



**Ropeways and Rapid Transport System Development Corporation HP Ltd.**

प्रदूषण मुक्त यातायात के लिए हिमाचल की पहल

ROPEWAYS AND RAPID  
TRANSPORT SYSTEM  
DEVELOPMENT  
CORPORATION (RTDC),  
SHIMLA

Expression of Interest for Empanelment of firms for Project Management Consultancy including, Preparation of PPR, Comprehensive Architectural design, Engineering consultancy, preparation of DPR, Bid process management, and Construction & quality Supervision works for various Infrastructures projects in Himachal Pradesh

ADDRESS:

Chief General Manager, Ropeway and Rapid Transport System development Corporation HP Ltd. U S Club Shimla-171001

**Notice Inviting Expression of Interest for Empanelment of Consultants**

Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla, would like to invite reputed Consultancy Firms to participate for the empanelment of Consulting Firms for providing **Project Management Consultancy including, Preparation of DPR, Bid process management, Comprehensive Architectural design, Engineering consultancy and Construction Supervision works for various Infrastructures projects in Himachal Pradesh** executed by Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla to submit their Expression of Interest (EOI) for three years initially that can be extended on the basis of performance.

Notice Inviting Application No.	
Name of the Work	Empanelment of Consultancy firms for <b>Project Management Consultancy including, Preparation of DPR, Bid process management, Comprehensive Architectural design, Engineering consultancy and Construction Supervision works for various Infrastructures projects in Himachal Pradesh</b>
Non-refundable processing fee from scheduled / nationalized bank	10000/- +18% GST 1) In the shape of Demand draft in favour of General Manager Ropeway and Rapid Transport System Development Corporation HP Ltd U S Club Shimla-171001.  OR 2) NEFT / RTGS to following account number: Bank Name - HDFC Bank The Mall Shimla Bank Account Number – 50100297437422 IFSC – HDFC0000524 Beneficiary Name – Ropeways & Rapid Tpt Sys Dev Corp HP Ltd
Date & time of Pre bid meeting	27/05/2020 at 3.00 P.M.
Last date & time of submission of application in hard copy	23/06/2020 TILL 11.00 AM
Date & Time of Opening of technical Tender	23/06/2020 AT 3.00 PM
Contact Details for the Tender	0177-2811001,2811003
Validity of offer	120 days

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**SECTION 1 INSTRUCTION TO CONSULTANTS****1. Objectives:**

Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla (Client) requires the services of suitably qualified and registered Consultant Companies/Firms to provide **Project Management Consultancy including, Preparation of DPR, Bid process management, Comprehensive Architectural design, Engineering consultancy and Construction Supervision works for various Infrastructures projects in Himachal Pradesh.**

**2. Scope of Work:**

The consultant shall faithfully, expeditiously, economically and honestly perform the following service;

- a. Undertaking site visits to collect details/data/information required for planning purpose, holding necessary discussion with the client and obtaining requirements of projects and attending meetings at site of work or Client's Office as and when required by the Client.
- b. Conducting detailed survey and soil investigation for the site of the project.
- c. Preparation and submission of detail project report based on requirement of project and interaction with Client and submission of "cost estimates" indicating specifications to be adopted for various structures/ services for getting necessary approval from the client.
- d. Preparation and submission of detailed designs, drawings and documents for projects suitable for construction and release at site including getting necessary approvals from client.
- e. Preparation and submission of detailed structural designs drawings, fabrication and erection drawings and detailed bar bending schedule (if required by client) based on approved Architectural drawings.
- f. Preparing of detailed composite tender documents after approval of draft bid document for various services viz. general builders work & specialist services such as water supply & sanitary installation, electrical installation etc. complete with articles of agreement, conditions of contract, special conditions, specification, bill of quantities, based on respective SOR including detailed analysis of rates based on market rates, if required time & progress charts etc. and assisting Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla, in finalization of construction agencies.
- g. Assuming full and overall responsibilities for supervision & quality control for proper execution of all works by contractor who engaged from time to time including control over quantities during execution on restrict variation, if any.
- h. Identify construction delay and recommend to Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla, remedial measures to expedite the progress.
- i. To assist the Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla, in arriving at any cost variation and its impact on design during construction stage, related to drawing & design.

