



**Tamilnadu Industrial Development Corporation Ltd.
(TIDCO)**

International Competitive Bidding (ICB)

SELECTION OF CONSULTANT

FOR

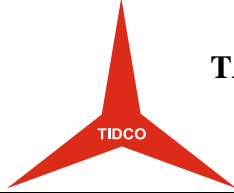
DEVELOPMENT OF GREENFIELD AIRPORT

NEAR CHENNAI IN TAMIL NADU, INDIA

Request for Proposal

February, 2019

**Chairman and Managing Director
Tamil Nadu Industrial Development Corp. Ltd,
19-A, Rukmini Lakshmipathi Salai
Egmore, Chennai –600 008
Phone: 044-2858 9118; Fax: 044-2855 3729**



**TAMILNADU INDUSTRIAL DEVELOPMENT CORPORATION LTD
(TIDCO)**

CIN-U65993TN1965SGC005327

NOTICE NO. TIDCO/CONSULTANT/AIRPORT/2019-20

The Government of Tamil Nadu has mandated Tamil Nadu Industrial Development Corporation Limited (TIDCO) to **select consultants for the development of a new GREENFIELD AIRPORT near Chennai in** Tamil Nadu, India.

In this context, TIDCO invites Request for Proposal (RFP) from interested consultants for conducting Techno-Economic Feasibility study for the project, identification of sites for development of Greenfield Airport near Chennai and for preparing a Project Report, for assisting in obtaining statutory clearances and for conducting bid process management for selection of the developer.

Interested Consultants can purchase RFP from TIDCO between 11:00 Hours and 17:00 Hours IST on all working days from 01.03.2019 and 30.03.2019 on payment of Non- refundable document fee of Rs.15,000 (Rupees Fifteen Thousand only) including GST in the form of Demand draft drawn in favour of Tamil Nadu Industrial Development Corporation Ltd payable at Chennai or can also download from the website **www.tidco.com**. The Fee for the downloaded RFP shall be paid at the time of Submission of Proposal. The Terms of Reference (ToR), pre-qualification criteria, terms and conditions including evaluation criteria and other conditions are provided in the RFP.

The schedule for receipt of the application is as follows:-

1. Pre-bid meeting at 15:30 Hrs on 15.03.2019
2. Last date and time for submission of bids is on or before 15:00 Hrs on 01.04.2019
3. Opening of Technical bids is at 15:30 Hrs on 01.04.2019 at TIDCO Office

CHAIRMAN AND MANAGING DIRECTOR
Tamilnadu Industrial Development Corporation Ltd
19-A, Rukmini Lakshmipathi Salai,
Egmore, Chennai – 600 008
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DIPR/272/DISPLAY /2019

Disclaimer

Information contained in this Request for Proposal (“RFP”) document and/or subsequently provided to Bidders, whether verbally and/or in documentary form by or on behalf of Tamil Nadu Industrial Development Corporation Ltd. (TIDCO) or any of its employees or advisors (collectively referred to as “TIDCO Representatives”), is provided to the Bidders on the terms and conditions set out in this RFP document and any other terms and conditions subject to which such information is provided. This RFP document is not an agreement and is not an offer or invitation by TIDCO to any other party. The purpose of this RFP document is to provide interested parties with information to enable formulation of their proposal.

This RFP document does not purport to contain all the information each Bidder may require. The Bidders should conduct their own due diligence, investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. TIDCO Representatives make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document and concerned with any matter deemed to form part of the RFP document, award of the assignment, the information and any other information supplied by or on behalf of TIDCO or otherwise arising in anyway from selection process. The prospective Bidder will be responsible for all obligations to its staff, their payments, complying with the labour laws, minimum wages Act and any other Act relevant for the working of the Bidder’s staff. Under no circumstances, TIDCO will be responsible for any non-compliance with statutory requirements of the bidder’s staff.

TIDCO may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document from time-to-time, after intimating the same to the Bidders. TIDCO reserves the right to accept or reject any or all proposals without giving any reasons. Bidding process shall be governed by Laws of India and Courts in the State of Tamil Nadu will have jurisdiction over matters concerning and arising out of this RFP document.

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SECTION 1 - LETTER OF INVITATION

.....2019

Dear Sir,

Government of Tamil Nadu has mandated Tamil Nadu Industrial Development Corporation Limited (TIDCO) (hereby termed as “Client”) to select a consultant for the development of a Greenfield Airport near Chennai in Tamil Nadu.

In this context TIDCO intends to invite Request for Proposal (RFP) from interested consultants *for conducting Techno-Economic Feasibility study for the project, identification of sites for development of new Greenfield Airport near Chennai and for preparing a Project Report, for assisting in obtaining statutory clearances and for conducting bid process management for selection of the developer for the development of the proposed new Greenfield Airport (“Assignment”)*.

The RFP includes the following sections:

Section 1 - Letter of Invitation

Section 2 - Instructions to Consultants

Section 3 - Minimum Qualification Criteria and Evaluation Process

Section 4 - Data Sheet

Section 5 - Terms of Reference

Section 6 - Technical and Financial Proposal Submission Forms and Standard Forms

The detailed scope of services is provided in the Terms of Reference. We request you to kindly submit the bids duly completed as per this RFP **on or before 3.00 PM on 01.04.2019.**

Thanking you,

Yours faithfully,
Chairman and Managing Director
Tamil Nadu Industrial Development Corporation Limited
19-A, Rukmini Lakshmi pathi Salai,
Egmore, Chennai – 600 008
Ph: 044 – 2855 4029 Fax: 044 – 2855 3729
E-mail: cmd@tidco.com; Website: www.tidco.com

SECTION 2

INSTRUCTIONS TO CONSULTANTS

1. GENERAL

- 1.1 The Client named in the "Data Sheet" will select a consultant from among those listed in the Letter of Invitation, in accordance with the method of selection indicated in the Data Sheet. The Detailed description of the objectives, scope of services, Deliverables and other requirements relating to this Consultancy are specified in this RFP. The Consultant for participation in the Selection Process, may be a single entity or a group of entities (the "Consortium"), coming together to execute the Assignment. The term Consultant means the Single Entity or the Consortium, as the case may be. The manner in which the Proposal is required to be submitted, evaluated and accepted is explained in this RFP.
- 1.2 The Consultants should submit a Power of Attorney as per the format specified in section 6B, authorizing the signatory of the Bid to commit the Bidder.
- 1.3 In case of Consortium, the consultants in the consortium shall not be allowed to bid for the project individually. Further, one party cannot be a part of more than one consortium. It is explicitly declared that such bids will be treated as non-responsive, and shall not be considered for the project; and the bid security of both the consortiums shall be forfeited.
- 1.4 The Lead member of Consortium may either be a sole proprietorship firm/ a partnership firm/ a limited liability partnership/ a company incorporated under the Companies Act 1956 or the Companies Act 2013 or a body corporate incorporated under the applicable laws of its origin. The Team Leader and Airport Sector Expert must be from the lead Member of the Consortium. Minimum Qualification Criteria for Financial Eligibility should be satisfied by the Lead Member.
- 1.5 In case of Consortium, it shall, comply with the following additional requirements:
 - i. Number of members in a consortium shall not exceed 3 (three);
 - ii. The Proposal/Application should contain the information required for each member of the Consortium; The Application should include a brief description of the roles and responsibilities of individual members;
 - iii. Members of the Consortium shall nominate one member as the lead member (the "Lead Firm"). The nomination(s) shall be supported by a Power of Attorney, as per the format in this RFP, signed by all the other members of the Consortium.
 - iv. Members of the Consortium shall enter into a binding Joint Bidding Agreement (the "Jt. Bidding Agreement"), for the purpose of submitting a Proposal. The Jt. Bidding Agreement, to be submitted along with the Application. The duties, responsibilities and powers of Lead firm and each firm shall be specifically included in the Jt. Bidding Agreement. It is expected that the Lead Firm would be authorised to incur liabilities and to receive instructions and

payments for and on behalf of the Consortium. The Client expects that Lead Firm should have maximum responsibility pertaining to execution of Assignment

- v. No Change in the composition of the Consortium will be permitted by the Client during the Selection Process and during the subsistence of the contract (in case the successful bidder/consultant is a consortium).
- 1.6 Any entity which has been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal submission Date, would not be eligible to submit a Proposal either by itself or through its Associate.
 - 1.7 A Consultant or its Associate should have, during the last 3 (three) years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Consultant or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Consultant or its Associate.
 - 1.8 The consultants are invited to submit a Technical Proposal and a Financial Proposal, as specified in the Data Sheet for consulting services required for the assignment named in the Data Sheet. The Proposal will be the basis for contract negotiations and ultimately for a signed contract with the selected Consultant.
 - 1.9 The Assignment shall be implemented in accordance with the phasing indicated in the Data Sheet. When the Assignment includes several phases, the performance of the consultant under each phase must be to the client's satisfaction before work begins on the next phase.
 - 1.10 The Consultants must familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment and on the local conditions, consultants are encouraged to pay a visit to the Client before submitting a Proposal, and to attend a pre-bid meeting if one is specified in the Data Sheet. Attending the pre-bid meeting is optional. The Consultant's representative should contact the officials named in the Data Sheet to arrange for their visit or to obtain additional information on the pre-bid meeting. Consultants should ensure that these officials are advised of the visit in adequately in advance to allow them to make appropriate arrangements.
 - 1.11 The Client will provide the inputs specified in the Data Sheet, assist the firm in obtaining permits needed to carry out the services, and make available relevant project data and reports.
 - 1.12 Please note that the costs of preparing the proposal and of negotiating the contract, including a visit to the sites & / or Client, are not reimbursable as a direct cost of the Assignment.

