) satisfied itself about all matters, things and information, including matters referred to necessary and required for submitting an informed Application and performance of all of its obligations there under;
- (e) acknowledged that it does not have a Conflict of Interest; and
- (f) agreed to be bound by the undertaking provided by it under and in terms hereof.

4.6.2 MD, TANHODA shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFQ-cum-RFP or the Selection Process, including any error or mistake therein or in any information or data given by MD, TANHODA .

4.7 Right to reject any or all Proposals

4.7.1 Notwithstanding anything contained in this RFQ-cum-RFP, MD, TANHODA reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefore.

4.7.2 Without prejudice, MD, TANHODA reserves the right to reject any Proposal if:

- (a) at any time, a material misrepresentation is made or discovered, or
- (b) the Applicant does not provide, within the time specified by MD, TANHODA, the supplemental information sought by MD, TANHODA for evaluation of the Proposal.
- (c) Misrepresentation/ improper response by the Applicant may lead to the

disqualification of the Applicant. If the Applicant is the Lead Member of a consortium, then the entire consortium may be disqualified / rejected. If such disqualification / rejection occurs after the Proposals have been opened and the highest ranking Applicant gets disqualified / rejected, then MD, TANHODA reserves the right to consider the next best Applicant, or take any other measure as may be deemed fit in the sole discretion of MD, TANHODA , including annulment of the Selection Process.

4.8 Preparation of Proposal

- 4.8.1 **Language :** The Proposal with all accompanying documents (the “Documents”) and all communications in relation to or concerning the Selection Process shall be in English language and strictly on the forms provided in this RFP. No supporting document or printed literature shall be submitted with the Proposal unless specifically asked for and in case any of these Documents is in another language, it must be accompanied by an accurate translation of the relevant passages in English, in which case, for all purposes of interpretation of the Proposal, the translation in English shall prevail.
- 4.8.2 **Format and Signing of Proposal :** The Proposal shall be signed on all pages by the Authorized Representative of the Applicant. A Power of Attorney, duly notarized by a notary public in the form specified in the Annexure IV of the RFP, shall accompany the proposal.
- 4.8.3 **Technical Proposal :** The Applicant shall submit the technical proposal according to the Annexures I to Annexure X of the RFP and ensure compliance with the requirements of the details required by those Annexures.
 - 4.8.3.1 The Technical Proposal shall not include any information relating to the Financial Proposal.
 - 4.8.3.2 In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the Consultant either by issue of the LOA or entering into of the Agreement, and if the Selected Applicant has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by the Authority without the Authority being liable in any manner whatsoever to the Applicant or Consultant, as the case may be. In such an event, the Authority shall forfeit and appropriate the Bid Security

as mutually agreed pre-estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, without prejudice to any other right or remedy that may be available to the Authority.

4.8.4 **Financial Proposal** : Applicants shall submit the financial proposal in the formats at Annexure-XI & XII (the “Financial Proposal”) clearly indicating the total cost of the Consultancy in both figures and words, in Indian Rupees, and signed by the Applicant’s Authorised Representative. 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. In the event of any difference between figures and words, the lower of the two shall prevail. While submitting the Financial Proposal, the Applicant shall ensure the following :

4.8.4.1 All the costs associated with the assignment shall be included in the Financial Proposal. These shall normally cover remuneration for all the personnel, accommodation, air fare, equipment, printing of documents, surveys, technical and non-technical investigations/consultations etc. 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.

4.8.4.2 The Financial Proposal shall consider 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 different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per Applicable Laws.

4.8.4.3 Costs (including break down of costs) shall be expressed in INR.

4.9 Submission of Proposal

4.9.1 The Applicants shall submit the Proposal in hard bound form with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be initialled by the Authorised Representative of the Applicant as per the terms of the RFP. In case the proposal is submitted on the document downloaded from Official Website, the Applicant shall be responsible for its accuracy and correctness as per the version uploaded by the Authority and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded or photocopied version of the RFP and the original RFP issued by the Authority, the latter shall prevail.

4.9.2 The Proposal will be sealed in an outer envelope which will bear the address of the Authority, RFP Notice number, the name and address of the Applicant. It shall bear

on top, the title : **RFP for Selection of Consultant for Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project.**

- 4.9.3 If the envelope is not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and consequent losses, if any, suffered by the Applicant.
- 4.9.4 The aforesaid outer envelope will contain two separate sealed envelopes, one clearly marked '**Technical Proposal**' and the other clearly marked '**Financial Proposal**'. The envelope marked "Technical Proposal" shall contain :
- **Original Technical Proposal** – comprising with signed copy of RFP and other Addenda/Corrigenda for the RFP.
 - **One Copy of the Technical Proposal**
 - **EMD (Demand Draft)**
- 4.9.5 The envelope marked "**Financial Proposal**" shall contain the price details as per the Financial Proposal Submission Forms
- 4.9.6** Tender shall be submitted either by post/speed post/courier or hand delivered at "The Managing Director, Tamil Nadu Horticulture Development Agency, Chepauk, Chennai 600 005" on or before 08.08.2022
- 4.9.7 The completed Proposal must be delivered on or before the specified time on Proposal Due Date. **Proposals submitted by fax, telex, telegram or e-mail shall not be entertained.** Proposals submitted with unsealed cover would summarily be rejected.
- 4.9.8 The rates quoted shall be firm throughout the period of performance of the assignment upto and including acceptance of the final deliverable by the Authority and discharge of all obligations of the Consultant under the Agreement.

