

Corrigendum - Selection of Consultant Program Management Consultancy Services for Island Development Authority in Gujarat

Corriegn dum No	Refer Document	Page No.	Clause No.	Subject	As per Bidding document	Modified Clause
2	RFO cum RFP	31	3.4	Project Team	The Consultant would be required to form a multi-disciplinary Project Team for this assignment, consisting of the following two key personnel who would be full time stationed at GIDB:	The Consultant would be required to form a multi-disciplinary Project Team for this assignment, consisting of the following three key personnel of PMC who would be full time stationed at GIDB:
6	RFO cum RFP	38	3.14	Responsibilities of the Authority	i) The Authority shall provide transportation facilities and other costs for carrying out the assignment work to the two Project Management Experts stationed at GIDB as per GIDB Rules during out station visits;	i) The Authority shall provide transportation facilities and other costs for carrying out the assignment work to the three Project Management Experts stationed at GIDB as per GIDB Rules during out station visits;
7	RFO cum RFP	39	3.15	Responsibilities of the Consultant	v) The Consultant shall conduct independent studies at their own cost for all the inputs for carrying out the assignment; vi) The Consultant shall be responsible for all the necessary instrument, equipment and software required to carry out the study at their own cost; vii) The Consultant shall have to make their own arrangement for accommodation, equipment, software for carrying out the assignment;	v) Deleted vi) Deleted vii) The Consultant shall have to make their own arrangement for accommodation, equipment, software for carrying out the assignment during their stay in Gandhinagar;
8	RFO cum RFP	42	4.3.5 (ii) a	Weightage of Technical and Financial Bid	ii. 25% weightage - Man-month rate quoted for Project Management Experts with more than 05 years of relevant Experience;	ii. 25% weightage - Man-month rate quoted for Project Management Experts (Finance cum Market Assessment Expert and Planning cum GIS Expert) with more than 05 years of relevant Experience ;
10	RFO cum RFP	75	Annexure 15	Draft Contract	2.2 Project Managers The Consultant shall ensure that at all times during the fieldwork the two Project Management Experts, acceptable to the Client, shall take charge of the operations of the Personnel in the field. The Project Management Experts shall be responsible for liaison in the field between the Consultant and the Client. The consultant has to keep a site office in Gandhinagar for daily coordinating of the project with the client.	2.2 Project Managers The Consultant shall ensure that at all times during the fieldwork the three Project Management Experts, acceptable to the Client, shall take charge of the operations of the Personnel in the field. The Project Management Experts shall be responsible for liaison in the field between the Consultant and the Client.

Corrigendum 1

Annexure 8

Time Schedule for Professional Personnel

- Please provide PERT chart of the work schedule. Provide Completion dates of various milestones.
- Also provide staffing schedule, which should mention, detail schedule of each member of the proposed team, assignment which would be carried out by them, timeframe during which they will work etc.

Sl. No.	Name	Position	Reports Due/Activities	Months (in the form of a Bar Chart)												Number of Person - Month
				1	2	3	4	5	6	7	8	9	...	18		
1.		Team Leader cum Project Coordination Expert														Subtotal (1)
2.		Finance cum Market Assessment Expert														
3.		Planning cum GIS Expert														Subtotal (2)
Grand Total of Person - Months																

Full-time: _____ Part-time: _____
 Reports Due: _____
 Activities Duration: _____

Signature: _____
 (Authorized Representative)
 Full Name: _____
 Title: _____

Corrigendum 3

Annexure 10

Submission Letter of Financial Proposal

*(to be submitted online through **NPROCURE** in the letterhead of the Lead Member)*

To,

**Chief Executive Officer,
Gujarat Infrastructure Development Board**

Block No. 18, 8th Floor, Udyog Bhavan, Gandhinagar-382 017, Gujarat, India

Sub: Selection of Consultant for Program Management Consultancy Services for Island Development Authority in Gujarat.

