



REQUEST FOR PROPOSAL

For

Hiring of Human Resource Agency to provide Quality manpower for Recruitment of Key Managerial & Other Posts

Ref No: FSCL/ 2017/24

Issued on: 17 /01/ 2017

Employer: Faridabad Smart City Limited

Municipal Corporation Faridabad,
BK Chowk, NIT Faridabad, Haryana.
Pin Code- 121001.

[Email-faridabadsmartcitylimited@gmail.com](mailto:faridabadsmartcitylimited@gmail.com)

DISCLAIMER

The information contained in this Request for Proposal document (“RfP”) or subsequently provided to bidders, verbally or in documentary or any other form by or on behalf of the Faridabad Smart City Limited (here forth referred to as FSCL) in this document) or any of its employees or advisers, is provided to bidders on the terms and conditions set out in this RfP and such other terms and conditions subject to which such information is provided.

This RfP is not an agreement and is not an invitation by the Employer to the prospective Consultants or any other person. The purpose of this RfP is to provide interested bidders with information that may be useful to them in the formulation of their Proposals pursuant to this RfP. This RfP includes statements, which reflect various assumptions and assessments arrived at by the Employer in relation to the Consultancy. Such assumptions, assessments and statements do not purport to contain all the information that each bidder may require. This RfP may not be appropriate for all persons, and it is not possible for the Employer, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RfP. The assumptions, assessments, statements and information contained in this RfP, may not be complete, accurate, adequate or correct. Each bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RfP and obtain independent advice from appropriate sources.

Information provided in this RfP to the consultant is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Employer accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The FSCL and its employees and advisers make no representation or warranty and shall have no liability to any person including any bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RfP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RfP and any assessment, assumption, statement or information contained therein or deemed to form part of this RfP or arising in any way in this Selection Process.

The FSCL also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any bidder upon the statements contained in this RfP.

The FSCL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RfP.

The issue of this RfP does not imply that the Employer is bound to select a bidder or to appoint the selected bidder, as the case may be, for the Consultancy and the FSCL reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the FSCL or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the bidder and the FSCL shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

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OFFICE OF THE FARIDABAD SMART CITY LIMITED, FARIDABAD

No. FSCL/2017/25

DATED:- 17/01/2017

E-TENDER NOTICE

FSCL invites online limited tenders from empanelled agencies by Ministry of Urban Development, Government of India for providing Quality manpower for Recruitment of Key Managerial & Other Posts in SPV. Details of schedule for the bid are given below:-

Sr. No.	T. No.	Name of work	Est. Amount	EMD to be deposited by Bidder (Rs.)	Tender Document Fee & eService Fee (Rs.)	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission	Tender Open Date
1.		Hiring of Human Resource Agency to provide Quality manpower for Recruitment of Key Managerial & Other Posts	QCBS Method	Rs. 100,000 (Indian Rupees One Lakh only)	15000+1000 =16000/-	17/01/2017 Time 19:00 PM	16/02/2017 Time 17:00 PM	23/02/2017 Time 11:00 AM

This Request for Proposals (RFP) for HR Agency has been addressed to the Consultants as empaneled by Ministry of Urban Development, Government of India vide Advisory No. Advisory No. 3 dated 4th July, 2016 (Ref: http://smartcities.gov.in/writereaddata/Advisory_3.pdf). Except agencies empanelled by MoUD, no bids of other firms/ agencies will be accepted.

1. Tender will be opened on 23/02/2017.
2. The detail tender notice and Tender Document can be seen on website: <https://haryanaeprocurement.gov.in> and downloaded online from the Portal: <https://haryanaeprocurement.gov.in> by the Firms / Individual registered on the Portal.
3. Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://haryanaeprocurement.gov.in> is a prerequisite for e-tendering.
4. For any other queries, please contact Executive Engineer, Faridabad Smart City Limited phone no. 91-129-2410086. For further details and e-tendering schedule, visit website <https://haryanaeprocurement.gov.in/>
5. As the Bids are to be submitted online and are required to be encrypted and digitally signed, the Bidders are advised to obtain Digital Signature Certificate (DSC) at the earliest. For obtaining Digital Certificate, the Bidders should follow Section 1. Letter of Invitation-“General Terms and Conditions for e tendering”.

Executive Engineer
Faridabad Smart City Limited,
Faridabad

1. INVITATION FOR PROPOSAL

1. Faridabad Smart City Limited (FSCL hereinafter called “Employer”) invites Proposals from consultancy firms to assist FSCL in providing technical and Administrative support to appoint suitable personals for key managerial and other posts in Faridabad Smart City Limited.
2. This Request for Proposals (RFP) has been addressed to the Consultants as empaneled by Ministry of Urban Development, Government of India (List Annexed) vide **Advisory No. Advisory No.3 dated 4th July, 2016**. Interested Consulting Firms / Organization are expected to provide the required professionals as listed below:

S. No	Position	Requirement
1	Company Secretary	1
2	General Manager (Finance /Chief Finance Officer)	1
3	General Manager (Engineering & Technology)	1
4	General Manager (IT & Smart Solution)	1
5	General Manager (Legal & Administration)	1
6	Deputy General Manager (Urban Planning)	1
7	Deputy General Manager (Urban Design & landscape Architect)	1
8	Deputy General Manager Engineer (Area Based Development)	1
9	Deputy General Manager Engineer (Pan-City Development)	1
10	Deputy General Manager (Finance & Accounting)	1
11	Deputy General Manager (Procurement)	1
12	Deputy General Manager (IT Solution)	1
13	Deputy General Manager (Communication & PR)	1