4.10 Late Proposals

Proposals received by the Authority after the specified time on PDD shall not be eligible for consideration and shall be summarily rejected.

Modification/ substitution/ withdrawal of Proposals

- 4.10.1 The Applicant may modify, substitute, or withdraw its Proposal after submission, provided that written notice of the modification, substitution, or withdrawal is received by the Authority prior to Proposal Due Date. No Proposal shall be modified, substituted, or withdrawn by the Applicant on or after the Proposal Due Date.
- 4.10.2 The modification, substitution, or withdrawal notice shall be prepared, sealed,

marked, and delivered in accordance of the RFP, with the envelopes being additionally marked “MODIFICATION”, “SUBSTITUTION” or “WITHDRAWAL”, as appropriate.

4.10.3 Any alteration / modification in the Proposal or additional information or material supplied subsequent to the Proposal Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.

4.11 EMD Security

4.11.1 Any EMD not accompanied by the EMD Security shall be rejected by the Authority as non- responsive

4.11.2 The Authority shall not be liable to pay any interest on the EMD Security and the same shall be interest free.

4.11.3 The Applicant, by submitting its Application pursuant to this RFP, shall be deemed to have acknowledged that without prejudice to the Authority’s any other right or remedy hereunder or in law or otherwise, the EMD Security shall be forfeited and appropriated by the Authority as the mutually agreed pre-estimated compensation and damage payable to the Authority for, inter alia, the time, cost and effort of the Authority in regard to the RFP including the consideration and evaluation of the Proposal under the following conditions:

4.11.3.1 If an Applicant withdraws its Proposal during the period of its validity as specified in this RFP and as extended by the Applicant from time to time

4.11.3.2 In the case of the Selected Applicant, if the Applicant fails to reconfirm its commitments during negotiations.

4.11.3.3 In the case of a Selected Applicant, if the Applicant fails to sign the Agreement or commence the assignment.

4.12 Performance Security

4.12.1 The Applicant, by submitting its Application pursuant to this RFP, shall be deemed to have acknowledged that without prejudice to the Authority’s any other right or remedy hereunder or in law or otherwise, the Performance Security shall be forfeited and appropriated by the Authority as the mutually agreed pre-estimated compensation and damage payable to the Authority for, inter alia, the time, cost and effort of the Authority in regard to the RFP including the consideration and evaluation of the Proposal under the following conditions:

If the Applicant engages in any of the Prohibited Practices or if the Applicant is found to have a Conflict of Interest as specified in the Agreement of the RFP, if the Selected Applicant commits a breach of the Agreement, an amount equal to 5% (five per cent)

of the Agreement Value shall be deemed to be the Performance Security, which may be forfeited and appropriated in accordance with the provisions hereof.

4.13 Evaluation of the Proposal

- 4.13.1 The Authority will determine whether each Proposal is responsive to the requirements of the RFP. The Authority may, in its sole discretion, reject any Proposal that is not responsive hereunder. A Proposal shall be considered responsive only if :
- 4.13.1.1 the Technical Proposal is received as per the Annexures
 - 4.13.1.2 it is received within the Proposal Due Date;
 - 4.13.1.3 it is accompanied by EMD Security (Demand Draft);
 - 4.13.1.4 it is signed, sealed, bound together in hard cover and marked as stipulated
 - 4.13.1.5 it is accompanied by Power of Attorney as per the Annexure of the RFP;
 - 4.13.1.6 it contains all the information (complete in all respects) as requested in the RFP;
 - 4.13.1.7 it does not contain any condition or qualification;
 - 4.13.1.8 it is not non-responsive in terms hereof.
- 4.13.2 The Authority reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Authority in respect of such Proposals.
- 4.13.3 A date, time and venue will be notified to all qualified Applicants for announcing the result of evaluation and opening of Financial Proposals. Before opening of the Financial Proposals, the list of qualified and shortlisted Applicants along with their Technical Score will be read out. The opening of Financial Proposals shall be done in presence of respective representatives of Applicants who choose to be present. The Authority will not entertain any query or clarification from Applicants who fail to qualify at any stage of the Selection Process.

4.13.4 Financial Proposal Evaluation:

In the second stage, the financial evaluation will be carried out. Each Financial Proposal will be assigned a financial score (SF).

- 4.13.4.1 The Authority will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfil its obligations as per the TOR within the total quoted price shall be that of the Consultant.
- 4.13.4.2 The lowest Financial Proposal (FM) will be given a financial score (SF) of 100 points. The financial scores of other Proposals will be computed as follows:

$$SF = 100 \times FM/F$$

(F = amount of Financial Proposal)

- 4.13.5 The Selected Applicant shall be the first ranked Applicant (having the highest combined score). The second ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked Applicant withdraws or fails to comply with the requirements specified in this RFP.
- 4.13.6 **Confidentiality:** Information relating to the examination, clarification, evaluation, and recommendation for the selection of Applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional adviser advising the Authority in relation to matters arising out of, or concerning the Selection Process. The Authority shall treat all information, submitted as part of the Proposal, in confidence and shall require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/or the Authority or as may be required by law or in connection with any legal process.
- 4.13.7 **Clarifications requested by Authority:** To facilitate evaluation of Proposals, the Authority may, at its sole discretion, seek clarifications from any Applicant regarding its Proposal. Such clarification(s) shall be provided within the time specified by the Authority for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.
- 4.13.8 If an Applicant does not provide clarifications sought above within the specified time, its Proposal shall be liable to be rejected. In case the Proposal is not rejected, the Authority may proceed to evaluate the Proposal by construing the particulars requiring clarification to the best of its understanding, and the Applicant shall be barred from subsequently questioning such interpretation of the Authority.