- 1.13 RFP document can be obtained between 11:00 hrs and 17:00 hrs on all working days from 01.03.2019 to 30.03.2019 on payment of non-refundable document fee of **Rs. 15,000 (Rupees fifteen thousand only)** in the form of a Demand Draft (DD) drawn on any Scheduled in India in favour of “Tamil Nadu Industrial Development Corporation Ltd” and payable at Chennai. The document can also be downloaded from the website **www.tidco.com**. In case the Bidders have downloaded the RFP document from the websites, they should submit the DD towards the RFP document fee along with their Proposal.
- 1.14 A Bid Security for an amount of **Rs. 5,00,000/- (Rupees Five Lakhs only)** in the form of a Crossed Demand draft payable at Chennai drawn in favour of “Tamil Nadu Industrial Development Corporation Ltd.” from any Scheduled bank shall be submitted along with the Original Proposals. Proposals not accompanied by Bid Security will be treated as Non responsive and will be liable to be rejected summarily. Bid Security of the successful bidder will be returned upon receipt of the Performance Security. The Bid Security of the unsuccessful bidders will be returned within two weeks of completion of the selection process. TIDCO is entitled to cause forfeiture of the Bid Security if the Bidder revokes / withdraws the Bid during the period of its validity and / or fails to comply with the conditions of the Letter of Award.

2. CLARIFICATION AND AMENDMENT TO RFP DOCUMENTS

- 2.1 Consultants may request a clarification on any item of the RFP document up to the date indicated in the Data Sheet before the Proposal submission date. Any request for clarification must be sent in writing by paper mail, facsimile, or electronic mail to the Client's address indicated in the Data Sheet. The Client will respond by facsimile, or electronic mail to such requests and/or will upload the response on the Client's website (including an explanation of the query but without identifying the source of inquiry). Client's responses to the pre-bid queries would be uploaded on TIDCO website (www.tidco.com) and informed to the bidders.2.2 At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by any firm, modify the RFP documents by amendment. Any amendments shall be issued in writing through addenda. Addenda shall be sent by facsimile, or electronic mail or shall be uploaded on the Client's website. The Client may at its discretion extend the deadline for the submission of Proposals.

3. PREPARATION OF PROPOSAL

- 3.1 Consultants are requested to submit a Proposal written in the English language.

TECHNICAL PROPOSAL

- 3.2 In preparing the Technical Proposal, consultants are expected to examine the documents comprising this RFP in detail. Material deficiencies in providing the information requested may result in rejection of a Proposal.
- 3.3 While preparing the Technical Proposal, consultants must give particular attention to the following:

- i. All the members of the Project Core Team and key staff proposed must be full time employees of the Sole firm or the firms constituting the Consortium.
 - ii. Proposed key professional staff (Project Core Team) must have the minimum experience indicated in the clause - Minimum Qualification Criteria in Section-3 of the RFP
 - iii. Alternative key professional staff shall not be proposed, and only one curriculum vitae (CV) may be submitted for each position.
 - iv. Reports to be issued by the consultants as part of this assignment must be in the language specified in the Data Sheet.
 - v. Consultant is to ensure that the time allocated for the proposed key staff does not conflict with the time allocated or proposed for any other assignment. The Client reserves the right to request a workload projection (including time spent on other projects/clients) for the key staff.
 - vi. The composition of the proposed Team and Task Assignment to individual personnel shall be clearly stated.
 - vii. No such key personnel shall be proposed for any position if the CV of the personnel does not meet the requirements of the TOR.
 - viii. The key personnel shall remain available for the period as indicated in the RFP.
 - ix. Each CV needs to have been recently signed by the key personnel and/or countersigned by the authorised official of the Firm. At the time of submission of bid proposal, the scanned copies of the signature of key personnel will be allowed but at the time of signing of contract, the original signature will be required. However, in both the cases, original counter signature of Authorised signatory shall be required in original.
 - x. A CV shall be summarily rejected if the educational qualification of the key personnel proposed does not match with the requirement as given in the RFP.
 - xi. Client certifications or contract copy for the projects listed under the experience section must contain the project attributes (size, fee, duration etc.) and the scope of work on the projects.
 - xii. Consultant should form a Joint Venture/ Consortium with his Associate in case he wants to submit the proposal using the experience/ strength of his Associate.
 - xiii. If the Consultant being a Consortium is qualified on the strength of the experience of a member which is a foreign company/ entity, requisite key personnel from that foreign company/ entity shall be fielded.
- 3.4 Failure to comply with the requirements spelt out above shall lead to the deduction of marks during the evaluation. Further, in such a case, Client will be entitled to reject the Proposal.
- 3.5 Bidders should note the Proposal Submission Date, as specified in Data Sheet, for submission of Proposals. Except as specifically provided in this RFP, no supplementary material will be entertained by the Client, and that evaluation will be carried out only on the basis of Documents received by the closing time of Proposal Submission Date as specified in Data Sheet. Bidders will ordinarily not be asked to provide additional material information or documents subsequent to the

date of submission, and unsolicited material if submitted will be summarily rejected. For the avoidance of doubt, the Client reserves the right to seek clarifications on any aspects.

- 3.6 The Proposal shall be accompanied by a certified copy of legally binding Joint Bidding Agreement in case of JV/consortium, in the format provided in this RFP, signed by all firms/entities.
- 3.7 The Technical Proposal should provide the following information using the attached Standard Forms:
- i. A brief description of the consultant's organization
 - ii. Recent assignments of similar nature, the outline indicating inter alia, the profiles and names of the staff provided, duration of the assignment, contract amount, and firm's involvement.
 - iii. Detailed Approach and Methodology and Activity Schedule for undertaking the current Assignment.
 - iv. List of the proposed staff team by speciality, the tasks that would be assigned to each staff team member.
 - v. CVs signed by the proposed key professional staff and the authorised representative submitting the proposal
 - vi. In case of consortium, Technical Proposal shall contain the Joint Bidding Agreement signed by the partners.
- 3.8 The Technical Proposal shall not include any financial information.

FINANCIAL PROPOSAL

- 3.9 In preparing the Financial Proposal, consultants are expected to take into account the requirements and conditions of the RFP documents. The Financial Proposal should follow Standard Forms. Financial Proposal shall be inclusive of all the costs associated with the Assignment, including (a) remuneration for staff, and (b) reimbursable such as subsistence (per diem, housing), transportation (national and local, for mobilization and demobilization), services and equipment (vehicles, office equipment, furniture, and supplies), insurance, printing of documents, surveys, etc.;
- 3.10 The Financial Proposal should be a lump sum proposal inclusive of all the costs including but limited to all taxes associated with the assignment for all the phases of the work mentioned in the RFP. Consultants shall express the price of their services in Indian Rupees.
- 3.11 The Data Sheet indicates how long the proposals must remain valid after the submission date. During this period, the consultant is expected to keep available the key professional staff proposed for the assignment. The Client will make its best effort to complete negotiations within this period. If the Client wishes to extend the validity period of the proposals, the consultants who do not agree have the right not to extend the validity of their proposals.

SUBMISSION, RECEIPT, AND OPENING OF PROPOSALS

- 3.12. The Original Proposals (Technical and Financial Proposal) shall be typed or written in ink and signed by the Authorised Representative of the Bidder who shall initial each page, in ink. In case of printed and published documents, only the cover shall be initialed. All the alterations, omissions, additions, or any other amendments made to the Proposal shall be initialed by the person(s) signing the Proposal. The Proposals must be properly signed by the Authorised Representative.
- 3.13 For each Proposal, you should prepare the number of copies indicated in the Data Sheet. Technical Proposal should be marked "Original" or "Copy" as appropriate. If there are any discrepancies between the original and the copies of the Proposal, the original shall prevail.
- 3.14 The Bidder shall submit two (2) copies of Technical Proposal (one original and one copy) and one copy of Financial Proposal. The Technical and Financial Proposals must necessarily be Hard Bound separately and all pages serially numbered. Hard Bound implies such binding between two covers through stitching whereby it may not be possible to replace any paper without disturbing the document. In case of any discrepancy between the original and the copy of the technical proposal, the contents as per original will only be considered.
- 3.15 The Technical Proposal with Bid Security shall be placed in a sealed envelope clearly marked “TECHNICAL PROPOSAL – [Selection of Consultant for development of Greenfield Airport near Chennai.],” and the Financial Proposal in a sealed envelope clearly marked “FINANCIAL PROPOSAL –[Selection of Consultant for development of Greenfield Airport near Chennai.]” and “Do not open with the Technical Proposal.” The envelopes containing Technical and Financial Proposals shall be sealed in an outer cover marked “RFP – [Selection of Consultant for development of Greenfield Airport near Chennai.]. All envelopes shall be placed into an outer sealed envelope bearing the name of assignment, submission address and marked “DO NOT OPEN EXCEPT IN PRESENCE OF THE EVALUATION COMMITTEE.” The document fee shall be placed in a separate sealed envelope clearly marked “Bid Document Fee”, placed in the outer sealed envelope.
- 3.16 The completed Technical and Financial Proposal must be deposited in the Tender box kept at the submission address on or before the time and date stated in the Data Sheet. Any Proposal received after the closing time for submission of proposals shall be returned unopened.
- 3.17 From the time the proposals are opened to the time the contract is awarded, if any consultant wishes to contact the Client on any matter related to its proposal, it should do so in writing at the address indicated in the Data Sheet. Any effort by the firm to influence the Client in the Client's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the consultant's proposal.
- 3.18 Prior to evaluation of Proposals, the Client will determine whether each Proposal is responsive to the requirements of the RFP at each evaluation stage. The Client may, at its sole discretion, reject any Proposal that is not responsive hereunder.

