



REQUEST FOR PROPOSAL

RFP Notice No. 01/EDII/PMC/2024-25, dated 21st February 2025

Entrepreneurship Development Institute of India invites Request for Proposal for Consultants for Providing Project Management Consultancy (PMC) Services for Construction of Hostel Block at Entrepreneurship Development Institute of India at Gandhinagar, Gujarat.

Entrepreneurship Development Institute of India
(Via Ahmedabad Airport & Indira Bridge)
P.O. Bhat 382 428 - Dist. Gandhinagar Gujarat - India
Phone: +91-79-6910 4900/4999/5000; Fax: +91 79 23969164
E:admin@ediindia.org; W:www.ediindia.org



NOTICE INVITING TENDERS

1. Employer : M/s. Entrepreneurship Development Institute of India Bhat,
Gandhinagar, Gujarat, India-382428

Site : M/s. Entrepreneurship Development Institute of India Bhat,
Gandhinagar, Gujarat, India-382428
2. Sealed tenders are invited on behalf of the Employer for Project Management Consultancy work for Construction of Hostel Block for M/s. Entrepreneurship Development Institute of India at Gandhinagar, Gujarat. That time is of crucial essence and hence the works are required to be completed within Fifteen months as per the terms of the contract conditions.
3. Tender papers can be obtained from the website of the Entrepreneurship Development Institute of India (<https://www.ediindia.org/Tender.aspx>) from 21.02.2025 from 10.00 am onwards. The duly filled tender document may be submitted along with a Demand Draft of Rs. 1,000/- in favour EDI of India. The Tender fee shall be non-refundable.
4. The Tender with a complete set of the tender documents shall be enclosed in a sealed cover super scribed with name of work, Consultant Name and sent through Registered Post/Courier/Hand delivery only, to Sr. Manager, EDI of India, Near Village Bhat & Apollo Hospital, Gandhinagar-382428 on or before 18:00 hrs. on 06.03.2025, Late tenders, delayed tenders and ordinary post tenders shall not be opened and considered.
5. Before quoting the rates, every tenderer is expected to inspect the site of the proposed work and to have satisfied himself as to the nature of all works. A tenderer shall be deemed to have full knowledge of all the relevant documents, samples, site, etc. whether he inspects them or not before submitting the tender. The tender is issued on "as in wherein basis" and the tenderer is presumed to have inspected the site and understood the work in detail before submitting his bid.
6. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specification of the work to be done and of local conditions and other factors bearing on the execution of the works.
7. Person's tendering are informed that no erasures or alterations by them in the text of the document sent herewith shall be allowed and any such erasures or alterations shall be disregarded. If there is any error in writing, no overwriting should be done, the wrong word or figure should be struck out and the correct one written above or neat it in unambiguous way. Each correction should be initialed
8. **CONTRACTORS TO PLEASE READ THIS CAREFULLY**
 - a. This is a Per Month Rate Contract and rate must be given in words and figures. Amount of each item must also be entered in column and grand total of amount must be struck out by the tenderer.
 - b. If the tender is taken in favour of the company, a power of attorney in favor of the person who may have signed the tender for the company must accompany the tender.
 - c. The tender document should be initialed by the Consultant.
 - d. All corrections, erasures and overwriting should be initialed by the Consultant.



Any error in quantity or amount in Schedule of Items/Quantities showing item or work to be carried out shall be adjusted in accordance with the following rules:

- a. In the event of a discrepancy between description in words and figures quoted by a tenderer in the rates column, the description in words shall prevail.
 - b. In the event of an error occurring in the amount column of the Schedule of Items/Quantities showing items of work, as a result of wrong multiplication of the unit rate and quantity, the unit rate shall be regarded as firm and multiplication shall be amended on the basis of the rate.
 - c. All errors in totaling in 'amount' column in carrying forward total shall be corrected.
9. Client reserve the right to reject any or all tenders without giving any reasons, and to waive any deviations which do not constitute a material modification in the tenders received. They also reserve the right to accept any tender and not only the lowest without giving any reasons. Not more than one tender shall be submitted by a Consultant. No two or more concerns in which an individual is interested as a proprietor and/or partner shall tender for the execution of the same works. If they do, all such tenders shall be liable to be rejected. A tenderer shall submit the tender which satisfies each and every condition laid down in this notice and tender documents, failing which, the tender shall be liable to be rejected.