3. A firm will be selected under “Quality and Cost Based System (QCBS)” and procedures described in this RFP.
4. The proposal is available online on <https://haryanaeprocurement.gov.in> from **17/01/ 2017 (19:00 PM onward)** to **16/02/ 2017 (up to 17:00 PM)** for a non-refundable fee as indicated in the Data Sheet as scheduled in General Terms and Condition for E-tendering (Page-3). Bidders will be required to register on the website, which is free of cost. The bidders would be responsible for ensuring that any addenda available on the website is also downloaded and incorporated.
5. For submission of the bid, the bidder is required to have Digital Signature Certificate (DSC). Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <https://haryanaeprocurement.gov.in> is a prerequisite for e-tendering.
6. Proposal must be submitted online on <https://haryanaeprocurement.gov.in> on or before 5.00 PM hours on **16/02/ 2017** and the ‘Technical proposal’ will be opened online on the **27/02/2017** at 11:00 PM. The “Financial proposal” shall remain unopened in the

e-procurement system until the second public Bid opening for the financial proposal. Any proposal or modifications to proposal received outside e-procurement system will not be considered. If the office happens to be closed on the date of opening of the Proposal as specified, the Proposal will be opened on the next working day at the same time. The electronic bidding system would not allow any late submission of Proposal.

7. For any other queries, please contact Executive Engineer, Faridabad Smart City Limited on phone No.0129 2410086
8. For further details and e-tendering schedule, visit website <https://haryanaeprocurement.gov.in>

Yours sincerely,

Chief Executive Officer
Faridabad Smart City limited

Address: Faridabad Smart City limited
Municipal Corporation Faridabad,
BK Chowk, NIT Faridabad, Haryana.
Pin Code- 121001.
Email-faridabadsmartcitylimited@gmail.com

General Terms and Conditions for e-tendering:

1. The detail tender notice and Tender Document can be seen on website: <https://haryanaeprocurement.gov.in> and downloaded online from the Portal: <https://haryanaeprocurement.gov.in> by the Firms / Individual registered on the Portal.
2. As the proposals are to be submitted online and are required to be encrypted and digitally signed, the Bidders are advised to obtain Digital Signature Certificate (DSC) at the earliest.
3. The payment for Tender Document Fee and e-service Fee shall be made by eligible bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
4. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/ She will be required to make online payment towards EMD fee in due course of time i.e. between **17/01/2017 (up to 19:00 PM) to 14/02/ 2017 (up to 16:00 PM)**. The intended bidder fails to pay EMD fee under the stipulated time frame shall not be allow to submit his / her Proposal for the respective event / tenders.
5. The interested bidders must remit the funds at least T+1 working day (Transaction + One working Day) in advance i.e. on or before **(14/02/ 2017 (up to 16:00 PM)**; and make payment via RTGS /NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their Proposal on or before the expiry date & time of the respective events/Tenders at <https://haryanaeprocurement.gov.in>.
6. The undersigned reserves the right to reject any or all the tenders without assigning any reason what so ever and no conditional and postal tenders will be accepted.
7. If the date on which the tenders are to be received is declared a public holiday, the tender will be received on the next working day.
8. The offer will remain valid up to 90 days from the date of opening of tenders.
9. Any amendment to a tender after opening of tender made by the tenderer according to his own will is liable to be ignored altogether and such tenderer will be debarred from tendering for a period of six months.

TENDER DATA

1	Purpose of RFP	“Hiring of Human Resource Agency to provide Quality manpower for Recruitment of Key Managerial & Other Posts”
2	Tender Ref. No	Ref No.FSCL/2017/23
3	Earnest Money Deposit	Rs. 1,00,000.00
4	Bid Processing Fee	Rs. 16000/- (Rs. 15000/ + Rs. 1000/) (Bid Processing fee as Indian Rupees Fifteen Thousand + Rs. One thousand for e-service fee) as specified in General Terms and Condition of e-tending.
5	Pre Bid Meeting	03/02/ 2017 At 14:00 PM
6	Last Date for Submission	16/02/ 2017 by 17:00 PM
7	Bid Validity	90 days from the date of submission of the bid
8	Address for Submission	Faridabad Smart City Limited, Municipal Corporation Faridabad, BK Chowk, NIT Faridabad, Haryana. Pin Code- 121001. Ph. No: 0129 2410086 Email Id: faridabadsmartcitylimited@gmail.com
9	Date of Opening of Technical bid	23/02/2017 at 11:00 AM
10	Date of Opening of commercial bid	To be notified at a later date after the Technical evaluation is completed. Shortlisted Service Provider shall be notified in writing or through mail.
	Contact for any queries	Email: faridabadsmartcitylimited@gmail.com

2. INTRODUCTION

The city of Faridabad has been selected under Smart City Mission. In accordance with the Smart City Mission guidelines issued by Ministry of Urban Development, a Company named “Faridabad Smart City Development Ltd” is established under Companies Act, 2013. FSCL would receive a funding from Government of India and Government of Haryana for the development of Smart City in Faridabad and proposes to use a part of this funding for the said assignment.

FSCL invites Proposals from consultancy firms to assist FSCL in providing technical and Administrative support to appoint suitable personals for key managerial and other posts in Faridabad Smart City Limited. This Request for Proposals (RFP) has been addressed to the Consultants as empaneled by Ministry of Urban Development, Government of India (List Annexed) vide Advisory No. Advisory No.3 dated 4th July, 2016

A firm / Organization shall be selected under “Quality and Cost Based System (QCBS)” procedure as described in this RFP.

