

# Request For Expression of Interest (Consultancy Services)

## Technical Assistance for Road Safety Services in Himachal Pradesh

RFP No. CT-12-1/RSC/2020-

Dated:20.5.2020

The Government of Himachal Pradesh is deeply concerned about rising number of accidents, fatalities, injuries and their long-term effects on the society. Accordingly, the Governor acting through Director Transport (HPDT), Government of Himachal Pradesh now invites **Expression of Interest from Indian Consulting firms** (“Consultants”), **having expertise in use of advance technologies in developing and developed countries for Technical Assistance for Road Safety Services in the State of Himachal Pradesh.**

### **The consulting services (“the Services”) include:-**

The Consultant is expected to guide and support the HPDT to perform the following broad scope and deliver outputs which are best suited to deliver outcomes for improved road safety management on about 35000 Kms of various categories of roads in HP as follows:-

#### **1. Broad Scope:-**

- i) Conduct Road Safety Survey of entire length of road network in the State, Identification of black spots, vulnerable & accident prone areas, recommend rectification measures and treatment thereof, carryout third party inspection of already rectified/treated areas.
- ii) Recommend Pot-hole treatment plan, Signage plan for the entire road network; normal, variable and LCD signage, Identification and designing of speed braker, zebra crossing & traffic light locations.
- iii) Conduct Survey and recommend for Non-Motorised Transport including Cycling plan for entire state
- iv) Third Party Inspection of already implemented road safety works and above activities in the State.

These services are expected to be delivered over a period of **12 months**.

The above indicative scope of services subject to modification & finalization before issuing of Request for Proposal (RFP), for the assignment and shall be available at HPDT website while inviting open competitive bids from the prospective consulting firms

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

**Applicants meeting the qualification criteria may be invited for presentation / proposal before the selection committee of HPDT. Open competitive Bids shall be invited subsequently only.** The EoI includes the following documents:-

- (i) Section I- Instructions for submission of Expression of Interest and Guidelines for preparation of EoI.
- (ii) Section-II **Eligibility Criteria including** Annexure-I to V.

**Consultants may associate with other firms to enhance their qualifications only in association as a sub-consultancy only.**

A Consultant will be selected in accordance with the QCBS method

The detailed “**Request for Expression of Interest**” can be downloaded from the website: <https://himachal.nic.in/transport>. Any subsequent clarifications, if any, issued by the Client , will be made available on the above website only. The Consultants are advised to check the websites regularly for the updates related to the EOI before submitting the proposals.

Further information can be obtained at the address below during office hours i.e. 1000 to 1700 hours Indian Standard Time (IST) on working day.

Expressions of Interest must be delivered in a written form to the address below (in person, or by post or by email) by June 24, 2020 at 1500 Hours (IST).

Dated:-May 20, 2020

Director,  
Department of Transport  
Govt. of Himachal Pradesh,  
Parivahan Bhawan, Shimla-171004(HP)-INDIA  
Tel:+91-177- 2803136, 2811335  
E-mail: [sta-hp@nic.in](mailto:sta-hp@nic.in)

## SECTION-I

### REQUEST FOR SUBMISSION OF EXPRESSION OF INTEREST

To:

Dear Mr./Ms.:

1. The Government of Himachal Pradesh, India is deeply concerned about rising number of accidents, fatalities, injuries and their long-term effects on the society. Accordingly, the Governor acting through Director Transport (HPDT), Government of Himachal Pradesh now invites **Expression of Interest from Indian Consulting firms having expertise in use of advance technologies in developing and developed countries for Technical Assistance for Road Safety Services in Himachal Pradesh.** More details of the Service in the form of TOR will be available on website <https://himachal.nic.in/transport>
2. For evolving the best techno-economically feasible solution, HPDT has planned to invite an open and interactive technical participation of all. The Consultant need to give a detailed technical presentation to HPDT covering details on technical solution demonstrating their capabilities/solutions/features envisaged in the project and indicative technical approach and methodology to be adopted. Based upon learning from Presentations; final RFP for the consultancy services will be drawn up for inviting proposal from the prospective consultants.
3. The EOI includes the following documents:

Section I - Request for Submission of Expression of Interest  
Section II - Instructions for Submission of Expression of Interest  
Section III – Guidelines for Preparation of Expression of Interest  
Section IV – Eligibility Criteria  
Annexure -I to V

Details of the EOI's submission date, time and address is as mentioned in EOI Documents.