- 3.19 The consultant would be selected based on the Quality and Cost Based Selection (QCBS) method with 80% weightage to Technical Proposal and 20% weightage to Financial Proposal.
- 3.20 As part of the evaluation, the Technical proposal submission shall be checked to evaluate whether the Bidder meets the prescribed Minimum Qualification Criteria listed in Section-3. Subsequently the Technical Proposal of the Bidders who meet the Minimum Qualification Criteria, shall be checked for responsiveness in accordance with the requirements of the RFP and only those Technical Proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this RFP document.
- 3.21 The Client reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal will be entertained by the Client in respect of such Proposals. However, client reserves the right to seek clarifications or additional information from the Bidder during the evaluation process. The Client will subsequently examine and evaluate Proposals in accordance with the Selection Process detailed out in Section-3.

TECHNICAL EVALUATION

- 3.22 The evaluation committee appointed by the Client as a whole, and each of its members individually shall evaluate the proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria and point system specified in the RFP. Each responsive proposal will be given a mark (T). A proposal shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference or if it fails to achieve the minimum technical score.
- 3.23 In this stage, Technical Proposal will be evaluated on the basis of consultant's experience, proposed approach and methodology and Work Plan, and the experience of Key Persons. Only those consultants whose Technical Proposals score 60 marks or more out of 100 shall qualify for further consideration. The bidder who secures highest marks (T_H) shall be given a Technical score of 100. The technical scores of other bidders shall be computed as follows:

Technical score of the bidder $S_T = 100 \times (T / T_H)$

T= Marks secured by the respective Bidder

T_H = Highest Marks secured

SHORT LISTING OF CONSULTANTS

- 3.24 Consultants scoring 60 or more marks in Technical evaluation shall be pre-qualified and short-listed for financial evaluation in the next stage.
- 3.25. After the evaluation of quality is completed, the Client shall notify those consultants whose proposals did not meet the minimum qualifying mark or were considered non-responsive to the RFP and Terms of Reference, indicating that their Financial Proposals will be returned unopened

after completing the selection process. The Client shall simultaneously notify the consultants that have secured the minimum qualifying mark, indicating the date and time set for opening the Financial Proposals. The opening date of Financial proposal shall not be sooner than one week after the above notification date. The notification may be sent by registered letter, cable, telex, facsimile, or electronic mail.

PUBLIC OPENING AND EVALUATION OF FINANCIAL PROPOSALS

- 3.26 The Financial Proposals shall be opened publicly in the presence of the consultant's representatives who choose to attend. The name of the consultant, the scores on Technical Proposal and the proposed prices shall be read aloud and recorded when the Financial Proposals are opened. The Client shall prepare minutes of the public opening
- 3.27. In the next stage, the financial evaluation will be carried out. Each Financial Proposal will be assigned a financial score (F). The evaluation committee will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. The Financial Proposal with lowest cost (F_M) will be given a financial score (S_F) of 100 points. The Financial Scores of other proposal will be computed as follows:

Financial score of the bidder $S_F = 100 \times (F_M / F)$
(F = Amount of Financial Proposal)

EVALUATION METHODOLOGY AND RANKING

- 3.28 Proposals will finally be ranked according to their combined technical (S_T) and financial (S_F) scores as follows:

$$\text{Combined score } S = S_T \times T_W + S_F \times F_W$$

Where S is the combined score, and T_W and F_W are weights assigned to Technical and Financial Proposals that shall be 0.80 and 0.20 respectively.

- 3.29 A bidder having the highest Combined Score(S) shall be declared as first ranked Bidder. The second ranked Bidder shall be kept in reserve and may be invited for negotiations in case the first ranked Bidder withdraws, or fails to comply with the requirements specified in the RFP document.

4. NEGOTIATIONS

- 4.1 Negotiations will be held at the address indicated in the Data Sheet. The aim is to reach agreement on all points and sign a contract.
- 4.2 Negotiations will include a discussion of the Technical Proposal, Price, the proposed methodology (work plan), staffing and any suggestions made by the firm to improve the Terms of Reference.

The Client and Consultant will then work out final Terms of Reference, staffing, and bar charts indicating activities, staff, periods in the field and in the office, staff-months, logistics, and reporting. The agreed work plan and final Terms of Reference will then be incorporated in the "Description of Services" and form part of the contract.

- 4.3 Having selected the Consultant on the basis of, among other things, an evaluation of proposed key professional staff, the Client expects to negotiate a contract on the basis of the experts named in the Proposal. Before contract negotiations, the Client will require assurances that the experts will be actually available. The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or that such changes are critical to meet the objectives of the assignment. If this is not the case and if it is established that key staff was offered in the proposal without confirming their availability, the Consultant may be disqualified.
- 4.4 The negotiations will conclude with a review of the draft form of the contract. To complete negotiations, the Client and the Consultant will initial the agreed contract. If negotiations fail, the Client will invite the firm who has quoted the second lowest price for negotiations. The process will be repeated till an agreed contract is concluded.

5. AWARD OF CONTRACT

- 5.1 The contract will be awarded following negotiations. After negotiations are completed, the Client will promptly notify other consultants whose bids were considered non-responsive and return the Financial Proposals of such consultants.
- 5.2 A Letter of Award (the "LOA") will be issued, in duplicate, by the Client to the Successful Bidder and the Successful Bidder shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Successful Bidder is not received by the stipulated date, the Client may, unless it consents to extension of time for submission thereof, appropriate the Bid Security of such Bidder, and the next highest ranking Bidder may be considered.
- 5.3 **Performance Security:** Performance Security equivalent to 5 (five) percent of the total cost of Financial Proposal shall be furnished from a nationalized/ Scheduled Bank, before signing of the contract, in form of a Bank Guarantee in the format specified. For the successful bidder the Performance Security will be retained by Client until the completion of the assignment by the Consultant and will be released 180 (One Hundred Eighty) days after the completion of the assignment.
- 5.4 **Execution of contract:** After acknowledgement of the LOA and furnishing of Performance Security as aforesaid by the Successful Bidder, it shall execute the Agreement within 15 (Fifteen) days from the date of issue of LOA. The Successful Bidder shall not be entitled to seek any deviation in the Agreement. Reports shall be furnished periodically as required in the Milestone Payments specified under Clause 4 in Section-5 of RFP.

5.5 Commencement of Assignment: The Consultant shall commence the Services within a period of 7 (seven) days from the Date of signing of Agreement. If the Successful Bidder fails to either sign the Agreement or commence the assignment as specified herein, the Client may invite the second ranked Bidder for contract signing. In such an event, the Bid Security/ Performance Security, as the case may be, of the first ranked Bidder shall be liable to be forfeited by the Client.

6. **CONFIDENTIALITY**

6.1 Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the consultants who submitted the proposals or to other persons not officially concerned with the process, until the winning Consultant has been notified that it has been awarded the contract.

7 **FRAUD AND CORRUPT PRACTICES**

7.1 The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, the Client will reject a Proposal without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the “Prohibited Practices”) in the Selection Process. In such an event, the Client will, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security.

7.2 Without prejudice to the rights of the Client under the Clause herein-above, the rights and remedies which the Client may have under the LOA or the Agreement, if a Bidder or Consultant, as the case may be, is found by the Client to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOA or the execution of the Agreement, such Bidder or Consultant shall not be eligible to participate in any tender or RFP issued by the Client during a period of 2 (two) years from the date such Bidder or Consultant, as the case may be, is found by the Client to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.

7.3 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:

- i. “corrupt practice” means (i) offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Client who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement or arising therefrom, before or after the execution thereof, at

any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Client, shall be deemed to constitute influencing the actions of a person connected with the Selection Process; or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical consultant/ adviser of the Client in relation to any matter concerning the Project;

- ii. “fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- iii. “coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Selection Process;
- iv. “undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the Client with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- v. “Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process.