3. ELIGIBILITY OF THE CONSULTANT

- Request for Proposals (RFP) has been addressed only to the Consultants as empaneled by Ministry of Urban Development, Government of India (List Annexed) vide Advisory No. Advisory No.3 dated 4th July, 2016.
- The consultant should propose the team of professionals as specified in section 5.2
- The Consultant should submit the required fee towards cost of RFP Document and EMD as applicable (mentioned in Data Sheet) along with the technical proposal.

4. SELECTION PROCESS

The Applicants shall submit the Technical Proposal & Financial Proposal submitted online on <https://haryanaeprocurement.gov.in>. The Financial Proposal shall be submitted as per **Annexure 3** of the RFP. The FSCL has adopted a Two Stage Selection Process (collectively the “Selection Process”) for evaluating the Proposals comprising technical and financial bids to be submitted online.

The Method of selection will be on Quality (80%) cum Cost (20%) Based Selection (**QCBS**) - **80:20**

The technical quality of the proposal shall be given weightage of 80%, the method of evaluation of technical qualification will follow the procedure given in clause 17 above. The technical proposal will be evaluated on the basis of consultants experiences, his understanding, proposed methodology, work plan and experience of consultant. The price Proposal of only those consultants who qualify technically (**Minimum Qualifying Marks: 70%**) will be opened. The proposal with the lowest cost may be given a financial score of 100 and the other proposal given financial score that are inversely proportionate to their prices. **The financial proposal shall be allocated weight of 20%**. For working out the combined score, the employer will use the following formula:

Total score = 0.8x TS+ 0.2 x FS, where

$F(s) = \{(LEC / EC)*100\}$

T (s) stands for technical score

EC stands for Evaluated Cost of the particular financial proposal

LEC stands for Lowest Evaluated Cost of the financial proposal.

F(s) stands for financial score of the financial proposal

The proposals will be ranked in terms of total scores of each applicant. The proposal with the highest total score (H-1) will be considered for award of contract and will be called for negotiations, if required.

5. SCOPE OF WORK

The Consulting Firms will recommend dedicated, well qualified and experienced personnel as per the qualifications, job profile and experience for the Faridabad Smart City Limited.

5.1 Roles and Responsibilities

It is expected to work in tandem with the existing staff and PMC with focus on strengthening implementation of Smart City Mission. The objective is to enhance the pace and quality of implementation of the Mission activities.

The professionals shall assist the SPV in carrying out the following activities:

- Project management, co-ordination and technical support to FSCL
- Ensuring optimal Administrative functions and technical quality in smart city project implementation and day today function of SPV
- Monitoring project progress in co-ordination with PMC
- Monitoring project progress and co-ordination with other Line
- Engaging and managing Contractor, service providers and external experts for implementation of projects.
- The Key Mangers shall report to CEO and designated Nodal officer and discuss day-today issues proactively.

Further, the Agency shall elaborate and define key responsibilities (KRAs) of each job

5.2 Personals to be appointed (Team Structure)

The eligibility criteria of the personal to be appointed are given under:

S.No	Position	Qualification	Experience
1	Company Secretary	As prescribed under Companies(Appointment and Qualifications of Secretary) Rules, 1988	10 years professional experience of dealing with legal and regulatory matters of the company and good knowledge of Companies Act
2	General Manager (Finance /Chief	Chartered Accountant/ CWA/ MBA Finance	10 years of working experience in the Corporate sector finance/

S.No	Position	Qualification	Experience
	Finance Officer		accounts with good knowledge of requirement under Companies Act.
3	General Manager (Engineering & Technology)	M. Tech in Civil with 12 years of Experience Or B.E/Tech in Civil with over 15 years working experience as an executive position in ULBs	<ul style="list-style-type: none"> • Minimum 12 Years' experience in Urban Sector • Minimum 10 years of experience of holding senior level position in ULB for executing large urban infrastructure project. • Track Record of executing Municipal level infrastructure projects including planning/ design. (Water supply, sewerage/septage / SWM/ urban roads etc.) • Knowledge of urban laws
4	General Manager (IT & Smart Solution)	Master's Degree in Information Technology/ Engineering/MCA	<ul style="list-style-type: none"> • Minimum 10 years of relevant experience • Experience in working with the GoI /State Government/ ULB or similar institution for implementation e governance projects • Experience in preparation of technical document for the e-Services and solution to implementing the IT related infrastructure services /e-services, networking infrastructure etc. • Should have at least two projects of consulting/ implementing of city owned ICT wireless and wired networks.
5	General Manager (Legal & Administration)	Bachelor Degree in Law	<ul style="list-style-type: none"> • 10 year Experience in company law and administration • Knowledge developing Development Control Regulations • Experience in handling land related cases • Knowledge of land management tools like land pooling, TDR etc
6	Deputy General Manager (Urban Planning)	Post graduate in Urban Planning/City Planning	<ul style="list-style-type: none"> • Minimum 8 years of experience in integrated land use planning

