

**REQUEST FOR PROPOSAL
FOR
SCULPTING, SUPPLYING AND SUPERVISING
THE
ERECTION OF STATUE AT NAYA RAIPUR**

No.: 44 / RFP/STATUE/ EE C-III /CE(E)/NRDA/2015-16,

Dated : 28 /11/2015



NAYA RAIPUR DEVELOPMENT AUTHORITY

1st floor, Utility block, Capitol Complex, Sector- 19, Naya Raipur- 492 002, Chhattisgarh.

Tel No: + 91 771 4066011; Fax No.: +91 771 4066188

Website: www.nayaraipur.com, E-mail: ceo@nayaraipur.com

Disclaimer

The information contained in this Request for Proposal ("RFP") document provided to the Bidder(s), by or on behalf of Naya Raipur Development Authority (NRDA) or any of its employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for NRDA, its employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice from appropriate sources. NRDA, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document.

NRDA may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document or modify it by uploading the same in the website www.nayaraipur.com.

Data Sheet

S. N.	Description	
1	Type of Technical proposal required	QCBS, Quality cum Cost based Selection
2	Last Date of Receipt of Pre-proposal Query	Date: 03.12.2015 ; Time: 12.00 hrs
3	Last date and time of Submission of proposal (Proposal Due Date)	Up to 15.00 hrs; Date: 08.12.2015
4	Opening of Technical proposal	At 16:30 hours (IST) or thereafter; Date: 08.12.2015
5	Date of opening of Financial proposals	To be intimated later
6	Duration of services:	4Months from issue of work order .
7	Earnest Money Deposit	Rs 20,000/- (Rupees twenty thousand Only) in the form of DD drawn on Nationalised/Scheduled bank in favour of "Chief Executive Officer, Naya Raipur Development Authority payable at Raipur"
8	Validity of proposal	90days from due date of Submission of proposal.
9	Representative/Contact Person of NRDA	The Chief Engineer (Engineering) Naya Raipur Development Authority(NRDA) Naya Rakhi, Naya Raipur,
10	Name and Address where queries/correspondence concerning this Request for proposal is to be sent	The Chief Executive Officer (CEO) Naya Raipur Development Authority (NRDA) 1st floor, Utility block, Capitol Complex, Sector- 19, Naya Raipur- 492 002, Chhattisgarh E-mail:ceo@nayaraipur.com, www.nayaraipur.com
11	Address where Bidders must submit proposal at the	The Chief Executive Officer (CEO) Naya Raipur Development Authority (NRDA) 1st floor, Utility block, Capitol Complex, Sector- 19, Naya Raipur- 492 002, Chhattisgarh

SECTION 1

INVITATION TO SUBMIT PROPOSALS AND INSTRUCTION TO BIDDERS

1. INTRODUCTION

Naya Raipur Development Authority (NRDA) is a special area development authority established under the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973 by Government of Chhattisgarh, for development and administration of a new city "Naya Raipur".

As part of development activities, NRDA proposes to supply and erect of statue at Naya Raipur ("the Project").

2. INVITATION TO SUBMIT PROPOSALS

NRDA invites detailed proposals from eligible agencies ("Bidder") for "supplying and erecting of statue and allied works at Naya Raipur." ("the Assignment"), in prescribed format set out in the RFP.

3. MINIMUM ELIGIBILITY CRITERIA

3.1 The Bidders eligible for participating in the assignment shall be a single Business Entity having undertaken and completed similar work "Supplying and supervising the erection of statue at Naya Raipur" fulfilling each of the following requirements –

- (1) Should have completed at least two similar work , each costing not less than INR 15 Lakhs , during the last seven years i.e after 30.11.2008 in **INDIA**.
- (2) Should have an experience of making of at least 2 numbers of statues of more than 6 feet height, during the last seven years i.e after 30.11.2008 in **INDIA**.

Note : *An Entity could be an individual, a firm or a company.*

The copy of supporting work order issued by the client along with the photographs shall be provided in proof of the experience for the work.