4.14 Appointment of Consultant

- 4.14.1 **Negotiations:** The Selected Applicant may, if necessary, be invited for negotiations.. Pricing and other issues such as deployment of Key Personnel, understanding of the RFP, methodology and quality of the work plan shall be discussed during negotiations. In case the Selected Applicant fails to reconfirm its commitment, the Authority reserves the right to designate the next ranked Applicant as the Selected Applicant and invite it for negotiations.
- 4.14.2 **Award of Consultancy :** After selection, a Letter of Acceptance (the “LOA”) shall

be issued, in duplicate, by the Authority to the Selected Applicant and the Selected Applicant shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Applicant is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the Bid Security of such Applicant damage suffered by the Authority on account of failure of the Selected Applicant to acknowledge the LOA, and the next highest ranking Applicant may be considered.

- 4.14.3 **Execution of Agreement:** After acknowledgement of the LOA as aforesaid by the Selected Applicant, it shall execute the Agreement within the period as notified by the Authority. The Selected Applicant shall not be entitled to seek any deviation in the Agreement.

4.15 Commencement of assignment

The Consultant shall commence the Services at the Project site within 7 (seven) days of the date of the Letter of Acceptance issued to the Selected Applicant or such other date as may be mutually agreed. If the Consultant fails to either sign the Agreement or commence the assignment as specified, the Authority may invite the second ranked Applicant for negotiations. In such an event, the Bid Security of the first ranked Applicant shall be forfeited.

4.16 Substitution of Key Personnel

- 4.16.1 The Authority will not normally consider any request of the Selected Applicant for substitution of Key Personnel as the ranking of the Applicant is based on the evaluation of Key Personnel and any change therein may upset the ranking. Substitution will, however, be permitted if the Key Personnel is not available for reasons of any incapacity or due to health, subject to equally or better qualified and experienced personnel being provided to the satisfaction of the Authority.
- 4.16.2 Substitution of the Team Leader will not normally be considered and finally in case of any discrepancy, it can be decided by committee.

5 Miscellaneous

5.1 Other Key Points

- 5.1.1 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts in the State in which the Authority has its headquarters shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

- 5.1.2 The Authority, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:
- (a) suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
 - (b) consult with any Applicant in order to receive clarification or further information;
 - (c) retain any information and/or evidence submitted to the Authority by, on behalf of and/or in relation to any Applicant; and/or
 - (d) independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Applicant.
- 5.1.3 It shall be deemed that by submitting the Proposal, the Applicant agrees and releases the Authority, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or future.
- 5.1.4 All documents and other information supplied by the Authority or submitted by an Applicant shall remain or become, as the case may be, the property of the Authority. The Authority will not return any submissions made hereunder. Applicants are required to treat all such documents and information as strictly confidential.
- 5.1.5 The Authority reserves the right to make inquiries with any of the clients listed by the Applicants in their previous experience record.

5.2 Objectives of the Consultancy Assignment:

The duration of the assignment shall be for 3 months, during which the identified Consultant shall prepare a Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project.

INFORMATION AND INSTRUCTION FOR BIDDERS UNDER TWO COVER SYSTEM

1. FOR SPECIAL ATTENTION:

Technical Bid (Qualification schedule) here under is invited in accordance with the Tamil Nadu Transparency in tenders Act, 1998 **and the Rules there on.**

EVIDENCE TO BE PRODUCED:

- a. The Applicant should produce Income Tax Clearance Certificate valid for the current period, VAT/GST Verification Certificate valid for the current period.(i.e. Previous assessment year) and TIN number having validity. The Income Tax claimed and paid during the **past FIVE years** and the total contract amount received in the **past FIVE years** should have been indicated in the Income Tax Clearance Certificate.
 - b. The applicant shall be solvent to a tune of at least Rs.50.00 lakhs (Rupees fifty lakhs) on immovable property in his name.
 - c. Revenue Solvency certificate for not less than **Rs, 50.00 Lakhs (Rupees fifty lakhs)** Issued by the Thasildar concerned on or after (within 6 months).
 - d. Encumbrance certificate issued by the Registration Department on the properties listed out in the solvency certificate on or after to the end of without break.
 - e. If the date of solvency certificate is on or after the above date, then encumbrance certificate is not required.
2. The Applicant should furnish the details of similar nature i.e Irrigation project works completed during the past FIVE years.

EVIDENCE TO BE PRODUCED:

List of major works of similar nature i.e Irrigation Projects completed in the past Five years with full complete details such as.

- i. Name of Work.
- ii. Value of work.
- iii. Name of Employer.
- iv. Agreement Number.
- v. Period of Completion as stipulated in the agreement.
- vi. Actual Time taken for completing the work.
- vii. Reasons for delay, if any.
- viii. Type & Nature of work.
- ix. Certificate issued by the competent authority not below the rank of Executive Engineer.
- x. Details furnished without supporting certificates will not be considered

3. The Applicant should have completed satisfactorily such similar irrigation projects completed with value not less than 50% of the estimate value under a single agreement in any one of the preceding three years i.e. Government or Quasi government organization only. For this purpose, buildings like industrial sheds, workshop will not be considered.

EVIDENCE TO BE PRODUCED:

Certificate issued by the Engineer-in-Charge-(Not below the rank of Executive Engineer/Project Engineer)- of the work clearly showing the following details.