8. PRE-BID MEETING

Pre-Bid Meeting of the Bidders will be convened at the date, time and place indicated in the data sheet. A maximum of two representatives of each Bidder will be allowed to participate on production of an authorisation letter from the Bidder. During the course of Pre-Bid Meeting, the Bidders will be free to seek clarifications and make suggestions for consideration of the Client. The Client will endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive selection process.

9. DISPUTE RESOLUTION

- 9.1 The Parties agree to use their best efforts for resolving all Disputes arising under or in respect of this Agreement promptly, equitably and in good faith, and further agree to provide each other with reasonable access during normal business hours to all non-privileged records, information and data pertaining to any Dispute. For any dispute arising out of this Agreement / Contract, only the Courts in Chennai shall have jurisdiction to entertain such a dispute. Arbitration clause is not applicable.

10 FORCE MAJEURE

10.1 If, at any time, during the pendency of the contract, the performance in whole or in part, by either party is prevented or delayed by war, strike, riot, crime or due to any act of God such as hurricane, flooding, earthquake, volcanic eruption beyond the control of both the parties such as war, strike, insurrection, riot, earthquake, storm, flood, fire which are beyond the control of either party (hereinafter referred to as 'eventualities'), then provided notice of the happening of any such eventuality is given by either party to the other within 15 days from the date of occurrence thereof, neither party shall by reason of such eventuality be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance and work under this contract shall be resumed as soon as practicable after such eventuality has come to an end or ceased to exist and the decision of the client as to when the work has to be resumed shall be final and conclusive. The time of completion shall then be extended by a period equal to the period during which the eventuality was prevailing. In case of persisting delay of more than three months both the parties may consult each other and arrive at an appropriate decision regarding continuation or otherwise of the contract.

11. LIQUIDATED DAMAGES

In the event of delays in submission of the deliverables vis a vis the Timeframe prescribed for the proposed Deliverables in the Clause 4 of Chapter 5 of the RFP pertaining the submission of the Deliverables, Liquidated Damages will be payable at the rate of One Percent of the Awarded Lumpsum Fees per week or part thereof of delay, subject to a maximum of Five Percent of the Awarded Lumpsum Fees.

12. CONDITIONS OF TERMINATION OF THE CONTRACT

12.1 The client shall have the right to terminate this contract in part or in full under any of the following circumstances:

- i) Time is the essence of the contract and therefore, the contract is liable to be terminated if the consultant fails to deliver the job within the stipulated date and time.
- ii) If the consultant has been found to have made any false or fraudulent declaration or statement to get the contract or he is found to be indulging in unethical or unfair practices.
- iii) In the event of non-performance / or unsatisfactory performance by the consultant.
- iv) If the consultant becomes bankrupt or otherwise insolvent.
- v) When both parties mutually agree to terminate the contract.
- vi) Any special circumstances, which must be recorded to justify the cancellation or termination of the contract.
- vii) In any unlikely event of termination from the consultant, the matter shall be discussed with TIDCO and shall have to be mutually agreed.

13. MISCELLANEOUS

- 13.1 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Chennai shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.
- 13.2 The Client, at its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:
- a. Suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
 - b. Consult with any Bidder in order to receive clarification or further information;
 - c. Retain any information and/or evidence submitted to the Client by, on behalf of and/or in relation to any Bidder; and/or
 - d. Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Bidder.
- 13.3 All documents and other information provided by Client or submitted by a Bidder to Client shall remain or become the property of Client. Bidders are to treat all information as strictly confidential. Client will not return any Proposal or any information related thereto. All information collected, analysed, processed or in whatever manner provided by the Consultant to Client in relation to the consultancy shall be the property of Client.
- 13.4 The Client reserves the right to make inquiries with any of the clients mentioned by the Bidders in their previous experience record.

SECTION 3

ELIGIBILITY CRITERIA AND EVALUATION METHODOLOGY

1. MINIMUM QUALIFICATION CRITERIA FOR EVALUATION

1.1 To be eligible for the qualification and short-listing, the Bidder shall fulfill the following conditions of eligibility:

1	Experience	<p>The Bidder should have a minimum of 10 years of experience in the field of consultancy engaged in major International or National large Transportation Infrastructure Projects especially for government entities/departments.</p> <p>(Here Transportation Infrastructure projects means Ports, Airport, Rail, Road, Metro)</p> <p>The Bidder (Sole Proprietary Firm or the Consortium) should have completed/provided following consulting services in the last ten years:</p> <p>The Bidder (Sole Proprietary Firm or the Consortium) should have completed/provided following consulting services in the last ten years:</p> <ol style="list-style-type: none">1. Market assessment and traffic forecasting for at least one airport project with an estimated handling capacity of more than 10 million passengers per annum. <p>AND</p> <ol style="list-style-type: none">2. Project Report including Technical and Financial Feasibility assessment, Master Plan, Preliminary designs, Surveys, Cost Estimates, Financial models, Institutional structure for at least one Airport development project with minimum project value of INR 1500 crore. <p>AND</p> <ol style="list-style-type: none">3. Transaction Advisory services to Government entities/ Public Sector entities for at least one Transportation Infrastructure Project on PPP basis with minimum project value of INR 1500 crore.
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2	Registration/ incorporation	<p>The Bidder shall be a Company registered under the Companies Act or Partnership firm registered under the Partnership Act of 1932 or registered (converted to) under the Indian Limited Liability Partnership Act, 2008 or a company registered in the jurisdiction of its incorporation under the relevant laws or any foreign company in consortium with an Indian company, as per applicable FDI norms or a proprietorship Firm.</p> <p>The legal status shall be demonstrated through a copy of registration certificate issued by registrar of companies/firms.</p>									
3	Financial Eligibility	Minimum average annual turnover from consultancy work in last 3 financial years should not be less than Rs.100 crore.									
4	Project Core Team										
	<table border="1"> <thead> <tr> <th data-bbox="289 793 363 877"></th> <th data-bbox="363 793 532 877">Position</th> <th data-bbox="532 793 1435 877">Qualifications and Experience</th> </tr> </thead> <tbody> <tr> <td data-bbox="289 877 363 1465">i</td> <td data-bbox="363 877 532 1465">Project Director /Team Leader</td> <td data-bbox="532 877 1435 1465"> <p>Should be a post graduate/MBA/B.Tech/BE/equivalent from a reputed institute with atleast 15 years of experience out of which atleast 7 years as a Team Leader in managing Transportation infrastructure projects. Should be an employee of the Bidder with expertise in Airport Development Projects. Should have advised atleast three Airport projects.</p> <p>Should have successfully completed end to end comprehensive consultancy services as a Team Leader for atleast one Airport Project developed under PPP basis with minimum project value of INR 1500 crore.</p> <p>In case of consortium, the Team Leader must be from the lead Member of the Consortium.</p> </td> </tr> <tr> <td data-bbox="289 1465 363 1774">ii</td> <td data-bbox="363 1465 532 1774">Airport Sector Expert</td> <td data-bbox="532 1465 1435 1774"> <p>Should be MBA (or) Civil/Mechanical/Aeronautical Engineer with over 10 years of experience in Airport projects dealing with air traffic growth, airport administration, operation, management and aviation forecasting and Policy related matters for Aviation Sector. Should have advised atleast three Airport Projects.</p> <p>In case of consortium, the Airport Sector Expert must be from the lead Member of the Consortium.</p> </td> </tr> </tbody> </table>		Position	Qualifications and Experience	i	Project Director /Team Leader	<p>Should be a post graduate/MBA/B.Tech/BE/equivalent from a reputed institute with atleast 15 years of experience out of which atleast 7 years as a Team Leader in managing Transportation infrastructure projects. Should be an employee of the Bidder with expertise in Airport Development Projects. Should have advised atleast three Airport projects.</p> <p>Should have successfully completed end to end comprehensive consultancy services as a Team Leader for atleast one Airport Project developed under PPP basis with minimum project value of INR 1500 crore.</p> <p>In case of consortium, the Team Leader must be from the lead Member of the Consortium.</p>	ii	Airport Sector Expert	<p>Should be MBA (or) Civil/Mechanical/Aeronautical Engineer with over 10 years of experience in Airport projects dealing with air traffic growth, airport administration, operation, management and aviation forecasting and Policy related matters for Aviation Sector. Should have advised atleast three Airport Projects.</p> <p>In case of consortium, the Airport Sector Expert must be from the lead Member of the Consortium.</p>	
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iii	Airport Planner	<p>Should be Masters in Planning/Architecture or Civil engineering with over 10 years of relevant experience. Should have experience in airport planning with ICAO standard/Design of airport Infrastructure in Airport projects.</p> <p>Should have been a master planning consultant or worked as an airport planning manager for atleast one airport development project in the last 5 years.</p>
iv	Financial specialist	<p>Should be an MBA (Finance)/CFA/CA with minimum experience of 10 years in providing financial advisory, preparation of financial model and institutional structuring of Infrastructure projects.</p> <p>Should have provided financial advisory for atleast three airport development projects in last ten years.</p>
v	Legal Expert	<p>Should be a BA(LLB)/equivalent with over 10 years of experience in large infrastructure projects including airport projects.</p> <p>Should have experience of drafting Concession Agreements for atleast three Airport Projects.</p>
vi	Environmental expert	<p>Post Graduate in Environmental studies or related field with minimum of 10 years of experience.</p> <p>Should have experience in undertaking EIA of atleast one project over INR 500 crore in value, and should have got EC from MoEF. Experience of undertaking EIA/SIA for airport development project is desirable.</p>
vii	Project structuring and PPP Expert	<p>Post Graduate/MBA/CA with over 10 years of experience in Project structuring, Investment structuring and working as a Transaction advisor for infrastructure projects on PPP basis.</p> <p>Should have experience of working as Transaction Advisor in atleast one Airport project developed on PPP basis with value of INR 1500 crore or above.</p>

1.2 The eligible consultants shall be required to submit self-attested copies of the following along with the application:

- i. Documents verifying the claim as per above including the appointment letter or work order or contract agreement or letter of successful completion from the client.
- ii. Details of Permanent Account Number (PAN).
- iii. GST Registration Certificate and Receipts of GST payment.
- iv. Copy of audited Balance Sheets along with Profit and loss Account statements of the firm for the last three financial years (Year 2015-16, Year 2016-17 & Year 2017-18).

