

**Expression of Interest (EoI) for Consultancy Services**

**Procurement of Safety Assessment of major road network in  
Himachal Pradesh using iRAP methodology**

**HIMACHAL PRADESH STATE ROADS  
TRANSFORMATION PROJECT (HPSRTP)**

## **REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES)**

### **HIMACHAL PRADESH STATE ROADS TRANSFORMATION PROJECT (HPSRTP)**

**Assignment Title:** Procurement of Safety Assessment of major road network in Himachal Pradesh using iRAP methodology

**Reference No.- IN-HPRIDC-267854-CS-QCBS**

The Government of Himachal Pradesh (GoHP) has applied for financing from the World Bank towards the cost of the Himachal Pradesh State Roads Transformation Project (HPSRTP), and intend to apply part of the proceeds for 'Procurement of Safety assessment of major road network in H.P. using iRAP methodology with the objective to enhance the efficiency of the transportation and Road Safety institutions and develop efficient logistics system for horticulture and overall economic growth in Himachal Pradesh.

The indicative Terms of Reference (ToR) subject to modification and finalization before issuing of Request for Proposal (RFP) are available on the following website

URL: <http://himachalservices.nic.in/hpridc/HPSRTP.html>.

The Himachal Pradesh Roads and Infrastructure Development Corporation Limited (HPRIDCL) now invite eligible consulting firms ("Consultants"), to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are given in the Expression of Interest (EoI). The EoI includes the following documents:

- i. Section I- Instructions for submission of Expression of Interest and Guidelines for preparation of EoI.
- ii. Section-II Eligibility and shortlisting criteria including Annexure-I to VI.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 and its latest revision ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the QCBS method set out in the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 and its latest revision ("Procurement Regulations").

The detailed "Request for Expression of Interest" can be downloaded from the following website/  
URL: - <http://himachalservices.nic.in/hpridc/HPSRTP.html>

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

Expressions of interest must be delivered in a written form to the address below (in person, or by post) by January 21, 2022 at 1500 hours (IST).

Dated: - December 31, 2021

Director (Projects)-cum-CE  
HP State Roads Project,  
HPRIDCL, Nigam Vihar,  
Shimla-171002(H.P)  
[Tel:+91-177-2627602](tel:+91-177-2627602),  
Fax: +91-177-2620663  
E-mail: [pdsrp-hp@nic.in](mailto:pdsrp-hp@nic.in)

	<b>Section-I</b>
	<b>Instructions for submission of Expression of Interest</b>
1.	Consultant shall go through the guidelines given below and section II before preparing EoI proposal.
2.	Consultant who meets short listing criteria given in section II, shall prepare EoI as per the guidelines. If the Consultant feels to submit certain information not covered in the guidelines would be in his interest, he may submit such information
3.	Accomplished Expression of Interest (Application) must be submitted together with a Letter of Intent not later than <b>15:00 hours (IST) on 21-01-2022</b> . Documents in support of all qualification information shall be submitted with application. Proposal of EoI with qualification information shall be furnished on/before the due date of submission at the address shown under Para 12 here below.
4.	The Section-II shall be basis of drawing up a shortlist of eligible consultants who will be invited to submit proposal for services required.
5.	All Applications shall be submitted in English.
6.	Power of attorney (on stamp paper duly notarized) of the person submitting the Expression of Interest on behalf of the Applicant shall be attached. Joint Venture (JV) shall not have more than 2 members. One of the members should be a Lead Member.
7.	The Consultant (including the individual members of any Joint Venture) shall submit only one Proposal, either in its own name or as part of a Joint Venture member in another Proposal, if a Consultant, including any Joint Venture member, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected.
8.	The Application and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by Applicant with the Application may be in any other language provided that they are accompanied with translations in the English language. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Application, the English language translation shall prevail.
9.	HPRIDCL reserves the right to reject any Applications, without assigning any reasons thereof.
10.	The Applicant shall provide all the information sought under this REoI Document. HPRIDCL would evaluate only those applications that are received in the required format and complete in all respects. Incomplete and / or conditional Applications shall be liable to rejection.
11.	No claims whatsoever will be entertained if submission is not received by due date and time.