In addition to the above, the tender shall also be liable to be rejected outright, if :

- i. The tenderer proposes any alteration in the work specified or in the time allowed for carrying out the work or any condition or correction made in any code or mode of Schedule of Items/Quantities or Specifications, Conditions of Contract.
 - ii. The tenderer or in the case of a firm, each partner or the person holding the power of attorney thereof does not sign or signature/s is/are not attested by a witness on the Articles of Agreement of the tender, in the space provided for the purpose.
10. This is an item rate/Man Month tender only. Quantity variation shall be unlimited. A tenderer should quote in figures as well as in words the rate(s) tendered. Special care shall be taken to write rates in figures as well as in words and the amounts in figures only and in such a way that interpolation is not possible.
11. This notice of tender shall form part of the contract documents.

For and on behalf of the Consultant,

Signature _____

Designation _____



RFP SCHEDULE

Name of Organization	Entrepreneurship Development Institute of India (EDII)
Description of Works	PMC of Construction of Hostel Block for M/s. Entrepreneurship Development Institute of India, Bhat, Gandhinagar, Gujarat-382428
Date and Place for collection of Tender Document	Tender papers can be obtained from the website of the Entrepreneurship Development Institute of India (https://www.ediindia.org/Tender.aspx) from 21.02.2025 from 10.00 am onwards. The duly filled tender document may be submitted along with a Demand Draft of Rs.2,000/- in favour EDI of India . The Tender fee shall be non-refundable.
Last date of receipt and place of submission of tender document by the bidder	The Tender with a complete set of the tender documents shall be enclosed in a sealed cover super scribed with name of work, Consultant Name and sent through Registered Post/Courier/Hand delivery only, on or before 18:00 hrs. on 08.03.2025 , Late tenders, delayed tenders and ordinary post tenders shall not be opened and considered. Address – To, Sr. Manager- Estate, Entrepreneurship Development Institute of India, (Via Ahmedabad Airport & Indira Bridge) P.O. Bhat 382 428 - Dist. Gandhinagar Gujarat - India Phone: +91-79-6910 4900/4999/5000; Fax: +91 79 23969164 Email: admin@ediindia.org ; Website: www.ediindia.org
Date of Pre-Bid Conference	Not Applicable
EMD	Rs. 2,00,000/- (DD/FDR) M/s. Entrepreneurship Development Institute of India
Performance Guarantee	EMD to be converted in form of Performance Guarantee and it shall be released after DLP of Civil Work.
No. of Covers	02 (Two)
Bid Validity days	120 days
Site Office	Site office to be provided by the Civil Contractor at his own cost for consultant and client representative.



Eligibility Criteria	<p>The bidder shall have completed, similar nature of works of the following magnitude during the last 5 years.</p> <ul style="list-style-type: none">a. 1 work of at least Rs.13. 60Cr Completed during the last 5 years orb. 2 works of at least Rs. 10.20 Cr Completed during the Last 5 Years orc. 3 works of at least Rs. 6.8 Cr Completed during the last 5 Years
Bidder Criteria	<p>Joint Venture/sub-contractors for the said works is not allowed. Any form of Canvassing, Whether direct or indirect, by the bidder or their representatives, shall result in disqualification of the bidder from consideration, rendering their bid ineligible. Bidder shall be in position to allow for the site visit to the employer/consultant of any one of the sites mentioned as per the completion certificate attached by him.</p>
Similar Works	<p>The Similar works means any of the high rise building (G+11) be it residential or institutional with all services including, electrical works, firefighting, lifts, plumbing, area development , rainwater harvesting pits, generator and pumping Facility etc complete.</p>

SECTION – II: TERMS AND CONDITIONS



Aim and objectives of Project Management Consultancy

The main objective of the PMC will be to act as an onsite representative of EDII, Ahmedabad, during the construction process, ensuring the highest quality standards of materials, workmanship, finishes, and time-bound construction.