3.2 Consortia shall not be eligible.

3.3 Experience of a bidder as a member of consortia, for any project/work shall not be considered.

3.4 Any entity, which has earlier been barred by the NRDA, Government of Chhattisgarh (GoCG), or any other state government in India (SG) or Government of India (Gol), or any of the agencies of GoCG/SG/Gol from participating in its projects and the bar subsists as on the Proposal Due Date, shall not be eligible to submit a Proposal.

4. The RFP document can be downloaded from the web site www.nayaraipur.com and be used provided that while submitting the proposal it should be accompanied with a non refundable processing fee in the form of a crossed Bank Draft for Rs. 2,000 (Indian Rupees Two Thousand only) from a scheduled bank of India, in favor of the Chief Executive Officer, NRDA, payable at Raipur towards the Processing fee. The proposal without the processing fee will not be considered for evaluation.

5. The Proposal shall remain valid for a period not less than 90 days from the Proposal Due Date (Proposal Validity Period). NRDA reserves the right to reject any Proposal, which does not meet this requirement. The proposal validity period may further be extended on mutual consent.

6. EARNEST MONEY DEPOSIT (EMD)

- i. Proposal should necessarily be accompanied by an Earnest Money Deposit for an amount of Rs.20,000/- (Rs. Twenty thousand only) in the form of a Demand Draft in favour of the Chief Executive Officer, Naya Raipur Development Authority, on any scheduled bank, payable at Raipur.
- ii. EMD shall be returned to the unsuccessful Bidders within a period of two (2) weeks from the date of issue of letter of acceptance to the Successful Bidder. EMD submitted by the Successful Bidder shall be adjusted towards the performance security and retained by NRDA.
- iii. EMD shall be forfeited in the following cases:
 - a) if any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect; and
 - b) if the successful Bidder fails to execute the Consultancy Agreement within the stipulated time or any extension thereof provided by NRDA.

7. CLARIFICATIONS AND AMENDMENTS TO RFP DOCUMENTS

- a. Bidders may request a clarification of any of the issue related to the RFP document up to the date indicated in the Data Sheet. Any request for clarification must be sent in writing to the address indicated in the Data Sheet. The responses of NRDA will be uploaded in the website (www.nayaraipur.com), without identifying the source of inquiry.
- b. At any time before the proposal due date the NRDA may, whether at its own initiative, or in response to a clarification requested by a firm, amend the RFP by issuing an amendment. The amendment shall be uploaded in the website (www.nayaraipur.com) only. The amendments shall be binding on the bidders. To give bidders reasonable time to take an amendment into account in their proposals, the NRDA may at its discretion, if the amendment is substantial, extend the deadline for the RFP submission by uploading a notice in the website of NRDA only. In case there is a substantial change in RFP, NRDA will publish the revised RFP. Revised RFP will be uploaded in the website (www.nayaraipur.com) and the same should be submitted.

8. CONFLICT OF INTEREST

NRDA policies require that selected bidders under contracts provide professional, objective, and impartial advice and at all times hold the NRDA's interests paramount, avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. Bidders shall not be engaged for any assignment that would be in conflict with their prior or current obligations to other NRDA's, or that may place them in a position of not being able to carry out the assignment in the best interest of NRDA. Without limitation on the generality of the foregoing, bidders, and any of their associates shall be considered to have a conflict of interest and shall not be engaged under any of the circumstances set forth below:

- (i) If a bidder combines the function of consulting with those of contracting and/or supply of equipment; or
- (ii) If a bidder is associated with or affiliated to a contractor or manufacturer; or
- (iii) If a bidder is associated with or affiliated to or combines the function of consulting with the firm that prepared the Detailed Project Report (DPR) Architectural Planning or proof checking engineering, design for the project(s) under assignment.
- (iv) If a bidder is owned by a contractor or a manufacturing firm for the projects(s) under assignment. offering services as bidders for the bidders should include relevant information on such relationships along with a statement in the Technical proposal cover letter to the effect that the bidder will limit its role to that of a bidder and disqualify itself and its associates from work, in any other capacity or any future project within the next five years (subject to adjustment by NRDA in special cases), that may emerge from this assignment (including bidding or any part of the future project). The contract with the bidder selected to undertake this assignment will contain an appropriate provision to such effect; or
- (v) If there is a conflict among consulting assignments, the bidder (including its personnel) and any subsidiaries or entities controlled by such bidder shall not be engaged for the relevant assignment.