Reference Authority, Letter no: _____ dt: _____

Sir,

I/ We, the undersigned, offer to provide the consulting services for "Selection of Consultant for Program Management Consultancy Services for Island Development Authority in Gujarat." in accordance with your Request for Proposal dated <date> i.e. the date of publication, and our Proposal (Technical and Financial Proposals). Our attached Financial Proposal is towards providing services for carrying out the Assignment. This is exclusive of Goods and Service Tax as applicable.

Please note that the financial proposal does not contain any conditions and is submitted as per the prescribed format. In case of any discrepancy, our firm will be solely responsible for the same. Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. <Date>.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours faithfully,

Signature_____

Full Name_____

Designation_____

Name of the Firm_____

Address_____

Annexure 11

Break up - Total Price of the Services

(to be submitted online through **NPROCURE** in the letterhead of the Lead Member)

For Providing Program Management Consultancy Services for Island Development Authority in Gujarat.

Sl. No	Key Professional Manpower Position	Average Man Month Rate/ Expert (inclusive of all Taxes) in INR	
		[in Figures]	[in Words]
1	Team Leader cum Project Coordination Expert with more than ten years of Experience (for the 1 Expert to be Stationed at GIDB as per clause 3.14 and 3.15 of the Terms of Reference)		
2	Project Management Experts (Finance cum Market Assessment Expert and Planning cum GIS Expert) with more than five years of Experience (for the 2 Experts to be Stationed at GIDB as per clause 3.14 and 3.15 of the Terms of Reference)		
3	Infrastructure Sectoral Experts and Other Experts with 10 years to less than 15 Years of Relevant Experience (inclusive of all their expenses including their travel, stay, etc for carrying out the assignment work)		
4	Infrastructure Sectoral Experts and Other Experts with 15 and above Years of Experience (inclusive of all their expenses including their travel, stay, etc for carrying out the assignment work)		

Note:

1. The Person Man-month shall be considered as 24 working days in one Month.
2. All the prices quoted above must be exclusive of Goods and Service Tax as applicable;
3. No escalation would be allowed due to changes in taxes and duties except Goods and Service Tax;
4. The Average Man Month Rate of the Experts in Sl. No 1 and Sl. No 2 (i.e. Team Leader cum Project Coordination Expert, Finance cum Market Assessment Expert and Planning

cum GIS Expert) shall be escalated after one and half year from the date of signing of Agreement @ 5% for the remaining one and half year period of the contract;

5. No conditions should be attached to the price proposal;
6. In case of any discrepancies in the prices mentioned in the figures and words, the prices mentioned in the words would be considered as final price;

Signature_____

Full Name_____

Designation_____

Name of the Firm_____

Address_____

Corrigendum 4

Annexure 15

Draft Contract

4.0 Prices and payment terms

4.1 Prices

The Financial Proposal to carry out the assignment is exclusive of Goods and Service Tax as applicable. The break-up of Financial Proposal is as follows:

Sl. No	Key Professional Manpower Position	Average Man Month Rate/ Expert (inclusive of all Taxes) in INR	
		[in Figures]	[in Words]
1	Team Leader cum Project Coordination Expert with more than ten years of Experience (for the 1 Expert to be Stationed at GIDB as per clause 3.14 and 3.15 of the Terms of Reference)		
2	Project Management Experts (Finance cum Market Assessment Expert and Planning cum GIS Expert) with more than five years of Experience (for the 2 Experts to be Stationed at GIDB as per clause 3.14 and 3.15 of the Terms of Reference)		
3	Infrastructure Sectoral Experts and Other Experts with 10 years to less than 15 Years of Relevant Experience (inclusive of all their expenses including their travel, stay, etc for carrying out the assignment work)		
4	Infrastructure Sectoral Experts and Other Experts with 15 and above Years of Experience (inclusive of all their expenses including their travel, stay, etc for carrying out the assignment work)		