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- j. Checking measurement of works at site full and issuing certificate to that effect.

**3. Eligibility**

All participants shall furnish the following information:

- a. Copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the consultant.
- b. Summary of experience in works of similar nature and size of each work executed in the last Ten years, and details of works underway or contractually committed, along with copies of experience certificates, LOAs, Agreements from clients; and list of clients with contact nos, email address, against each project who may be contacted for further information on those contracts;
- c. Comprehensive profile of the company
- d. List of key personnel associated with the consultant to do this job of similar nature i.e. preparation of DPRs, project feasibilities, Detailed Architectural layouts/ plans/ drawings, Bid Process Management including PPP structuring and financial analysis, construction supervision, engineering consultancy etc. The key personnel for the purpose of evaluation as per Sr No.-4 of Evaluation Criteria shall be Architects, Engineers (Mechanical, Civil, Electrical & IT), Design Engineers (Mechanical, Electrical & Civil), MBA, Chartered Accountant, LLB & Transport Planner.

**4. Eligibility / Evaluation Criteria**

S. No	Parameters	Max Marks	Criteria
1	Relevant Experience of the Applicant Consultant	40	<ul style="list-style-type: none"> <li>&gt; 20 Marks per project - DPR / Feasibility Study / Project Management Consultancy / Independent or Authority Engineer for Road/ Rail/ Metro/ Ropeways/ or any infrastructure project undertaken/ completed/ongoing project cost of at least INR 100 Crores.</li> <li>&gt; 10 Marks per project - DPR / Feasibility Study / Project Management Consultancy / Independent or Authority Engineer for Road/ Rail/ Metro/ Ropeways/ or any infrastructure project undertaken/ completed/ongoing project cost of at least INR 50 Crores.</li> </ul>
2	Experience in years of the Applicant Consultant.	10	<ul style="list-style-type: none"> <li>&gt; No of years less than and equal to 5 years = 5 Marks</li> <li>&gt; No of years greater than 5 years = 10 Marks</li> </ul>
3	Average Annual Turnover (last 3 years)	20	<ul style="list-style-type: none"> <li>&gt; Turn over more than Rs. 15 Cr=20 Marks.</li> <li>&gt; Turn over more than Rs. 10Cr but less than and equal to 15 Cr= 15 Marks</li> <li>&gt; Turn over more than Rs. 5 Cr but less than equal to 10 Cr. =10 Marks</li> </ul>

*Handwritten signature*

4	Key Personnel	30	10 Personnel – 10 marks 11 – 20 Personnel – 20 marks More than 20 Personnel – 30 Marks
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4.1 Joint Ventures/ Consortium / MOU Shall not be entertained.

4.2 Based on the above evaluation, in the order of scoring a minimum of 70 marks shall only be considered for empanelment.

#### 5. Submission

- a. The application documents should be signed and stamped on each page of the application. Additional sheets, if any, added by the consultant, should also be page numbered and submitted as a package with signed letter of transmittal (Form-1).
- b. For the purpose of empanellment, parameters like minimum work experience, financial strength, registration with Income Tax (PAN) & GST etc. are to be fulfilled by the applicant.
- c. The intending Consultant should submit the prescribed documents like:
  - i. Letter of transmittal (Form-1).
  - ii. General Information (Form-2)
  - iii. Financial details (Form-3)
  - iv. Detail of works ongoing / undertaken / completed. (Form-4)
  - vi. CA Certificate for turnover of last three financial years.
  - vii. GST registration & PAN NO.
  - viii. Power of Attorney of the person for signing/submitting the application.
  - ix. Empanelment with other Government organization
- d. The gross annual turnover, balance sheet and profit & loss account of last 3 years or for the period as specified in the document should be certified by the Chartered Accountant. There is no need to provide entire voluminous balance sheet. In case, no turnover is shown in any particular year, the average turnover would be worked out considering nil turnover in that particular year.

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- e. All the applications received, shall be evaluated on the basis of information and documents submitted by the applicant. Applicant must submit hard copies of all the relevant paper to meet the qualifying criteria to get empanelled. All documents should be sealed & signed by the applicants.
- f. The processing fee is required to be submitted through DD.
- g. All information called for in the enclosed forms should be furnished against the relevant columns. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'NIL' or 'NO SUCH CASE' entry should be made in that column. If any particulars / query are not applicable in case of an applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing/furnishing false information may result in the applicant being rejected.
- h. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialling, dating and rewriting.
- i. Any information furnished by the applicant found to be incorrect either immediately or at a later date would render him liable to be debarred from empanelment / tendering / taking up works in Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla.
- j. Empanelment letters will be sent to the successful applicants.