9. FRAUD AND CORRUPTION

NRDA requires that bidders to observe the highest standard of ethics during the selection process and in execution of contracts. In pursuance of this policy, the NRDA:

- (i) defines, for the purposes of this provision, the terms set forth below as follows:
 - (a) “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of any thing of value to influence the action of any party in the bidder selection process or in contract execution;
 - (b) “fraudulent practice” means a representation or omission of facts in order to influence a selection process or the execution of a contract;
 - (c) “collusive practices” means a scheme or arrangement between two or more bidders, designed to influence the action of any party in a bidder selection process or the execution of a contract;
 - (d) “coercive practices” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a bidder selection process, or affect the execution of a contract; and
- (ii) NRDA will reject a proposal for award if it determines that the bidder recommended for award has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question;
- (iii) NRDA will sanction a party or its successor, including declaring ineligible, either indefinitely or for a stated period of time, such party or successor from participation in NRDA-financed activities if it at any time determines that the bidder has, directly or

through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, an NRDA-financed contract; and

- (iv) NRDA will have the right to require that, in bidder selection documentation and in contracts financed by the NRDA, a provision be included requiring bidders to permit the NRDA or its representative to inspect their accounts and records and other documents relating to bidder selection and to the performance of the contract and to have them audited by auditors appointed by the NRDA.

10. PREPARATION OF THE PROPOSAL

- a. The proposal shall be in English language. The original proposal (Key submissions, Technical and Financial proposals) shall contain no interlineations or overwriting, except as necessary to correct errors made by bidders themselves. Any such corrections, interlineations or overwriting must be initialled by the person(s) who had signed the proposal. The authorized representative of the bidder shall initial all pages of the original hard copy of the Key Submissions, Technical and Financial proposal. All the documents should be Hard Bound.
 - i. Bidder's proposal (the proposal) shall consist of three (3) envelopes -

Envelope-1	Key submissions
Envelope-2	Technical proposal
Envelope-3	Financial proposal

- ii. The bidder shall submit Original hard bound document in each of the above envelopes and shall also submit a soft copy in CD ROM of all the contents of "Key Submission" and "Technical Proposal" in a separate cover in Envelope – 2
 - iii. The contents of the envelopes are set out below
- b. **Envelope 1: "Key Submissions"**
 The following documents shall be submitted in Envelope 1 –
 - i. Letter of proposal in the prescribed format (**Appendix A**);
 - ii. Earnest Money Deposit for an amount of Rs.20,000/- (Rs. Twenty thousand only) in the form of a Demand Draft in favour of the Chief Executive Officer, Naya Raipur Development Authority, on any scheduled bank, payable at Raipur.
 - iii. Power of Attorney for signing the proposal in the prescribed format (**Appendix – B**).
 - iv. RFP and draft Consultancy Service Agreement duly signed in blue indelible ink and stamped by the authorized representative of the bidder.
- c. **Envelope 2: "Technical Proposal"**

The following documents shall be submitted in Envelope 2 –

- i. A brief description of the organization supported by a certified copy of registration of the Firm and details of contact person in Form TECH-1.
- ii. Description of Experience of Bidder to illustrate Experience (Not to exceed A-4 size Three page for each Project) in Form TECH-2. Experience of similar projects should be supported by a certificate from an authority of the client.
- iii. CVs (Curriculum Viate) of the Chief Sculptor proposed for this assignment. It should not exceed four pages (A-4 size) for each expert's CV using Form TECH-4. The

name, age, nationality, background employment record, and professional experience of each nominated expert, with particular reference to the type of experience required for the assignment should be presented in the CV.

