Expression of Interest (EoI) for Consultancy Services

Procurement of Consultancy Services for “Project Management Consultant” (PMC) for implementation of World Bank funded HPSRTP in Himachal Pradesh

HIMACHAL PRADESH STATE ROADS TRANSFORMATION PROGRAM (HPSRTP)
REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES)

INDIA  
HIMACHAL PRADESH STATE ROADS TRANSFORMATION PROGRAM (HPSRTP)

Assignment Title: Selection of Procurement of Consultancy Services for “Project Management Consultant” (PMC) for implementation of World Bank funded HPSRTP in Himachal Pradesh.

Reference No.: IN-HPRIDC-143452-CS-QCBS

The Government of Himachal Pradesh has applied for financing from the World Bank toward the cost of the Himachal Pradesh State Roads Transformation Project (HPSRTP), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include:-

(i) Compliance to loan and project agreements and its covenants with a view to achieve agreed-upon project monitoring indicators in stipulated time frame. The consultant will be required to work in close coordination with the PIU.

(ii) Consistency and compliance with the agreed World Bank procedures and on achieving the key results to be achieved during project implementation.

(iii) Efficient management of the project through assistance to the PIUs of the Client such that each and every activity of the project is completed in agreed timeline, within budgeted cost frame and in full compliance with the World Bank guidelines and applicable Client's acts, rules and regulations. Provide support to the PIU in management and administration of the Contract Agreements with the civil contractors engaged for various components under the project.

(iv) Assistance to the Client in preparation of bidding documents, updating cost estimates, bid invitations and bid evaluations, implementing, managing and monitoring Project activities, assess reasons for delay and identify means for improvement, review reasonability of the proposals prepared by the Design Consultants.

(v) Provide training to the PIU staff in project formulation, management, monitoring and evaluation, financial, road safety and environmental management aspects and community participatory approaches of the Project. PMC will be fully associated with PIU in implementation of project works.

(vi) Assistance to PIU in monitoring the services of other consultants working in the project; reviewing their reports and provide feedback to the PIU.

(vii) Hand-holding support to the Department of Transport and Police Department through direction of the PIU.

The objective of the assignment is also to ensure that these processes and outputs are in line with all applicable World Bank safeguard policies.
The indicative Terms of Reference (ToR) subject to modification & finalization before issuing of Request for Proposal (RFP), for the assignment are available at the following websites/URL:- http://himachalservices.nic.in/hpridc/HPSRTP.html.

The Himachal Pradesh Road and Other Infrastructure Development Corporation Limited (HPRIDC) now invites 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 short listing 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 short listing 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 Procurement Regulations.

The detailed “Request for Expression of Interest” can be downloaded from any of the following websites/URL:- http://himachalservices.nic.in/hpridc/HPSRTP.html.

Further information can be obtained at the address below during office hours i.e. 10:00 to 17:00 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 March 06, 2020 at 15:00 hours (IST).

Dated: - February 05, 2020

Chief Engineer-cum-Project Director
State Roads Project, HPRIDC,
Nirman Bhawan, Nigam Vihar,
Shimla-171002(H.P)
Tel:+91-177-2627602,Fax: +91-177-2620663
E-mail: pdsrp-hp@nic.in

Note: - It is clarified that the last date for submission/opening of Expression of Interest (EoI) proposal i.e. February 17, 2020 at 15:00/15:30 hours (IST), as mentioned in the Procurement Notice dated January 28, 2020, published UN Development Business (UNDB) online may please be read/substituted as the date/time i.e. March 06, 2020 at 15:00/15:30 hours (IST) mentioned in this detailed Expression of Interest Proposal document.

Any further addendums/Corrigendum to Request for Expression of Interest (REoI) document shall be available to all interested consulting firms on official web site of HPRIDC under http://himachalservices.nic.in/hpridc/HPSRTP.html link.
### Section-I

**Instructions for submission of Expression of Interest:**

1. Consultant shall go through the guidelines given below and in 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 it 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 **15:00 hours (IST) on March 06, 2020**. 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: Eligibility and short listing Criteria shall be basis of drawing up a shortlist of eligible consultants who will be invited to submit proposal for services required.