S.No	Position	Qualification	Experience
		/Regional Planning	<ul style="list-style-type: none"> • Experience in GIS based land use planning, preparing Master Plan/CDP/SCP etc. • Experience developing Development Control Regulations • Knowledge of land management tools like land pooling, TDR etc. • experience in Urban research
7	Deputy General Manager (Urban Design & landscape Architect)	Master Degree in Urban Design/ Landscape or B. Arch with 10 years of substantial experience in urban designing	<ul style="list-style-type: none"> • Experience in preparation of technical requirement plans / document pavement design /street scape/ landscaping etc.
8	Deputy General Manager Engineer (ABD)	Master Degree in Environmental/PHE Engineering/	<ul style="list-style-type: none"> • Minimum 8 years of experience in construction management of Urban Service delivery (Water Supply/ Sewerage/ Drainage/ Transportation/ Drainage/ Solid Waste Management) • Design and restructuring of water supply / distribution network projects • Experience in Operation & Maintenance of Urban Infrastructure such as Water/Sewerage / SWM/Drainage Project / Civil Construction of Urban Roads etc.
9	Deputy General Manager Engineer (Pan-City)	Master Degree in Environmental/PHE Engineering/	<ul style="list-style-type: none"> • Minimum 8 years of experience in construction management of Urban Service delivery (Water Supply/ Sewerage/ Drainage/ Transportation/ Drainage/ Solid Waste Management) • Design and restructuring of water supply / distribution network projects • Experience in Operation & Maintenance of Urban Infrastructure such as Water/Sewerage / SWM/Drainage Project / Civil Construction of Urban Roads etc.
10	Deputy General Manager (Finance & Accounting)	Master's Degree in Finance/ Economics/ Chartered Accountant/ Commerce/ ICWA /	<ul style="list-style-type: none"> • Minimum 8 years' experience in municipal finance analysis, municipal budgeting and accounting and financial projections.

S.No	Position	Qualification	Experience
			<ul style="list-style-type: none"> • Experience Project Finance
11	Deputy General Manager (Procurement)	Degree in Engineering/ Management/ law / Business Administration or Equivalent	<ul style="list-style-type: none"> • Minimum 8 years' experience in the area of public procurement • Experience in contract procurement /management in infrastructure projects. • Knowledge of state purchase Manual
12	Deputy General Manager (IT Solution)	Masters in Computer Application/ B-Tech in Computer Science/ IT	<ul style="list-style-type: none"> • Minimum 8 years' experience in implementing ICT projects in urban area. • Knowledge of MIS and working experience on MS Project • Should have at least two projects of consulting/ implementing of city owned ICT wireless and wired networks. • Knowledge of major GIS software products, GPS, total station, coordinate reference systems, satellite remote sensing technology and GIS applications
13	Deputy General Manager (Communication & PR)	Masters in mass communication	<ul style="list-style-type: none"> • Minimum 8 years' experience in Communication and PR • Experience in management of multimedia and activities pertaining to social media

5.3 Evaluation

The CVs of professionals will be evaluated based on the following criteria:

a)	Educational qualifications	20%
b)	Adequacy for the assignment (Experience in carrying out similar Assignment)	80%

The financial proposal will be opened for only those bidders who meet the minimum qualifying score of **70 %** in the evaluation of the technical proposal. The financial proposals of non-qualified bidders will be returned unopened on demand. The financial proposals of the technically qualified bidders will be opened publicly on a specific date as intimated by the client in advance to the qualified bidders. Financial Evaluation will be done following QCBS method. Financial Proposals will be reviewed to ensure that the information given are correct and complete; to verify if all items of the corresponding Technical Proposal are priced.

5.4 Availability of Professionals:

The Professionals shall be deputed at FSCL and report to the CEO, FSCL. The Consultant shall confirm the availability of all professionals as indicated in its proposal. The Client will not consider substitutions during contract negotiations unless both the parties agree that undue delay in the selection process makes such substitution unavoidable, or for reasons such as death or medical incapacity. Any proposed substitute shall have equivalent or better qualifications and experience than the original candidate and must be submitted to the Client within the period of time specified in the Letter of Invitation to negotiate. Failure to meet either of these requirements may result in disqualification. In case of substitution of key personnel, FSCL reserves the right to examine the new personnel proposed to be provided as replacement. In case of gap period for replacement of any specialist no remuneration will be provided for that period concern.

5.5 Payment Schedule

The selected firm shall be paid on monthly basis or after completion of services assigned under the agreement as the case may be for the services offered under this type of service as per terms and conditions of contract. Details of payments and schedules will be mutually agreed at the time of negotiation with the successful bidder. The payment of individual key managers will be paid as per the attendance (Digitally/Manually) system of FSCL.

Replacement of personnel will be agreed mutually with FSCL and penalties may be incurred for more than 2 replacements in any one position per annum. The consultant will pay the key Manager's fee within the 1st week of every month. Undue delay in payment of key professionals will liable for penalty in payment as agreed during contract negotiation.

5.6 Contract Period

The Contract will be initially for a period of **3 years** from the date of signing of contract with FSCL and can be renewed on mutually agreed terms. The performance will be evaluated by Client quarterly and if any point of time performance not found satisfactory the agreement can be bilaterally terminated by both the parties after the expiry of 30 days from the date of serving the notice in this regard.

6. AWARD OF CONTRACT

The Client will notify the successful bidder in writing for finalizing the contract conditions. The successful bidders will be asked to sign the Contract Agreement within 10 days of the notification. After signing of the Contract Agreement, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by both the parties. The selected firm will have to sign an Agreement in non-judicial stamp paper of adequate denomination with FSCL.

7. CONFIDENTIALITY

The Consultancy Firm shall maintain all the information strictly confidential and will only disclose it to the employees who need to know and are bound to keep it confidential.