- iv. The bidder shall submit a soft copy in CD ROM of all the contents of “Key Submission” and “Technical Proposal” in a separate cover in Envelope – 2

d. **Envelope 3:”Financial Proposal”**

- (i) The Financial proposal must be submitted in hard copy using Form FIN – 1 Bidders shall use only Indian currency in preparation of Forms FIN-1. The billing rate shall be inclusive of – **Supplying and supervising the erection of statue at Naya Raipur** as per the technical specification detailed in the ToR including cost of supply, packaging, transportation , supervising the erection, personnel, all out-of pocket expenses, documentation overhead, all the taxes, cost to company, profits etc. The Applicable service tax shall only be reimbursed separately.
 - (ii) The Financial proposal shall be placed in a sealed Envelope –3 clearly marked by red felt pen “FINANCIAL PROPOSAL” and with a warning **“DO NOT OPEN WITH THE TECHNICAL PROPOSAL.”** If the Financial proposal is not submitted by the bidder in a separate sealed envelope and not duly marked as indicated above, this will constitute grounds for declaring both Technical and Financial proposals non-responsive.
- e. The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of RFP shall be at the Bidder’s own risk.
 - f. It shall be deemed that prior to the submission of the Proposal, the Bidder has:
 - i. made a complete and careful examination of terms and conditions / requirements, and other information as set forth in this RFP document;
 - ii. received all such relevant information as it has requested from NRDA; and
 - iii. Made a complete and careful examination of the various aspects of the Project.
 - g. NRDA shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.

11. SUBMISSION , RECEIPT AND OPENING OF PROPOSALS

- a. All The three envelopes shall be placed into an outer envelope and sealed. The outer envelope shall bear the submission address, reference number and Title of the Project, Proposal Due Date and other information indicated in the Data Sheet.
- b. Proposals must be delivered at the indicated addresses on or before the time and date stated in the Data Sheet or any new date extended by NRDA.

SECTION 2

a. EVALUATION, AWARD AND SIGNING OF AGREEMENT

1. The evaluation of the proposals shall be done on Quality cum Cost Basis (QCBS). From the time the proposals are opened till the time the contract is awarded, the bidder should not contact NRDA on any matter related to its Technical and/or Financial proposal. Any effort by a bidder to influence in examination, evaluation, ranking of proposals or recommendation for award of contract may result in rejection of the bidder's proposal.
2. No request for alteration, modification, substitution or withdrawal shall be entertained by NRDA in respect of proposals already submitted by the bidder.
3. Prior to evaluation of proposals, NRDA will determine whether each proposal is responsive to the requirements of the RFP by opening the Envelop-1. A proposal shall be considered responsive only if:
 - (a) It is received by the proposal Due Date including any extension thereof;
 - (b) It is accompanied by the EMD of Rs. 20,000/- in the name of CEO, NRDA in accordance with the RFP document;
 - (c) It is signed, sealed, hard bound and marked as stipulated in this RFP document;
 - (d) It is accompanied by the Power of Attorney, authorizing a representative of the bidder for signing the proposal;
 - (e) It contains all the information (complete in all respects) as requested in the RFP;
 - (f) It does not contain any condition or qualification;
4. NRDA reserves the right to reject any proposal which is non-responsive.
5. NRDA shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP, and particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated in the Data Sheet.
6. After the technical evaluation is completed and the Client shall inform the Consultants who have submitted proposals the technical scores obtained by their Technical Proposals, and shall notify those Consultants whose Proposals did not meet the minimum qualifying mark or were considered non responsive to the RFP and TOR, that their Financial Proposals will be returned unopened after completing the selection process. The Client shall simultaneously notify in writing Consultants that have secured the minimum qualifying mark, the date, time and location for opening the Financial Proposals. The opening date should allow Consultants sufficient time to make arrangement for attending the opening.
7. The lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated in the Data Sheet: $S = St \times T\% + Sf \times P\%$. The firm achieving the highest combined technical and financial score will be invited for negotiations.

