

MUNICIPAL CORPORATION, SHIMLA
ATAL MISSION FOR REJUVENATION URBAN TRANSFORMATION
(AMRUT)

Dated: 10.03.2016

CORRIGENDUM / AMENDMENTS

CORRIGENDUM – I

The last date for submission of RFP (bid) is extended upto 11:00 A.M. on 21.03.2016 and the technical bids shall be opened at 03:00 P.M. on 21.03.2016. The Financial bids shall be opened at 03:00 P.M. on 28.03.2016.

CORRIGENDUM – II

Notwithstanding anything contained in this Document, the RFP (Bid) shall be submitted by the Consultant as a single entity and no consortium or joint venture is permitted.

All the eligibility criteria shall have to be fulfilled by the single entity consultant only. Accordingly all the relevant provisions contained in this Document more particularly Section 2: - Clause 1 (b), 2.1, 3 and 9.4(a); Cl.10 of Data Sheet, Eligibility criteria at the bottom of the Data Sheet, Form Tech 10, Form of contract - Note relating to the Second Party (Consultant) stands deleted; Foot Note of the Form of Contract stands deleted; Cl. 1.1 (j), 10(iv) of GCC, and SC Cl.2 of SCC stands deleted. The RFP Document and its Annexures, Appendices, Schedules and the contract form shall be read and construed accordingly. (Explanation for clarity: It is clarified that the bidder shall be a single entity consultant and no consortium or joint venture is permitted and if the bids are received as a consortium or joint venture, they will summarily be rejected).

CORRIGENDUM – III

In the Section 2 – Part II Data Sheet (i) Specific experience of the consultant firm relevant to the assignment/job (page no. 19-20), instead of:

- (a) In S.No. (c) : (6 marks per project subject to maximum 10 marks) , is amended as:
(0.6 marks per project subject to maximum 6 marks)
- (b) In S.No. (d) : (4 marks per project subject to maximum 10 marks) , is amended as:
(0.4 marks per project subject to maximum 4 marks)

CORRIGENDUM – IV

In the Clause 6.3(a) Draft Contract, in the RFP page no. 86, instead of SC13 (Special conditions of the contract), it is amended to be read as SC12 (Special conditions of the contract).

CORRIGENDUM – V

Form Fin – 4 (page no. 45-46 of RFP) and Appendix – Note for preparation of Financial Proposal (page no. 47-48 of RFP) are as below:

BREAKDOWN OF REIMBURSABLE EXPENSES

(The assumption is based on 48 months with 1 project office at Shimla city only as of now, Kullu town has recently been selected under AMRUT Mission, however it may not be considered for the purpose of this RFP)

S.n	Description	Unit	Quantity	Unit Price In Rupees	Total Amount (Rs.)
1.	Per diem allowance, including hotel allowance, for experts for every day of absence from the home office for the purposes of the Services	Per day	Xx (to be estimated)	As per H.P. Government notification dt 20.04.12. OM no. Fin (C)-B/7/-1/2009	
2.	Cost of office operation, including overheads and back-stop support at central cum project (one) office	Per Month	48*1		
3	Local Transport at Central Office cum project office	Vehicle Month	48*1		
4	Communication Costs to all personnel and Office at Central cum Project office	Per Month	48*1		
5.	Cost of Reports Production (including printing) and delivering to the Client at project Cities cum Central office	Per Month	48*1		
6	Other Allowances where applicable				
Sub Total: Reimbursable Expenses carried to FIN 2					
PROVISIONAL SUMS					
i	Office Equipment	LS	To be estimated and indicated		
ii	Survey, Tests, Investigation and Reports etc	LS	To be estimated and indicated		
iii	Workshops and Seminar	LS	To be estimated and indicated		
iv	Intercity Travels	LS	To be estimated		

		and indicated	
Sub Total: Provisional Sums			
Contingency			To be clearly calculated by taking maximum 5% of estimated cost.
TOTAL: REIMBURSABLE +PROVISIONAL SUM +CONTINGENCY			

* Kullu town is recently added under AMRUT Mission, however as of now only Shimla town shall be considered as a project city for the purpose of this RFP. In future, any requirement staffing/consultancy requirement for Kullu town shall be procured by the employer from the successful bidders on the basis of rates quoted (pro rata basis) in response to this RFP only.