8. APPLICABLE LAW

Applicable Law means the laws and any other instruments having the force of law in India as may be issued and in force from time to time. The Contract shall be interpreted in accordance with the laws of the Union of India and the State of Haryana.

9. GOVERNING LANGUAGE

The Contract shall be written in English Language. All correspondences and other documents pertaining to the contract, which are exchanged between the parties, shall be written in the English language also.

10. TERMINATION OF CONTRACT:

The Consultant's association with the Client will terminate in case of following conditions:

- a) The term of Contract expires
- b) Termination of Contract by the Department due to non-performance of professionals during execution of Project.
 - Performance is below expected level
 - Non-adherence to the timelines of the project
 - Quality of work is not satisfactory

ANNEXURE -1 List of Empaneled Consultant by Government of India

Name Address of Shortlisted Firms for Smart Cities Proposal

SL.NO	Shortlisted Consultant (alphabetically)	Contact Person	Designation	Email Address	Phone	Mobile No.	Address
1	Aarvee Associates Architects Engineers and Consultants Pvt. Ltd. in association with MARS Telecom Systems Pvt. Ltd.	Kolli Sukumar Sneha	GM	sukumar@aarvee.net		8826577079 9949696896	8-3-833/50, Kamalapuri Colony Phase-I Hyderabad-500073
2	AECOM India Pvt. Ltd in Association with AECOM Asia Company Limited	Vishal Kundra Divya Prakash	Associate Director	vishal.kundra@aecom.com		9717716600	9th Floor , Infinity Tower C DLF Cyber City Phase II Gurgaon Haryana
3	Alia Consulting Solutions Pvt. Ltd. in association with Akanya Development Solutions and Genesis Fin tech	Ranvir Singh Sushil Pathak		info@alia-solutions.com menaka@alia-solutions.com sushil@alia-solutions.com	022-61938600	Sushil 9819489327	44, 4th floor Maker Chamber III Nariman Point Mumbai 400021
4	All India Institute of Local Self Government (Mumbai)	Ravi Ranjan	Sr. Executive Director	raavi.guru@gmail.com dg@aiilsg.org		9818098411	M.N Roy Human Development Campus PlotNo 6 F Block Bandra (E) Mumbai 400051
5	ArkiTechno Consultants (India) Pvt. Ltd. in association with IRS Systems South Asia Pvt. Ltd.	Rajesh Roy Choudhury		business@arkitechno.com	0674-2554205	9437007505	Plot No N3/19, IRC Village Nayapalli Bhubaneswar -751015
6	Arup India Pvt Ltd	Nigel Austin	Managing Director	nigel.austin@arup.com	022-26570494		5/F Housefin Bhavan C-21 Bandra Kurla Complex Bandra (East) Mumbai-400051
7	CRISIL Risk and Infrastructure Solutions Limited In association with PriMove Infrastructure Development Consultants Pvt. Ltd. And Probrity Soft Pvt. Ltd	Brijgopal Ladda Ankit Bhatt	Director	brijgopal.ladda@crisil.com ankit.bhatt@crisil.com		9966177833 8879324201	Crisil House Center Avenue Road Hiranadani Business Park Powai Mumbai 400076
8	CRP Risk Management Limited in association with Infrastructure Management and Advisory Services Private Limited	C. Bhaskar Rao		crp@crp.co.in	022-40277777		8-208/209 2nd Floor Classique Center Majaj Mndustrial Estate Andheri-East Mumbai-400093
9	Darashaw & Co. Pvt. Ltd in consortium with IDOM Ingenieria y Consultoria S.A.U. & FUNDACION CARTIF (Mumbai)	Anand Mohan		anand-mohan@darashaw.com		8897508206	6th Floor Express Building 14th E Road Near Government Law College Churchgate West Mumbai 400020
10	Data World Pty Ltd. in association with Innovest Advisory Services Pvt. Ltd. and Caritas Eco Systems Pvt. Ltd.	Akshat Jain	CEO	akshat@dataworld.co.in		9971915577	H-11 Sector 63 Noida UP
11	DDF Consultants Pvt. Ltd. in association with MSN Infrastructure and Financial Consultant Ltd. and SGI Studio Galli Ingegneria Pvt. Ltd.	Puneet Bhardwaj	Sr. manager (Architect)	puneet@ddfgroup.com	011-47400500 011-47400527	9650515090	501-B-09 ITL Twin Toewr Netaji Subhash Place Pitampura New Delhi-110034
12	Deloitte Touche Tohmatsu India Private Ltd in association with Urban Management Consultant (UMC) and Hijili Inspiration	Debashish Biswas	Director	debiswas@deloitte.com		9631621899	12 Dr Annie Besant Road Opp Shivsagar Estate Worli Mumbai-400018
13	Delhi Integrated multi model transit system Ltd (DIMTS) in association with Uttarakhand Infrastructure Development Company Limited (U-DEC) and Institute for Spatial Planning and Environmental Research Company (ISPER)	Harvinderpal Singh Chugh Manoj Banerjee	VP – Business and Product Development	info@dirmts.in manoj.banerjee@dirmts.in	011-43090100		1st Floor Maharana Pratap ISBT Building Ltd Kashmere Gate Delhi-110006