Yours Sincerely,

Director,  
Department of Transport  
Govt. of Himachal Pradesh,  
Parivahan Bhawan,  
Shimla-171004 (HP)-INDIA  
Tel:+91-177- 2803136, 2811335  
E-mail: [sta-hp@nic.in](mailto:sta-hp@nic.in)

## SECTION- II

### INSTRUCTIONS FOR SUBMISSION OF EXPRESSION OF INTEREST

1. Consultant shall go through the guidelines given below and section II before preparing EoI proposal.
2. Consultant who meets criteria given in section II, shall prepare EoI as per the guidelines. If the Consultant feels to submit certain information not covered in the guidelines would be in his interest, he may submit such information
3. **Date of presentations is 1100 Hrs (IST) on 11.06.2020.** Thereafter, the accomplished Expression of Interest (Application) must be submitted together with a Letter of Intent not later than **1500 hours (IST) on 24.06.2020.** Documents in support of all qualification information shall be submitted with application. Proposal of EoI with qualification information shall be furnished on/before the due date of submission at the address shown under Para 12 here below.
4. The Section-II shall be basis of **minimum eligibility criteria for inviting Proposals on open competitive basis from the consultants for services required.**
5. All Applications shall be submitted in English.
6. Power of attorney (on stamp paper duly notarized) of the person submitting the Expression of Interest on behalf of the Applicant shall be attached. **Joint Venture (JV) is not permitted. The Consultant may associate with one sub-consultant to enhance its technical capabilities. The credential of sub-consultant shall not be considered for evaluation. The Lead Consultant shall be responsible for the delivery of services, in case it becomes H1 in open competitive bidding process.**
7. The Consultant (including the association with one sub-consultant) shall submit only one Proposal, in its own name. If a Consultant, including association with one sub-consultant, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected.
8. The Application and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by Applicant with the Application may be in any other language provided that they are accompanied with translations in the English language. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Application, the English language translation shall prevail.
9. HPDT reserves the right to reject any Applications, without assigning any reasons thereof.
10. The Applicant shall provide all the information sought under this REoI Document. HPDT would evaluate only those applications that are received in the required format and complete in all respects. Incomplete and / or conditional Applications shall be liable to rejection.
11. No claims whatsoever will be entertained if submission is not received by due date and time.
12. Any submission must be addressed to the following:

Director,  
Department of Transport  
Govt. of Himachal Pradesh  
Parivahan Bhawan,  
Shimla-171004 (HP)-INDIA  
Tel:+91-177- 2803136, 2811335  
E-mail: [sta-hp@nic.in](mailto:sta-hp@nic.in)

13. The Proposal of EoI must be submitted not later than:

**Date: 24.06. 2020 Time: 1500 Hours (IST)**

**Opening of the EoI Proposal,**

EoIs will be opened by **HPDT** on below mentioned date and time specified, in the presence of members of opening committee and consultants or their authorized representatives who have offered the EoI proposal may choose to remain present.

**Date: 24.06.2020, Time: 1530 Hours (IST)**

14. The Consultant shall submit a signed and complete EoI comprising the documents and forms in accordance with EoI documents.
15. An authorized representative of the Consultant shall sign the original submission letters in the required format for EoI submission and shall initial all pages. The authorization shall be in the form of a written power of attorney attached to the EoI Proposal.
16. The signed EoI shall be marked “**ORIGINAL**”, and its **two copies** marked “**COPY-1 & COPY-2**” as appropriate. Copies shall be made from the signed original. If there are discrepancies between the original and the copies, the original shall prevail.
17. The original and the copies of the EoI submission shall be placed inside a sealed envelope clearly marked “ **EoI PROPOSAL**”, to provide “**Technical Assistance for Road Safety Services in Himachal Pradesh** ” reference number, name and address of the Consultant, and with a warning “ **DO NOT OPEN UNTIL 24.06. 2020, Time: 1530 Hours (IST)**”.
18. The sealed envelopes containing the EoI submission original and copies shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, reference number, the name of the assignment, Consultant ’s name and the address, and shall be clearly marked “ **DO NOT OPEN BEFORE 24.06.2020, Time: 1530 Hours (IST)**”
19. If the envelopes and packages with the EoI are not sealed and marked as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the EoI.

### SECTION - III

#### GUIDELINES FOR PREPARATION OF EXPRESSION OF INTEREST

Following information shall be submitted using given formats and where no formats are specified, free format can be used.