5. 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.

6. 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.

7. 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.

8. HPRIDC reserves the right to reject any Application, without assigning any reasons thereof.

9. The Applicant shall provide all the information sought under this R EOI Document. HPRIDC 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.

10. No claims whatsoever will be entertained if submission is not received by due date and time.

11. Any submission must be addressed to the following:
   **Office of the Chief Engineer-cum-Project Director,**
   **State Roads Project, HPRIDC, Nirman Bhawan, Nigam Vihar, Shimla (H.P.), India PIN-171002**

12. The Proposal of EoI must be submitted no later than:
   **Date: March 06, 2020 Time: 15:00 hours (IST)**
   Opening of the EoI Proposal,
   The opening shall take place at:
   **Office of the Chief Engineer-cum-Project Director,**
   **State Roads Project, HPRIDC, Nirman Bhawan,**
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
</table>
| **Nigam Vihar, Shimla (H.P.), India PIN-171002**  
Date: March 06, 2020  Time: 15:30 hours (IST) |   |
| 13. | The Consultant shall submit a signed and complete EoI comprising the documents and forms in accordance with EoI documents. |
| 14. | 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. |
| 15. | The signed EoI shall be marked “ORIGINAL”, and its two copies marked “COPY-1 & COPY-2” as appropriate. Copies shall be made from the signed original. If there are discrepancies between the original and the copies, the original shall prevail. |
| 16. | The original and the copies of the EoI submission shall be placed inside of a sealed envelope clearly marked “EoI PROPOSAL”, to provide Consultancy Services for “Project Management Consultant” (PMC) for implementation of World Bank funded HPSRTP in Himachal Pradesh reference number, name and address of the Consultant, and with a warning “DO NOT OPEN UNTIL February 17, 2020 at 15:30 HOURS (IST).” |
| 17. | 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 “DO NOT OPEN BEFORE DATE **February 17, 2020**, Time 15:30 HOURS (IST)” |
| 18. | 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. |
### 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.** *(Annexure I)*

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 *(Annexure I)*.

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 *(Annexure I)*.

4. **Present a brief narrative description of the firms.** Information is to be furnished by sole applicant or members of JV individually *(Annexure I)*.

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 *(Annexure I)*.

6. **Under this item, indicate financial figures from consultancy business for past 5 (five) financial years.** *(Annexure II)*

7. **Organizational strength of consultant and its constituents in case of a JV shall be given.** *(Annexure III)*

8. **Consultant’s experience shall be given under three categories (A) DPR Consultancy for road works (B) Supervision Consultancy for road works (C) Monitoring/execution of consultancy Services for ESIA for road works/Road Safety/Management & Institutional Strengthening support and Post Construction.** In case of JV applicant, each member has to likewise give above information. Only those works which are done as prime consultant need to be reported. *(Annexure IV)*

9. **As many references from employers as the consultant (for each member in case of JV) may choose shall be submitted.**

10. **An undertaking for supply of true information shall be given as per (Annexure VI).**
Section - II

Short Listing Criteria

A. Annual Turn Over
(i) Annual turnover of any one of the last five financial years i.e. from 2014-2015 to 2018-2019 updated to the current financial year shall be more than Rs. 25 crores. In case of JV, the lead member shall have more than Rs. 20 crores of annual turnover (updated) of any one of the last five financial years. This threshold for each other member of JV shall be more than Rs. 15 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 Annexure-II.

B. Experience
   The Consultant as Prime Consultant must have experience as follows:

   A. At Least Two similar assignments of equal to or more than 20 Crores as Project Management Consultant for projects having overall cost not less than 1000 Crores. For JV, qualifying value for lead member would be 15 crore for projects having overall cost not less than 800 Crore and for other partner it would be 10 crore for projects having overall cost not less than 500 Crore. Such work must have been completed within last seven calendar years including 2019.