- a. Name of work.
 - b. Location of the work-(Town/Taluk/State).
 - c. Name/Designation of the Employer/ Owner.
 - d. Value of work- (As per Agreement).
 - e. Agreement Number.
 - f. Stipulated period of contract as per agreement.
 - g. Date of commencement of work
 - h. Date of actual completion of work.
 - i. Reasons for delay in completing the work, if any.
 - j. Actual value of work as per final payment made.
 - k. Quality of work executed.
4. The Annual Financial Turnover of the applicant in each of the preceding Three years Should be more than **Rs.50.00 Lakhs (Rupees fifty Lakhs)**
 5. The minimum Cumulative Financial Turnover in the past **3 Financial years should not be less than 150% of the value of works put to tender.**

6. EVIDENCE TO BE PRODUCED:

- a. Audited Balance sheet, Profit and loss Account etc., duly certified by the Chartered Accountant for the **preceding FIVE years.**
- b. The Total contract amount received as shown in the Balance Sheets should have been reflected in the Income Tax Clearance Certificate also. In case if there is difference in the contract amount received as depicted in the Balance sheets and as

furnished in the Income Tax Clearance Certificate, lesser among the two figures alone will be taken for consideration.

7. The applicant shall have working capital available at least sufficient to finance one month current activity on the assumption that this work is awarded to the applicant, on being qualified.

Definition:

- a. Working capital means the amount available in the Bank Accounts of the applicant on the date of submission of application plus the unutilized amount of overdraft/credit facility extended to the applicant by the Nationalized/Scheduled Banks.
- b. One month current activity means, sum total of the value of unfinished portion of works already committed by the applicant and being executed by the applicant – (Outstanding value)–divided by the balance period available for completion of each of the committed works under execution plus the value of the work for which the qualification Tender & Price tender is called for divided by the number of months stipulated for its completion.
- c. Outstanding value of committed works means the total value of each project under execution minus the value of work completed as on the date of submission of qualification schedule.

EVIDENCE TO BE PRODUCED:

- a) List of works already completed by the applicant and works under progress.
- b) Certificate – (for each of the committed works) – issued by the Engineers- incharge (not below the rank of Executive Engineer/Project Engineer)–of the work, being executed by the applicant with the following details.
 - i. Name of work
 - ii. Name/designation of the Owner/Employer
 - iii. Agreement Number
 - iv. Total value of the work
 - v. Period of completion stipulated in the agreement

- vi. Date of commencement of the work
- vii. Balance period available for completing the work
- viii. Value of work so far completed
- ix. Value of Balance items of work to be completed.
 - x. Physical Progressor stage of work
 - xi. Remarks
- c). Certificate issued by Bank /Banks/showing the amount available (on the date of submission of application) in the current Account/Savings Bank Account of the applicant.
- d). Certificate issued by the Bank/Banks showing the limit upto which overdraft/credit facilities is extended to applicant and the over draft/Credit facility availed by the applicant upto date and the unutilized overdraft/credit facility available.

NOTE:

Fixed Deposit in the name of the Applicant will also be considered for the purpose of working capital, on production of Certificate issued by the Respective Banks, clearly stating that the Fixed Deposits are available in the Name of the Applicant and the same are Encumbrance Free and can be readily En-cashable.

- 7. The applicant should not have any of his contracts terminated/rescinded due to breach of contract on the part of the applicant during **the past FIVE years by any agency.**

EVIDENCE TO BE PRODUCED:

- i. Affidavit duly certified by Notary Public, is to be produced (Specimen appended) – in **twenty rupee Non-Judicial Stamp Paper.**
- 8. The applicants shall have an office at worksite with Site Engineer with Degree in Agricultural Engineering, Civil Engineering or Diploma holders in Civil Engineering and Horticulture Officer with minimum field experience, noted as given below, exclusively for this work.

Graduate Engineers:

One B.E. Agricultural Engineering , (Civil) or equivalent degree holders with five years' experience in similar works

OR

At- least one retired sub-divisional officers (i.e.; Assistant Executive Engineers or Assistant Divisional Engineer).

Diploma Holders:

At-least two Diploma holders in Agricultural Engineering, Civil Engineering with at-least two years of experience in similar works or two retired Junior Engineers.

Horticultural Officer:

One Horticultural Officer with B.Sc. (Hort.) with a minimum of 3years' experience in horticultural field.

EVIDENCE TO BE PRODUCED:

- a. List of Technically Qualified personnel under permanent/ Regular employment available with the Applicant with details such as (a).Name (b) Qualification (c). Total Experience (d).Under regular Employment with the applicant since---- (e).Emoluments paid etc.
- b. List of Technical Personnel to be deployed for this work along with their willingness & attested PhotoCopy of the testimonials in support of the qualification of the personnel to be deployed.
- c. If required numbers of Technical Personnel are not under Regular Employment of the applicant, Names, Qualification, Experience etc. Of the Technical Personnel to be employed for this work along with their willingness and Photo copy of the testimonials in support of the qualification of the Technical Personnel proposed to be employed exclusively for this work should be furnished.

9. FRAUD AND CORRUPT PRACTICES

- 9.1 The Applicants and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFQ-cum-RFP, MD, TANHODA shall reject a Proposal without being liable in any manner whatsoever to the Applicant, if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, MD, TANHODA shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Performance Security, if available, as mutually

agreed genuine pre- estimated compensation and damages payable to MD, TANHODA for, inter alia, time, cost and effort of MD, TANHODA , in regard to the RFQ-cum-RFP, including consideration and evaluation of such Applicant's Proposal.]