The Objectives are:

- To monitor that construction is carried out according to the processes, sequencing, and quality control measures outlined in the agreement between EDII and the construction agency, as well as the method statements submitted by the contractor to EDII.
- To inspect the site, generate reports, and highlight areas of concern regarding the quality of materials, workmanship, and finishing at all stages of construction.
- To ensure that construction is carried out in accordance with the drawings and specifications outlined in the contract between EDII and the construction agency, and as per the agreement and transmittals.
- To monitor dimensional and geometrical integrity, material and system integrity, performance, construction integrity, and visual and textural integrity.
- To carry out construction material testing at the contractor's established laboratory.
- To help achieve the best quality and execution of work within the prescribed time schedule.
- To monitor construction timelines and bring any significant deviations to the notice of the Institute promptly, so corrective actions may be taken

Information and Guidelines for bidders

General

This RFP must be submitted online only and follow a two-bid system:

- **Cover-I:** PQ cum Technical Bid
- **Cover-II:** Price Bid [BoQ]

Any bid that includes financial bid details in Cover-I shall be summarily rejected. This RFP involves the rate quoted by the bidder. The applications will be evaluated by an evaluation committee based on the criteria defined by EDI. The Letter of Transmittal and forms for determining eligibility are provided in the Annexures.

1. Submittals of RFP

The bidder shall submit the following documents in **Cover-I** as part of the bid:

- a) Duly signed Letter of Transmittal on the company's letterhead, as per the format given in Annexure-1.
- b) Duly certified Financial Information, as per the format given in Annexure-4.
- c) Income Tax Return Acknowledgement (ITR-V) for the years 2022-23 & 2023-24.
- d) Duly signed Solvency Certificate by a scheduled bank, as per the format given in Annexure-5.
- e) Details of similar works, as per the format given in Annexure-6.
- f) Details of projects under execution, as per the format given in Annexure-7.
- g) Performance report of the works referred to in Annexure-6, as per the format given in Annexure-8.
- h) Structure and organization, as per the format given in Annexure-9.
- i) CV of key personnel proposed to be engaged in the project, as per the format given in Annexure-10.



The bidder must submit the following in **Cover-II**:

a) Financial Bid, as per the format given in Annexure-13, which must be part of the second cover.

2. Final Decision-Making Authority

EDII reserves the right to accept or reject any bid, to annul the process, and to reject all bids at any time without assigning any reason or incurring any liability to the bidders. The decision of EDII in this regard shall be considered final, and EDII shall not be required to provide any justification or explanation for the rejection of a bid.

3. Initial Criteria for Eligibility

The bidder who fulfills the following requirements shall be eligible to apply:

- a) Should have successfully rendered Quality Assurance Consultancy services for works/projects of the following magnitude during the last 7 years, ending on the day before the last date of submission of the RFP:
 - One similar completed work with a cost not less than **Rs.13.60 Crores**, OR
 - Two similar completed works with a cost not less than **Rs.10.2 Crores**, OR
 - Three similar completed works with a cost not less than **Rs.6.8 Crores**.
- b) "Cost of work" in this criterion shall refer to the completed cost of the project (excluding PMC charges) in which Quality Assurance Consultancy services were rendered by the bidder.
- c) "Similar work" in these criteria means "Project Management Consultancy services rendered for the construction of RCC framed residential or institutional buildings, including campus development works." The executed works should be solely in the name of the firm/bidder. Works executed in joint ventures or in collaboration with any other entity shall not be considered as similar work. The bidder's performance for each work completed in the last five years, ending on the day before the last date of submission of the bid, should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.
- d) The bidder should have had an average annual financial turnover of Rs. 300 Lakhs from services only during the last five financial years ending 31st March 2024, duly certified by a Chartered Accountant.
- e) The bidder should have an in-house NABL accredited civil engineering material testing laboratory.
- f) The bidder must not be a loss-making organization. Copies of ITR-V for the last three financial years must be attached with the bid.
- g) The bidder should have a sufficient number of technical and administrative employees for the proper execution of the contract. The bidder should submit a list of these employees, clearly stating how they would be involved in this work, within 15 days of the award of the work.

