

NASHIK MUNICIPAL CORPORATION, NASHIK
SEWERAGE MANAGEMENT DEPARTMENT



E- TENDER NOTICE NO: 16 /2016-17

**BID DOCUMENT
FOR**

Providing Consultancy Services for Preparation of DPR, Bid Process Management / Procedure etc., Post DPR services for

- A. Construction of 32 MLD Sewage Treatment Plant & 55 MLD Sewage Pumping Station at Pimpalgaon Khamb.**
- B. Upgradation & retrofitting of existing STP's of various capacities & technologies to achieve the new norms of CPCB/MPCB/CPHEEO New Sewerage Manual/ A-II Class river. (Total 342.5 MLD)**
- C. Surveying ,Planning,Designing of Sewer network in newly developed areas(approx 80 Km) in Nashik City.**

VOLUME-I: INSTRUCTIONS TO BIDDERS &

SCOPE OF WORK

THE COMMISSIONER

NASHIK MUNICIPAL CORPORATION NASHIK,

SEWERAGE MANAGEMENT DEPARTMENT,

Rajeev Gandhi Bhavan, Sharanpur Road, Nashik - 422 002

INDEX

Sr. No	Subject	Page No.
1	PRESS TENDER NOTICE	2
2	TENDER NOTICE	4
3	INSTRUCTION TO THE BIDDERS	6
4	PAYMENT SCHEDULE	14
5	SCOPE OF CONSULTANCY WORK	18
6	ANNEXURE 1: PRO-FORMA LETTER OF SUBMISSION	31
7	ANNEXURE 2: STRUCTURE AND ORGANISATION	34
8	ANNEXURE 3: LIST OF COMPLETED PROJECTS OF COMPARABLE NATURE	35
9	ANNEXURE 4: LIST OF ON GOING PROJECTS	36
10	ANNEXURE 5: FORMAT OF CURRICULUM VITAE FOR KEY STAFF	37
11	ANNEXURE 6: FINANCIAL STATEMENT OF FIRM	38
12	ANNEXURE.7: FORMAT FOR SUBMISSION OF EXPERIENCE SHEET.	39
13	ANNEXURE.8: FORMAT FOR BANK GUARANTEE FOR SECURITY DEPOSIT	40

Signature of Tenderer

No. of Corrections

Executive Engineer

PRESS TENDER NOTICE

1.

**नाशिक महानगरपालिका, नाशिक****ई- निविदा सुचना क्र. १६ / २०१६-२०१७**

मनपा क्षेत्रातील पिंपळगांव खांब येथे मलनिःसारण केंद्र व मलजल उपसा केंद्र बांधणे, अस्तित्वात असलेल्या मलनिःसारण केंद्राचे नविन मापदंडानुसार आधुनिकीकरण करणे व नव्याने विकसीत झालेल्या भागात मलवाहिकेचे जाळे तयार करणे या कामांचे प्रकल्प अहवाल तयार करणे व प्रकल्पाची अंमलबजावणी करणेकामी सल्लागार सेवा पुरविणे साठी सल्लागार नियुक्ती करणे कामाच्या ई-निविदा नाशिक महानगरपालिका, नाशिक ता.जि. नाशिक कडून मागविण्यात येत आहे. कामासंबंधी सविस्तर माहिती व तपशिल www.mahatender.gov.in या संकेतस्थळावर उपलब्ध आहे.

दिनांक :- 28/02/२०१७

सही xxx

अधिक्षक अभियंता
पाणी पुरवठा व मलनिःसारण विभाग
नाशिक महानगरपालिका, नाशिक

सही xxx

आयुक्त
नाशिक महानगरपालिका, नाशिक

**NASHIK MUNICIPAL CORPORATION, NASHIK****E-Tender Notice No. 16/2016-2017 for**

NASHIK MUNICIPAL CORPORATION invites e-Tender for the work of "Providing Consultancy Services for Preparation of DPR, Bid Process Management / Procedure etc., Post DPR services for

- A. Construction of 32 MLD Sewage Treatment Plant & 55 MLD Sewage Pumping Station at Pimpalgaon Khamb.
- B. Up-gradation & retrofitting of existing STP's of various capacities & technologies to achieve the new norms of CPCB/MPCB/ CPHEEO New Sewerage Manual/ A-II Class river. (Total 342.5 MLD)
- C. Surveying, Planning ,Designing of Sewer network in newly developed areas (80km)in Nashik City ,

Please visit website www.mahatenders.gov.in for detailed information.

Date: 28 / 02 / 2017

SUPERITENDING ENGINEER

NASHIK MUNICIPAL CORPORATION

COMMISSIONER,

NASHIK MUNICIPAL CORPORATION

Signature of Tenderer

No. of Corrections

Executive Engineer

NASHIK MUNICIPAL CORPORATION, NASHIK
DETAILED TENDER NOTICE

E- TENDER NOTICE NO: 16/2016-17

Nashik Municipal Corporation (NMC) invites online applications from reputed & competent consultants in water supply/sewerage field for “Providing Consultancy Services for Preparation of DPR, Bid Process Management / Procedure etc., Post DPR services for for

A. Construction of 32 MLD Sewage Treatment Plant & 55 MLD Sewage Pumping Station at Pimpalgaon Khamb.

B. Up-gradation & retrofitting of existing STP's of various capacities & technologies to achieve the new norms of CPCB/MPCB/ CPHEEO New Sewerage Manual /A-II Class river. (Total 342.5 MLD)

C. Surveying, Planning ,Designing of Sewer network in newly developed areas (approx 80Km) in Nashik City.”

Sr. No.	Name of Work	Cost of Blank Tender form (Rs.)	EMD (Rs.)	Time limit of Completion (Months)
1	<p>Providing Consultancy Services for Preparation of DPR, Bid Process Management / Procedure etc., Post DPR services for</p> <p>A. Construction of 32 MLD Sewage Treatment Plant & 55 MLD Sewage Pumping Station at Pimpalgaon Khamb.</p> <p>B.Upgradation & retrofitting of existing STP's of various capacities & technologies to achieve the new norms of CPCB/MPCB/CPHEEO New Sewerage Manual A-II Class river. (Total 342.5 MLD)</p> <p>C. Surveying, Planning Designing of Sewer network in newly developed areas in Nashik City. (Approx 80 km.)</p>	<p>10,045/- (including 5% VAT) (Non-Refundable)</p>	5,00,000/-	24 months for each sub work from date of issue of work order

Signature of Tenderer

No. of Corrections

Executive Engineer

The Blank Tender form will be available on website <http://mahatenders.gov.in>.
from 28 /02 /2017 to 20/ 03 /2017 upto 15.00 hrs.

Pre-Bid Meeting is open to all prospective tenderer and will be held on 10/03/2017 at 15:30 hours in the office of the Superintending Engineering-WSSD Nashik Municipal Corporation, Nashik, wherein the prospective tenderer will have opportunity to obtain clarifications regarding the work and the tender conditions.