   B. At Least Two Project as an ESIA for road works/Road Safety/Management & Institutional Strengthening support and Post Construction consultant.

      a) Experience of working in hilly region shall be given preference.
      b) Experience in Externally Aided Projects shall be given preference.

C. ORGANISATIONAL STRUCTURE & PERMANENT STAFFING:

   (a) At least 5 years in the business of Project Management Consultancy for Road Sector with minimum 2 years in Hill Road experience.

   (b) Permanent Key-Staff for the consultancy services as per Annexure V-.

A Work would qualify as similar work if it meets with following :
   a. Supervision Consultancy for road works
   b. Work execution on FIDIC conditions for road works.
   c. Provides Project Construction Management Assistance on road works.

Consultant must satisfy A, B and C for becoming eligible for short-listing.
**Annexure-I**

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

<table>
<thead>
<tr>
<th>Consultant Name</th>
<th>Date of Establishment</th>
<th>Country</th>
<th>Type of organization</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Individual</td>
</tr>
</tbody>
</table>

1. 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).

2. Consultant’s former name and year of establishment (including that of members in case of JV).

3. Narrative description of Consultant firms if any (Use other sheet, if necessary).

4. 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

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Annual turnover from Consulting business</td>
<td>Lead Member</td>
<td>Other member</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Net Profit</td>
<td>Lead Member</td>
<td>Other member</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 HPRIDC reserves the right to use the rate available from an alternative source at its sole discretion.

v. Enhancement/Updating Factor:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Year</th>
<th>Enhancement/ Updating factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2018-19</td>
<td>1.0</td>
</tr>
<tr>
<td>2</td>
<td>2017-18</td>
<td>1.1</td>
</tr>
<tr>
<td>3</td>
<td>2016-17</td>
<td>1.21</td>
</tr>
<tr>
<td>4</td>
<td>2015-16</td>
<td>1.2221</td>
</tr>
<tr>
<td>5</td>
<td>2014-15</td>
<td>1.34431</td>
</tr>
</tbody>
</table>
**Annexure-III**

Organizational strength:

<table>
<thead>
<tr>
<th>Name</th>
<th>Total Strength</th>
<th>Engineers/ Specialist and institutional expert on payroll and having over 10 years experience</th>
<th>Engineers/ Specialist and institutional expert continuously on payroll for over 7 years</th>
<th>Engineers/Specialist and institutional expert having</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Doctorates</td>
<td>Post Graduates</td>
<td>Graduates</td>
<td>Diploma</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>MBA</td>
<td>OTHERS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Annexure-IV

### Details of Experience:

<table>
<thead>
<tr>
<th>Sr No.</th>
<th>Projects Name/Year</th>
<th>Type of services rendered including (A,B and C)</th>
<th>Cost of the assignment of category A (Rs. in Crore)</th>
<th>Cost of the assignment of category B (Rs. in Crore)</th>
<th>Cost of the assignment of category C (Rs. in Crore)</th>
<th>Client (With complete address, contact person, telephone No. Fax No. and E-mail address)</th>
<th>Fee in INR (Applicant’s share in case of JV)</th>
<th>Duration in months</th>
<th>International Funding Agency</th>
<th>% age completion of assignment as on December 31, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sole Consultant or for each of the members in case of JV</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(a) Funded by World Bank</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(b) Funded by Multi Donor bank (other than WB)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(c) India</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(d) Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Permanent Key-Staff for the Consultancy Services

- Team Leader cum Infrastructure Expert
- Deputy Team Leader cum Project Management Expert
- Senior Highway Engineer cum Project Planning expert(s) with relevant Indian experience in project management
- Senior Bridge / Structural Engineer
- Senior Quality cum Material Expert
- Procurement Expert
- Contract Management Expert
- Legal expert (Civil Contracts & Agreements)
- Senior Environment Expert
- Road Safety Expert
- Senior Social Development Specialist
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.