- 9.2 Without prejudice to the rights of MD, TANHODA under Clause 4.A hereinabove and the rights and remedies which MD, TANHODA may have under the LOA or the Agreement, if an Applicant or Consultant, as the case may be, is found by MD, TANHODA to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOA or the execution of the Agreement, such Applicant or Consultant shall not be eligible to participate in any tender or RFQ-cum- RFP issued by MD, TANHODA during a period of 2 (two) years from the date such Applicant or Consultant, as the case may be, is found by MD, TANHODA to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 9.3 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
- (a) "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of MD, TANHODA who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of MD, TANHODA , shall be deemed to constitute influencing the actions of a person connected with the Selection Process; or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical consultant/ adviser of MD, TANHODA in relation to any matter concerning the Project;
 - (b) "fraudulent practice" means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
 - (c) "coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person's

participation or action in the Selection Process;

- (d) “undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by MD, TANHODA with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- (e) “restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.

10. PRE-BID MEETING

10.1 Pre-Bid Meeting of the Applicant shall be convened at the designated date, time and place. Only those Applicants, who have purchased the RFQ-cum-RFP document or downloaded the same from the Official Website of MD, TANHODA , shall be allowed to participate in this meeting. A maximum of two representatives of each Applicant shall be allowed to participate on production of an authority letter from the Applicant.

10.2 During the course of Pre-bid Meeting, the Applicants will be free to seek clarifications and make suggestions for considerations of MD, TANHODA . MD, TANHODA shall endeavour to provide clarification and such further information as it may, in its sole discretion, consider appropriate for facilitation a fair transparent and competitive Selection Process.

SCHEDULE 1

TERMS OF REFERENCE

- a. Conducting bench mark socio-economic survey of the command area. This should show the socio-economic status/conditions of the farmers in the present scenario before implementation.
- b. Conducting detailed engineering field surveys and preparation of contour maps with vertical interval of 1 m with the aim of identifying the availability of land for the construction of Common Infrastructure in the project area and Right of Way (ROW) requirement for laying of pipes.
- c. Collection of agro-climatic data such as temperature, humidity, evaporation, evapotranspiration, rainfall etc., from the nearest meteorological laboratories and also concerned department. The data should be of minimum last ten years. The average values may be taken for the design purposes. The data from secondary sources such as agriculture , Irrigation department, FAO etc., can also be helpful

and taken in to consideration for design purposes.

- d. Collection and analysis of soil and water samples and preparation of soil maps. Representative Soil samples to be collected from the field. Relevant standard for collection of soil samples from the field to be followed by the consulting company. Soil maps indicating fertility of the soils (such as N, P, K contents, EC and pH values) should be prepared for the purpose of analysis and guidance for selection of the cropping pattern.
- e. Water Source Assessment of the surface water in the command areas based on canal flows and efficiencies.
- f. To select the cropping pattern based on Agro-climatic conditions, soils, Water availability and quality, economic returns, affordability for cost of cultivation, mind set of the farmers, marketing arrangements and perishability of the produce.
- g. To find out Crop water requirements based on the cropping patterns proposed by using modified Penman formula, co-relate the data for designing purpose and find out monthly flow requirements and operating hours, including irrigation scheduling.
- h. Designing of on- farm Irrigation systems and its integration with common infrastructure
- i. Designing of Pressurized Distribution Network system required for on-farm irrigation systems
- j. Designing and assessing storage requirements considering integration with existing canal systems and their rotations, civil head works, pumping machinery and duration of power supply etc.,
- k. Designing the entire system in holistic and integrated way so that the system becomes sustainable.

1. Sequence of Deliverables

The Consultant shall deliver the following deliverables (the “Deliverables”) during the course of this Consultancy. The Deliverables shall be so drafted that they could be given to the prospective bidders for guidance in preparation of their bids. 3 (three) hard copies and two soft copies in CDs of all the deliverables, drawings, etc. shall be submitted to MD, TANHODA.

Deliverable	Due Date (from Start Date or T)
1. Pre-feasibility study review	T + 2 weeks
2. Draft Technical Schedules	T + 8 weeks
3. Final Technical Schedules	T + 12 weeks
3 Consultations and workshops	Upto 5 meetings (on request)
4 Tender Action	On request
5 Pre-Bid Support on technical Aspects	1 week after the pre-bid meeting

Deliverable	Due Date (from Start Date or T)
Bid Evaluation Report	2 weeks after bid submission
Negotiation Assistance	Immediate and not later than one hour after the last contract negotiation session

2. Meetings

MD, TANHODA may review with the Selected Applicant, any or all of the documents and advice forming part of the Consultancy, in meetings and conferences which will be held in at MD, TANHODA's office. Further, the Selected Applicant may be required to attend meetings and conferences with pre-qualified bidders / the selected bidder / Govt. agencies or as directed by MD, TANHODA from time to time. The expenses towards attending such meetings or at any other place during the period of Consultancy, including travel costs and lodging cost shall be included in the cost of the services. MD, TANHODA may, in its discretion, require the Selected Applicant to participate in extended meetings and/or work from the offices of MD, TANHODA and the Selected Applicant shall, on a best endeavour basis and without unreasonable delay, provide such services at the offices of MD, TANHODA.