8. The Evaluation of the Technical Proposal shall be done based on the following scoring system –

The proposals will be evaluated on Quality cum Cost Based services with a weight age of Technical 80% and Financial 20%

The Evaluation of the Technical Proposal shall be done based on the following scoring system the criteria, sub-criteria, and point system for the evaluation of Full Technical & Financial Proposals are:

Sl. No	Scoring Criteria	Score
1	<p>Should have completed at least two similar work , each costing not less than INR 20 Lakhs , during the last seven years i.e after 30.11.2008 in INDIA.</p> <p>a. Up to two works : 15 points b. Three or more projects : 20 points</p>	20
2	<p>Should have an experience of making of at least 2 numbers of statues, during the last seven years i.e after 30.11.2008 in INDIA</p> <p>Statues of more than 6 feet height Up to two numbers of Statue : 5 points Three or more numbers of Statue : 10 points</p> <p>Statues of more than 10 feet height : : 10 Points</p>	20
2	<p>Presentation in responding to the Terms of Reference (TOR): a. Presentation : 30 points *</p>	30
3	<p>Key Experts' qualifications (Relevant training, experience & Awards) and competence for the Assignment (for professionals staff qualifications please refer Section 34 of Terms of Reference and Scope of Work) Percentage Weights:</p> <p>a. Chief Sculptor : 30 points</p> <p>The number of points to be assigned to each of the above positions or disciplines shall be determined considering the following three sub-criteria and relevant weighted percentage:</p> <p style="text-align: center;">Total weight: 100%</p> <p>On evaluation of technical proposal, the marks shall be given out of 70 as detailed above excluding 2a i.e for Presentation. The bidder who score more than 50 marks out of 70 shall only be invited for making presentation before the jury</p> <p style="text-align: center;">Total points :100</p> <p>The minimum technical score (St) required to be eligible :60 Financial bid in respect of consultants getting top three technical score shall only be opened.</p> <p>The formula for determining the financial scores is the following: $S_f = 100 \times F_m / F$, in which S_f is the financial score, F_m is the lowest price and F the price of the proposal under consideration.</p> <p>The weights given to the Technical and Financial Proposals are: $T = 80\%$, and $P = 20\%$</p> <p>Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; $T + P = 1$) as following: $S = S_t \times T\% + S_f \times P\%$.</p>	30

Sl. No	Scoring Criteria	Score
	Note: At present, only the following CVs shall be submitted in technical proposal a. Chief Sculptor : 1 No.	

5. The **Chief Sculptor / representative** shall deliver the presentation.
6. Financial Proposals shall be opened publicly in the presence of the Consultants' representatives. The name of the Consultants and the technical scores of the Consultants shall be read aloud. The Financial Proposal of the Consultants who meet the minimum qualifying mark will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded.
7. The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the formers will prevail. In addition to the above corrections, as activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.
8. The event of acceptance of the Proposal of the Preferred Bidder with or without negotiations, NRDA shall declare the Preferred Bidder as the Successful Bidder. NRDA will notify the Successful Bidder through a Letter of Acceptance (LoA) that its Proposal has been accepted.
9. The Successful Bidder(s) shall execute the Consultancy Agreement within one week of the issue of LoA or within such further time as NRDA may agree to in its sole discretion.
10. Failure of the Successful Bidder to execute the consultancy agreement within specified period shall constitute sufficient grounds for the annulment of the LoA and forfeiture of the EMD.
11. Notwithstanding anything contained in this RFP, NRDA reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment.
12. **CONTRACT COMMENCEMENT DATE :**

The contract shall commence from the date of signing of the contract agreement.

SECTION 3

APPENDIXES, TECHNICAL AND FINANCIAL PROPOSAL STANDARD FORMS

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APPENDIX A

LETTER OF PROPOSAL
(On Applicant's letter head)

Dated:

The Chief Executive Officer,
Naya Raipur Development Authority (NRDA)
Raipur - 492001

Sub: Selection of agency for Supplying and supervising the erection of statue at Naya Raipur