Name Address of Shortlisted Firms for Smart Cities Proposal

SL.NO	Shortlisted Consultant (alphabetically)	Contact Person	Designation	Email Address	Phone	Mobile No.	Address
		Ashish Srivastava	AGM – Strategy and Business Development	ashish.srivastava@dimts.in			110006
14	Dorsh Holding GmbH in association with Dorsh Consult India Pvt Ltd and L R Kadiyali and associates			mail@dorsch.de	+49-691302570		Berliner Strasse 74-76 63065 offenbach a.M. Germany
15	DRA Consultants Pvt. Ltd. In JV with Unity Consultants Pvt. Ltd. and Vansh Infotech Pvt. Ltd.	Jatin Rathi		dra.nagpur@gmail.com dinesh.nagpur@gmail.com dra@dineshrathi.com	0712-30227575 / 76 / 77 / 78 / 79	9922954932	58 Ingole Nagar Opp Airport Behind Hotel pride wardha Road Nagpur-440005
16	Ecorys Nederland BV in association with Ecorys India Pvt Ltd (New Delhi)	Rohan Krishna / Dr. MS Prakash		msprakash@ecorys.com / india@ecorys.com	011-26281341 / 42 / 43		404-405 4th floor 72 Laxmi Bhawan Nehru Place New Delhi 110019
17	Engineers India Ltd. in association with JPS Associates P Ltd.	Vineet Agarwal	General Manager (Marketing)	vineet.agarwal@eil.co.in	011-26762742		1 Bhikaji Cama Place New Delhi-110006
18	Egis India Consulting Engineers Pvt. Ltd. In association with IAU idF France and Egis EAU	Prakash Kumar		egis-india@egis-india.com	124-4249200 / 4265100		SSR Corporate Park 13/6, 8th Floor Sector 27B Delhi Mathura RD Fridabad-121003
19	EPTISA Servicios de Ingenieria, S.L. in association with LKS India Pvt Ltd	Ajit Kumar		ssharma@eptisa.com	0124-4696716		608, Level 6, JMD Regent Square, M G Road, Gurgaon – 122002
20	Feedback Infra Private Limited in Association With Buro Happold Engineers India Pvt. Ltd. and Cisco Systems Services B.V.(Gurgaon)	Virendra Kumar	Vice President	virendra.kumar@feedbackinfra.com		9810416435	15th Floor Tower9B DLF Cyber City Phase III Gurgaon 122002
21	Haskoning DHV Consulting Pvt Ltd in in JV with HaskoningDHV Nederland B.V. and Grant Thornton Green Boulevard,(Noida)	JVL Narayana	Managing Director Water & Planning	jvl.narayana@rhdhv.com		9818017660	Green Boulevard Tower B 4th Floor Plot No B-9A Sector 62 Noida 201301 UP India
22	ICRA Management Consulting Services in association with Limited NJS Engineers India Private Limited (Noida)	Anand Madhavan Avantika	Sector Head Associate Analyst	anand.m@imacs.in avantika.arjuna@imacs.in		9910766538	1st Floor Logix park Plot A4 & A5 Sector 16 Noida-201301
23	IIDC Limited in association with Urban Mass Transit Company Limited and Building Design Partnership Limited (Delhi)	Basir Shiraji	AVP	basir.shiraji@ilfsindia.com	011-46002200	9985502547	2nd Floor, Niryat Bhawan, Rao Tula Ram Marg, Opposite Army Hospital Research & Referral, New Delhi - 110 057
24	Infosys Limited in association with ICLEI- Local government for sustainability South Asia and Administrative Staff College of India.	Saroj Senapathy		sarojks@infosys.com	080-28520261		Electronics City Hosur Road Bangalore-560100
25	Infrastructure Development Corporation (Karnataka) Limited (IDECK) in association with IDFC Foundation	Supratik	Sr. Vice President	supratik.sarkar1@idfc.com		9755042009	2nd Floor KCN Bhawan 9/7 Yamunabai Road Madhavnagar Extension , Off Race Course Road Bangalore-560001