3. Time and Payment Schedule

3.1.1. The schedule for completing the deliverables shall be determined by the maximum number of weeks from the Effective Date of the Agreement (the "Key Dates" or "KD"). The Payments in respect of the Services & the Deliverables shall be made as follows:-

Key Deliverable	Deliverable	Timeline (from commencement)	Percentage of Financial Bid
KD1	Comments on Feasibility report	2 weeks	25%

Key Deliverable	Deliverable	Timeline (from commencement)	Percentage of Financial Bid
KD2	Submission of Draft technical schedules	8 weeks	25%
KD3	Submission of Final technical schedules	12 weeks	25%
KD4	Completion of assistance during bid process (till selection of preferred bidder)	-	25%
	Total		100%

3.1.2. All payments under this Agreement shall be made to the bank account specified by the firm as may be notified to MD, TANHODA by the

NOTE:

- i) If any of the information furnished by the applicant is found to be concealed or false at a later date, the contract will be terminated forth with without prejudice to the rights there on, consequent on termination and the contractor will be banned from business dealings.
- ii. All the documentary evidences should be stitched neatly (Spiral Binding should be avoided) and the pages should be serially numbered. Index of the Documents produced should be prepared and reference to page number of the documents produced should be furnished in the index.
- iii. The Qualification Tender evaluation shall be done on a PASS or FAIL basis against each of the above criteria.
- iv. The evaluation will be done only based on the information, evidence, documents, records, particulars furnished by the applicant and hence the applicants are advised to furnish adequate and relevant information along with requisite documentary evidences without any omission.
- v. As far as possible, details shall be furnished in the schedules appended to this Application. If the space left is found insufficient, additional sheets may be attached to the schedules.
- vi. Photograph of the building works completed by the applicants may be pasted in thick white paper and produced along with the documents.
- vii. Brochures, Pamphlets etc., shall also best attached along with the documents volume.
- viii. All applicants are cautioned that the Qualification Tender application containing any deviation from the contractual terms and conditions, specifications or other requirements will be rejected as Non-Responsive and low performance reliability.

Annexure A
STRUCTURE AND ORGANISATION

1	Name of the Applicant	:	
2	Status	:	
	Individual contractor	:	
	Sole Proprietary Firm	:	
	Firm in Partnership	:	
	Private Limited Company	:	
	Public Limited Company	:	
3	Head Office/Registered office address with phone/ Telex / Fax Number	:	
4	Regional Office address with Phone/Telex/Fax Number	:	
5	Local office (if any) address with Phone/Telex/Fax Number	:	
6	Field of activity of the Applicant as per deed of Partnership/Memorandum of Association/ Articles of associates (Civil) Engineering Contractor/ General Engineering Contract/Electrical Engineering Contractor etc., should be specified.)	:	
7	Country and year of incorporation	:	
8	Mainline of Business	:	
9	Name, position, status, capacity etc., of the Key personnel/ directors of the company (Attach organization chart showing the structure of the company/firm)	:	
10	Name, capacity and address of the signatory who has Signed the Qualification Application. Attested copy of authorization issued (either by power of attorney or as per articles of Partnership Deed/ Memorandum of Association) in favour of the signatory to sign the qualification Application price Tender / Agreement should be appended. Attested copy of authorization issued (either by power of attorney or as per articles of Partnership Deed/ Memorandum of Association) in favour of the signatory to sign the qualification Application price Tender/ Agreement should be appended.	:	

Annexure B
FINANCIAL CAPABILITY
(Please Annex.self-attested copies)

1	Name and address of the Applicant	:			
2	Income Tax Permanent Account No.	:			
3	TNGST/C.S.T. Registration No./VAT No.	:			
4	Annual turnover as per Income Tax returns filed for the past five years	:	TAX YEAR	Figures	Words
		:	2017-18		
		:	2018-19		
		:	2019-20		
		:	2020-21		
		:	2021-22		
5	Annual turnover as per audited statement of account duly certified by the Chartered Accountant during the preceding Five years (Attach attested copy of balance sheets)	:	TAX YEAR	Figures	Words
		:			
		:			
		:			
6	Financial Position				
	I. Cash in hand	:			
	II. Cash in Bank	:			
	III. Current Assets	:			
	IV. Current Liabilities	:			
	V. Working Capital	:			
	VI. Networth	:			
7	Outstanding value of works already committed and in progress and time left for completion. (Details for each work to be furnished separately)	:			
8	Amount available in capital Account				
	I. Paid up share capital of (Partners or Share holders)	:			
	II. Called up and subscribed share capital	:			
	III. Reserves under capital account	:			
	IV. Surplus under capital account	:			
9	Net profit before tax during the preceding five years	:	TAX YEAR	Figures	Words
			2017-18		
			2018-19		
			2019-20		
			2020-21		
			2021-22		
10	Applicant's financial arrangements.				
	(a)Own resources				
	(b)Bank credits/Over Draft				
	('c)Source(Specify the source)				

Annexure I - Technical Proposal Covering Letter

Date: _____

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Managing Director,

Tamilnadu Horticulture Development Agency,

Chepauk,

Chennai - 600 005.

Sir,

Sub: RFP for Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project -- Submission of Proposal
–Reg.

Ref: Your Tender Notice Dt.

With reference to your tender notice, I/we submit herewith our sealed tender for the **“RFP for Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project”**.

2. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
3. This statement is made for the express purpose of appointment as the Consultant for the aforesaid Project.
4. I/We shall make available to the Authority any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
5. I/We acknowledge the right of the Authority to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. I/We certify that in the last three years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
7. I/We certify that we have not been barred by any Central Government/State

Government Agency/Corporation/Establishment/Institution.