Corrigendum 5

3.7 Penalty for Replacement/ Exit of a Resource

- a) Replacement of Team Leader, Finance cum Market Assessment Expert and Planning cum GIS Expert (hereinafter called the "Project Management Resources" or "Resource") shall generally not be allowed. The replacement of Project Management Resources by consultant will be allowed (with penalty) only in case, the resource leaves the organization by submitting resignation with the present employer or can't continue working due to medical reasons (supported by Doctor's Certificate) or due to any unavoidable circumstances subject to the satisfaction of Authority.
- b) In case of failure to meet the standards of the Authority, (which includes efficiency, cooperation, discipline and performance) the consultant may be asked to replace the resource without any penalty for replacement/ exit.
- c) The replaced resource will be accepted by Authority only if he/ she fulfils the minimum Education/ Experience/ Knowledge criteria as per clause 3.4 of the Terms of Reference of this Contract Agreement and is found suitable to the satisfaction of Authority. The outgoing resource should complete the knowledge transfer with the replaced resource as per the satisfaction of Authority. The consultant shall be allowed up to 30 (Thirty) days to replace the resource.
- d) The payment for replaced resources will be made as per the man month rates quoted by the consultant. However if the replaced resource does not meet the minimum Education/ Experience/ Knowledge as mentioned in the clause 3.4 of the Terms of Reference, payment will not be made for the replaced resource.
- e) The penalty per resource would be imposed in case of exit/ replacement of resource from the assignment within below mentioned period starting from the date of deployment of respective resource:
 - a. Within 6 Months- Rs. 50,000 (Rupees Fifty Thousand)
 - b. From 6 months to 1 Year- Rs. Rs. 20,000 (Rupees Twenty Thousand)If the Consultant is unable to replace within 30 (Thirty) days, additional penalty of rupees 5,000/- per day per resource shall be leviable.
- f) However Authority is free to relieve any resource at any time during contract period without any penalty by serving 30 (Thirty) days advance notice to Consultant.

3.8 Penalty for absence of a resource

- a) In the case of absence (apart from allowed leaves) of a resource during project period, no payment will be made for the days a resource is absent (Per day payment will be calculated by dividing man month rate by number of days in that month).
- b) In addition a penalty per working day per resource will be levied on such absence for each resource as specified in clause 3.4 of the Terms of Reference of this Contract Agreement:
 - a. For Project Management Resources: Rs. 5,000 (Rupees Five Thousand)per day per resource
- c) Fraction of a day in reckoning period in supplies shall be eliminated if it is less than half a day.
- d) Penalty would be deducted from the applicable payments. All applicable penalties will be in addition to liquidated damages as described in the Contract Agreement.

3.9 Leave Policy

- a) The objective of this policy is to ensure that employees are able to balance work and professional life without compromising work continuity and discipline.
- b) The Project Management Resources should be stationed at the Authority's Office at Gandhinagar for the entire project assignment period.
- c) The Project Management Resources has to follow the working hours, working days and Holidays of Government of Gujarat. However Project Management Resources shall be available on a holiday if so is required by Authority. No extra payments will be made for working on extended hours/ Saturdays/ Sundays/ Holidays to meet the committed/ required time schedules.
- d) Resource shall get prior approval of Authority before leaving Authority's Office at Gandhinagar, even if it is on a holiday.
- e) Leave entitlement and computation will be effective from date of start of project.
- f) A resource can avail maximum 10 leaves per year on pro-rata basis. The leaves shall be avail upon submission of leave request by the Project Management Resource to Chief Executive Officer, GIDB and subsequent approval by Chief Executive Officer, GIDB;

- g) Leave cannot be claimed as an individual's right. Except in case of emergencies, all leave will be granted subject to Authority's requirements. A situation will be considered an emergency on a case-by-case basis and will be decided by the Reporting/ Controlling officer of the Authority.

Corrigendum 9

Annexure 1 (B)

Format for Pre-qualification Proposal (Technical Strength)

Relevant Services Carried Out in the Last Ten Years That Best Illustrate Qualifications

Category	Minimum Desired Experience	Number of Projects submitted for Pre-qualification

***provide details separately for each project listed in the summary sheet in the following format.**

- Projects without the proof of experience [at least (for Completed Projects: Work Order, Agreement and Completion Certificate, **a Certificate from Chartered Accountant/ Auditor confirming the receipt of full payment from the Client**), (at least for on-going Projects: Work Order, Agreement and Statutory Audited Statement of last two Payment received, **a Certificate from Chartered Accountant/ Auditor confirming the receipt of payment from the Client**)] will not be considered for evaluation.
- Authority reserves the right to verify the details and ask to furnish necessary proofs in this regard.
- In case fee was paid in currency other than Indian Rupees, the exchange rate should be considered based on TT buying rates as on August 18, 2017, [i.e. 1 USD= INR 64.11] for the purpose of conversion.