The sealed and completely filled tenders duly signed on each paper (along with experience certificates & documents) should be submitted Online on website site <http://mahatenders.gov.in>. on or before dt.05/04/2017 up to 15:00 hrs. If possible, technical bid will be opened on same date at 17.00 Hrs. Booklet submitted through post or private courier will not be accepted.

SUPERITENDING ENGINEER
NASHIK MUNICIPAL CORPORATION

COMMISSIONER
NASHIK MUNICIPAL CORPORATION

Signature of Tenderer

No. of Corrections

Executive Engineer

INSTRUCTION TO THE BIDDERS**1. EARNEST MONEY DEPOSIT**

Earnest Money Deposit (EMD) of Rs. 5,00,000.00 (Rupees Five Lacs Only) shall be paid by

1. SBI Net Banking or
2. Other Bank Internet Bank MOPS.

For any assistance please contact help desk. Details are available online.

The online payment procedure can be seen on

<https://mahatenders.gov.in> → Announcement → online payment procedure.

Online payment requires 48 hours in Bank working days for clearance and hence, payment should have been made accordingly.

The EMD will be retained in the pooling account and will be refunded to the unqualified / unsuccessful bidders after award of tender to the successful lowest bidder. The EMD of successful bidder will be ultimately refunded or will be adjusted against the security deposit after selection of the successful bidder at the time of execution of the contract. In case, the Commissioner decided to forfeit / adjust the EMD amount of the bidder, the EMD amount in such cases shall be credited to the bank account of the Corporation. The mandate for EMD refunds / forfeit / adjustment against security deposit shall trigger from e-tender application of NIC portal.”

NOTE - The bidder should make the payment well in advance so as to ensure that the payment reaches to Bank 4 (four) days before date and time for submission of tender.

The EMD of the unsuccessful bidder will be returned after signing the agreement with the successful bidder.

The EMD amount shall be forfeited if the bidder withdraws his proposal before the Proposal Validity period, or fails to adhere to conditions of this bid.

The EMD amount of the successful bidder paid in Demand Draft can be adjusted in the performance security deposit amount payable by the successful bidder / selected consultant.

2. SECURITY DEPOSIT

Total 15% of accepted consultancy fee will be recovered as below;

- **Initial Security Deposit.**

5% of accepted tender cost in the form of Fixed Receipt OR Bank Guarantee from Nationalized / Scheduled Bank in the name of Executive Engineer/Commissioner, Nashik Municipal Corporation, Nashik for initial minimum period of 24 months (time limit) for each sub work and shall be extended suitably if the work is not completed within the time limit.

- **Security Deposit through R.A.Bills**

10% of each of the due interim gross payments shall be retained by the client as Security deposit in addition to 5% initial security deposit deposited by the consultant for the faithful & satisfactory performance of the assignment by the consultant.

3. ELIGIBILITY CRITERIA

The bidding is open to individuals/ Companies/firms/ Charitable Trust a private, public or government owned legal entity, located in India. Interested parties may submit their bids in Individual Capacity or as above entities. Bidder should be enlisted with Government (Central/ State) Organization.

Bidders should have experience of providing consultancy for various government bodies including ULB, State development Authorities, state government undertaking, etc. for similar nature.

The Bidders should have proven track record in the infrastructure sector consulting for over 3 years.

Experienced in Consultancy assignment work from State Government/ Central Govt./PWD/CPWD/MMRDA/MSRDC/Railway/ any ULB in India or equivalent Departments in other Country etc.

All Bidders must have working experience as Proof Checking/ techno/ Project Development Consultants in urban local bodies / government undertakings/Government Organisation.

Bidder must have annual turnover of Rs. 125 Lakhs in any of last 3 financial years.

Bidder must have successfully completed the work of Consultancy for DPR

Signature of Tenderer

No. of Corrections

Executive Engineer

preparation of sewerage scheme for

A) One STP of minimum 26 MLD capacity

OR

Two STP's of min. 16 MLD capacity

OR

Three STP's of min 13 MLD capacity

B) Surveying, Planning & Designing at least

Three similar work of Sewer Network not less than of 32 km length

OR

Two similar work of Sewer Network not less than 40km. length.

OR

One similar work of Sewer Network not less than 64km. length

NMC reserves the right to waive any kind of eligibility requirements to some or all the bidders if it decides that such an action is in the interest of citizens / general public at large and it will not affect the competition.

Conditional Bids will not be accepted and NMC reserves the rights to modify /split the work to more than one applicant and accept or reject any or all the proposals at its sole discretion.

Please note that the Request for Proposal (TENDER) documents shall not be sent by post, courier, etc. No offer will be accepted after the last date & time of submission.

Check list for submission of offer is given for the guidance of the bidders. The proposal should be checked with reference to this list before its submission.

TECHNICAL QUALIFICATION CRITERIA

Sr. No.	Qualification Criteria	Points
1.	Capability of consultant in terms of turnover	20
2.	Experience in similar type of project under similar work conditions	15
3.	Adequacy & consistency of previous works & methodology in responding to Terms of Reference & keeping time frame.	15
4.	Relevant Qualification & Experience of Key	

Signature of Tenderer

No. of Corrections

Executive Engineer

	persons***	
	a) Team Leader	15
	b) Treatment process specialist	10
	c) Civil Engineer-Planner	10
	d) Mechanical/Electrical/Instrumentation Engg, Chemical Engg Expert	05
	e) RCC designer & Engg. Expert	10
	Total Points	100

The consultancy firm will be required to identify in their proposal the project team leader & key personnel to plan, supervise, implement & secure effective performance of main tasks under the assignment. The curriculum vitae of these personnel will be evaluated for points shown against each expert wrt. Academic qualification & relevant experience in appropriate positions.

Each responsive technical proposal will be given Technical score. A proposal shall be rejected at this stage, if it does not respond to important aspects of the terms of reference or if it fails to achieve minimum technical score of 70 points.

4. SUBMISSION OF BID

Manner for submission of offers

- Consultant can access tender documents on the website, fill them and submit the completed tender document into electronic tender on the website <http://mahatenders.gov.in>. after submitting the EMD and tender processing fee in the form of e-payment. EMD will be refunded only after acceptance of successful bidder.
- The online bid submitted by the bidder shall comprise of two separate envelopes - The tender comprises two-cover system of (i) Technical Bid and (ii) Commercial Bid.
- Any effort by the consultant to influence the client in the bid evaluation, bid comparison or contract award decision results in rejection of the consultants bid.
- A successful tender will have to execute an agreement with The Commissioner, Nashik Municipal Corporation, Nashik within 15 days upon receipt of intimation along with Security Deposit of 5% of the accepted amount for Consultancy in the form of FDR/Bank Guarantee obtained from a Nationalized Bank / Scheduled Bank payable at Nashik. The work shall be commenced with all earnestness within seven days from the date of issue of work order, failing which it would be presumed that the agency is not

Signature of Tenderer

No. of Corrections

Executive Engineer

interested in the work and action will be taken to get the work executed through alternate agency.