8. I/We declare that:
 - (a) I/We have examined and have no reservations to the RFP Documents, including any Addendum issued by the Authority and all the terms and conditions of this RFP;
 - (b) I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants in accordance with Clause 3.1.2 of the RFP document.
9. I/We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
10. I/We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.
11. I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority [and/ or the Government of India] in connection with the selection of Consultant or in connection with the Selection Process itself in respect of the above mentioned Project.
12. The Bid Security of Rs..... (Rupees) in the form of a Demand Draft is attached, in accordance with the RFP document.
13. I/We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall I/we have any claim or right of whatsoever nature if the Consultancy for the Project is not awarded to me/us or our proposal is not opened or rejected.
14. I/We agree to keep this offer valid for 90 (ninety) days from the Proposal Due Date specified in the RFP.
15. A Power of Attorney in favour of the authorised signatory to sign and submit this Proposal and documents is attached herewith in Annexure-IV.
16. In the event of my/our firm/ consortium being selected as the Consultant, I/we agree to enter into an Agreement in accordance with the form at Annexure XIII – Form of Agreement of the RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
17. I/We have studied RFP and all other documents carefully. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of Consultancy.
18. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.
19. I/We agree and undertake to abide by all the terms and conditions of the RFP

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

Yours faithfully,

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

Annexure II –Particulars of the Applicant

1.1	<p>Title of Consultancy:</p> <p>Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project</p>
1.2	<p>Title of Project:</p> <p>Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project</p>
1.4	<p>State the following:</p> <p>Name of Company or Firm:</p> <p>Legal status (e.g. incorporated private company, unincorporated business, partnership etc.):PAN Number (<i>Enclose a Copy of PAN card</i>)</p> <p>GST Number.....(<i>Enclose a Copy of GST Certificate</i>)</p> <p>Country of incorporation :</p> <p>Registered address:</p> <p>Year of Incorporation: (<i>Enclose a Copy of Incorporation Certificate/Partnership Deed, whichever is applicable</i>)</p> <p>Brief description of the Company including details of its main lines of business</p> <p>Name, designation, address and phone numbers of authorised signatory of the Applicant:</p> <p>Name:</p> <p>Designation:</p> <p>Company:</p> <p>Address:</p> <p>Phone No.:</p> <p>E-mail address:</p>

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

Annexure III – Statement of Legal Capacity

(On Applicant’s Letter head)

Ref. Date:

To,

.....
.....
.....

Dear Sir,

Sub: RFP for Selection of Consultant for

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

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

Yours faithfully,

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

For and on behalf of

Annexure IV - Format for Power of Attorney

Know all men by these presents,we, (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorise Mr / Ms..... son/daughter/wife and presently residing at, who is presently employed with us and holding the position of as our true and lawful attorney (hereinafter referred to as the “**Authorised Representative**”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for and selection as the Consultant for Preparation of **Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project**, proposed to be developed by the **State Industries Promotion Corporation of Tamil Nadu** (the “**Authority**”) including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the Authority.

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

IN WITNESS WHEREOF WE,..... THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, 20.....

For

(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarised

Accepted

.....

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

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of Rs. 100 (hundred) and duly notarised by a notary public.*
- *Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, Applicants from countries that have signed the Hague Legislation Convention 1961 need not get their Power of Attorney legalised by the Indian Embassy if it carries a conforming Apostille certificate.*

Annexure V – Financial Capacity of the Applicant

(Refer Clause 2.4.1(c))

S. No.	Financial Year	Annual Turnover from management consultancy and advisory Services (Rs. Crore)
1.		
2.		
3.		

Certificate from the Statutory Auditor^{\$}

This is to certify that (name of the Applicant) has received the payments shown above against the respective years on account of professional fees from management consultancy and advisory services(excluding tax, audit and IT implementation services).

Name of the audit firm:

Seal of the audit firm:

Date:

(Signature, name and designation of the authorised signatory)

^{\$} In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.

Annexure VI – Financial Capacity of the Parent Company (if applicable)

(Refer Clause 2.4.1(c))

S. No.	Financial Year	Annual Turnover from management consultancy and advisory services (Rs. Crore)
1.		
2.		
3.		

Certificate from the Statutory Auditor[§]

This is to certify that (name of the Applicant) has received the payments shown above against the respective years on account of professional fees from management consultancy and advisory services(excluding tax, audit and IT implementation services).

Name of the audit firm:

Seal of the audit firm:

Date:

(Signature, name and designation of the authorised signatory)

[§] In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.

Annexure VII (a) –Summary of Firm’s Technical Eligibility and Evaluation –Eligible Projects

#	Project Details	Consultancy Assignment Duration	Scope of Services	Area Proposed	Assignment Fee (in Rs./US\$)	Proof of Completion
Details of Eligible Assignment						
1.	Project Name : Client :	[Start : mm/yy End : mm/yy]				[Yes/No Type of Supporting Document : Client Certificate/Auditor Certificate Reference Page No. :]
2.						
Details of Other Assignments as per Criteria for Technical Proposal Evaluation in Section 2.13 of the RFP						
3.	Project Name : Client :	[Start : mm/yy End : mm/yy]				[Yes/No Type of Supporting Document : Client Certificate/Auditor Certificate Reference Page No. :]
4.						
5.						

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

Note : For the purpose of evaluation, for assignments outside India, if the value is in currency other than USD, the same shall be converted to USD as per the exchange rate at the time of execution of that contract and the same shall be provided along with the proof of the exchange rate used.

**Annexure VII (b) – Summary of Firm’s Technical Evaluation – International Experience
in ASEAN countries**

(Refer Section 2.13 of the RFP)

#	Project Details	Consultancy Assignment Duration	Scope of Services	Area Proposed	Assignment Fee (in Rs./US\$)	Proof of Completion
Details of International Experience in ASEAN countries						
1.	Project Name : Client :	[Start : mm/yy End : mm/yy]				[Yes/No Type of Supporting Document : Client Certificate/Auditor Certificate Reference Page No.:]
2.						
3.						