(Details of all major consultancy works of similar nature executed during last ten years)

Name of Company / Firm:

Sector [please select one]: Island Study Experience/ Coastal Study Experience/ Project Management Unit Experience

Sl. No.	Name of Work	Client Name, Telephone/ Fax no. and e-mail	Date of Award and Completion		Whether participated as individual consulting firm/ member or consortium, mentioned the consortium lead	Cost of consultancy work in Rs. Crores	Current status of the project	Project brief
			Date of Award	Date of Completion				

Note:

- The information to be given by individual applicant or each member of the JV / consortium including lead member separately.
- The list of work to be compiled as per the format above.
- Copy of supporting documents (experience proof) should be enclosed.

Corrigendum 11

Annexure 4

**Firm's References
Relevant Services Carried Out in the Last Ten Years
That Best Illustrate Qualifications**

Using the format below, provide information on each assignment for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

The consultant shall show case completed and on-going project experience for all of the categories mentioned in (iii).

(i)	Assignment Name	
(ii)	Name of Firm who carried out the study	
(iii)	Type of Study/ Category	<p><u>Category 1: Island Study Experience</u> Additional two completed/ Ongoing Experience (in addition to Pre-Qualification-Technical Strength) in feasibility studies of islands / master plan preparation of islands / regulatory framework for development of islands;</p> <p><u>Category 2: Coastal Study Experience</u> Additional two completed and two ongoing Experience (in addition to Pre-Qualification-Technical Strength) in feasibility studies/ master plan preparation/ detailed project report preparation for Coastal/ Riverfront/ Waterfront projects;</p> <p><u>Category 3: Project Management Unit Experience</u> Additional two completed Experience (in addition to Pre-Qualification-Technical Strength)in working as Project Management Unit with minimum of two years Central Government/ State Government Agencies and received fees of at least 50 lakhs during the assignment period; and</p> <p>Additional two ongoing Experience (in addition to Pre-Qualification-Technical Strength)in working as Project Management Unit with minimum of one year's Central</p>

		Government/ State Government Agencies during the assignment period;
(iv)	Name & Address of the Client	
(v)	No of Person-Months	
(vi)	Time when the assignment was carried out : Start Date End Date	
(viii)	Has any member who worked on this project, been considered for this proposed assignment of Authority? If yes, provide name and role.	
(ix)	Narrative Description of the Scope of work of the Project	
(x)	Description of Actual Services provided by your Staff	
(xi)	Status of the Study [Completed/ On-going] (If the study is not completed, please mention what stage/s of the study has been completed so far).	

IMPORTANT: Please provide a copy of certificate from the client or a copy of work order from the client.

- Projects without the proof of experience [at least (for Completed Projects: Work Order, Agreement and Completion Certificate, **a Certificate from Chartered Accountant/ Auditor confirming the receipt of full payment from the Client**), (at least for on-going Projects: Work Order, Agreement and Statutory Audited Statement of last two Payment received, **a Certificate from Chartered Accountant/ Auditor confirming the receipt of payment from the Client**)] will not be considered for evaluation.
- Along with Work order copy and/ or Completion Certificate, the submitted testimonial MUST contain other documents which include Project Reports, Research Reports, detail description of work [Scope of Work, Terms of Reference, Total Project Cost carried out by the consultant;
- **Only those studies would be considered for the evaluation for which the documentary proof mentioning Total Project Cost have been provided immediately after each claimed firm's experience i.e.**
 - client certificate or work order in case of on-going project assignment
 - client certificate or work order and completion certificate in case of completed project assignment

- **The supporting document(s) claimed for each firm's relevant experience placed immediately after each firm's experience shall be considered only;**

Firm's Name: _____