4. Evaluation Criteria

The details submitted by the bidder will be evaluated in the following manner:

- a) The initial criteria prescribed above, in respect of experience, eligible similar works completed, key personnel, and financial turnover, will first be scrutinized to determine the bidder's eligibility for the work.
- b) Final selection of the Consultant will be based on the combined total of their Technical and Financial Scores, with 70% weightage given to the technical score and 30% weightage given to the financial score.
- c) The bidders who qualify the initial criteria, as set out above, will be evaluated for the following criteria using a scoring method specified in Annexure-3, based on the details furnished by them.



(a)	Financial Strength (Form 'A' & 'B')	Maximum 20 marks
(b)	Experience in eligible similar nature of work during last seven years (Form 'C', Form 'C-1')	Maximum 30 marks
(c)	Experience of key Personnel (Form 'E' and 'E-1')	Maximum 20 marks
(d)	ISO 17025-2015 Accredited Laboratory	Maximum 10 marks
(e)	Presentation	Maximum 20 marks
	Total	100 marks

- d)** The presentation will be invited only from the top 3 bidders (or all if the number of bidders is less than 3), determined based on the aggregate marks from [(a) to (e)], with a minimum of 75 marks.
- e)** The bidder will be given marks [(e)] based on their presentation, which will be evaluated by a Technical Expert Committee formed by the Institute.
- f)** The technical score will be computed based on the marks obtained in (a, b, c, d, and e). The total marks obtained in the technical proposal will be called **Technical Points (TP)**. The **Technical Score (TS)** will be determined using the formula:
TS = (100 × TP) / TPmax, where TPmax is the highest technical points scored, yielding a technical score of 100 for the bidder who obtains the highest technical points.
- g)** The lowest financial proposal (FP) will be given a financial score (FS) of 100 points. The financial score (FS) of other proposals will be determined using the formula:
FS = (100 × FP) / F, where FP is the lowest fee quoted among all bidders, and F is the fee quoted by a bidder.
- h)** Proposals will be ranked according to their combined technical (TS) and financial (FS) scores using the given weightages. The weightage given to the technical and financial proposals will be 0.70 and 0.30, respectively. The **Combined Score** will be calculated using the following formula:
S = (TS × 0.70) + (FS × 0.30).
- i)** The work will be awarded to the bidder who scores the highest combined score.
- j)** The Institute reserves the right to restrict the list of qualified bidders to any number deemed suitable by it.
- k)** Evaluation of the performance of bidders for eligibility will be done by an evaluation committee appointed by EDII, based on the criteria defined and the documents submitted.

5. Financial Information

The bidder should furnish the following financial information:

- a)** Annual financial statement for the last five financial years (ending March 31st) in **Form 'A'**, as given in **Annexure 4**.



6. Experience of Similar Works

The bidder should furnish the following:

a) List of eligible similar works successfully completed during the last five years in **Form 'C'** (as given in **Annexure 6**) and ongoing works in **Form 'C-1'** (as given in **Annexure 7**).

Details of completed works and performance of the bidder, duly authenticated/certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent, should be furnished separately for each work completed in **Form-'D'** (as given in **Annexure 8**).

7. Organization Information

a) The bidder is required to submit the information in respect of their organization in **Form-'E'** (as given in **Annexure 9**). A brief CV (indicating name, age, educational background, chronological list of experience, list of key projects for which the exposure is available, etc.) of key personnel and their roles envisaged in this project are required to be submitted for evaluation in **Form-'E-1'** (as given in **Annexure 10**).

8. Letter of Transmittal

The bidder should submit the **Letter of Transmittal** (Annexure 1) attached with the document.

9. Opening of Bid

After evaluating the pre-qualification documents, a list of shortlisted bidders will be prepared as per the given criteria. All the shortlisted bidders will have to make a presentation before an evaluation committee appointed by EDII on a date that will be intimated later. The project manager heading the project shall deliver the presentation. No other person shall be allowed to deliver the presentation. If the project manager does not attend the presentation, no marks will be awarded for the presentation.