Dear Sir,

- 1 With reference to your RFP document dated *****, I/we, having examined the Bidding Documents and understood their contents, hereby submit my/our proposal for the aforesaid Project. The proposal is unconditional and unqualified.
- 2 All information provided in the **proposal** and in the Appendices is true and correct.
- 3 This statement is made for the purpose of qualifying as a bidder for undertaking the Project.
- 4 I/ We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Bid.
- 5 I/ We acknowledge the right of the Authority to reject our proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
- 6 We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
- 7 We certify that we have not been barred by the NRDA, Government of Chhattisgarh (GoCG), or any other state government in India (SG) or Government of India (Gol), or any of the agencies of GoCG/SG/Gol from participating in its projects.
- 8 I/ We declare that:
 - (a) I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority.
 - (b) I/ We do not have any conflict of interest in accordance the RFP document;
 - (c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

- (d) I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- 9 I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any proposal that you may receive nor to invite the bidders to Bid for the Project, without incurring any liability to the bidders, in accordance with the RFP document.
- 10 I/ We declare that we are not a Member of any other firm submitting a proposal for the Project.
- 11 I/ We certify that we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
- 12 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.
- 13 I/ We further certify that no investigation by any regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/ Managers/ employees.
- 14 I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
- 15 I/We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the bidder, or in connection with the Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.
- 16 In the event of my/ our being declared as the successful bidder, I/We agree to enter into a Service Agreement in accordance with the draft that has been provided to me/us prior to the proposal Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
- 17 I/We have studied all the Bidding Documents carefully and also surveyed the project site. We understand that except to the extent as expressly set forth in the Service 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 Bidding Process including the award of assignment.
- 18 The Consultancy Fee has been quoted by me/us after taking into consideration all the terms and conditions stated in the RFP, draft Service Agreement.
- 19 I/We offer and attach as specified (i) Non-refundable processing fee of Rs2,000/- (Rupees

Two Thousand Only) in the form of demand draft (ii) EMD of Rs. 80000/- (Rupees Eighty thousand only) to the Authority in accordance with the RFP Document.

20 I/We agree to keep this offer valid for 90days from the proposal Due Date specified in the RFP.

21 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.

Date: _____ Yours faithfully,
(Signature of the Authorised signatory)
Place: _____ (Name and designation of the of the Authorised signatory)
Name and seal of bidder

APPENDIX B

POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

Know all men by these presents, We, _____ (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr. / Ms (Name), son/daughter/wife of _____ 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 "Attorney") 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 the "selection of agency for Supplying and supervising the erection of statue at Naya Raipur" , by the Naya Raipur Development Authority,(NRDA) (the "Authority") including but not limited to signing and submission of all applications, Proposal and other documents and writings, participate in bidders' and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Service Agreement and undertakings consequent to acceptance of our Bid, 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 and/or till the entering into of the Service Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney 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 Attorney 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, Title and Address)

4. DETAILS OF BIDDER

5. (On the Letter Head of the Bidder)

- 6.
7. 1. (a) Name of Bidder
8. (b) Address of the office(s)
9. (c) Date of incorporation and/or commencement of business
(Please attaché certified copy of registration of Firm)
- 10.
11. 2. Details of individual(s) who will serve as the point of contact / communication for NRDA with the Bidder:
- 12.
- (a) Name :
- (b) Designation :
- (c) Company/Firm :
- (d) Address along with Pin code :
- (e) Telephone number :
- (f) E-mail address :
- (g) Fax number :
- (h) Mobile number :

FORM TECH-2

**DESCRIPTION OF EXPERIENCE OF BIDDER TO
ILLUSTRATE QUALIFICATIONS (NOT TO EXCEED THREE PAGE FOR EACH PROJECT)**

(Please provide information only for a project for which your firm was legally contracted by the client as a Corporate entity)

(1)	Project Name:	
(2)	Project Location and Country:	
(3)	Project Cost :	
(4)	Name of Client :	
(5)	Start Date (Month/Year):	
(6)	Completion Date: (Month/Year)	
(7)	Name of Chief Sculptor	
(8)	Detailed Narrative Description of Project, defining clearly the specific areas of services provided.	
(9)	Detailed Description of Actual Services Provided by the firm:	
(10)	Professional Staff Provided by the Firm: No. of Staff:	
(11)	No. of Person-Months:	
(14)	Responsibilities of the firm	
(15)	Approx. Value of Services (INR):	

Note: The following supporting documents should necessarily be submitted by the bidders without which the submission shall not be considered for evaluation –

- a. Experience should be supported by a certificate from the client from an officer of client

Certificate Format

It is to certify that M/s.....was been awarded the work ofvide agreement No.....

