

**Expression of Interest (EoI) for**

**SELECTION OF CONSULTANT (NGO) TO FACILITATE IN  
IMPLEMENTATION OF LAND ACQUISITION AND RESETTLEMENT  
FOR EXPANSION ZONE OF GAGGAL AIRPORT IN DISTT. KANGRA**

**HIMACHAL PRADESH ROAD AND INFRASTRUCTURE DEVELOPMENT  
CORPORATION LIMITED (HPRIDCL)**



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

**Assignment Title:** Selection of Consultant (NGO) to facilitate in implementation of Land Acquisition and Resettlement & Rehabilitation for expansion zone of Gaggal Airport in Distt. Kangra.

The Himachal Pradesh Road & Infrastructure Development Corporation Limited (HPRIDCL) has been entrusted the work of determining/ assessing the value of structures/ buildings and other immovable properties of assets falling in the proposed expansion zone of Gaggal Airport in Kangra District. The project will be implemented with State funds including comprehensive social assessments. To assist the HPRIDCL in the implementation of the Social Impact Management Plan (SIMP), HPRIDCL now invites proposals for hiring the services of eligible NGOs to be procured under 'Consultant's Qualification- based Selection (CQS) as per the Procurement Regulation Framework of World Bank.

The objective of the consulting services ("the Services") include:-

- Educating the PAPs on their right to entitlements and obligations.
- Support the Land Acquisition process to the Competent Authority
- Support in the preparation of the Rehabilitation Plan and its implementation
- Evaluate and assess the assets for the preparation for Awards
- To ensure that the PAPs are given their full entitlements as due to them, as per the entitlements given in the SIMP, as may be modified by HPRIDCL from time to time.
- To provide support and information to PAPs for income restoration.
- Assist the PAPs in relocation and rehabilitation, including counselling, and coordination with the local authorities.
- Assist the PAPs in the redressal of their grievances (through the grievance redressal cells set up by the project)
- Impart information to all the PAPs about the functional aspects of the various district-level committees set up by the project, and assist them in benefiting from such institutional mechanisms.
- To collect data and submit progress reports on a monthly basis as well as the quarterly basis for HPRIDCL to monitor the progress of the implementation.

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 Infrastructure Development Corporation Limited (HPRIDCL) 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.

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 Consultant's Qualification- based Selection (CQS) method set out in the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 and its latest revision.

The detailed "Request for Expression of Interest" can be downloaded from 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. 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 **May 30, 2023** at 1500 hours (IST).

Dated:- **May 16, 2023**

  
Director (Projects),  
HPRIDCL,  
Nirman Bhawan, Nigam Vihar, =  
Shimla-171002 (H.P)  
Tel:+91-177-2627602,  
Fax: +91-177-2620663  
E-mail: [pdsrp-hp@nic.in](mailto:pdsrp-hp@nic.in)  




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 <b>15:00 hours (IST) on May 30, 2023</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 11 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 the 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.	HPRIDCL reserves the right to reject any Application, without assigning any reasons thereof.
9.	The Applicant shall provide all the information sought under this REoI Document. HPRIIDCL 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 Director (Projects), HPRIDCL, Nirman Bhawan, Nigam Vihar, Shimla-171002 (H.P)
12.	The Proposal of EoI must be submitted no later than: <b>Date: May 30, 2023, Time: 15:00 hours (IST)</b>



	<p>Opening of the EoI Proposal,  The opening shall take place at:  Office of the Director (Projects),  HPRIDCL,  Nirman Bhawan, Nigam Vihar,  Shimla-171002 (H.P)  <b>Date: May 30, 2023, Time: 15:30 hours (IST)</b></p>
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 <b>“ORIGINAL”</b> , 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.
16.	The original and the copies of the EoI submission shall be placed inside of a sealed envelope clearly marked <b>“EoI PROPOSAL”</b> , for <b>Selection of Consultant (NGO) to facilitate in implementation of Land Acquisition and Resettlement &amp; Rehabilitation for expansion zone of Gaggal Airport in Distt. Kangra</b> reference number, name and address of the Consultant, and with a warning <b>“DO NOT OPEN UNTIL May 30, 2023 at 15:30 HOURS (IST).”</b>
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 <b>“DO NOT OPEN BEFORE DATE May 30, 2023, Time 15:30 HOURS (IST)”</b>
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.