**6. Amendments to Documents**

At any time before the submission of Proposals, Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla may for any reason modify the document by amendment which shall be issue in writing through addenda. Addenda will be uploaded by Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla, website and will be binding on intending parties. Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla may at its discretion extend the deadline for the submission of Proposals.

**7. Allotment of Work**

- a) Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla will review the submitted proposals and allot the work to the consultant after inviting limited tenders from the empanelled consultants for the respective work and the selection shall be done on the basis of Least Cost Based Selection (LCBS) method.
- b) Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla also reserves the right to allot the work to any of the empanelment Consultants after giving due consideration to the suitability and competence of Consultants to handle jobs, with due regard to their proven track record, which shall be reviewed by Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla (Employer) as found necessary from time to time.
- c) The Empanelled consultants shall be required to deposit the earnest money for a specific work in proportion to the cost of respective work at the time of invitation of limited tender subsequent to the empanelling of consultants.

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Requisite data in following forms are to be filled in and provide with documents.

Sl. No.	Brief description of contents of paragraph	PAGE Nos.
01	Letter of transmittal (Form-1)	
02	Eligibility Criteria Project Information	
03	General Information(Form-2)	
04	Financial details (Form-3)	
05	Details of ongoing / undertaken /completed works. (Form-4)	
06	Work experience certificates	
07	Other Documents	



**FORM 1 - LETTER OF TRANSMITTAL**

[ON THE LETTER HEAD OF APPLICANT]

To,

XXXXXXX

XXXXXXXXXXXXXXXXXXXX

**SUB: EMPANELMENT OF CONSULTING FIRMS FOR –**

**Project Management Consultancy including, Preparation of DPR, Bid process management, Comprehensive Architectural design, Engineering consultancy and Construction Supervision works for various Infrastructures projects in Himachal Pradesh**

Having examined the details given in Notice for empanelment, we hereby submit relevant documents. We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.

We hereby confirm that we have read and understood all the stipulations given in this empanelment document and the decision of Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla with regard to our empanelment shall be final and binding on us.

The requisite processing fees of Rs. 5000.00 (Five thousand only) is herewith deposited through Demand Draft payable at Shimla.

**Thanking You,**

**Yours faithfully,**

**Signature of authorized person with seal of agency/firm**





## FORM 2 – GENERAL INFORMATION

1.	Name of Applicant/Company	
2.	Address for correspondence Registered under Companies Act	
3.	Official-mail for communication	
4.	Contact Person: Telephone Nos. Fax Nos. Mobile No.	
5.	Type of Organization: a) A proprietary firm b) A firm in partnership (Attach copy of Partnership) c) A Limited Company (Attach copy of Article of Association) d) Another (mention the type)	
6.	Registration no, Place and Year of Incorporation under companies Act .	
7.	PAN no.	
8.	GST no.	
9.	Name(s) of the persons along with their designation, who is authorized to deal with Ropeways and Rapid Transport System Development Corporation (RTDC), Shimla(Attach copy of power of Attorney)	

Signature of authorized person with seal of agency/firm



## FORM 3 – FINANCIAL DETAILS

		FY -2016 -17 Rs. (In Lacs)	FY-2017 - 18 Rs. (In Lacs)	FY 2018 -19 Rs. (In Lacs)	Average annual turnover. Rs. (In Lacs)
		a	b	c	(a+b+c)/3
(i)	Annual Turnover for the Financial Year (FY)				

Signature of Chartered Accountant with Seal & Membership No.



**FORM 4 – DETAILS OF EXPERIENCE FOR THE PROJECT UNDERTAKEN/ COMPLETED/ ONGOING DURING THE LAST 10 YEARS**

SN. No	Name of Project	Name of Clients	Project Cost in Crores
1.			
2.			
3.			
4			
5			
6			

Attach completion certificate issued by the Competent Authority.

Signature of authorized person with seal of agency/firm