Name Address of Shortlisted Firms for Smart Cities Proposal

SL.NO	Shortlisted Consultant (alphabetically)	Contact Person	Designation	Email Address	Phone	Mobile No.	Address
26	International City Management Association (ICMA) in association with Urban Management Centre (UMC) and Edgesoft India Pvt. Ltd.	Anurag Anthony	Chief Technical Officer	anurag@umcasia.org		9601825666	Association 777 North capitolStreet NE Suite 500 Washington DC 20002
27	ICF Consulting India Pvt Ltd in association with ICF Consulting Sevices India Pvt Ltd and Total Synergy Consulting Pvt Ltd	Arkaja Singh	Lead Managing Consultant	arkaja.singh@icfi.com		9818112259	302-307, 3rd Floor Ashoka Estate 24 Barakhamba Road New Delhi110001
		Joydeep Chakrabty	Managing Consultant	joydeep.chakrabty@icfi.com		9830888419	
28	Jones Lang LaSalle Propoerty Consultants India P Ltd in association with Townland Consultants Pvt Ltd and Tata Consulting Engineers Ltd (Delhi)	A Shankar	National Director	a.shankar@apjll.com		9940066869	1110 Ashoka Estate Barakhamba Road Connaught Place New Delhi-110001
29	Knight Frank (India) Pvt Ltd in association with Fortress Infrstructure Services and PSP Financial Consultants Pvt Ltd (Mumbai)	Ajay Aggarwal Sarad Kundu		ajay.agrawal@in.knightfrank.com	022-67450101	Ajay Aggarwal 9599620019	House Near Twin Towers , Off-Veer Savarkar Marg Prabhadevi Mumbai-400025
30	KPMG Advisory Services Pvt. Ltd.	Sameer Jain	Sr. consultant KPMG	sameerjain@kpmg.com		8130791158	Lodha Excelus 1st Floor Applo Mills Compound N.M Joshi Marg Mahalakshmi Mumbai-400011
31	Lea Associates South Asia Pvt Ltd in association with Crux Consultants Pvt Ltd and VBSOFT Pvt Ltd	Dr. A. Panneerselvam K.Rajesh	deputy general manager	lasa@lasaindia.com rajeshplan@gmail.com krajesh@lasaindia.com		9573435416	B-1/E-27 Mohan Co-operative Industrial Estste mathura Road new delhi-110044
32	Mackinsy	Suveer Sinha		suveer_sinha@mckinsey.com	022-66302151		Plot No 4 Echelon Institution Area Sector 32 Gurgaon Haryana 122001
33	Mahindra Consulting Engineers Limited in association with SUEZ Environment Consulting and Akara Research and Technologies Pvt Limited (Tamil Nadu)	C.S Narayana Pradeep		mace@mahindra.com	044-42404477 / 28542325 / 26	9952005979	Mahindra Tower No 17/18 Pattullous Road Chennai-600002 Tamilnadu India
34	Mehta and Associates in JV with Oswal Computers and Consultants Pvt Ltd (Indore)	Hitendra Mehta		hitendramehta.architect@gmail.com jitendramehta_architect@yahoo.com	0731-2561124 / 4065064		102 Navneet Plaza 5/2 Old Palasia Indore-452001 MP
35	Mott MacDonald Private Limited in association with Mott MacDonald Limited and Ernst and Young LLP (Noida)	Sushma Chaudhary	Director	sushma.chaudhary@mottmac.com		9312009824	A-20 Sector 2 Noida-201301 UP
36	Mars Planning and Engineering Services Pvt Ltd in association with Walls Roberts and Todds and UPICO	Sourab Agarwal		info@marsconsultancy.com wb@marsconsultancy.com	033-40045243	7926860890	Bl 166 Sector II Salt Lake City Kolkata 700091
37	Mukesh and Associates in association with VisionRI Connexion Services Private Limited	D. Mukesh		bd2@mukeshassociates.com info2@mukeshassociates.com mukeshd@mukeshassociates.com	0427-2333563 / 2330568		Division 2, 2/6 Ranganathar Avenue Perumal malai Main Road Narasothipatty Salem-636004 Tamil Nadu
38	N K Buildcon Pvt. Ltd (Jaipur)	Mohit Santosh Sushil Gupta		business@nkbuildcon.com	0141-2710841	Sushil Gupta 9414061771	B-62 UGANTA Universty Marg Babu Nagar Jaipur

Name Address of Shortlisted Firms for Smart Cities Proposal

SL.NO	Shortlisted Consultant (alphabetically)	Contact Person	Designation	Email Address	Phone	Mobile No.	Address
39	NCPE Infrastructure Pvt. Ltd.	S M Subhani	Managing Director	ncpesmsc@yahoo.com		9849035377	# 12-2-826/A/12,LIC Colony Mehidipatnam Hyderabad-500028
40	PricewaterhouseCoopers Private Limited in association with Rudhrabhishek Enterprise Private Ltd.(RPEL) and CPG Consultants Pte Limited,(Gurgaon)	Gaurav Gupta	Principal Consultant	gaurav.p.gupta@in.pwc.com		9643218547	Building 8, 7th & 8th Floor Tower-B, DLF Cyber City Gurgaon India-122002
41	Pell Frischmann Consultants Ltd in association with Frischmann Prabhu	Sharmista Yadav	Principal Consultant	syadav@pellfrischmann.com		9828511112	5 Manchester Square London, W1U 3PD UK
42	Shah Technical Consultants Pvt. Ltd. (STC)	Prasana Shah		stcmumbai@vsnl.com stc@stc.co.in	022-22871061	9821079564	407 Raheja Center , Plot No-214 Nariman point Mumbai-400021
43	SoftTech Engineers Pvt. Ltd. an association with Design Point Consult Pvt. Ltd.	B.K. Patel		enquires@softTech-engr.com / sepl@softtech-engr.com	020-24217676		5-A 5th Floor Pune Satara Road Telephone Exchange Pune-411009
44	Srei Infrastructure Finance Limited In association with . Navayuga Spatial	A.K. Mahapatra	Head, Infrastructure	ak.mahapatra@srei.com		9830018159	Vishakarma 86 C Topsia Road (South) Kolkata-700046
45	Tandon Urban Solutions Pvt. Ltd. (TUSPL) in association with Spatial Decisions and Maha Infotech Pvt. Ltd. (MIPL) (Mumbai)	Chaitanya Berde	Director	berdeer@yahoo.com		9819602856	701 Harbhaajan Building Kalina Santacruz (E) Mumbai-400098
46	The Energy and Resource Institute in association with Tractebel Engineering SA, Belgium and Avalon Information Systems Pvt. Ltd.	Divya Sharma	Fellow	divyas@teri.res.in		9971662126	Darbari Seth Block IHC Complex Lodhi Road New Delhi-110003
47	Voyants Solutions Pvt Ltd in association with MINRAJ Consultants (Haryana)	Meenakshi Tyagi	AGM	meenakshi@voyants.in		9810866865	D-7/4 F. F Exclusive Floors DLF City Phase V Gurgaon Haryana-122009
48	WAPCOS LTD in association with Yashi Consulting Services Pvt Ltd and Cambridge Systematics Consulting & Technology Private Limited,	Dr. Uday Roman	Consultant	wapcos.rud@gmail.com		9831894443	76 C Sector-18 Institution Area Gurgaon -122015 Haryana