- The Commissioner, Nashik Municipal Corporation, Nashik reserves the right to accept / reject any or all tenders without assigning any reasons.
- Corrigendum's / modifications / corrections, if any, will be published in the website only.
- Further details of works for can be obtained in the Office of the Superintending Engineer, Water supply & Sewerage Dept Nashik Municipal Corporation, Nashik on all working days between 15:30 hrs and 17:30 hrs

CONTENTS IN ENVELOPE NO. 1

- i. Earnest Money Deposit (EMD) of 1% of quoted amount in the form prescribed in tender document.
- ii. Details of legal status of the Entrepreneur with registration of firm.
- iii. In case bidder is a partnership firm he must present partnership deed.
- iv. In case company is formed under company law – Memorandum of Association and Articles of Association. In the case of charitable trust the trust deed & certificate of registration should be enclosed.
- v. Details of similar experience along with certificates.
- vi. Audited balance sheets for last 3 financial years.
- vii. Curriculum Vitae/ Bio Data of the key technical & professionals.
- viii. Certificate of clients and photocopies for which bidders have done similar type of project or experience of running of the same.
- ix. Certificate showing successfully managed similar activities.
- x. Additional information if any
- xi. The bidder should sign on all the pages of Document and submit the Tender Document (Volume-I) in Envelope No. 1.

CONTENTS OF ENVELOPE NO. 2

The financial proposal, as per Volume-II duly typed in company's letter head and submitted in envelope no. 2 signed by the authorized signatory. The Bidders shall quote the consultancy fees only in lump sum cost. Bidder should not mention in percentage terms of project cost in the technical bid.

Last Date for Submission of Bids

The last date for the submission of completed bid is on 05/04/2017 up to 15:00 Hrs. The Commissioner, Nashik Municipal Corporation (NMC) may, at his discretion, extend the deadline for the submission of bids by amending the Tender Document in

Signature of Tenderer

No. of Corrections

Executive Engineer

which case all rights and obligation of the NMC and the Bidders subject to the previous deadline shall thereafter be subject to deadline as extended.

Late Bids

The Bidders should ensure that their offer is received before the expiry of the due date and time. Delayed offers shall not be entertained irrespective of any cause. The bid offered or received after the due date and time shall not be accepted or if inadvertently accepted, shall not be opened and shall be returned to the bidder unopened.

5. BID OPENING AND EVALUATION

a. Bid Opening procedure

The technical bids will be opened on 05/04/2017 upto 17.00Hrs (if possible), in presence of the Superintending Engineer & bidders or their representative who choose to remain present for the opening.

Step - 1: Envelope no. 1 shall be opened initially; contents of envelopes will be scrutinized as per the submission requirements of this tender document.

Contents of envelope 1 as per stipulations will be specified and noted. Missing documents will also be noted.

NMC shall then carry out scrutiny, analysis, verification of all the data & documents submitted in envelop 1 with reference to Eligibility & Qualification criteria. After the qualification process is completed the bidders who scores min. 70 points as per technical qualification criteria will be eligible for opening of envelope no.2.

Step -2 Envelope no. 2: The commercial bid shall be read out to all the bidders or their representatives who will be present at the time of opening thereof. After opening the bids no information relating to examination, clarification, evaluation and comparison of bids and recommendations concerning the award of contract shall be disclosed to the bidders or other persons.

Any effort from any bidder to influence the process of examination, Clarification, evaluation, and comparison of bids and in decision concerning the award of contract may result in rejection of bid.

b. Clarification of Bids

To assist in examination, evaluations of bids the Nashik Municipal Corporation (NMC)" may ask bidder for further clarification of his bid. Such request shall be in writing and the response thereto shall also be in writing.

c. Examination of Bid and Determination of Responsiveness

Prior to detail evaluation of bids, the NMC will determine whether each bid

Signature of Tenderer

No. of Corrections

Executive Engineer

1. Is accompanied by bid EMD
2. Meets eligibility and qualifying criteria.
3. Is properly signed by the authorized person.
4. Is substantially responsive to the requirement of the bidding document.

d. Bid liable for rejection

The bid is likely to be rejected if on opening it is found that,

- a) The bidder has not strictly adhered to the procedure laid down for submission.
- b) The bidder has proposed conditions or qualifications, which are inconsistent or contrary to terms and conditions specified.

e. Correction of Errors

If there is any discrepancy between the offer quoted in figures and in words, the higher of the two will be treated as offer.

The Nashik Municipal Corporation (NMC) shall evaluate and compare only bids determined to be substantially responsive.

Commercial Proposal

The price bids of only technically qualified bidders would be opened for consideration. Consideration will be given to the total price offered by the consultant to carry out the study as per the scope mentioned.

f. Negotiations

The Nashik Municipal Corporation (NMC) may carry out negotiations with the lowest bidder for modification of the bid by calling the bidder in its office and the bidder shall remain present in the office for negotiations.

g. Bid Validity

Completed bids in the prescribed formats with requisite enclosures should indicate that the bid would remain valid for a period of 180 days from the date of submission of the bid. Nashik Municipal Corporation (NMC) reserves the right to reject any bid that does not meet this requirement. In exceptional circumstances, prior to the expiry of the bid validity period, Nashik Municipal Corporation may request the bidder in writing to extend the period of validity for a specified additional period. A bidder may refuse the request, but a bidder accepting the request will not be allowed to modify his bid but will be required to extend the validity of the bid for the period of extension.

h. NMC has right to accept any Bid and to reject any or all Bids

Notwithstanding anything contained in these instructions, the Nashik Municipal Corporation reserves the right to accept or reject any bid to accept and to annul or suspend the bidding process and reject all the bids at any time prior to award of contract without thereby incurring any liability of costs to the affected bidders and without any obligation to inform the affected bidder's the grounds for this action. However, if all bids

Signature of Tenderer

No. of Corrections

Executive Engineer

found non-competitive, shall be rejected.

i. Notification of Award and Signing of Agreement

Prior to expiration of bid validity period or any such extended period, the Nashik Municipal Corporation (NMC) will notify the successful Bidder through a registered letter / fax / email / that his bid has been accepted. This communication shall state the Fee which the Nashik Municipal Corporation (NMC) will pay to the Consultant. This notification of award will constitute formal commencement of contract subject only to the signing of the agreement with Nashik Municipal Corporation (NMC) by the successful bidder.

The Nashik Municipal Corporation (NMC) will award the contract to the selected bidder whose bid has been determined to be substantially responsive and who has complied with all required documentation and information.

The Successful bidder shall have to enter in to an agreement with Nashik Municipal Corporation (NMC) for the purpose of executing the work as per the scope of the work mentioned elsewhere in this document. The agreement will incorporate all terms and conditions between the NMC and successful bidder. It will be signed in the Nashik Municipal Corporation (NMC) office at Nashik within 15 days of notification of award.

j. Payment Terms

The Payment terms for the selected consultant shall be as follows and shall be percentage of awarded cost of work.