10. Presentation

The presentation must be made on computers and must include the following salient features:

- Understanding of the project and overall plan for the proposed consultancy services, as indicated in the scope of work.
- Methodology proposed to be adopted for Quality Assurance (QA) and Quality Control (QC) for the building construction, including services like MEP, Firefighting, HVAC, Lift, Solar Heating systems, etc.
- Proposed methodology and software applications to track various project components, delivery times, action items for various stakeholders, and sending alerts (email), escalating to the appropriate authority using customized software applications.
- Innovative methods for quality control measures.
- Key personnel proposed for the project and their CVs, and why they are suitable for the project (highlighting strengths relevant to the project).
- Any additional work proposed to be carried out apart from what is mentioned in the scope of work.



- Approach to ensure the timely completion of the construction project.

11. Award Criteria

- a)** The work will be awarded to the bidder who scores the highest combined score as mentioned above.
- b)** EDII reserves the right, without being liable for any damages or obligations to inform the bidder, to:
- Amend the scope of work and value of the contract.
 - Reject any or all applications without assigning any reason.
- c)** Any effort on the part of the bidder or their agent to influence or pressure the Institute will result in the rejection of the bid. Canvassing of any kind is prohibited.

12. Signing of Agreement

The selected bidder will be required to sign the contract agreement within the stipulated time period as mentioned in the document. The RFP documents, including any amendments or clarifications, and the bid proposal shall be deemed to form part of the contract.

13. Performance Guarantee

The EMD of Rs. 2,00,000 will be converted into a Performance Guarantee, which will be released after the completion of the Defects Liability Period (DLP) of the civil contract.

14. Dispute Resolution

The Institute will designate an Engineer-in-charge for the campus construction. In case of a dispute between the PMC Consultant and Engineer-in-charge, it will be referred for resolution to a Senior Member of the Faculty nominated by the Director-General. If the dispute persists, the Director-General will refer the matter to a Sole Arbitrator, and proceedings will be conducted under the Arbitration and Conciliation Act 1996 (with the latest amendments). The venue and seat of arbitration shall be Ahmedabad, Gujarat. Any appeal to legal authorities will be subject to the jurisdiction of the Hon'ble District Court at Ahmedabad, Gujarat.

15. Validity of Agreement

- a)** The validity period of the agreement shall align with the progress of the project, i.e., 15 months, and will terminate after the completion of the project and the handover of assets to EDII.
- b)** This agreement may be extended by EDII until the completion of works or 15 months, whichever is later.

16. Termination of Agreement

The agreement may be terminated at any time by either party by giving written notice of one month. In the event of termination by EDII, the PMC Consultant will not be entitled to any compensation or damages due to termination but will only receive fees for milestones of services actually achieved (based on actual submissions) up to the date of notice



SCOPE OF SERVICES

Construction Stage

1. **Project Master Schedule:**

- Understanding the entire Project Master Schedule, focusing on the construction phase of the entire project.
- Initial project planning and scheduling of various construction activities using the Work Breakdown Structure (WBS).

2. **Coordination & Communication:**

- Close coordination with all consultants and the client procurement team to ensure forward planning during the entire construction schedule.
- Comments and approval of the contractor's overall construction schedule.

3. **Construction Sequence:**

- Setting priorities for the construction sequence of the entire building.

4. **Work Contract Administration:**

- Administering work contracts for civil works, HVAC, electrical, roadworks, water supply, fire fighting, plumbing, etc.

5. **Contractor's Plan Review:**

- Reviewing and approving the contractor's construction plan, work schedule, and method statement (if any).

6. **Inspection of Contractor's Equipment & Facilities:**

- Inspecting the contractor's equipment and facilities to ensure compliance with the standards and requirements.

7. **Monthly Reports:**

- Preparing monthly reports to track site progress, covering:
 - Target vs. actual work
 - Material planning
 - Areas of concern
 - Next month's planning
 - Work done and completed tasks.

8. **Construction Planning & Supervision:**

- Providing regular, day-to-day construction planning and supervision.
- Setting monthly and weekly construction targets.



- Monitoring and controlling progress while keeping quality as a top priority.

9. **Quality Control:**

- Monitoring and controlling total quality, including necessary documentation for quality management.

10. **Work Measurement & Payment Certification:**

- Keeping a record of measurements of actual work done on a day-to-day basis.
- Certifying work for payment based on actual progress.

11. **Evaluation of Claims & Time Extensions:**

- Evaluating contractors' claims and assessing extension of time, if any.