The above work includes ~~supplying and erecting of statue~~ of the project. *(Strike out which is not applicable)*

The total project cost is Rs.....towards services. As a part of the above contract, the bidder have successfully completed satisfactorily the work on dd/mm/yy of.....(name of the Project)..... project in the State of

Their work is found to be satisfactory.

(Signature)

Name:

Designation:

Contact Number:

Office Seal

**AVERAGE ANNUAL TURN OVER IN LAST THREE FINANCIAL YEARS
FROM PROJECT MANAGEMENT CONSULTANCY SERVICES**

Not Applicable

CURRICULUM VITAE (CV) FORMAT TO BE SUBMITTED WITH PROPOSAL

1.	PROPOSED POSITION FOR THIS PROJECT (ONLY ONE CANDIDATE SHOULD BE NOMINATED FOR EACH POSITION)	:	
2.	NAME	:	
3.	DATE OF BIRTH	:	
4.	NATIONALITY	:	
5.	PERSONAL ADDRESS	:	
	TELEPHONE NO.	:	
	FAX NO.	:	
	E-MAIL ADDRESS	:	
6.	EDUCATION (The years in which various qualifications were obtained along with copy of Degree/Certificate)	:	
7.	OTHER TRAINING	:	
8.	LANGUAGE & DEGREE OF PROFICIENCY	:	
9.	MEMBERSHIP IN PROFESSIONAL SOCIETIES	:	
10.	EXPERIENCE In SIMILAR PROJECT & SIMILAR WORK	:	
11.	EMPLOYMENT RECORD	:	
12.	DETAILED TASKS ASSIGNED	:	
13.	<p>CERTIFICATE (Please follow exactly the following format. Omission will be seen as non-compliance)</p> <p>I, the undersigned, certify that to the best of my knowledge and belief, this bio data correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.</p> <p>I have been employed by [name of the firm] continuously for the last () months as regular full time staff (indicate yes or no in the following boxes):</p> <p align="center">Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>SIGNATURE DATE OF SIGNING: </p> <p align="right">Day Month Year</p>		

Note:

- i. The CVs for the Key personnel shall be signed by the proposed key personnel himself and shall be countersigned by the authorized signatory of the firm submitting the bid.
- ii. At present the CV of Chief Sculptor is required for technical evaluation should be submitted in the technical proposal

GENERAL APPROACH AND METHODOLOGY, WORK AND STAFFING SCHEDULE

Not Applicable

FORM FIN-I

**Format for Financial Proposal
(On the letterhead of the Bidder)**

Having gone through this RFP document and Draft Consultancy Agreement and having fully understood the scope of work for the Project as set out in this RFP document; we are pleased to quote the following financial quote for the Assignment:

Sr. No	Description of Work	Amount in INR	
		Figure	Words
1	Supplying and supervising the erection of statue at Naya Raipur as per the technical specification detailed in the ToR		

Total Billing Amount of Financial proposal in words:-----

Notes:

- 1. We confirm that the rate quoted above are inclusive of all applicable taxes, cess and levies and excluding service tax and also inclusive of all office and site supervision expenses which may be incurred by the firm and personnel towards office equipments and consumables etc, documentation, communication etc including transportation etc all complete.**
- 2. In case of difference in amount quoted in figures and words, the lower value would be considered for evaluation.**

Date: _____ Yours faithfully,
(Signature of the Authorized signatory)

Place: _____ (Name and designation of the of the Authorized signatory)
Name and seal of bidder

TERMS OF REFERENCE AND SCOPE OF SERVICES
for
Supplying and supervising the erection of statue at Naya Raipur