The Consultants shall be paid in the following stages consistent with the work done plus reimbursable expenses, if any, agreed upon. Payment made to the Consultant would be on account basis and shall be adjusted against the final amount payable. Schedule of payment should be as per the Progress of work.

PAYMENT SCHEDULE

Sr. No.	Percentage of Cost Services	Stage of Work
1	10%	On completion of field survey and after submission of data and drawings
2	10%	On submission of conceptual plan and preliminary estimate after approval of NMC.
3	5%	On submission of final draft report.
4	20%	On submission of final DPR after approval of NMC.
5	10%	On approval from NMC of DPR.
6	15%	submission of Bid Document
7	5%	On award of contract
8	5%	On completion of 20% execution of work (site visits, execution support and meetings as and when required by the Engineer-in-charge)
9	5%	On completion of 40% execution of work (site visits, execution support and meetings as and when required by the Engineer-in-charge)
9	5 %	On completion of 60% execution of work (site visits, execution support and meetings as and when required by the Engineer-in-charge)
10	5%	On completion of 80% execution of work (site visits, execution support and meetings as and when required by the Engineer-in-charge)
11	2.5%	On completion of 100% execution of work (site visits, execution support and meetings as and when required by the Engineer-in-charge)
12	2.5%	After completion of construction work of STP/SPS/pipeline in all respect

Signature of Tenderer

No. of Corrections

Executive Engineer

6. Events of Default

Events of Default mean the Consultant's Event of Default.

The Consultant Event of Default

The Consultant Event of Default means any of the following events unless such an event has occurred as a consequence of a Force Majeure Event:

- The Consultant's failure to perform or discharge any of its obligations in accordance with the provisions of this contract.
- Any representations made or warranties given by the Consultant under this contract is found to be false or misleading.
- Consultant has obtained the project contract from the NMC as a result of ring bidding or other non-bonafide methods of competitive bidding
- Consultant Assigns, transfers, sublets or attempts to assign transfer or sub-let the entire works or any portion thereof without the prior written approval of the NMC.
- Consultant engaging or knowingly allowing any of its employees, agents, Contractor or representative to engage in a any activity prohibited by law or which constitutes a breach of or an offence under any law, in the course of any activity undertaken pursuant to this contract.
- Consultant fails to make the required compliances instructed by DPR approving authorities

NMC's Rights

Upon the occurrence of the Consultant Event of Default, the NMC without prejudice to any other rights and remedies available to it under this contract shall be entitled to terminate this contract. Provided that before proceeding to terminate this contract, the NMC shall give due consideration and shall have due regard to the nature of the underlying Event of Default, its implication on the performance of the respective obligations of Parties under this contract and the circumstances which the same has occurred.

Penalty :

The decision for levy of penalty for any events of default shall I be vested with the Superintending Engg.

Remedial Process:

Following the issue of Consultation Notice by either Party, within a period not exceeding 15 days or such extended period as they may agree (Remedial Period) the Parties shall, endeavor to arrive at an agreement as to the manner of rectifying or remedying the underlying Event of Default. If during the Remedial period the underlying event of default is cured or waived and the Consultant agree upon the measures set out by the Commissioner of the NMC, the Consultation Notice shall be withdrawn by the NMC who has issued the same.

Consultancy Charges:

The consultancy fees includes expanses on services rendered for engineering man months/input ,besides obligatory special charges of consultant staff & backup support from head quarter, travelling cost, accommodations, document & stationery expenses ,communication expenses ,so as to get the DPR approved& post DPR

Signature of Tenderer

No. of Corrections

Executive Engineer

implementation.

Termination due to Events of Default:

If before the expiry of the Remedial Period, the underlying Event of Default is neither cured nor waived nor the Consultant has agreed upon the measures set out by the Commissioner of NMC, the NMC shall have the right to terminate this contract, in which event the provisions of tender document shall, to the extent expressly made applicable, apply.

Termination of the Contract

- Termination of the contract due to Consultant Event of Default

The NMC is entitled to terminate this contract either on account of an Event of Default shall do so by issue of a notice in writing ("Termination Notice") to the Consultant.

The Commissioner, NMC on such notice shall have powers to

- a) Take possession of any materials, Reports, Drawings, etc,
- b) Undertake an assessment of the works and other aspects of the project to ascertain the amount of work completed by the Consultant and assess the Compensation payable to the Consultant by NMC. A Panel comprising of the Commissioner and Chief Auditor and / or any other person appointed by the Commissioner, NMC would undertake the assessment of the said compensation.
- c) Carry out the remaining incomplete work at the discretion of NMC.

On Termination of the contract due to Consultant Event of default, the Consultant will be deemed to have relinquished all his rights under the agreement entered into with NMC from the date of cancellation of the contract.

"The Consultant shall forfeit his performance security deposit to NMC without prejudice to NMC's right to recover from the Consultant any amount that may be due to it.

The Commissioner, NMC shall determine the extent of amount, if any, is payable to the Consultant for the value of the work executed by him up to the time of cancellation/termination.

- Termination of the contract for reasons other than due to Consultant Event of Default

The Consultant will be compensated as per the following clauses in event of termination of the contract and takeover of the facility by NMC during the concession period, for reasons other than default of the Consultant/ violation of the law/ conditions of the tender by the Consultant.

The Commissioner shall certify the percentage of work completed.

This compensation may be given by NMC in lump sum or in five equal installments.

Settlement of Disputes:

If any dispute or difference or claims of any kind arises between Consultant and NMC in connection with, construction, interpretation or application of any terms and conditions or any matters or thing in any way connected with or in connection with or arising out of this contract, or the rights, duties or liabilities of any party under this contract, whether before or after the termination of this agreement, then the parties shall meet together promptly, at

Signature of Tenderer

No. of Corrections

Executive Engineer

the request of other party, in an effort to resolve such dispute, difference or claim by discussion between them.

Refund of Security Deposit

The initial security deposit lodged by the Consultant shall be treated as performance security. If the Consultants' performance is reckoned as "Successful performance" his initial security deposit shall be refunded along with final bill. If the performance cannot be reckoned as " Successful performance" the initial security deposit shall be forfeited.

If, prima facie, there are no dues recoverable from the consultant initial (5%) security deposit recovered from the consultant as retention money, shall be refunded along with the final bill. Remaining 10% security deposit recovered from the R.A. Bill shall be refunded after completion of 12 months of completion period of the project.

SCOPE OF CONSULTANCY WORKS

BACKGROUND OF PROJECT:

Nashik Municipal Corporation (NMC) is making sustained efforts since its inception from 1982 to develop the infrastructure facilities, which catalyzes the development process of the city as a whole. In the development process, sewerage the critical and most important part of the infrastructure has been given prime focus by NMC. To provide full-fledged sewerage facility, NMC had developed a two phase sewerage project, Phase I and Phase II.