ANNEXURE -2 Technical Proposal Submission of Documents

TECH -1

(COVERING LETTER)

[Location, Date]

FROM:

[Name of Bidder with Complete Address of Communication]

TO,

The Chief Executive Officer

Faridabad Smart City Limited

Faridabad

Subject: Hiring of Human Resource Agency to provide Quality manpower for Recruitment of Key Managerial & Other Posts (Technical Proposal)

Dear Sir,

I, the undersigned, offer to provide the services for the above service in accordance with your Request for Proposal. We are hereby submitting our Proposal which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope. Our proposal is valid for acceptance for 90 Days and we confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date

- If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.
- We have examined the information provided in your Request for Proposal (RFP) and offer to undertake the work described in accordance with requirements. We confirm that all personnel named in the proposal will be available to undertake the services. We agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs.
- I confirm that I have the authority of *[name of organization]* to submit proposal to clarify any details on its behalf. We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signatory *[In full and initials]:*

Name and Title of the Signatory with Address:

TECH-2

Format of Curriculum Vitae (CV) for Key Professional

1. Proposed Position:
2. Name of the Professional:
3. Profession:
4. Date of Birth:
5. Years with Firm/Entity:
6. Nationality:
7. Membership in Professional Societies:
8. Detailed Tasks Assigned

Key Qualifications:

[Give an outline of staff member-s experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations.]

Education:

[Summarize college/university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate.]

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing]

Certification:

I, the undersigned, certify to the best of my knowledge and belief that:

- (i) This CV correctly describes my qualifications and experience;
- (ii) I am/ am not in regular full time employment with the Consultant;
- (iii) I will undertake this assignment for the duration and in terms of the input specified for me in the technical bid provided and team mobilisation takes place within the validity of this bid or any agreed extension thereof.

I understand that any willful misstatement herein may lead to my disqualification or dismissal, if engaged.

Signature of Key Professional with Date:

Full name of Proposed Professional: _____

Certification and Signature of Authorized Representative:

TECH-3

EXPERT TEAM AND SUMMARY OF CV INFORMATION

S. No	Name	Position	Employment Status with the Firm (Full Time/Part Time)	Highest Educational Qualification	No of Years of experience	No of years of experience in similar assignment
1		Company Secretary				
2		General Manager (Finance / Chief Finance Officer_				
3		General Manager (Engineering & Technology)				
4		General Manager (IT & Smart Solution)				
5		General Manager (Legal & Administration)				
6		Deputy General Manager (Urban Planning)				
7		Deputy General Manager (Urban Design & landscape Architect)				
8		Deputy General Manager Engineer (ABD)				
9		Deputy General Manager Engineer (Pan-City)				
10		Deputy General Manager (Finance & A/C)				
11		Deputy General Manager (Procurement)				
12		Deputy General Manager (IT Solution)				
13		Deputy General Manager (Communication & PR)				

ANNEXURE -3 Financial Proposal Submission of Documents

FIN-1

COVERING LETTER

[Location, Date]

FROM:

[Name of Bidder with Complete Address of Communication]

TO:

Chief Executive Officer,
Faridabad Smart City Limited,
Faridabad

Subject: Hiring of Human Resource Agency to provide Quality manpower for Recruitment of Key Managerial & Other Posts (Financial Proposal)

Dear Sir,

We, the undersigned, offer to provide the consulting services for the above in accordance with your RFP. Our Financial Proposal for the above assignment is for the lump sum of Rs..... per year (Details as specified in FIN-2). (Amount in words and figure). Service tax shall be reimbursed extra as per actual.

Our Financial Proposal shall be binding upon us subject to any modifications resulting from contract negotiations, up to the expiration of the validity period of the Proposal. This financial proposal covers remuneration for all the Professionals as required and administrative & service charges. Our offer is as per terms & condition, scope of work referred in the RFP, we abide with the same.

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

Yours sincerely,

Authorized Signatory [In full and initials]:

Name and Title of Signatory:

Name of Firm and Address for Communication:

FIN-2

SUMMARY OF FINANCIAL PROPOSAL

Name of the Assignment:

Sl.No	Particulars	Amount in INR
1	Total Professional Fees (FIN-3)	
2	Administrative & Service Charges	
A	Total (1+2)	
3	Taxes if any @	
B	Grand Total (1+2+3)	

FIN-3

PROFESSIONAL FEE RATES

SL NO	NAME OF THE PROFESSIONAL	POSITION	Input Month	MONTHLY SALARY IN INR	TOTAL IN INR
1		Company Secretary	36		
2		General Manager (Finance /Chief Finance Officer	36		
3		General Manager (Engineering & Technology)	36		
4		General Manager (IT & Smart Solution)	36		
5		General Manager (Legal & Administration)	36		
6		Deputy General Manager (Urban Planning)	36		
7		Deputy General Manager (Urban Design & landscape Architect)	36		
8		Deputy General Manager Engineer (ABD)	36		
9		Deputy General Manager Engineer (Pan-City)	36		
10		Deputy General Manager (Finance & A/C)	36		

SL NO	NAME OF THE PROFESSIONAL	POSITION	Input Month	MONTHLY SALARY IN INR	TOTAL IN INR
11		Deputy General Manager (Procurement)	36		
12		Deputy General Manager (IT Solution)	36		
13		Deputy General Manager (Communication & PR)	36		
	SUB-TOTAL (PROFESSIONAL FEE) IN INR				