A. Specification of Statue:

1. The height of statue should be at least 15feet.
2. The statue shall be made up **Natural Vietnam Pure White Single Marble Block** with polished surfacing.
3. The finished weight of the statue should not be less than 15 tonne.
4. The surface shall be polished and treated to with stand all weather conditions. The coating shall be got approved from NRDA.
5. The statue shall be insured till satisfactorily err action.
6. The bidder has to provide 3feet high prototype structure for approval. The payment shall be made on this account after approval only.
7. Applicable Service tax shall be reimbursed by NRDA.
8. It is the responsibility of the bidder to erect the statue under his directions. NRDA shall provide necessary machineries, equipments, scaffolding, staging and labour for assisting the erecting process.
9. The finished statue should be transported safely by the supplier at his own risk and cost. The statue shall be got insured by the bidder at its own cost till satisfactorily erecting of Statue on site.

B. Payment Schedule:

Stage of Payment	Description	Percentage	Target Mile Stone
1	On approval of Prototype model as per ToR	5%	Within 30days of issuing of work order
2	On submission of Proof of Procurement of Stone Block for the Statue	30%	Within 45days of issuing of work order
3	After satisfactorily completion and approval of making of Statue in workshop	25%	Within 105 days of issuing of work order
4	After satisfactorily receipt of Statue on site	20%	Within 10 days of completion of stage 3
5	After 30 days of satisfactorily erecting of Statue on site	20%	Within 10 days of completion of stage 4

C. Penalty :

Penalty shall be levied as per clauses of GCC.

Appendix D

Draft

Service Agreement

THIS AGREEMENT ("Service Agreement") is made on the ___th day of ____, 2014 at Naya Raipur.

BETWEEN:

NAYA RAIPUR DEVELOPMENT AUTHORITY, a statutory authority constituted by Government of Chhattisgarh under Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973, having it's office at **1st floor, Utility block, Capitol Complex, Sector- 19, Naya Raipur- 492 002, Chhattisgarh** (hereinafter referred to as "NRDA" which expression shall, unless it be repugnant to the context or meaning thereof, include its administrators, successors and assigns) of One Part

AND

_____ and having its registered office at _____(hereinafter referred to as the "Contractor") which expression shall, unless it be repugnant to the context or meaning thereof, include its administrators, successors and permitted assigns)of the Other Part

NRDA and the contractor are collectively referred to as 'Parties' and individually as "Party".

WHEREAS:

- A. Naya Raipur Development Authority (NRDA) is a special area development authority established under the Chhattisgarh Nagar Tatha Gram Nivesh Adhiniyam, 1973 for development and administration of Naya Raipur.
- B. In response thereto proposals were received from several persons including the contractor After evaluating them, the Proposal submitted by the bidder has been accepted and Letter of Acceptance No. ____ dated ____ was issued.

The following shall be a part of Service Agreement

- i. Appendix A: Letter of Proposal
- ii. Appendix B: Power of Attorney for signing of proposal
- iii. Appendix C: Terms of reference and scope of services
- iv. Form Tech-1: Details of Bidder
- v. Form Tech-4Curriculum Vitae(CV) Format to be submitted with proposal.
- vi. Form Tech-5 General approach and methodology, work and staffing
- vii. Any correspondence made with the bidder past opening of financial bid and before acceptance
- viii. General Condition of Contract:

General Condition of Contract:

GCC is available as a standard NRDA Publication and can also be downloaded free of cost from the NRDA web site under title "General conditions of contract" for Contractors in construction Contracts" However contractors are advised to refer to PART ONE of the tender document carefully and thoroughly for corrections/ modifications in the "General conditions of contract" Standard form NRDA F-2/3 is also available for inspection in the office of the Engineer in charge on written demand from contractors. Link site <http://nayaraiipur.gov.in/documents/gcc.pdf>.

EXECUTED BY NAYA RAIPUR DEVELOPMENT AUTHORITY by
being signed by a duly authorised officer in the presence of:

Title: _____

Witness:

EXECUTED BY _____ by being signed by a duly authorised
officer in the presence of:

Title: _____

Witness: _____