NMC intends to procure the services of a Consultant in water supply/sewerage field for providing Consultancy Services for Preparation of DPR, Bid Process Management etc., for following sub works.

Sub work no. – 1

Preparation of DPR for proposed 32 MLD STP and 55 MLD Sewage Pumping Station at Pimpalgaon Khamb including all necessary works such as data collection, selection of treatment technology, preparation of drawings, etc. in order to achieve the the discharge standards as pH -5.5 to 9.0, BOD \leq 5 mg/l, COD \leq 50 mg/l, TSS \leq 10 mg/l, NH₄-N \leq 2mg/l, TP \leq 2mg/l & Fecal Coliform \leq 230 MPN/100 ml.

Sub work no. – 2

Preparation of DPR for upgradation works at following STP's at Nashik which includes all necessary data collection, site survey, checking the availability of land as per modified process requirement and as per existing unit locations, upgradation to achieve the discharge standards as pH -5.5 to 9.0, BOD \leq 5 mg/l, COD \leq 50 mg/l, TSS \leq 10 mg/l, NH₄-N \leq 2mg/l, TP \leq 2mg/l & Fecal Coliform \leq 230 MPN/100 ml.

1. 78 MLD & 52 MLD STP based on UASB followed by facultative aerated lagoon Process at Tapowan.
2. 70 MLD STP based on ASP process & 40 MLD STP based on UASB followed by MBBR process at Agar takali.
3. 22 MLD STP based on UASB followed by facultative aerated lagoon process & 20 MLD STP based on ASP process at Chehadi.
4. 7.5 MLD & 21 MLD STP based on ASP process, 32 MLD STP based on UASB followed by MBBR process at Panchak.

Sub work no. – 3

Preparation of DPR for sewerage network of approximately 80 km length for various dia. at developed area of Nashik Municipal Corporation including survey, data collection, design & drawings for connection of sewer lines to existing main trunk

sewer line.

Sub work no. – 4

Providing Consultancy services for preparation of tender document, evaluation of technical & financial bids, proof checking of the detailed design & drawing, attending the site meeting as and when called by NMC etc. for all above Sub works from Sr. no. 1 to 3.

Signature of Tenderer

No. of Corrections

Executive Engineer

SCOPE OF CONSULTANCY WORK AND TERMS OF REFERENCE

The Detailed Scope of work for the Consultancy Services shall be as under:

The objective of this RFP Document is for providing Consultancy Services for Providing Consultancy Services for Preparation of DPR, Bid Process Management etc., for Rehabilitation, Augmentation & Operation of the STP's and Sewerage System on lump sum turnkey basis under AMRUT programme in Nashik City.

The main objective of the proposed consultancy services is to Prepare DPR, get required approvals, co-ordination with NMC, proof checking of the detailed design & drawing, attending the site meeting as and when called by NMC etc.

The 'Consultant' appointed by the "NMC" to act on its behalf to safeguard its interest during the entire duration of project spread over aforesaid points. The Role and responsibility of the consultants in aforesaid schedules are briefly enumerated in the following points.

Broad Scope of Work: The present proposal is being invited for three distinct stages

Stage I: Techno Feasibility study & DPR Preparation and Approval

1. Physical survey of City, Data Collection, identification of various difficulties and limitation for various works, showing initial levels, existing drains electric poles, trees, drainage chamber, water valves, different utilities etc.
2. The Consultant will undertake the required surveys of the project area and collect the information relating to project in the form of primary & secondary data collection. All the related surveys required for design and implementation of the scheme are to be carried out by Consultant / bidder to the required accuracy for the purpose and intent of the bid.
3. The prospective bidder will be required to carry out surveillance studies of existing STPs.
4. Herein this the Consultant / bidder has to assess the waste water received at each STP in terms of quantity and quality initially for one month. Further Consultant will seek the secondary data relating to yearly & monthly variations in sewage water / waste water in quality and quantity both for each STP
5. Prepare Initial layout & concept master plans and broad cost estimates.
6. The Consultant / bidder shall submit the design norms and parameters for approval of NMC.
7. The consultant is required to carry out all the detail design i.e. hydraulic, structural electrical, mechanical & instrumentation design and prepare the detailed collection system drawings.
8. The consultant shall endeavour the use of automation concepts and technologies, PLC&SCADA with latest trends and technologies available in instrumentation,

Signature of Tenderer

No. of Corrections

Executive Engineer

mechanical engineering, piping works, Civil and structural works etc. in a cost-effective way for incorporation in the system and seek approval of the same in consultation NMC.

9. Based upon economical energy usage & optimal operation cost consideration, Calculation of the design of the friction losses in the rising main and the computation of the static head shall be worked out for the duty point head on the pumps for normal discharge and residual pressure at nodes. The head on pumps for various flows from average & peak shall be worked out. Head range of the pumps should be determined with VFD & Soft starter arrangement.
10. Identify new acceptable technologies for economic efficiency.
11. Preparation of detailed Project report (DPR) including cost estimates and drawing.
12. Price determination for the units and estimates
13. Structure the whole project as per the government policies/ development regulations
14. Evolve the criteria for selection of the contractor.
15. DPR when submitted to Government (State and Central) and if Government suggest some modifications, those modifications shall be incorporated by the consultant. If the presentation of the DPR is required at State Government or Central Government level, the consultant shall make it convenient to attend and present the same.

Stage II: Project development.

1. Formulation of Development Strategy
2. Evolve the tender strategy.
3. Prepare Drawings & estimates required for tendering process.
4. Prepare bid/ contract documents, draft project agreements.
5. Assist in tender floatation and bid process management.
6. Assist in selection of the suitable contractor.

Stage III: Project Management/Proof Checking.

- a) The Consultant will be required to proof check the design and drawing in stages so that the construction work can be started. The stages and program for approval will be decided by NMC in consultation with Proof Consultant and construction agency. The decision of NMC shall be final and binding.
- b) To study Initial Survey Soil Investigation & geotechnical reports required for preparation of detailed design, submitted by Agency/NMC.

- c) The Proof Consultant should study / scrutinize the Inception Report/Design brief /GAD/Structural drawings and submit their observations within 7 days from the date of receipt of documents.
- d) The Detailed design including submission of all design calculation drawings duly proof checked for execution purpose shall consist of -
 - i). Process & Hydraulic design calculations and drawings & GAD of all units.
 - ii). RCC structural design details and drawings of all units.
 - iii). All Electrical/ mechanical equipment / machineries design details and drawings/data sheets, etc.
 - iv). Other Engineering details required for completion of project.
- e) To review & verify the documents & furnish the comments/Approval within 7 clear working days of receipt of drawings design drawings and documents from Contractor/NMC.
- f) Verification & certification of the Revised structural design/ hydraulic design detailed engineering, drawings data and assumption etc provided by Contractor for execution purpose within 7 days from receipt of Revised design & drawings from Contractor/ NMC.
- g) To check the design calculations submitted by the contractor. If required, proof consultant may do independent design on sample basis to check the design calculations submitted by the contractor's design consultant.
- h) To prepare and submit the report (2 sets) of proof checking in well bound book duly signed (for analysis, design) and consists of :-
 - i). Complete certified set of analysis design /drawings received from Contractor/NMC.
 - ii). Set of correspondence between Contractor/NMC and Proof Consultant
 - iii). Certification of modified / revised design drawings
- i) The Proof Consultants is required to attend meetings in the office of the NMC / Construction Site during the period of proof checking of design drawing and construction as and when called by NMC.
- j) To check and certify design & drawing modified at any stage, during execution.