1.3. The Bidder should have a dedicated core team with members as above. Additional support staff in sufficient numbers shall be proposed by the consultant. The Bidder shall also provide a detailed work plan and short CVs of support staff as proposed for effective Project delivery.

2. SELECTION PROCESS

2.1 Technical Evaluation Criteria

Sl. No.	Qualification Criteria	Max Marks
	Project experience of the Bidder	
1	<p>Market assessment and traffic forecasting for at least one airport project with an estimated handling capacity of more than 10 million passengers per annum</p> <ol style="list-style-type: none"> a. 5 marks for fulfilling minimum qualification given above. b. Additional 3 marks for additional project for the above capacity project in India c. Additional 2 marks for additional project with an estimated capacity of minimum 5million passengers per annum or above <p>(note- The project claimed for additional marks should not be same as the project claimed for qualifying minimum eligibility criteria)</p>	10

2	<p>Project Report including Technical and Financial Feasibility assessment, Master Plan, Preliminary designs, Surveys, Cost Estimates, Financial models, Institutional structure for at least one Airport development project with minimum project value of INR 1500 crore.</p> <p>a. 15 marks for fulfilling minimum qualification given above.</p> <p>b. Additional 3 marks for additional project for the above project size in India</p> <p>c. Additional 2 marks for additional project with project value of minimum INR 500 crore or above</p> <p>(note- The project claimed for additional marks should not be same as the project claimed for qualifying minimum eligibility criteria)</p>	20
3	<p>Transaction Advisory services to Government entities/ Public Sector entities for at least one Transportation Infrastructure project on PPP basis with minimum project value of INR 1500 crore.</p> <p>a. 15 marks for fulfilling minimum qualification given above.</p> <p>b. Additional 3 marks for additional project for the above project size in India</p> <p>c. Additional 2 marks for additional project with project value of minimum INR 500 crore or above</p> <p>(note- The project claimed for additional marks should not be same as the project claimed for qualifying minimum eligibility criteria)</p>	20
4	Adequacy of the proposed approach, work plan and methodology in response to the TOR followed by the presentation	20
5	<p>Project Core Team (7 members)</p> <p>For Team Leader-For fulfilling eligibility criteria= 5 marks and for every additional project upto two projects = 1 mark each</p> <p>For PPP expert- For fulfilling eligibility criteria= 4 marks and for every additional project upto two projects = 1 mark each</p> <p>For Airport Planner- For fulfilling eligibility criteria = 3 marks and for every additional project upto two projects = 1 mark each</p> <p>For other members - For fulfilling eligibility criteria= each 2 marks and for additional project = additional 1 mark each</p>	30
	Total	100

Notes:

- i. The bidder shall submit their company details, financial details, project experience details in the Standard Form and this shall be considered for Eligibility qualification. Documentary proof for Project experience such as work order/completion certificates from client clearly indicating the nature/scope of work and actual date of completion for such work should be submitted. The proposals submitted without this documentary proof shall not be evaluated.
- ii. The Technical Bids of the Bidders fulfilling the minimum eligibility requirements will be checked for their completeness and responsiveness.
- iii. Based on the submitted Technical Bid, the Authority shall award marks as per the criteria specified as above and select the Shortlisted Bidders. Bidders must read carefully the conditions of eligibility provided herein.
- iv. The maximum achievable total technical Score for any bidder would be 100. A minimum of 60 marks is necessary for qualifying in the Technical Proposal/Bid. The financial Proposal/Bid of only those bidders who achieve 60 or more technical score will be opened. The financial Proposals/Bids of bidders scoring less than 60 marks out of 100 marks for their Technical Proposal/Bid would be returned unopened.
- v. The Bids of Technically qualified Bidders will be further evaluated based on QCBS (Quality Cum Cost Based Selection) methodology with 80:20 criteria as per methodology explained in clause 3.25 and 3.26 of Section-2.

SECTION-4

DATA SHEET

1. Name of the Assignment: Request for Proposal for Selection of Consultant for development of Greenfield Airport near Chennai.
2. The name, address, and telephone numbers of TIDCO's official is: R. Bhuvaneshwari, Tamil Nadu Industrial Development Corporation Ltd , 19- A, Rukmini Lakshmi pathi Salai, Egmore, Chennai – 600 008; Phone: 044- 28554029; Fax: 044-2855 3729; email: rb.tidco@nic.in
3. Clarifications requested will be given during the Pre-Bid meeting and / or will be communicated to the all those who have procured the RFP, by mail, facsimile or electronic mail. The time table for the Bidding process is given below:

Milestone	Date
Issue of Advertisement	On 28.02.2019
Receipt of request for clarifications to be given at the pre bid meeting.	Up to 14.03.2019
Pre Bid meeting	On 15.03.2019
Last date for purchase of RFP Documents	Up to 30.03.2019
Cost of RFP Documents	Crossed Demand draft of Rs.15,000/- payable in favour of "Tamilnadu Industrial Development Corporation Ltd" payable at Chennai
Submission of proposal	On 01.04.2019 at 15.00 Hrs
Opening of Technical Bid	On 01.04.2019 at 15.30 Hrs

4. Proposals should be submitted in English language.
5. Proposals must remain valid for **90 days** after the submission date.
6. Consultants must submit one original with an additional copy of Technical proposal. One original copy of the Financial Proposal.
7. Proposal submission address is: as given in the Letter of Invitation. "PROPOSALS FOR SELECTION OF CONSULTANTS FOR DEVELOPMENT OF GREENFIELD INTERNATIONAL AIRPORT NEAR CHENNAI, TAMIL NADU" should be superscribed on the Outer Envelope.
8. Proposals must be submitted not later than **01.04.2019 at 3.00 PM.**

SECTION 5

TERMS OF REFERENCE

1. PREAMBLE

Tamil Nadu, spread across an area of 130,058 sq. km. and with a population of 72.14 million, is one of the most urbanised as well as one of the most industrialised States of India. Strategic location, conducive business environment and a favourable ecosystem are some of the key factors that have led to the State's prominence as a business hub.

In addition to its economic development, the State also has a well-developed social ecosystem. Tamil Nadu is home to many conglomerates and companies from several foreign countries. Many companies from countries such as USA, UK, Republic of Korea, Japan, Germany, France, etc. have a base in Tamil Nadu. More than 40,000 expats find a conducive environment to live in Chennai due to the presence of major star hotels, quality international and national educational institutions, latest state-of-the-art healthcare facilities as well as quality and variety of food available across the State.

The state has 4 international airports (Chennai, Coimbatore, Trichy and Madurai) and 2 domestic airports (Tuticorin & Salem). Chennai airport is the 4th busiest airport in the country handling 20.36 million passengers in 2017-18. It constituted 6.7% share in India's total aircraft movement in 2017-18. It recorded a 16.3% growth in terms of freight handling in 2017-18.

In order to increase its passenger and freight handling capacity, the Government of Tamil Nadu intends to develop a Greenfield airport near Chennai. Tamil Nadu Industrial Development Corporation (TIDCO) Ltd. has been appointed as the nodal agency for selection of a consultant for the task of preparing a draft project report which will include recommendations regarding location, land requirement, technical specifications, project structuring, project financing and bid management.

2 OBJECTIVE

The major objectives of this assignment are:

- i. To carry out market demand assessment and air traffic forecasting;
- ii. To identify and propose three potential sites near Chennai for setting up a Greenfield airport;
- iii. To identify the technical and economic factors influencing development and operation of Airport along with the Obstacle Limited Survey (OLS) in identified sites and carry out the site specific surveys/ studies and complete Techno-Economic feasibility report for selection of site;

- iv. To prepare a detailed Master plan incorporating Airside facilities, Land side facilities and associated infrastructure facilities including commercial facilities, MRO facilities and industrial facilities for recommended site;
- v. To prepare cost estimates and financial model of the project;
- vi. To recommend Institutional structure and development model under PPP framework;
- vii. The airport should conform to the Greenfield Airport policy issued by the Ministry of Civil Aviation;
- viii. To prepare the Project Report necessary to obtain the required clearances for the proposed airport from various agencies and any statutory authorities as may be required for implementation of the project;
- ix. To prepare and submit documents and obtain required clearances/approvals from various statutory agencies/authorities.
- x. To Prepare documents including Project Information Memorandum, Bid Documents, Concession Documents, RFP/RFQ.
- xi. To assist in the bid process management in selecting the developer, etc.