<b>Guidelines for Preparation of Expression of Interest</b>	
	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/Association 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/Association 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/Association 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/Association 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 consultant and its constituents in case of a JV/Association shall be given. ( <b>Annexure III</b> )
8.	Consultant's experience shall be given under three categories (A) Facilitation of land acquisition process for major infrastructure projects (B) Experience in the state of Himachal Pradesh in RAP implementation (at least two projects) preferably in in externally aided projects (C) At least one project of RAP implementation of concentric in ports or hydel projects. In case of JV/Association applicant, each member has to likewise give above information. Only those works which are done as prime consultant need to be reported. ( <b>Annexure IV</b> )
9.	As many references from employers as the consultant (for each member in case of JV/Association) may choose shall be submitted.
10.	Required Key- Staff for the consultancy services. ( <b>Annexure V</b> )
11.	An undertaking for supply of true information shall be given as per ( <b>Annexure VI</b> ).



## Section – II

Short Listing Criteria	
<b>A. Annual Turn Over</b>	
(i)	Average annual turnover of last five financial years i.e. from 2017 -2018 to 2021-2022 updated to the financial year 2021-22 shall be more than 1.00 crore. In case of JV/Association, the lead member shall have more than Rs. 0.75 Crore of average annual turnover (updated) to the financial year 2021-22. This threshold for each other member of JV/Association shall be more than Rs. 0.50 Crore.
(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. Experience</b>	
The Consultant as Prime Consultant must have experience as follows:	
<ul style="list-style-type: none"> <li>a. NGO must have worked in similar transportation projects during the last 15 years.</li> <li>b. Experience in facilitating land acquisition in large infrastructure projects.</li> <li>c. Experience in the state of Himachal Pradesh in RAP Implementation (at least two projects) preferably in externally aided projects.</li> <li>d. At least one project of RAP Implementation of concentric in ports or hydel projects.</li> </ul>	
<b>C. ORGANISATIONAL STRUCTURE &amp; PERMANENT STAFFING:</b>	
(a) Should have atleast 2 no. of permanent Key-Staff as per <b>Annexure V</b> .	
Consultant must satisfy A, B and C for becoming eligible for short-listing.	



### Annexure-I

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

Consultant	Date of Establishment	Country	Type of organization			
			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/ Association).
3. Consultant's former name and year of establishment (including that of members in case of JV/ Association).
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**

Rupees in Crore							
Sr. No.	Particulars		2021-22	2020-21	2019-20	2018-19	2017-18
1	Annual turnover from Consulting business	Lead Member					
		Other member					
2	Net Profit	Lead Member					
		Other member					

**Notes:**

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.

- i. The amount shall be stated in Indian Rupees (INR).
- ii. 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.
- iii. 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.
- iv. Enhancement/Updating Factor: -

Sr. No.	Year	Enhancement/ Updating factor
1	2021-22	1.000
2	2020-21	1.100
3	2019-20	1.210
4	2018-19	1.331
5	2017-18	1.464



### Annexure-III

#### Organizational strength:

Name	Total Strength	Social and R&R Expert having 5 years experience	Social-cum-Communication Expert having 5 years experience	Engineers/Valuer/Technical support professionals	Specialist and institutional expert having					Remarks
					Doctorates	Post Graduates		Graduates	Diploma	
						MBA	OTHERS			



# Annexure-IV

## Details of Experience:

Sr No.	Projects Name/Year	Type of services rendered including (A,B and C)	Cost of the assignment of category A (Rs. in Crore)	Cost of the assignment of category B (Rs. in Crore)	Cost of the assignment of category C (Rs. in Crore)	Client (With complete address, contact person, telephone No. Fax No. and E-mail address)	Fee in INR (Applicant's share in case of JV)	Duration in months	International Funding Agency	%age completion of assignment as on March 31, 2023
1	2	3	4	5	6	7	8	9	10	11
1	Sole Consultant or for each of the members in case of JV									
	(a) Funded by World Bank									
	(b) Funded by Multi Doner bank (other than WB)									
	(c) India									
	(d) Others									

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/ Association.

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 Experts for the Consultancy Services

- Team Leader
- Social and R&R expert
- Social-cum-Communication Expert

(Note:- CV's of above Key Experts are required to be submitted with EoI Proposals as per the requirement of Indicative terms of reference)



## **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.