12.	<p>Any submission must be addressed to the following:</p> <p>Director (Projects)-cum-CE  HP State Roads Project,  HPRIDCL, Nigam Vihar,  Shimla-171002 (H.P)  E-mail: <a href="mailto:pdsrp-hp@nic.in">pdsrp-hp@nic.in</a></p>
13.	<p>The Proposal of EoI must be submitted not later than:</p> <p><b>Date: 21-01-2022 Time: 15:00 hours (IST)</b></p> <p><b>Opening of the EoI Proposal</b></p> <p>EoIs will be opened by <i>Director (Projects)-cum-CE</i> on below mentioned date and time specified, in the presence of members of opening committee and consultants or their authorized representatives who have offered the EoI proposal may choose to remain present.</p> <p><b>Date: 21-01-2022, Time: 15:30 hours (IST)</b></p>
14.	<p>The Consultant shall submit a signed and complete EoI comprising the documents and forms in accordance with EoI documents.</p>
15.	<p>An authorized representative of the Consultant shall sign the original submission letters in the required format for EoI submission and shall initial all pages. The authorization shall be in the form of a written power of attorney attached to the EoI Proposal.</p>
16.	<p>The signed EoI shall be marked “ORIGINAL”, and its <b>two copies</b> marked “<b>COPY-1 &amp; COPY-2</b>” as appropriate. Copies shall be made from the signed original. If there are discrepancies between the original and the copies, the original shall prevail.</p>
17.	<p>The original and the copies of the EoI submission shall be placed inside a sealed envelope clearly marked “EoI <b>PROPOSAL</b>”, to provide “Safety assessment of major road network using iRAP Methodology in the State of Himachal Pradesh ” reference number, name and address of the Consultant, and with a warning “ <b>DO NOT OPEN UNTIL 21-01-2022, Time: 15:30 hours (IST)</b>”</p>
18.	<p>The sealed envelopes containing the EoI submission original and copies shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, reference number, the name of the assignment, Consultant’s name and the address, and shall be clearly marked “ <b>DO NOT OPEN BEFORE 21-01-2022, Time: 15:30 hours (IST)</b>”</p>
19.	<p>If the envelopes and packages with the EoI are not sealed and marked as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the EoI.</p>

### **Guidelines for Preparation of Expression of Interest**

	Following information shall be submitted using given formats and where no formats are specified, free format can be used.
1.	Complete name of firm, date of establishment and type of organization whether individual, proprietorship, partnership, private limited company, public limited company etc. ( <b>Annexure I</b> ).
2.	Exact and complete corporate/registered/home office address, business address, telephone numbers, fax numbers, E-mail and cable address. For consultant of foreign registry, indicate if there is any branch office(s) established in India with details in aforesaid manner. Information is to be furnished by sole applicant or members of JV individually ( <b>Annexure I</b> ).
3.	If present firm is the successor to or outgrowth of one or more predecessor firms, fresh name(s) of former entity (ties) and year(s) of their original establishment with details in aforesaid manner. Information is to be furnished by sole applicant or members of JV individually ( <b>Annexure I</b> ).
4.	Present a brief narrative description of the firms. Information is to be furnished by sole applicant or members of JV individually ( <b>Annexure I</b> ).
5.	List of not more than two (2) principals who may be contacted by this Office.  Listed principals must be empowered to speak for him or for the firm on policy and contractual matters. Information is to be furnished by sole applicant or members of JV individually. ( <b>Annexure I</b> )
6.	Under this item, indicate financial figures from consultancy business for past 5 (five) financial years. ( <b>Annexure II</b> )
7.	Organizational strength of the Consultant and its constituents in case of a JV shall be given. ( <b>Annexure III</b> )
8.	Consultant shall have experience in dealing assignments related to iRAP in South Asia ( <b>Annexure IV</b> )
9.	As many references from employers as the consultant (for each member in case of JV) may choose shall be submitted.
10.	Detail of desired key personnel of the Consultant for this assignment should be attached as ( <b>Annexure V</b> )
10.	An undertaking for supply of true information shall be given as per <b>Annexure VI</b> .