1. Complete name of firm, date of establishment and type of organization whether individual, proprietorship, partnership, private limited company, public limited company etc. (**Annexure I**).
2. Exact and complete corporate/registered/home office address, business address, telephone numbers, fax numbers, E-mail and cable address. For consultant of foreign registry, indicate if there is any branch office(s) established in India with details in aforesaid manner. Information is to be furnished by sole applicant.  
individually (**Annexure I**).
3. If present firm is the successor to or outgrowth of one or more predecessor firms, fresh name(s) of former entity (ties) and year(s) of their original establishment with details in aforesaid manner. Information is to be furnished by sole applicant(**Annexure I**).
4. Present a brief narrative description of the firms. Information is to be furnished by sole applicant (**Annexure I**).
5. List of not more than two (2) principals who may be contacted by this Office.  
Listed principals must be empowered to speak for him or for the firm on policy and contractual matters. Information is to be furnished by sole applicant. (**Annexure I**)
6. Under this item, indicate financial figures from consultancy business for past 5 (five) financial years. (**Annexure II**)
7. Organizational strength of the Consultant shall be given . (**Annexure III**)
8. Consultant shall have experience in dealing assignments related to **Road Safety Services** with contract amount not less than **Rs. 5 Crore**.(**Annexure IV**)
9. As many references from employers as the consultant may choose shall be submitted.
10. An undertaking for supply of true information shall be given as per **Annexure VI**.

## Section - IV

### Eligibility Criteria

#### a) Annual Turn Over

- (i) Average Annual turnover of the last five financial years i.e. from **2014- 2015 to 2018-2019** updated to the current financial year shall be more than **Rs. 20 Crores** in case of single entity.
- (ii) For arriving at updated value, turnover of any financial year shall be multiplied by the enhancement/updating factor corresponding to that year given in the **Annexure-II**.

#### b) Experience

Consultant must have as prime consultant successful experience as follows:

- (a) Consultant firm should have at least 5years experience standing/ completed in dealing assignments related to **Road Safety Services** with contract amount not less than **Rs.5 Crore**.
- (b) Consultant firm should have completed minimum two similar assignments in last five years with contract amount not less than **Rs. 3 Crore each**.
- (c) Consultant firm should have completed minimum two similar assignments in last five years, assisted by External International Funding Agencies with contract amount not less than **Rs. 3 Crore each**.
- (d) The Consulting Firms should have completed minimum two assignments pertaining to **Road Safety Services in hilly region**.
- (e) Probable Key Staff for the proposed Assignment: Road Safety Engineering and Management specialist cum Team Leader, Highway Engineer, Road Safety Auditor/Specialist, Monitoring & Evaluation (M&E) Specialist, Third Party Quality Audit Specialist, Road Safety Training Specialist etc.

**Annexure-I**

**Expression of Interest Form for Consulting Engineering Firm (To be filled up)**

<b>Consultant</b>	<b>Date of Establishment</b>	<b>Country</b>	<b>Type of organization</b>			
			Individual	Partnership	Corporation	Other
Name						

1. Corporate/ registered Office/ Business Address/ Telephone Nos./ Cable Address/ email address of consultant and its branch offices for consultant.
2. Consultant's former name and year of establishment.
3. Narrative description of Consultant firm if any (Use other sheet, if necessary).
4. Name of, not more than two (2) principals who may be contacted with title, telephone number/fax number, E-mail address.



**Annexure-II**

**Financial Statement of the last five financial years**

**Rupees in Crore**

Sr. No.	Particulars		2018-19	2017-18	2016-17	2015-2016	2014-15
1	Annual turnover from Consulting business	Lead Member					
		Other member					
2	Net Profit	Lead Member					
		Other member					

**Notes:**

- a. Values should be duly certified by statutory body like Chartered Accountant or Independent Auditors who are competent to do so as recognized by the State concerned.
- b. The amount shall be stated in **Indian Rupees (INR)**.
- c. The conversion of international currency into Indian Rupees shall be based average of the buying and selling rates of Reserve Bank of India as on the EoI Proposal submission date.
- d. In case the exchange rate for any currency is not available as per the provision of this section, then **HPDT** reserves the right to use the rate available from an alternative source at its sole discretion.
- e. Enhancement/Updating Factor:-

Sr. No.	Year	Enhancement/ Updating factor
1	2018-19	1.0
2	2017-18	1.1
3	2016-17	1.21
4	2015-16	1.331
5	2014-15	1.4641

**Annexure-III**  
**Organizational Strength**

Name of member	Total Strength	Engineer & Road Safety expert on payroll and having over 15 years' experience	Engineer & Road Safety expert continuously on payroll for over 10 years' experience	Engineers & Road Safety expert working only in road safety	Engineer / Road Safety Specialist and other experts having				Remarks
					Doctorates	Post Graduates	Graduates	Diploma	
						Engineering / MBA etc.	Others		

**Annexure-IV**

**Details of Experience:**

Sr. No.	Project Name*/Year	Cost of the assignment of category A In INR	Client (With complete address, contact person, telephone No. Fax No and E mail address)	Fee in INR (Applicant's share in case of JV)	Duration in months	Funding Agency

\*Assignment involving Road Safety engineering, development/ implementation of crash data management system, crash investigation training and enforcement strategies, planning and implementation of safe corridor demonstration project(s)/ experience of major road corridor with road safety focus including Monitoring & Evaluation .