**The time period of PDMC may be curtailed or extended as per project demand and as per instructions by MoUD, GoI.

*** In case requirement arises for expert/staffs other than the key professionals during the project period for a short period like 2 or 3 days or a week, a daily rate proposal for hiring such requirement has to be enclosed with the proposal as a separate sheet which shall mention all categories of the staff required for the satisfactory completion of projects as a whole, (This will not be considered for financial evaluation).

*** Holidays as applicable shall be finalized during negotiations; the professionals/consultants need to work for 6 working days in a week.

Working space shall be made available by MC, Shimla without any rentals. All water and electricity bills shall be borne by MC Shimla.

Total Reimbursable: = _____ Total amount in Rupees.

Amount in words:


Assistant Commissioner
Municipal Corporation
Shimla

APPENDIX

NOTE FOR PREPARATION OF FINANCIAL PROPOSAL

1 **Form FIN-1** Financial Proposal Submission Form shall be filled as per the instructions provided in the Form.

2 **Form FIN-2** Summary of Costs: Form FIN-2 provides a summary of the elements of estimated costs for implementation of the proposed Consultant services.

3 **Form FIN-3** Remuneration

(i) The purpose of Form FIN-3 is to identify the monthly billing rates for each Personnel to be fielded by the Consultant as part of its proposed team of experts, to be reimbursed on monthly basis as per actual deputation and contract according to agreed work plan.

(ii) Months; number of months input to match that shown on the personnel schedule (Form TECH-7, Section 3). The month shall be calculated as per follows:

1 year = 12 months = 252 working days

(iii) Support Staff is also included in this form.

4 **Form FIN-4** – Reimbursable Expenses

The purpose of Form FIN-4 is to identify all reimbursable expenditures in local currencies considered by the Consultant necessary to carry out the assignment.

(i) Per Diem allowance

The Per Diem shall be required to be quoted on lump sum basis. This allowance shall be paid for stay requirements outside Home Office (Office (Central or Project city assigned to the Personnel) night for night spent away outside Home Office during such travel. The travel shall be undertaken with prior consent of the Client. The monthly payment for previous month will be made on actual basis with supporting vouchers. The TA/DA rates shall be applicable as per H.P. Government Office Memorandum no. Fin (C)-B(7)-1/2009 dated 20.04.2012 and changes thereof. The key professionals will be categorized under A(ii) category. Other professionals shall be categorized under B category and Support staff shall be categorized in C as per the Office Memorandum no. Fin (C)-B(7)-1/2009.

(ii) Office Operations

The Consulting firm is required to quote expenses on lump sum basis for office expenses towards office operation and maintenance including all consumables and documentations as required for the project. The monthly payment for previous month shall be made on actual basis with supporting vouchers.

(iii) Office Accommodation

Office Accommodation without any rentals shall be provided by Employer which includes water and electricity charges.

(iv) Transport

The Consulting firm is required to quote expenses on lump sum basis for transportation at central cum project office as required for the project. The monthly payment for the previous month shall be made on actual basis with proof of availability of vehicle and supporting vouchers. However, the local transport shall be provided by Employer as and when required, on demand/requisition.

(iv) Communication Costs

The Consulting firm is required to quote expenses on lump sum basis for Communication Costs to all personnel and office as required for the project. The arrangement for reimbursement on lump sum basis to be finalized during Contract Negotiations.

(iv) Reports Production

The Consulting firm is required to quote lump sum expenses for Report Production as required for the project. The arrangement for payments be finalise at Contract Negotiations.

5. Provisional Sums and Contingencies

All expenditures under the project, which are to be paid monthly under provisional sums on actual basis, shall be done maintaining financial propriety. The Financial propriety means purchasing of any article from open market on most competitive rates based on at least three quotations or by calling tenders. Consulting firm has to provide certificate that material is purchased on lowest rate in the market.