12. **Site Safety Monitoring:**

- Monitoring and ensuring site safety during construction, following safety standards.

13. **Document Control:**

- Keeping records and controlling all project documents until project closure.

14. **Completion Certification & Final Account:**

- Issuing work completion certificates for completed tasks.
- Managing the contractor's final account and overseeing project closure.

Minimum Team Requirements for the PMC Consultant:

The PMC Consultant team should comprise at least the following roles to effectively manage and oversee the entire scope of work during the construction phase:

[This section would include the team structure and the specific roles of personnel, but is currently left blank. You may include key roles like Project Manager, Site Engineers, Quality Assurance Specialist, etc., depending on the project's needs.]

Sr. No.	Designation	Min. Qualification	Relevant Experience	No	Remarks
1	Project Director	B.E./B-Tech in Civil	25 years	1	Weekly Visit
2	Project Engineer	B.E./B-Tech in Civil	08 years	1	To be posted at site
3	Engineer (Civil)	Diploma in Civil Or B.E. Civil	05 years	1	To be posted at site
4	Engineer (E&M)	Diploma in Electrical/Mechanical Or B.E. Electrical/Mechanical	05 years	1	As and when Required



ANNEXURES AND FORMS

This section includes the letter of transmittal, evaluation criteria, various forms, formats for monthly TPQA reports, intimation of deviations, and the draft agreement that the selected bidder will be required to sign with EDII.

Bidders are advised to carefully examine these documents and ensure compliance with all the required submittals that must be provided along with their bid proposals



Annexure 1

Letter of transmittal

From: -

To,
Sr. Manager- Estate,
Entrepreneurship Development Institute
of India, Near village- Bhat & Apollo hospital,
Beside Narayani heights Hotel,
Gandhinagar-382428, Gujarat.

Subject: **Request for Proposal for Consultants for Providing Project Management Consultancy (PMC) Services for the Construction of Hostel Block at Entrepreneurship Development Institute of India, Gandhinagar, Gujarat**

Sir,

Having examined the details provided in the bid document for the above-mentioned work, I/we hereby submit the relevant information as requested.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms, namely FORM-A, B, C, C-1, D, E, and E-1, along with the accompanying statements, are true and correct.
2. I/We have furnished all necessary information and details required for eligibility and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency and authorize the Sr. Manager - Estate to approach the bank issuing the solvency certificate to confirm its correctness.
4. I/We also declare that our firm is not under any disciplinary action by any central government body/institute/organization or the Hon'ble court, nor has it been debarred from practice during the last 5 years as of the date of this letter.
5. I/We submit the following certificates in support of our suitability, technical knowledge, and capability, having successfully completed the following works.

	Name of work	Certificate from
1.		
2.		

(add as many rows as needed)



CERTIFICATE

It is certified that the information provided in the enclosed eligibility bid is correct. It is also certified that I/We shall be liable to be debarred, disqualified, or have our enlistment canceled in case any information furnished by me/us is found to be incorrect.

(The following paragraph should be added only in the case of a consortium bidding)

This is to inform that we have entered into an agreement to bid for the project as a consortium and hereby provide the relevant details. We both agree with the provisions of this document and certify that we meet the criteria as stipulated in the RFP. We also undertake joint responsibility for all submittals of the bid documents.

Enclosures:

Date of submission:

Seal and Signatures of all bidders (in the case of a consortium) or the sole bidder