3 SCOPE OF WORK

3.1 The assignment has been divided into three phases:

Phase-1: Demand Assessment and Air Traffic Forecasting and Techno-Economic Feasibility Study for site selection.

Phase-2: Assisting in Obtaining approvals/ clearances.

Phase-3: Master Plan Preparation and Preparation of Project Report.

Phase-4: Bid Process Management for selection of Developer.

3.2 DETAILED SCOPE OF WORK

Phase 1:

1.1 Demand assessment and Air Traffic Forecasting:

- 1. Assess historical passenger and cargo traffic growth in Chennai airport figures over the last 10 years.
- 2. Assess the peak operating capacity of the Chennai Airport considering
 - a. Design capacity of existing terminals;
 - b. Airside infrastructure capacity and expansion constraints, if any;
 - c. Operating standards as per international guidelines;
 - d. Availability of land for future expansion;

3. Analyse the air traffic growth trends and subsequent projections on the demand & supply scenario.
4. Forecast future traffic (Passenger and Cargo) for next 30 years considering major demand drivers such as industrial growth, regional economic growth, tourism, growth in per capita incomes, etc.
5. Forecasts shall be presented as annual, busy hour and peak hour forecasts with pattern of traffic for two stages – for period up to 2030 and for period up to 2050. The consultant shall employ established methodologies for traffic forecasting to provide reasonable estimates of future traffic growth and composition of traffic (For Tamil Nadu as a region & Chennai airport as a location).
6. The Consultant shall assess and present a reasonable forecast of air, rail and road traffic volume and requirements for passengers/tourists and goods/ commodities. Based on the growth pattern, the base traffic estimated to be handled shall be projected over a time horizon of 30 years. The projections in intervals of 5 years i.e.5th, 10th, 15th year etc. shall be made to assess the facility requirements over a period of time.

1.2: Identification of Potential Sites and recommendations for establishing Greenfield Airport:

1. Review of Guidelines for setting up of Greenfield Airports and National Civil Aviation Policy of Ministry of Civil Aviation, Guidelines of DGCA, Government of India, data regarding existing airports near Chennai, Airspace Availability and Interference.
2. Assess the land requirement for the airport and various infrastructure facilities required to be developed to cater to the projected traffic and also for development of parking and commercial facilities on the land side and also the land requirement for possibilities of developing an Aerotropolis.
3. Identification of at least 3 potential sites for development of new Greenfield airport near Chennai by assessing the key following factors:
 - a) Physical:
 - i. Topography, Geology, Obstructions, Climatic Conditions and Services availability
 - ii. Geographic and meteorological perspective of the Site including visibility and rainfall data
 - iii. Location on Survey of India Topo sheets, list and location of DGPS pillar locations, list and location of DGPS control points, other topographic details, photographs of the Site etc.
 - b) Airspace: ATC, Existing Civil and Military operations;
 - c) Access: Airfield pavements, Road and Rail catchments;
 - d) Planning and Environment: Surrounding Development, Population, Noise and disturbances;
 - e) Land availability
 - f) Cost of land acquisition and pre-development works, etc.

4. Preparation of the Techno-Economic Feasibility Report for setting up the proposed new Greenfield Airport based on the Obstacle Limitation Surface (OLS) survey, Environmental Impact Analysis and other considerations identified as above and other factors as may be relevant. The study should cover the activities such as (but not limited to):
 - Assessment of availability of Land Size for developing required project facilities in Air side and Land side,
 - Locational advantages,
 - Contour mapping,
 - Topographical map,
 - Geotechnical survey,
 - Meteorological Assessment,
 - Hydrological Survey,
 - Assessment of Access,
 - External Services,
 - Air Navigation,
 - Socio-Economic data,
 - overall cost of land,
 - R&R and other acquisition and pre-development related expenditure.
5. Assess the potential to develop as an Aerotropolis.
6. Assess the suitability of the site for obtaining clearance/approvals from local authorities and State Government specifically for land.
7. The consultant shall recommend the preferred site for the airport based on a relative assessment of the advantages and disadvantages with respect to each site.

Phase 2: Support in obtaining necessary approvals for the airport on behalf of the Authority

1. Preparing the documentation necessary for obtaining necessary preliminary approvals including Site Clearance, In-principle Approval etc. as required by the Greenfield Airports Policy from Steering Committee, DGCA, AAI, MOCA, MoD, MoEFCC, CBEC, MoHA and other statutory agencies.
2. Prepare a PERT chart with timelines for documentation, discussion with relevant stakeholders and obtaining necessary approvals.
3. Preparing documents/ forms as per stated guidelines of the State Government departments/ agencies for obtaining approvals and clearances for the project.
4. Preparing responses to queries raised by government agencies in relation to the documents submitted for approval, if any.

Phase 3: Preparation of Airport Master Plan and Business Plan

1. Master Plan:

Preparation of Master Layout plan and preliminary Engineering design, assessment of planning parameters and facility/Infrastructure requirements including commercial activities, Environment Impact Assessment Study, Preparation of land use planning and zoning, Assessment of development options/Recommendation of preferred and phase wise development options, project schedule.

An airport master plan shall be prepared considering

- a. airside and airfield development options,
- b. passenger and cargo terminal development and utilisation options,
- c. ground access and external connectivity infrastructure,
- d. Non-aviation uses, commercial infrastructure and supporting business development requirements.

2. The Consultant shall prepare a Master Plan with the following requirements (but not limited to):

- Number and length of Runways and taxiways and number of aircraft parking stands. These should be designed for the Critical Aircraft type that is selected and proposed by the Consultant with scope for expansion;
- Passenger terminal and Cargo terminal;
- Identification and assessment of potential cargo that can be economically handled at the Airport;
- Work out the economics of stopover of the over-flying crafts at Airport;
- Assessment of possible diversion of cargo movement from other airports;
- Parking for cars, buses, cargo vehicles and staff vehicles;
- Communications & navigational aids, airfield lighting and meteorological facilities in compliance with applicable standards;
- Interface with possible modes of surface transport;
- Accommodation requirement for tourists at the Airport;
- Interface of other tourism related infrastructure and facilities with Airport and existing tourist orientation.

With the above identification of the key facilities and associated areas, the concept Master Plan shall be prepared showing the location of all airport facilities and ensure that the city side development proposals are properly integrated with the overall development. The Consultant shall chalk out bulk land/space allotment for various users in the Concept Master Plan.

3. Prepare a Financial Model for the airport with following major assumptions, but not limited to:
 - Passenger Traffic forecast (domestic and international),
 - Capital expenditure as provided by technical consultants,
 - Passenger related aero and non-aero revenues estimates,
 - Other revenues such as cargo, MRO etc.,
 - Operational expenditure,
 - Land cost and leasing options,
 - Tariff regulatory guidelines of AERA,
 - Financing and tax related issues, etc.
4. Conduct sensitivity analysis to assess impact due to variation in traffic forecast, capital expenditure, operating expenditure, financing costs, cost-over runs, aeronautical and non-aeronautical revenues, etc.
5. The financial model would be used to evaluate commercial viability and bankability of the project. The model shall enable estimation of key financial ratios such as the Equity IRR, Project IRR, Return on Capital Employed, Return on Equity, NPV of cash flows, and Debt-Service Coverage Ratio (DSCR) etc. under various project development options and explore other innovative financing options to reduce project life-cycle costs. Financial models with options for different debt/equity mix and interest rates shall be prepared for various scenarios.
6. Examine the options and feasibility of financing the Project on various modes with least cash / non-cash contribution.
7. Break-even analysis shall be conducted for the Project which clearly specifies the break-even point (number of passengers), break-even capacity (%), break-even income, contribution per passenger and other factors.
8. Regional connectivity and the accessibility of the site: the consultant shall review the existing connectivity of the site and propose additional connectivity requirements to ensure seamless and fast travel to the proposed Airport.
9. Understand the strategic objectives of the Authority in relation to the Project and advise on commercial and capital structuring for implementing the project on a Public-Private Partnership (PPP) structure in compliance to PPP guidelines of Government of India and Government of Tamil Nadu.
10. The report shall provide salient inputs for structuring the Project on PPP mode, arrive at the best pattern of capital structure and highlight the selection criteria and process of selection of the private Developer.
11. Assist in identification of project risks and risk mitigation options.

12. Prepare a Business Plan including the preferred project structure for development of the Greenfield Airport.
13. Prepare 3D walkthrough and Model of the proposed project showing various components/ project facilities of the project along with labeling of each component.