All equipment, furniture items, documents, reports and other articles purchased by the Consultant from the project fund shall be property of Client. At the end of Contract, the firm will hand over all these articles and equipment in working conditions to the Client. Proper stock register of purchases and store articles shall be maintained by firm and shall be made available for stock verifications as required. Following expenditures shall fall under provisional sums and shall be reimbursed on actual basis.

a. Office equipment

The consulting firm is required to quote the lump sum expenses for office equipment. All necessary office equipment and furniture like computer hardware, printers, software, networking devices, maintenance & up-gradation of the system, fax machines, EPABX, photocopier, ACs, chairs, tables etc. as applicable under project shall be purchased by the consulting firm. Purchases shall be made in consultation with the Client. The firm will assess the requirement and specifications of the equipment to be procured and have these approved by Client before purchase.

b. Workshops and seminars

The consulting firm is required to quote the lump sum expenses for Workshops and seminars. The expenditures made on meetings, seminars and workshops etc. with the approvals of SMD/ PIU shall be reimbursed based on actual.

c. Intercity travel

The intercity travel shall be reimbursed on actual basis as per H.P. Government Office Memorandum no. Fin (C)-B(7)-1/2009 dated 20.04.2012 with the approval of the SMD/PIU/Employer (as applicable). The key professionals will be categorized under A (ii) category. Other professionals shall be categorized under B category and Support staff shall be categorized in C as per the Office Memorandum no. Fin (C)-B (7)-1/2009.

6. Contingencies

The provision of contingencies shall be taken as maximum 5% of the estimated cost.

CORRIGENDUM – VI

Notwithstanding anything contained in this Document, the RFP (Bid) Under Section – 5: clause 6.1 of Team Composition of Terms of Reference of RFP and Clause 11 of Section 2- Part II Data sheet, is amended as below:

6. TEAM COMPOSITION & QUALIFICATION REQUIREMENTS

6.1 Team Composition

The PDMU are expected to provide support to State Government and ULB's till the Mission duration i.e. 2015-2016 to 2019-2020. The total duration of the assignment shall be 48 months or it maybe extended/curtailed as per the term of AMRUT Mission.

Sr No	Position	Nos.	Marks	Man months
1	Team Leader cum Urban Management Specialist	1	20	48
2	Design Engineer (water supply/ Waste Water)	1	15	36
3	Design Engineer (Transport)	1	15	12
4	Procurement Specialist	1	10	48
	Total		60	144

Sr No	Position	State Level/ City Level	Nos.	Duration (months)
	Other Professionals (CVs shall not be evaluated during technical evaluation)			
	The CVs of these professional shall not be evaluated at the technical proposal level. However the Consulting firm has to submit the CV at the time of mobilization of these professionals.			

1	Urban Planner	City	1	12
2	Project Finance Specialist	City	1	12
3	Structural Engineer	City	1	12
4	Environmental Specialist #	City	1	12
5	Support Engineer	City	2	24 each
			Total	96

* Positioning of the key experts will be need based and as per the requirement of employer. The need of experts will be finalized during negotiations which may reasonably increase or decrease based on needs and status of projects as per clause 4.2(b) of the draft contract.

**Kullu town is recently added under AMRUT Mission, however as of now only Shimla town shall be considered as a project city for the purpose of this RFP. In future, any requirement staffing/consultancy requirement for Kullu town shall be procured by the employer from the successful bidder on the basis of rates quoted (pro rata basis) in response to this RFP only.

The qualification/experience criteria for Environmental Specialist shall be:

Environment Specialist	<ul style="list-style-type: none"> • Post Graduate in Environmental Sciences / Biological Sciences • 7 years related experience; • Experience in carrying out EIA/IEE,EMP etc of urban infrastructure projects 	<ul style="list-style-type: none"> • Environmental and Safeguards Action Plan and monitoring • Preparation of EIA/IEE • Structuring Environment Management and Monitoring Programs • Appraisal of subprojects for Environmental and Safeguards • Communication strategy • Public grievance redressal • Any other work for environmental sustainability of the project as per need.
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Sr No	Position	State Level/ City Level	Nos	Duration (months)
Support Personnel (CVs shall not be evaluated during technical evaluation)				
The CVs of these professional shall not be evaluated at the technical proposal level and need not to submit the CV at the time of mobilization of these professionals. The Consulting firm should evaluate the CVs of these personnel at their level				
1	Other Support Staff	State/ city	2	96
2	Surveyor/ Draftsman	State/ city	4	192
3	Data Entry Operators	State/ city	2	96
			Total	384