## Section - II

Short Listing Criteria	
<b>A.</b>	<b>Annual Turn Over</b>
	(i) Average Annual turnover of the last five financial years i.e. from 2016-17 to 2020-21 updated to the current financial year shall be more than Rs. 5 crores in case of single entity. In case of JV, the lead member shall have more than Rs. 3 crores of average annual turn-over (updated) of the last five financial years. This threshold for other member of JV shall be more than Rs. 2 crores.
	(ii) For arriving at updated value, turnover of any financial year shall be multiplied by the enhancement/updating factor corresponding to that year given in the <b>Annexure-II</b> .
<b>B.</b>	<b>Experience</b>
	<p>Consultant must have experience as follows:</p> <ul style="list-style-type: none"> <li>a) Consultant firm (Lead/ JV partner) should have at least 5 years' experience in road asset data collection/ road safety audit/iRAP assessment with cumulative contract amount not less than Rs. 1 Crore.</li> <li>b) Consultant firm (Lead or JV partner) should have completed a minimum one similar assignment (iRAP surveys and star rating assessment) in the last 5 years with contract amount not less than Rs. 25 Lakhs each.</li> <li>c) The key professionals (as required in the ToR) of the Consultant firm (Lead or JV partner) must have iRAP Accreditation (as per the ToR) along with prior experience of handling iRAP project(s).</li> </ul>

**C. Organizational Structure & Permanent Staffing:**

Key Staff for the consultancy services as per **Annexure V**.



## **Annexure-I**

### **Expression of Interest Form for Consulting Engineering Firm or Joint Venture (To be filled up by each of the constituent in case of a Joint Venture)**

1. Consultant's basic information

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

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

## **Annexure-II**

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

No.	Particulars	Role of Firm	Rupees in Crore				
			2020-21	2019-20	2018-19	2017-2018	2016-17
1	Annual turnover from Consulting business	Lead Member					
		Other member					
2	Net Profit	Lead Member					
		Other member					

#### **Notes:**

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

No.	Year	Enhancement/ Updating factor
1	2020-21	1.0
2	2019-20	1.1
3	2018-19	1.21
4	2017-18	1.2221
5	2016-17	1.34431

**Annexure-III**

**Organizational Strength**

Name	Total Strength	Engineer / Planner / Scientist with 10 years' experience	Engineer / Planner / Scientist with 5 years' experience	Engineer / Planner / Scientist with 1 years' experience	Engineers / Planners having				Remarks
					Doctorates	Post Graduates	Graduates	Diploma	
						Engineering /MBA etc.	Others		

**Annexure-IV**

**Details of Experience:**

No.	Name of Project

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

Each assignment shall be supported by following details: -

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

Authorized Signatory

Name of Client

**Annexure-V**

**Organizational strength/Key Personals**

Sr. No.	Specialisation	Number required	Name	Name of firm	Education Qualification and Experience desired
1.	Road safety Specialist (Team Leader)	As per ToR			As per the requirement of Indicative terms of Reference
2.	iRAP Survey Specialist (Assistant Team Leader)				-----Do-----
3.	Data Coding Specialist				-----Do-----
4.	Data Collectors				-----Do-----
5.	Data Coders				-----Do-----

1. The above team should be supported by other supporting staff /Project coordinator / experts /specialists, etc., as required to ensure that the objectives of the assignment are achieved within the stipulated timelines.
2. Copy of the degree certificate / educational qualifications has to be enclosed with the CV.
3. The proposed team leader shall be assigned full-time for this project and shall not be associated with any other full-time ongoing assignment with any other client.

## **Annexure-VI**

### **Undertaking**

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