- k) Site visit: - The Consultant is required to visit the site as and when required by NMC during construction period without any extra cost. The Consultant will be required to check the design & drawing modified during the course of execution without any extra cost. The consultant is required to attend various meeting as and when called by NMC without any extra cost. The total construction period is 18 months + 3 months of successful performance run and extension if any granted.

Period of the Assignment:

Duration of consultancy will be 24 months for each activity after issue of work order.

The assignment is on job basis. All modifications / revisions shall be performed within time period as stated in detailed scope of work after receipt of the details from NMC/ contractor till the completion of main civil work. The consultant shall not be responsible for delay on account of non-availability of data. The decisions of Engineer in such cases shall be binding on the consultant and will be treated as final.

Priorities of works to be completed shall be decided by the Engineer. The time limit will be extended in case of non availability of required data or due to unforeseen reason.

In case, the Consultant delays the work beyond a reasonable limit or the work is not found satisfactory in full or any part, NMC shall notify the Consultant within 7 days notice to set right all discrepancies / deficiencies in his work and in case, if the Consultant fails to comply the same, NMC at its own discretion may appoint another agency for carrying out the work or the part of the work mentioned above. The fees payable to this agency will be recovered from the fees payable to the Consultant.

Design criteria for Design and Proof Checking

- a) The Design / Proof checking analysis / design shall be carried out in accordance with relevant IRC / IS codes / New CPHEEO Manual standards / Approving Authority / Norms / Directions.
- b) In case of any difference of opinion between the Consultant and the Contractor's Consultant, the decision of NMC will be binding on both the parties.
- c) The scope of consultancy work covers, proof checking of Basic Engineering / Detailed Engineering Package which will consist of the following

1) Basic Engineering Package

- Detailed P&ID with all line sizes and valve schedule
- Carry out level survey and verification with permanent bench mark.

- Layout with detail equipment sizes
- Hydraulic Flow diagram
- Process calculations
- Hydraulic Calculations
- Treatment philosophy/ Methodology
- Control Philosophy
- Project Schedule/Equipment Datasheets
- Single Line Diagram
- Construction Philosophy & Civil works design specifications
- General arrangement Drawings for civil units
- Motor Load List

2) Detail Engineering Package

- RCC and structural drawings for construction including shuttering design
- Final Equipment details with datasheets
- Detailed piping layout
- Final valve schedules and data sheets
- Electrical & Machineries details
- Wiring diagram for Elect & Instrumentation work
- Cable Layout
- MCC & Panel G A Drawings
- Instrument data sheets

Duties and responsibilities of the Consultant

The Consultant shall function as part of the team of the project

- I. The consultant shall prepare the hydraulic, structural design and drawings, mechanical drawings, line diagram of electrical works and all related shop drawings, working drawings based upon the detail designs in 5 sets for undertaking the execution of the works and submit the necessary required

sets of the same to NMC after seeking the prior approval of the same from the NMC etc.

- II. The consultant is required to prepare the detailed specifications of works of all components of the project. The detailed specifications of works/tender shall be in line with the standards, best engineering practices followed in India and abroad. The specifications of all components/subcomponents, entities relating to the works shall be got duly approved from the Engineer in Charge/NMC. The required Technical Eligibility Criteria specifically and reasonable time limit for execution of work as per vision of NMC shall also be given.
- III. The consultant shall prepare the detailed item wise specifications for all components of the works and seek the approval of the same as stated above
- IV. The consultant shall suggest the construction contract package / clubbing of different components / sub components of STP/SPS/pipeline scheme as per feasibility or as per area and shall seek the approval of the same from Engineer in Charge/NMC based upon cost of each component, it's Tendering for possible execution during the construction works.
- V. Consultant / Bidder shall carry out the estimation of pipe line network based upon the various pipe materials of pipeline considered in the design (i.e. CI/ RCC/MS/DI/HDPE/ or other) and put up the comparative study of the costing of the various pipe materials, suggest the use of material based on economy / operability & recovery of pipe line cost as per economic & financial analysis carried out by consultant.
- VI. The Consultants shall prepare detailed estimates for quantities and project cost for the entire project (package wise), including the cost of environmental and social safeguards proposed shall be based on schedule of rates (CSR) preferably. For rates not available in CSR, the rates/ MJP/ PWD DSR/MIDC DSR/ BMC should be adopted. For non-DSR items the market rate for the inputs shall be adopted in consultation with the NMC. The estimation of quantities shall be based on detailed design of various components of the projects. The estimate shall be prepared in Excel sheet as per NMC's standard format in consultation with the NMC Engineer. Detailed measurement sheets for all the item shall be prepared. For special items, the quotations from the manufacturers should be obtained for the purpose of rate analysis. The detailed item wise estimate of all the components of the waste water supply pipeline scheme will have to be prepared broadly for the following categories but not limited to including the following works i.e. Civil, mechanical, electrical/ substations and instrumentation items etc. The consultant will coordinate with the various Departments of the NMC.

- VII. The consultant will provide estimates/ BOQ in a separate volume as per the contract, Package-wise cost of each item of work as well as summary of total cost.
- VIII. The consultant will prepare the drawings and estimates based upon the approved contract packages i.e. for each STP as finalized by NMC to initiate the proposal for taking up the construction works of waste water supply pipeline scheme after seeking the technical sanction and administrative approval within the Department of NMC.
- IX. The necessary draft tender document for each Construction packages as per the approved Contract packaging will be submitted by the consultant initially in the three sets along with the necessary drawings, details for undertaking the proposed bidding, calling Expression of Interest (EOI) if required for taking up the construction works of sewerage scheme. The booklet for EOI shall be prepared accordingly with all relevant details. The draft tender papers (DTP) shall have separate volumes of technical bid and price bid from the bidders for taking up the construction works. The Data sheet shall be prepared by the consultant for calling the offers from the bidders of construction work.
Tender documents prepared by the consultant should also include:
- a) Documents for Expression of interest.
 - b) Notice inviting tender stating conditions for pre-qualification of bidders/contractors as per E-Tendering procedure of Govt. of Maharashtra.
 - c) Special conditions of contract
 - d) Reference to specifications
 - e) Technical Specification for Item of civil works
 - f) Technical Specification for Items of Mechanical works &
 - g) Technical specifications for items of electrical, machinery, substation and instrumentation/automation (SCADA) works
 - h) Construction methodology, test plan etc.
 - i) Data sheet for calling offers
 - j) Drawings/bore-logs/index sheets etc.
- X. The consultant will undertake the necessary modifications, changes suggested for seeking the approval of draft tender papers from the respective competent authority/Department of NMC. The consultant will coordinate with the Electrical/Mechanical Department of NMC for seeking the approval of electrical and mechanical works relating to waste water supply pipeline scheme. Accordingly, consultant will provide the five sets of approved DTP / Tender copies to NMC
- XI. The consultant shall assist NMC for tender evaluation and cost comparison of the bids invited for the said works.
- XII. The Consultant shall ensure timely flow of proof checking of designs drawings and furnishing comments on structural & other designs & drawings