Annexure 3

Criteria for evaluation of the performance of bidder for pre-eligibility

Sr. No	Evaluation Criteria	Maximum Marks (out of 100) Evaluation																																		
1	Financial Strength (max 10 marks Average Annual Turnover for TPQA /QC services work.	a) Between 300 - 499 Lakhs - 08 Marks b) Between 500 - 699 Lakhs - 09 Marks c) 700 Lakhs and above - 10 Marks																																		
2	Solvency Certificate	05 Marks																																		
3	Bidder Should have positive Net Worth	05 Marks																																		
4	Experience in similar class (Completed) (Work of Quality Assurance Consultancy services) of work.	5 Marks for each completed project (Maximum 10 Marks)																																		
5	Experience in similar class (Ongoing/Completed) (Work of Quality Assurance Consultancy services) of work.	a) Up to 2 Projects -12 Marks b) 3 to 5 Projects - 15 Marks c) Above 5 Projects - 20 Marks																																		
6	NABL Accredited Laboratory	Own Laboratory - 10 Marks If not available - 0 Marks																																		
7	Key Personnel (Max. 20 Marks)	<table border="1"> <thead> <tr> <th>Personnel</th> <th>Experience</th> <th>Desire d</th> <th>Min Required</th> <th>Marks</th> <th>Max Marks</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Civil Engineer (Degree)</td> <td>10 Years</td> <td>2</td> <td>1</td> <td>3 for Each</td> <td>6 Marks</td> </tr> <tr> <td>05 Years</td> <td>4</td> <td>2</td> <td>1 for Each</td> <td>4 Marks</td> </tr> <tr> <td rowspan="2">Electrical Engineer (Degree)</td> <td>10 Years</td> <td>2</td> <td>1</td> <td>1 for Each</td> <td>2 Marks</td> </tr> <tr> <td>05 Years</td> <td>4</td> <td>2</td> <td>0.5 for Each</td> <td>2 Marks</td> </tr> <tr> <td>Civil/Electrical/Mechanical Engineer (Dip/Degree)</td> <td>05 Years</td> <td>6</td> <td>3</td> <td>1 for Each</td> <td>6 Marks</td> </tr> </tbody> </table>	Personnel	Experience	Desire d	Min Required	Marks	Max Marks	Civil Engineer (Degree)	10 Years	2	1	3 for Each	6 Marks	05 Years	4	2	1 for Each	4 Marks	Electrical Engineer (Degree)	10 Years	2	1	1 for Each	2 Marks	05 Years	4	2	0.5 for Each	2 Marks	Civil/Electrical/Mechanical Engineer (Dip/Degree)	05 Years	6	3	1 for Each	6 Marks
Personnel	Experience	Desire d	Min Required	Marks	Max Marks																															
Civil Engineer (Degree)	10 Years	2	1	3 for Each	6 Marks																															
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Electrical Engineer (Degree)	10 Years	2	1	1 for Each	2 Marks																															
	05 Years	4	2	0.5 for Each	2 Marks																															
Civil/Electrical/Mechanical Engineer (Dip/Degree)	05 Years	6	3	1 for Each	6 Marks																															
8	Power Point Presentation (to be evaluate by a committee appointed by EDII) (Max. 20 Marks)	<ul style="list-style-type: none"> Understanding of Project and overall plan, including deployment of key personals. (3 Marks) Method Statement proposed for the given detailed Scope of Services defined in RFP. (4 Marks) Proposed Methodology and Software applications to track various project components delivery, resources and material deployments. BIM Software experience of handling models for the software as mentioned in this RFP. (5 Marks) Innovative methods for QC proposed to make the monitoring efficient and effective. (5 Marks) Any additional services offered. (3 Marks) 																																		



Annexure 4

Name of the Bidder:

Form 'A': Financial information

Financial Analysis-Details to be furnished duly supported by figures in balance sheet / profit & loss account for the last five financial years duly certified and audited by the Chartered Accountants, as submitted by the bidder to the Income Tax Department (Copies to be attached).

1. The Gross Turnover (all Figure to be given in Lakhs Rs.) on Consultancy Works (relevant to this bid)

Gross Turnover (figures in Rs. Lakhs)	Financial Years				
	2019-20	2020-21	2021-22	2022-23	2023-24

2. Financial arrangements for carrying out the proposed work.

Seal and Signatures of all bidders (in case of consortium) or the sole bidder

Signature of Chartered Accountant with Seal



Annexure 5

Form 'B': Form of solvency

BANKERS' CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that M/s./Shri.....
..... having marginally noted address, a customer of our bank are / is
respectable and can be treated as good for any engagement up to a limit of Rs.....
(Rupees.....only).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Seal & Signature for the Bank

NOTE:

- (1) Bankers certificate should be on letter head of the Bank, addressed to the Superintending Engineer, Indian Institute of Technology Gandhinagar.
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.
- (3) This certificate is to be provided by all bidders, i.e. sole bidder or both bidders in case of consortium.