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

Note : For the purpose of evaluation, for assignments outside India, if the value is in currency other than USD, the same shall be converted to USD as per the exchange rate at the time of execution of that contract and the same shall be provided along with the proof of the exchange rate used.

Annexure VII (c) – Format for Firm’s Relevant Experience for Technical Eligibility and Evaluation

Assignment Name:		Country:
Location within Country:		
Name of Client:		No. of Staff:
Address:		No. of Staff-Months; Duration of Assignment:
Start Date (Month/Year):	CompletionDate (Month/Year):	Approx. Value of Services (In Rs/ US\$):
Name of Associated Consultants, if any:		No. of Months of Professional Staff, provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:		
Narrative Description of Project:		
Description of Actual Services Provided by Your Staff:		
Documentary Evidence :		

Note: Provide individual form for each assignment indicated in the Annexure VII(a).

Note : For the purpose of evaluation, for assignments outside India, if the value is in currency other than USD, the same shall be converted to USD as per the exchange rate at the time of execution of that contract and the same shall be provided along with the proof of the exchange rate used

Annexure VIII – Description of Approach, Methodology & Workplan

DESCRIPTION OF APPROACH, METHODOLOGY AND WORK PLAN

(Understanding of Project)

- a) Understanding of TOR and objectives of this assignment (Not more than 2 pages)
- b) Proposed Approach & Methodology (Not more than 10pages)
- c) Work Plan and Team Deployment schedule (not more than 3 pages)

Team Deployment Schedule :

#	Designation	Name	Man Days													
			At Site	Away from Site	1	2	3	4	5	6	7	..	12			
1.																
2.																
3.																
4.																
5.																
6.																
7.																

Note: Clear articulation, description and Extent of compliance to technical requirements specified in the scope of work to be submitted along with Strength of the Applicant to provide services including examples or case studies of similar solutions deployed for other clients.

Annexure IX – Particulars of Key Personnel

S. No.	Designation Key of Personnel	Name	Educational Qualification	Length Professional Experience	Present Employment		No. of Eligible Assignments & or International Experience projects as per Section 2.5 of RFP
					Name of Firm	Employed Since	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.							
2.							
3.							
4.							
5.							
6.							

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

Annexure X – Curriculum Vitae for Key Personnel

i.	Proposed Position [only one candidate shall be nominated for each position Expert]	
ii.	Name of Staff [Insert full name]	
iii.	Date of Birth	
iv.	Nationality	
v.	Education [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained and dates of obtainment]	
vi.	Total No. of years of experience	
vii.	Total No. of years with the firm	
viii.	Areas of expertise	
ix.	Certifications and Trainings attended	
x.	Membership of Professional Associations	
xi.	Employment Record [Starting with present position list in reverse order, giving for each employment (see format here below): dates of employment, name of employing organization, positions held]	
xii.	From :	To:
xiii.	Employer :	
xiv.	Position(s) Held :	
	Assignments for Evaluation	
	Name of the Assignment :	
	Duration of the Assignment : Start : End :	
	Location :	
	Main Project Features :	
	Positions Held :	
	Activities Performed :	

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, from the assignment if engaged.

Date: _____

[Signature of staff member]

Full name of Staff:

[Signature of authorized representative]

Full name of authorized representative:

Annexure XI – Financial Proposal- Covering Letter

Covering Letter

(On Applicant's letter head)

(Date and Reference)

To,

.....

.....

Dear Sir,

Subject: Selection of Consultant for Proposal for Technical Consultancy Services for Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project

I/We, (Applicant's name) herewith enclose the Financial Proposal for selection of my/our firm as Consultant for above.

I/We agree that this offer shall remain valid for a period of 90 (ninety) days from the Proposal Due Date or such further period as may be mutually agreed upon.

Yours faithfully,

(Signature, name and designation of the authorised signatory)

(Name and seal of the Applicant)

Note: The Financial Proposal is to be submitted strictly as per forms given in the RFP.

Annexure XII – Financial Proposal –Price Bid (Lump Sum)

**Name of Work : Request for Proposal for Technical Consultancy Services for
Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified
Cultivable Command Area (CCA) clusters in Lower Bhavani Project**

Description	TotalPrice (INR)	GST	Total (inclusive of all taxes in INR)
Preparation of Detailed Master Plan for setting up a Development of Integrated Micro Irrigation (IMI) Infrastructure at Identified Cultivable Command Area (CCA) clusters in Lower Bhavani Project - Lump sum fee for providing services including out of pocket expenses and all other expenses.			

(Amount in Words Rupees
.....
.....)

(Signature, name and designation of the authorised signatory)
(Name and seal of the Applicant)

ANNEXURE D -1

**WORK EXPERIENCE LIST OF IRRIGATION PROJECTS
COMPLETED IN THE PRECEDING THREE YEARS.**

Name of the Applicant:

Sl. No.	Type and Nature of work	Location Village/ Town / Taluk/ District/ State	Name and designation of the employer / owner	Value of work as per Agreement Rs.	Agreement No.	Stipulated period of contract as per agreement	Date of commencement of the work	Date of actual completion of work	Reasons for delay in completion (if any)	Actual value of work executed as per final payment	Quality of work done
1.											
2.											
3.											
4.											
5.											
6.											
7.											

1. Certificate issued by the Engineer-in-charge (not below the rank of Executive Engineer/Project Engineer) of each of the work is to be appended