GAD's to 'NMC'. The Consultants shall act in their power and authority to ensure that no unnecessary delay is caused by reason other than non-submission of the documents by the NMC or contractor of NMC, which will hurdle the progress of work.

- XIII. The Consultants shall not make any deviations in the plans or any variation omission or extras without the written permission from NMC.
- XIV. The Consultants shall promptly notify NMC any changes in the constitution or their firm/ including change of the person involved in the project as applicable.
- XV. The Consultants shall not disclose to the unauthorized person /party confidential information other than as required by law except to its employees and other Consultants who need such confidential information in order to properly perform the services required.
- XVI. The Design Consultant shall be responsible for the completeness and /or accuracy of data provided by NMC on which designs will be based. The Consultant will verify the designs based on such data, along with checking the levels.
- XVII. It is hereby agreed and declared that the contract herein is intended to be job oriented and the Consultant shall not be entitled to claim any compensation in the event of the time estimated for the completion of the job being extended or enlarged for any reason whatsoever.
- XVIII. The Consultant professional fees are also including of Proof Checking of revisions in design for modifications if any at all stages including during execution of work.
- XIX. The case of any material changes are required to be done during planning / execution stage of work the consultant shall check the changes in the design / calculations /analysis and drawings and give his comments / certification on priority without any extra payment.
- XX. The consultancy charges /fees Is inclusive of site visits and attendance to site meeting as and when required till the completion of work.

- XXI. The Consultant shall generally render to the NMC any assistance guidance of advice on any matter concerning the respective technical aspect of the project from commencement till its completion.
- XXII. The consultant shall provide the report of proof checking in well bounded book duly signed and consisting of
- i). for analysis, design in one set
 - ii). The original set of analysis, design & drawing provided by Design consultant of contractor, duly certified.
- XXIII. The consultants and their personnel shall not accept any trade commission, discount, allowances, and concessions, indirect payments or any consideration in connection with or in relation to the Agreement or discharge of their obligation under this Agreement.

The NMC reserves to itself unquestionable right to treat such benefits as aforesaid gained by the consultants and/or their personnel as breach of contracts and to recover compensation for such breach from the consultant. Such compensation which shall be equal to the value of the benefits that may be derived by the consultants, and/or their personnel as aforesaid and regards the value of which the decision of the NMC shall be final and binding on the consultant and at the discretion of the NMC be recovered from or adjusted against any outstanding fees payable by the NMC to the consultant. Before taking any such action as aforesaid the NMC shall give due notice of seven days to the consultant.

Additional work

If during the period of agreement, NMC desires to entrust any additional work to the consultants, being not included in the scope of work, the NMC shall pay to the consultants for the additional services. Such fees may be mutually agreed by and between NMC and the consultants.

If the consulting firm is awarded any additional work, the time limit shall be extended in consultation with the consultant in excess of the first one.

Postponement, suspension or abandonment of work If any time NMC, decides to postpone or suspend or abandon the Project due to any reason, notice shall be served by NMC on the consultants of no less than 15 days notifying its intention to suspend postpone or abandon the project or any part thereof, and consequently stating that the services of the consultant will not be required.

In the event of such postponement, suspension or abandonment, proportionate fees on account of salaries, expenses on the basis of man months and services rendered by the consultant shall be paid by NMC to the consultant.

Deletion of part of items of work in the consultancy

In the event of NMC decides to delete any of items of work, tasks, duties, services, or obligations assigned to the consultant, lump sum fees payable by NMC to the consultant shall be reduced in the proportion as may be mutually agreed between the NMC and the consultant on the basis of proportionate reduction on account of salaries and other expenses.

Copy right of drawings:

The designs drawings, specification, documents, reports, etc prepared and submitted to NMC by the Design Consultant at any stage of work shall be sol property of NMC. NMC reserves the right to modify the plans drawings specifications etc during the planning and also during the execution of the project at its own discretion and such modification shall not attract the provisions of Copyright Act. NMC s decision in this regard shall be final and binding on the Consultant

Guarantee of design specifications etc:

The Consultant shall guarantee their designs; specifications and other related technical information and these shall be complete accurate, adequate and workable. Burdens of proof that the designs, specifications and other related technical information are completed, accurate, adequate and workable shall lie with the Consultant. It is the responsibility of the consultant to certify the stability of the structures from design point of view.

a. Team Members for the Project.

The bidders shall provide the list of specialists in various fields supported by suitable middle / junior level professionals. It is expected that the consultant shall provide following key personnel having requisite background and minimum 5 years of professional experience in the respective areas of specialization / or similar areas of expertise.

1. Team Leader.
2. Structural Designer.
3. Hydraulic Design Engineer.
4. Chemical Engineer.
5. Electro-Mechanical Engg.
6. Construction Management Specialist.

b. Payment During Extended Period

In the event of extension in tenure of Consultancy due to delay in any construction contract beyond base completion period + variation period, the monthly additional payment will be subject to the ceiling as defined below,

Monthly

additional payment = $\frac{0.70 \times \% \text{ of fee of consultancy} \times \text{Estimated cost of delayed construction contract}}{\text{Allowed period for consultancy contract (i.e. 24 months)}}$

Allowed period for consultancy contract (i.e. 24 months)

BASE & VARIATION PERIOD

Sr.. No.	Base Completion period as per contract	Variation Period	Remarks
1.	Upto 24 months	+/- 3	Additional payment effective from 28 th month onwards

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE 1: PRO-FORMA LETTER OF SUBMISSION

(On Firm's Letter Head)

To,
The Commissioner,
Nashik Municipal Corporation, Nashik

SUB: Providing Consultancy Services for Preparation of DPR, Bid Process Management / Procedure etc., Post DPR services for

- A. Construction of 32 MLD Sewage Treatment Plant & 55 MLD Sewage Pumping Station at Pimpalgaon Kham.**
- B. Upgradation & retrofitting of existing STP's of various capacities & technologies to achieve the new norms of CPCB/MPCB/Class-A2 river/ New Sewerage Manual (Total 342.5 MLD)**
- C. Surveying, Planning ,Designing of Sewer network in newly developed areas (80Km) in Nashik City.”**

Dear Sir,

We, the undersigned, wish to participate for the above contract and declare the following:

- a. We certify that all statements made and information supplied in enclosed here in with is true and correct.
- b. We certify that we have submitted all information and details necessary for this bid document and have no further pertinent information to submit.
- c. We have examined and have no reservations to the Bid Document including Addenda No(s)
- d. We are attaching with this letter, the copies of original documents defining: -
 - I. The Bidder's legal status;
 - II. Its principal place of business; and
 - III. Its place of in Council (if bidders are Councils); or its place of Registration (if Bidders are partnerships or individually owned firms),
- e. NMC and/or its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this Application, and to seek clarification from our

Signature of Tenderer

No. of Corrections

Executive Engineer

bankers and clients. This Letter will also serve as authorization for any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by Nashik Municipal Corporation (NMC).