**Note: only those assignments shall be considered for which consultant has provided services as lead member in case that work is done by a JV.**

Each assignment shall be supported by following details:-

Name of Overall assignment: \_\_\_\_\_  
Location of Overall assignment: \_\_\_\_\_  
Owner's Name and Address: \_\_\_\_\_  
Completion (Actual/Estimated vis-à-vis Stipulated): \_\_\_\_\_  
Description of assignment: \_\_\_\_\_  
Description of Services provided by the firm: \_\_\_\_\_

Authorized Signatory  
Name of Client

## **Annexure-V**

### **Undertaking**

I certify that the information in the above Expression of Interest forms is true to the best of my knowledge. I also understand that any misleading or wrong information will disqualify this application straightway.

**TERMS OF REFERENCE**

**1. BACKGROUND**

The Government of Himachal Pradesh is deeply concerned about rising number of accidents, fatalities, injuries and their long-term effects on the society. The State Government has constituted Road Safety Council and established Lead Agency/Road Safety Cell in Directorate of Transport, Himachal Pradesh (HPDT) besides constituted a High Level Committee to periodically review the status of road safety in the State. Adequate funds as per budgetary provisions are being allocated to stakeholder departments for identification and rectification of blackspots, installation of crash barriers and purchase of alco-sensor, speed radars and public awareness campaigns and also to comply with the mandate of the Supreme Court Committee on Road Safety in India.

**2. OBJECTIVES**

The objective of the seeking technical assistance is to seek professional technical assistance on the effectiveness of the proposals being executed by various stake holders, both in terms of financial and physical progress, in meeting its objectives and to suggest measures for midcourse correction for system improvement, analysis of accident data for identification of blackspots and better utilization of road safety funds and other resources.

**3. TERMS OF REFERENCE**

The broad indicative terms of reference of the services are:-

- (a) Conduct Road Safety Survey of entire length of road network in the State, Identification of black spots, vulnerable & accident prone areas, recommend rectification measures and treatment thereof, carryout third party inspection of already rectified/treated areas.
- (b) Recommend Pot-hole treatment plan, Signage plan for the entire road network; normal, variable and LCD signage, Identification and designing of speed braker, zebra crossing & traffic light locations.
- (c) Conduct Survey and recommend for Non-Motorised Transport including cycling plan for the entire State.
- (d) Third Party Inspection of already implemented road safety works and above activities in the State

- (e) To analyze the actual outputs of the road safety interventions vis-à-vis the desired outputs as per Codes and Guidelines and best engineering practices.
- (f) Carrying out detailed Road Safety Audit of the project stretch at the specified and furnish road safety audit report giving the road safety concerns identified and the recommendations for addressing the safety concerns with necessary justification for each of the recommendations to enable road/appropriate authority take decisions on implementation of the audit recommendations.
- (g) To suggest measures for improvement of implementation and monitoring mechanism for the Road Safety as a whole in the State.

#### 4. **METHODOLOGY**

- (1) A field survey shall be carried out at all accident spots identified by Police/PWD and entered in the Road Accident Data Management System (RADMS) and long-term rectification done on identified **black spots** by the implementation agencies. Identify potential accident/black-spots in all 12 districts. During field visit, the team will interact with officials of all stake holder departments. Review of data and execution methodologies adopted to assess the inadequacies and deficiencies in the implementation vis-a-vis best practices and codal requirements for rectification including pot-holes practices.
- (2) Review of procurement procedures of works/goods/services for optimal utilisation of financial resources. Third Party Inspection of already implemented works.
- (3) Road Safety Audit will be conducted for prioritized roads in accordance with IRC Codes Guidelines, MV Act and Global best road safety practices. This Audit shall inter-alia includes accident analysis, black spot identification, parking hazard, obscure visibility of signs due to their inappropriate location, bushes, hanging branches and trees, crossing facilities for school children, elderly, persons with disabilities, safe facilities at bus-stops, distraction of drivers, early guiding, and warning and traffic calming devices about road ahead and inconsistent intersections. Suggest/recommend best alternatives for each intervention for smooth flow of traffic for socially vibrant roads for creating a healthy environment in phases as per availability of funds.

#### 4. **INPUT BY CLIENT**

HPDT will facilitate interaction of agency/individuals/agencies and data available with the departments. A representative of HPDT would accompany the team during the site visits.

## **5. INPUT BY CONSULTANT**

The expected Key Staff for the proposed Assignment may include Road Safety Engineering and Management specialist cum Team Leader, Highway Engineer, Road Safety Auditor/Specialist, Monitoring & Evaluation (M&E) Specialist, Third Party Quality Audit Specialist, Road Safety Training Specialist etc. Adequate support staff shall also be provided by the Consultant to facilitate the operations of the nominated team during the services, but these support staff will not be taken into account in the client's evaluation of the staffing element of consultants' proposals.

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