Phase 4: Bid Process management for selection of developer

1. Assist in preparation of standard documents like Project Information Memorandum (PIM) for the Developers, RFQ, RFP and Concession Agreement including the relevant Schedules documents in co-ordination with legal advisors.
2. Assist in managing the bid process
 - a) Assist in conducting the pre-bid meetings with the prospective bidders, answering the queries raised by the bidders, evaluation of the bids received and selection of the preferred Bidder.
 - b) Assist in negotiations with the selected Bidder.
 - c) Prepare bid evaluation reports.
3. Recommendation of suitable project structuring options for development of (e.g., Project structure, contracting strategy, Capital structure, formation of SPVs etc.) based on project requirements.
4. Assistance in post-bid activities till the completion of conditions precedent as per the Concession Agreement between the Concessionaire and the Authority.
5. Support the Authority in executing the Agreements with the successful bidder.

4. DELIVERABLES AND PAYMENT TERMS

The proposed deliverables and timeframe for the assignment are provided in the following table:

Sl. No.	Phase	Deliverables	Delivery Time (Time Duration)	Payment percentage
	Phase-1	Inception Report	2 weeks from the date of signing of Contract agreement	5%
		Interim Report	5 weeks	5%
		Draft Techno-Economic Feasibility Report	8 weeks	5%

		Final Techno-Economic Feasibility Report for selection of site	8 weeks	10%
	Phase -2	Submission of document for obtaining site clearance approval, in-principle approval, other specific approvals, etc from concerned Central and State Government agencies and authorities	3 weeks from the date of acceptance of Technical Feasibility Report for identified Site (or) date of finalizing the site	5%
	Phase-3	Submission of Draft Project report including Draft Master plan on Airport Development Planning and Model	10 weeks from the date of receipt of in-principle approval from MoCA on airport proposal date	10%
		Submission of Final Project report including Final Master plan on Airport Development Planning, business plan and Model	6 weeks	20%
	Phase-4	Submission of PIM, Draft RFQ, RFP, Concession Agreement, etc for bid process	4 weeks	-
		Submission of Final RFQ, RFP, Concession Agreement, etc for bid process	3 weeks	10%
		Submission of Final Bid Evaluation Report	10 weeks	10%
		Award of Letter of Award (LoA) to the successful bidder(Project developer)	3 weeks from the date of identification of successful bidder subject to State and Central government approvals.	20%

SECTION 6

TECHNICAL AND FINANCIAL PROPOSAL SUBMISSION FORMS AND STANDRAD FORMS

- 6A.** Technical Proposal submission form
- 6B.** Format for Power of Attorney for authorized signatory
- 6C.** Format for Power of Attorney for lead member of consortium (applicable for consortium)
- 6D.** Format for Joint Bidding Agreement (applicable for consortium)
- 6E.** Format for submission of information towards eligibility criteria
- 6F.** Format for providing a summary of experience of the Bidder
- 6G.** Format for providing experience of the consultant for technical evaluation
- 6H.** Team composition and task assignments
- 6I.** Format of Curriculum Vitae of proposed professional staff
- 6J.** Description of the methodology and work plan for performing the assignment
- 6K.** Format for Financial Proposal Submission Form

6A. TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

From: (Name of Firm)

TO: (Name and Address of TIDCO)

Gentlemen:

Subject: -----, Tamil Nadu– Appointment of Consultants for Development of Greenfield Airport in Chennai.

Being duly authorized to represent and act on behalf of (hereinafter referred to as “the Bidder”), and having reviewed and fully understood all of the Proposal requirements and information provided and collected, the undersigned hereby submits the Proposal on behalf of _____ (Name of Bidder) for the captioned Project in one (1) original and one (1) copy, with the details as per the requirements of the RFP, for your evaluation. We confirm that our Proposal is valid for a period of **90 days** from _____ (insert Proposal Submission Date).

We also hereby agree and undertake as under:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unqualified and unconditional in all respects.

We hereby certify and confirm that in the preparation and submission of our Proposal, we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

6B. FORMAT FOR POWER OF ATTORNEY FOR AUTHORIZED SIGNATORY¹

We..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr/Ms (name), son/daughter/wife of and presently residing at, who is presently employed with us/ the Lead Member of our Consortium and holding the position of, as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our application for RFP and submission of our bid for the Project proposed or being developed by the (the “Client”) including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre Bid meeting and other conferences and providing information/ responses to the Client, representing us in all matters before the Client, signing and execution of all contracts and undertakings consequent to acceptance of our bid, and generally dealing with the Client in all matters in connection with or relating to or arising out of our bid for the said Project and/ or upon award thereof to us and/or till the entering into the Agreement with the Client.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF 2.....

For

(Signature, name, designation and address)

Witnesses:

1.

(Notarised)

2.

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

¹ To be submitted in original.

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Appostille certificate.*

6C. FORMAT FOR POWER OF ATTORNEY FOR LEAD MEMBER OF CONSORTIUM²

Whereas the (“the Client”) has invited Bids from interested parties for the Project (the “Project”).

Whereas,,and (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project in accordance with the terms and conditions of the Request for Proposal document (RFP) and other connected documents in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We,having our registered office at, M/s. having our registered office at, M/s. having our registered office at, and having our registered office at, (hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorise M/S having its registered office at, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”). We hereby irrevocably authorise the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the concession/contract, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the qualification of the Consortium and submission of its bid for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, accept the Letter of Award, participate in bidders’ and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the Client, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid for the Project and/ or upon award thereof till the Agreement is entered into with the Client.

² To be submitted in original.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF 2.....

For
(Signature)

.....
(Name & Title)

For
(Signature)

.....
(Name & Title)

For
(Signature)

.....
(Name & Title)

Witnesses:

1.

2.

.....

(Executants)

(To be executed by all the Members of the Consortium)

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Appostille certificate.*

6D. FORMAT FOR JOINT BIDDING AGREEMENT

(To be executed on Stamp paper of appropriate value)

THIS JOINT BIDDING AGREEMENT is entered into on this the day of 20....

AMONGST

1. Limited, a company incorporated under the Companies Act, 2013^Y and having its registered office at (hereinafter referred to as the “**First Party**” which expression shall, unless repugnant to the context include its successors and permitted assigns)

AND

2. Limited, a company incorporated under the Companies Act, 2013 and having its registered office at (hereinafter referred to as the “**Second Party**” which expression shall, unless repugnant to the context include its successors and permitted assigns)

AND

3. {..... Limited, a company incorporated under the Companies Act, 2013 and having its registered office at (hereinafter referred to as the “**Third Party**” which expression shall, unless repugnant to the context include its successors and permitted assigns)}

The above mentioned parties of the FIRST, SECOND AND THIRD PARTY are collectively referred to as the “**Parties**” and each is individually referred to as a “**Party**”

WHEREAS,

- (A) Tamil Nadu Industrial Development Corporation (TIDCO), represented by its Chairman & Managing Director and having its principal offices at 19-A, Rukmini Lakshmipathi Salai, Egmore, Chennai - 600 008, INDIA(hereinafter referred to as the “Client” which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) has invited Bids (the Bids”) by its Request for Proposal No. dated (the “RFP”) for “Selection of Consultant for development of Greenfield Airport near Chennai”

A Bidder who is registered abroad may substitute the words,viz “a company registered under the Companies Act, 2013” by the words, viz “a company duly organised and validly existing under the laws of the jurisdiction of its incorporation”. A similar modification may be made in Recital 2, as necessary.

- (B) The Parties are interested in jointly bidding for the Project as members of a Consortium and in accordance with the terms and conditions of the RFP document and other bid documents in respect of the Project, and
- (C) It is a necessary condition under the RFP document that the members of the Consortium shall enter into a Joint Bidding Agreement and furnish a copy thereof with the Bid.

NOW IT IS HEREBY AGREED as follows:

1. Definitions and Interpretations

In this Agreement, the capitalized terms shall, unless the context otherwise requires, have the meaning ascribed thereto under the RFP.

2. Consortium

- 2.1 The Parties do hereby irrevocably constitute a consortium (the “**Consortium**”) for the purposes of jointly participating in the Bidding Process for the Project.
- 2.2 The Parties hereby undertake to participate in the Bidding Process only through this Consortium and not individually and/ or through any other consortium constituted for this Project, either directly or indirectly or through any of their Associates.

4. Joint and Several Liability

The Parties do hereby undertake to be jointly and severally responsible for all obligations and liabilities relating to the Project and in accordance with the terms of the RFP, and the Concession Agreement, till such time as the Financial Close for the Project is achieved under and in accordance with the Concession Agreement.