Form 'C': Details of similar works

Annexure 6

(only those works should be reported which are similar in nature of works and are completed during the last seven years ending previous day of last date of submission of Bid Proposal)

SN	Name of work /project and location	Owner or sponsoring organization	Cost of Project in Crores of rupees	Cost of Quality Assurance consultancy work in crores of rupees	Date of commencement as per QA Consultancy Work	Stipulated date of completion of QA consultancy work	Actual date of completion of QA consultancy work	Name and address/telephone No. of officer to whom reference may be made
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

(add as many rows as needed)

Seal and Signature of Bidder(s)



Annexure 7

Form 'C-1': Projects under execution

S. No.	Name of work / project and location	Owner or sponsoring organization	Cost of work / Project in Crores of Rupees	Cost of Quality Assurance consultancy work	Date of commencement of QA consultancy work as per contract	Stipulated date of completion of QA consultancy work	Percentage of fees received	Name and Address (Postal Address & E-mail) / telephone number/Mobile number of officer to whom reference may be made	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

(add as many rows as needed)

Seal and Signature of Bidder(s)



Annexure 8

Form 'D': Performance report of works referred to in Form- 'C' and Form-'C-1'

(To be filled by an officer of the client not below the rank of the executive engineer. To be filled one sheet for each work)

(1) Name of work/project and location: (2)

Project Cost:

(3) Name of Consultant for Quality Assurance Consultancy work:

(4) Total fees for Quality Assurance Consultancy work as per agreement: (5)

Date of start of QA Consultancy work:

(6) Stipulated Date of completion of QA Consultancy work (for projects under execution), or

Actual Date of completion of QA Consultancy work (For completed work): (7)

Total Consultancy fees paid as on date.:

(8) Performance Report considering Technical proficiency, Quality of inspection and General Behavior:

Outstanding/Very Good/Good/Satisfactory/poor

Dated:

Seal/Stamp with Signature of Executive Engineer or Equivalent officer of the organization where the service was provided.



Annexure 9

Form 'E': Structure and organization

1.	Name and Address of the bidder	
2.	Telephone No. / Email id /Mobile No./Fax No.	
3.	Legal status of the bidder (attach copies of original document defining the legal status).	
a)	An Individual	
b)	A proprietary firm	
c)	A firm in partnership	
d)	A limited company or Corporation	
4.	Particulars of registration with various Government bodies (attach attested photo-copy).	
	Organization/Place Of Registration	Registration No.
	1.	
	2.	
5.	Names and Titles of Directors & Officers with designation to be concerned with this work.	
6.	Designation of individuals authorized to act for the organization.	
7.	Has the bidder or any constituent partner in case of partnership firm limited company or Corporation ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	
8.	Has the bidder or any constituent partner in case of partnership firm/ limited company or corporation ever been convicted by the court of law? If so, give details.	
9.	In which field of Civil Engineering Construction, the bidder has specialization and interest?	
10.	Any other information considered necessary but not included above.	

Signature of bidder(s) with seal & stamp



Annexure 10

Form 'E-1': Format for furnishing CV of key personnel proposed to be engaged in the project

(Please attach one sheet per key person)

1. Name:
2. Date of Birth and Age:
3. Position currently being held:
4. Role envisaged for the project:
5. Field specialization:
 - a. Key projects:
 - b. Role and actions performed (in each of the key projects):
6. Educational Qualifications¹:

	Name of the degree	Year of graduation	University/Board	Marks or Grade Point (Overall)
Postgraduate Degree				
Undergraduate Degree				
Diploma				
Any Other (Pl specify)				

7. Professional Experience in years:
8. Remarks:

(Authorized Signatory)

¹ Attested copy of degree/Diploma certificate of each personal is to be provided by the bidder for evaluation.



Annexure 13

Format of Financial Bid

1	Item Description	Unit	Quantity	Rate	Amount
1	Proposal for Consultants for Providing Project Management Consultancy (PMC) Services for Construction of Hostel Block at Entrepreneurship Development Institute of India at Gandhinagar, Gujarat.	Per Month	15 MONTH		
	Total in Figures				
	Total in Words				