- f. We hereby state that we have read and understood the terms and conditions of the bid documents and agree to abide by them. We further agree to undertake the said project/ work to the satisfaction of NMC and as per the terms and conditions of the bid documents.
- g. We have enclosed the original bid documents along with common set of deviations duly initialed on all pages as a token of our acceptance of the terms and conditions of the bid documents.
- h. NMC and/or its authorized representatives may contact the following nodal persons for further information on any aspects of the Application:
- i. Contact 1 Name Address Telephone Email
- j. Contact 2
- k. This Bid is made in the full understanding that Nashik Municipal Corporation (NMC) reserves the right to reject or accept any or all Bids, cancel the Bidding process without any obligation to inform the Bidder about the grounds of same.
- l. The undersigned declare that the statements made and the information provided in the duly completed Documents are complete, true, and correct in every detail. We also understand that in the event of any information furnished by us being found later on to be incorrect or any material information having been suppressed, any tender submitted by us on that basis of may not be considered.

NAME.....
.....

In the Capacity
of.....

Signed.....
.....

Duly authorized to sign the Application for and on behalf
of.....

Signature of Tenderer

No. of Corrections

Executive Engineer

Date.....
.....
.....

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE 2: STRUCTURE AND ORGANISATION

1. Name and address of Firm
2. Description of the Company (e.g. General, Civil Consultation, Real estate etc.)
3. Number of years in Operation and principal lines of Business
4. Experience (Brief details in line with eligibility criteria)
5. Names and details of associated companies (Parent/ Subsidiary/ Other) to be involved in the project.
6. Names and Principals who will sign documents on behalf of the company
7. Total no: of employees in the organization with breakup details.

Enclosures

1. Documents certifying Bidders legal status
2. Certificate of in Council
3. Power of Attorney in favour of the Authorized signatory
4. Latest Company brochures

ANNEXURE.3: LIST OF COMPLETED PROJECTS OF COMPARABLE NATURE

Name and Location of the Project	Employer	value of The Project	Duration of the Project	Completed In year	Exact Role*	Whether by self or as a consortium	Litigation if any

Note: Please enclose copies of certificates of clients indicating satisfactory completion of project/ works.

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE 4: LIST OF ON GOING PROJECTS

Name and Location of the Project	Employer	value of The Project	Duration of the Project	Exact Role*	Whether by self or as a consortium	Litigation if any

Note: Please enclose copies of work order from the client.

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE 5: FORMAT OF CURRICULUM VITAE FOR KEY STAFF

- a) Proposed Position of the group:
- b) Name of the Person:
- c) Date of Birth:
- d) Years with Firm..... Years
- e) Total Experience..... Years
- f) Professional Qualification

(Name of Degree Graduate onwards, University, Year of Passing)

Employment Record & Present Commitments

- g) Key Achievements:
- h) specialization & Expertise:
- i) Professional Experience: (Starting with present position, list in reverse chronological order, for every employment held)

- j) Training Courses and Workshops Attended:

Description	Year	Conducted By

- k) Languages

Languages	Read	Write	Speak

- l) Certification:

I, the undersigned, certify that to the best of my knowledge and behalf, this Bio data correctly describes my Qualifications, my experience and myself.

Signature of Team Member & Date

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE 6: FINANCIAL STATEMENT OF FIRM

Summary of assets and liabilities on the basis of the audited financial statements for the last three financial years (ending March 16)

1. Attach copies of the audited financial statement for the last three financial years

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE.7: FORMAT FOR SUBMISSION OF EXPERIENCE SHEET.

The following information should be provided in the format below for each reference assignment for which your firm was legally contracted by the Client stated as a corporate entity or as a one of the major Consultant in a consortium.

(NAME OF THE PROJECT)

Sector: Roads/Port/Sports/Urban/etc. Private/Govt. Sector Client

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

Signature of Tenderer

No. of Corrections

Executive Engineer

ANNEXURE.8: FORMAT FOR BANK GUARANTEE FOR SECURITY DEPOSIT.

In consideration of the Commissioner (hereinafter called "Nashik Municipal Corporation" (NMC) having agreed to exempt hereafter called "The said contractor") from the demand, under the terms and conditions of an Agreement dated (hereafter called "the said Agreement") made between the Commissioner, NMC and the said contractor for the Security Deposit for the due fulfillment by the said contractor of the terms and conditions contained in the said Agreement, on production of the Bank Guarantee for Rs _____ (In words Rs _____) we, (hereinafter referred to as "the Bank" at the request of the said contractor do hereby undertake to pay to the NMC an amount not exceeding the above said amount of Guarantee against any loss or damage caused to or would be caused to or suffered by the NMC by reason of any breach by the said contractor or any of the terms or conditions.

2. We, _____ do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, in hereby on a demand from the NMC stating that the amount claimed is due by way of loss or damage caused to or would be to or suffered by the NMC by reason of breach of the said contractor of any of the terms or condition contained in the said agreement or any reason of the contractor's failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding the above said amount Guarantee.

3. WE undertake to pay to the NMC any money so demanded not withstanding any dispute or disputes raised by the Contractor in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment

4. We _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continued to be enforceable till all the dues of the NMC under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged till NMC certified that the terms and conditions of the said Agreement have been duly and properly carried out by the said contractor and accordingly discharges this guarantee unless a demand or claim under this guarantee is made on us in writing on or before we shall be discharged from all liability under this guarantee thereafter.

Signature of Tenderer

No. of Corrections

Executive Engineer

5. We _____ further agree with the NMC that the NMC shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the NMC against the said contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement, and we shall not be relieved from any liability by reason of any such variation, or extension being granted to the said contractor, or for any forbearance act or omission on the part of the NMC any indulgence by the NMC to the said contractor or by any such matter or thing whatsoever which under the law to sureties would, but for this provisions, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or of the Contractor.

7. We, lastly undertake not revoke this guarantee during its currency except with the previous consent of the NMC in writing.

Dated the _____ ***day of*** _____ ***2016-17***

For _____

(Indicate the name of the Bank)