5. Representation of the Parties

Each Party represents to the other Parties as of the date of this Agreement that:

- (a) Such Party is duly organised, validly existing and in good standing under the laws of its incorporation and has all requisite power and authority to enter into this Agreement;
- (b) The execution, delivery and performance by such Party of this Agreement has been authorised by all necessary and appropriate corporate or governmental action and a copy of the extract of the charter documents and board resolution/ power of attorney in favour of the person executing this Agreement for the delegation of power and authority to execute this Agreement on behalf of the Consortium Member is annexed to this Agreement, and will not, to the best of its knowledge:

- (i) require any consent or approval not already obtained;
 - (ii) violate any Applicable Law presently in effect and having applicability to it;
 - (iii) violate the memorandum and articles of association, by-laws or other applicable organisational documents thereof;
 - (iv) violate any clearance, permit, concession, grant, license or other governmental authorisation, approval, judgement, order or decree or any mortgage agreement, indenture or any other instrument to which such Party is a party or by which such Party or any of its properties or assets are bound or that is otherwise applicable to such Party; or
 - (v) create or impose any liens, mortgages, pledges, claims, security interests, charges or encumbrances or obligations to create a lien, charge, pledge, security interest, encumbrances or mortgage in or on the property of such Party, except for encumbrances that would not, individually or in the aggregate, have a material adverse effect on the financial condition or prospects or business of such Party so as to prevent such Party from fulfilling its obligations under this Agreement;
- (c) This Agreement is the legal and binding obligation of such Party, enforceable in accordance with its terms against it; and
- (d) There is no litigation pending or, to the best of such Party's knowledge, threatened to which it or any of its Associates is a party that presently affects or which would have a material adverse effect on the financial condition or prospects or business of such Party in the fulfillment of its obligations under this Agreement.

6. Termination

This Agreement shall be effective from the date hereof and shall continue in full force and effect until the execution of the Project is achieved under and in accordance with the Agreement, in case the Project is awarded to the Consortium. However, in case the Consortium is either not qualified for the Project or does not get selected for award of the Project, the Agreement will stand terminated in case the Bidder is not qualified or upon return of the Bid Security by the Client Authority to the Bidder, as the case may be.

9. Miscellaneous

9.1 This Joint Bidding Agreement shall be governed by laws of India.

9.2 The Parties acknowledge and accept that this Agreement shall not be amended by the Parties without the prior written consent of the Transaction Authority.

IN WITNESS WHEREOF THE PARTIES ABOVE NAMED HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS OF THE DATE FIRST ABOVE WRITTEN.

SIGNED, SEALED AND DELIVERED

SIGNED, SEALED AND DELIVERED

For and on behalf of

LEAD MEMBER by:

SECOND PARTY

(Signature)

(Signature)

(Name)

(Name)

(Designation)

(Designation)

(Address)

(Address)

SIGNED, SEALED AND DELIVERED

SIGNED, SEALED AND DELIVERED

For and on behalf of

For and on behalf of

THIRD PARTY

FOURTH PARTY

(Signature)

(Signature)

(Name)

(Name)

(Designation)

(Designation)

(Address)

(Address)

In the presence of:

1.

2.

Notes:

1. The mode of the execution of the Joint Bidding Agreement should be in accordance with the procedure, if any, laid down by the Applicable Law and the charter documents of the executant(s)

and when it is so required, the same should be under common seal affixed in accordance with the required procedure.

2. Each Joint Bidding Agreement should attach a copy of the extract of the charter documents and documents such as resolution / power of attorney in favour of the person executing this Agreement for the delegation of power and Client to execute this Agreement on behalf of the Consortium Member.
3. For a Joint Bidding Agreement executed and issued overseas, the document shall be legalised by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney has been executed.

6E FORMAT FOR SUBMISSION OF INFORMATION TOWARDS ELIGIBILITY CRITERIA

(To be filled, signed and attached)

DETAILED INFORMATION ABOUT THE CONSULTANTS

(To be filled, signed and attached)

DETAILED INFORMATION ABOUT THE CONSULTANTS

Sl. No.	ITEMS	DETAILS	
i)	Name of the Company		
ii)	Legal Status		
iii)	(a) Postal address of the Registered Office (b) Telephone no.(s) (c) Fax No.(s) (d) Website, (e) Email	(a) (b) (c) (d) (e)	
iv)	(a) Name of the authorized representative (b) Designation and postal address (c) Telephone	(a) (b) (c)	
v)	Year of incorporation of the company under the Companies Act		
vi)	Banker's Name and Address		
vii)	Registration Number (under companies Act)		
viii)	Permanent Account Number (PAN) for Income Tax		
ix)	GST details		
x)	Annual turn over the last three completed financial years	Financial Year	Annual Turn Over (Rs. Crore)
		FY2017-18	
		FY2016-17	
		FY2015-16	
		Average Annual Turn Over	

Signature, Name & Designation of the Authorized Signatory

The following documents shall be provided to demonstrate eligibility

- Copy of registration certificate issued by registrar of companies/firms
- Copy of GST Certificate
- Copy of audited Balance Sheet along with Profit and loss Account statement of the firm for the last three financial years (Year 2015-16, Year 2016-17 & Year 2017-18)
- Auditor's certificate to verify the annual average turnover for the last three financial years in the following format

Certificate from the Auditor

This is to certify that **(NAME OF THE CONSULTANTS)** has received the payments shown above against the respective years on account of fees from professional advisory services excluding audit and tax services.

Name of the audit firm:

Seal of the audit firm:

Date:

(Signature, name and designation of the authorized signatory)

6F FORMATTO DEMONSTRATE TECHNICAL ELIGIBILITY

(To be filled, signed and attached)

Relevant Services Carried Out in the Last Ten Financial Years

Sl. no.	Period(From-To)	Name of the Assignment	Name of the Client	Location, Country	A brief description of the job	Airport Capacity(Million Passengers)	Date of Completion of Transaction
Experience in market assessment and traffic forecasting for airports							
1							
2							
3							
4							
Experience in Project Report preparation for airports							
1							
2							
3							
Experience in providing transaction advisory services for airport							
1							
2							
3							

Signature of Authorized Representative of the bidder

Note:

Documents verifying the claim as per technical eligibility including the letter of successful completion from the client shall be provided for all projects listed above. The certificates enclosed as proof should show the project completion year/date clearly.

6G FORMAT FOR PROVIDING EXPERIENCE OF THE CONSULTANT FOR TECHNICAL EVALUATION

Relevant Services Carried Out in the Last Ten Financial Years

(Using the format below, provide information on each reference assignment for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.)

Assignment Name:		Country:
Location within Country:		Professional Staff Provided by Your Firm/entity (Profiles):
Name of Client:		No. of Staff:
Address:		No. of Staff-Months; Duration of Assignment:
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (In Rs./ US\$):
Name of Associated Consultants, if any:		No. of Months of Professional Staff, provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:		
Narrative Description of Project:		
Description of Actual Services Provided by Your Staff:		

Note: Completion Certificates shall be submitted along with the reference.

**6H. DESCRIPTION OF THE METHODOLOGY AND WORK PLAN FOR PERFORMING THE
ASSIGNMENT (WITH DETAILED WORK SCHEDULE)**

6I. TEAM COMPOSITION AND TASK ASSIGNMENTS

1. Key Staff

S. No	Name	Proposed Position	Summary of tasks to be performed in the assignment
1.			
2.			
3.			
4.			
5.			
6.			
7.			

2. Support Staff

S. No	Name	Proposed Position	Summary of tasks to be performed in the assignment
1.			
2.			
3.			
4.			
5.			
6.			
7.			

**6J. FORMAT OF CURRICULUM VITAE (CV)
FOR PROPOSED PROFESSIONAL STAFF**

Photo of the Expert	1. Name				
	2. Position				
	3. Date of Birth				
	4. Education				
5. Employment Record	From	To	Company	Position Held	
6. Total Years of Experience					
7. Years of Experience Relevant to the proposed role					
8. Brief Profile					
9. Languages					
10. Work Undertaken that Best Illustrates Capability to Handle the Task Assigned					
<table border="1" style="width: 100%;"> <tr> <td style="height: 40px; vertical-align: top;"> Name of assignment of project: Year: From: To: </td> </tr> </table>					Name of assignment of project: Year: From: To:
Name of assignment of project: Year: From: To:					

Location:

Client:

Main project features:

Positions held:

Activities performed:

Name of assignment of project:

Year: From: To:

Location:

Client:

Main project features:

Positions held:

Activities performed:

Certification

I, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Additionally, I also certify that I shall be available for the entire duration of the contract.

Signature of staff member

Date:

6K. FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

From: (Name of Firm)

To: (Address of TIDCO)

Gentlemen:

Subject:-----, Tamil Nadu

We, the undersigned offer to provide the consulting services for the above in accordance with your Request for proposal dated **xxxxx** and our proposal (Technical and Financial proposal) dated **xxxxx**. Our attached financial proposal is for the sum of **Rs..... (Figures) (Rupees. Words only/-)**.This amount is inclusive of all applicable taxes and expenses estimated at INR (Figs) (Rupees. Words only/-) after careful analysis of cost involved for the performance of the complete work considering all parts of the Bidding Document.

Our financial proposal is binding upon us up to expiring of validity period of the proposal, **i.e. date xxx.**

We undertake that, in competing for and if the award is made to us, in executing the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act 1988”.

We understand that you are not bound to accept any proposal you receive.

Lump sum fee for providing services including out of pocket expenses and all other expenses, including all applicable taxes	Fee in Rs. figure. (Rupees in words)
---	--------------------------------------

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of the Firm:

Address: