

TAMILNADU INDUSTRIAL DEVELOPMENT CORPORATION

SELECTION OF CONSULTANTS

**Techno-Economic Feasibility Study and Marketing
Assistance for establishing Aerospace Park Project in
Tamil Nadu State of India**

REQUEST FOR PROPOSAL

March-2010

Tamilnadu Industrial Development Corporation Ltd

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Disclaimer

The information contained in this Request for Proposal (“RFP”) document or subsequently provided to Bidders, whether verbally or in documentary form by or on behalf of the Tamil Nadu Industrial Development Corporation Ltd (TIDCO) or any of their 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 Representatives to any other party. The purpose of this RFP document is to provide interested parties with information to assist the formulation of their Proposal.

This RFP document does not purport to contain all the information each Bidder may require. Certain Bidders may have a better knowledge of the proposed assignment and project than others. Each Bidder should conduct its 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, the award of the assignment, the information and any other information supplied by or on behalf of TIDCO or otherwise arising in anyway from the 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 reserve the right to accept or reject any or all proposals without giving any reasons. The bidding process shall be governed by the laws of India and courts at the State of Tamil Nadu will have jurisdiction over the matter concerning and arising out of RFP document.

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Chapter - I

Introduction

I.1 Background – Global & Indian Aviation Industry- Overview

- i) Global Aviation Industry players are being forced to adopt flexible, innovative and cost reduction strategies. Moving to low cost bases is expected to be a major trend. To counter the de-growth, all the industry players are looking at low cost bases like China and India. Tamilnadu Aero Park program is well placed to make use of the opportunity.
- ii) Indian Aviation Industry has seen rapid growth over the past decade, growing at a CAGR of around 25%.until 2008. India has more than 350 aircraft units for passenger and cargo traffic.
- iii) Growth potential in Tier II & III cities, Affordable air fares, Opportunities & potentials in General Aviation/ Helicopter, cargo operations, Government focus are the strong drivers for the growth of aerospace industry in India.

I.2 Business Case for the Tamilnadu aero park

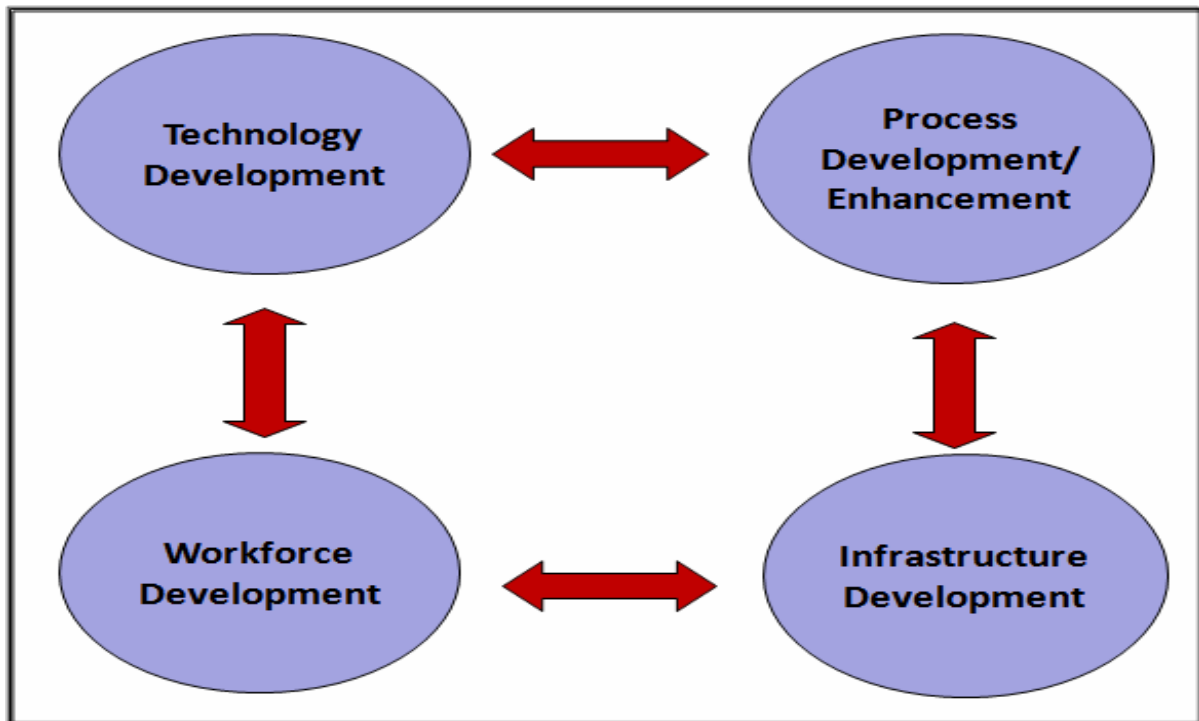
- i) Global Aviation Industry is looking East to set up manufacturing bases in view of the growing design & manufacturing capabilities and low cost production abilities.
- ii) Indian aviation industry is witnessing assured long term growth thereby highlighting the need for a planned eco system to support the growth.
- iii) Tamilnadu Aero Park would provide them access to best practices in design, manufacturing and maintenance capabilities.
- iv) Location advantage- Chennai is traditional engineering hub and has witnessed similar success story in auto component industry.
- v) Strong presence in IT and Auto sector leads to natural up gradation into aerospace sector.
- vi) Demand for an Aero Park is seen as robust.

I.3 Over view of Tamilnadu Integrated Aerospace Eco System

- i) The Government of Tamilnadu is planning to create the integrated ecosystem which will enable global players to design, manufacture and maintain all types of aircrafts for both civilian and defense needs.
- ii) The eco system will consist of the elements of aero parks developed in multiple locations keeping in mind the strengths of each location and the investor preferences in mind.
- iii) The eco system for Aerospace industry will be developed in phases in multiple locations like Chennai (Sriperumpudur & Meenambakkam), Hosur, and Perambalur.
- iv) The Chennai Aero park will cater to Design, Engineering & Manufacture of components, and MRO. Hosur and Perambalur will have an integrated park covering all the aspects of the value chain from Design, Engineering, Manufacture and MRO.
- v) The integrated eco system ultimately will have dedicated runways, Design and Engineering City, Manufacturing Complex, Satellite MRO facility, R&D Centre and Test Laboratories, Training/ Simulators Complex, Aviation University, Warehouse Complex, MRO Complex, Software & IT Complex, Pilots Aid Complex, International Convention Center, Global residential village, Captive power generation complex, hospital, schools and other integrated amenities.
- vi) The Integrated aerospace ecosystem will create direct and indirect employment to the tune of 100,000 for highly skilled resources and will attract an investment of USD 10 billion.

I. 4 Aerospace Eco System – the Mandate

- i) The Aerospace eco system will enable Global industry players to Design, build and maintain all types of aircraft in Tamilnadu.
- ii) Aero parks will result in creating the complete end to end ecosystem which will be conducive for the growth of the aviation industry.
- iii) State Government has announced that the Aerospace Park will be established thru Public Private Partnership model in the State to facilitate the growth of aerospace industries utilizing the strengths and capabilities in Engineering, Auto and IT Sector in the State.
- iv) Towards achieving this objective TIDCO has made comprehensive plan to develop different components of the aero parks in multiple locations and logically integrating them to form an end to end eco system conducive for the growth of Aerospace industries in the Country.



Chapter- II

Terms of Reference

II.1 Objective of the study

The Objective of the Study is

- i) To devise the formats for creating end to end eco system for aerospace industry in the State by best utilizing the inherent Technical, design & manufacturing capabilities of the State and tapping the human / technical resources potentials in the State.
- ii) To establish and review the techno-economic feasibility for developing
 - The Aerospace components' manufacturing park in an area of around 100 acres (expandable) in Sriperumbudhur near Chennai.
 - The Maintenance Repair & Overhauling (MRO) facility for aircrafts near Chennai Airport.
 - An Integrated Aerospace Park in Perambalur District.
- iii) Formulate appropriate strategy for marketing and selling the concept of Aeropark development program.

II.2 Detailed Scope of Work

A. Aerospace Sector - Analysis & Baseline Setting

- i) Analysis of Global aerospace industry covering its size, growth drivers, trends, potentials, prospects, etc.
- ii) Investment climate & trends in aviation and engineering manufacturing industry in the Country and State, Regulatory policy implications, Government support.
- iii) Best practices of other aero parks and Comparative statement regarding the Plan, Scope, Scale, Viability, commercial terms and Incentives/Services offered by other aero parks across the Globe.

- iv) Analysis on the capabilities of the existing aerospace industries and auto components industries in the State.
- v) The Tamilnadu Aero Park development program is designed to complement other initiatives in Aerospace sector in India. The study should bring out how to effectively complement plans of Hosur, Bangalore, Belgaum, Hyderabad and other aerospace related projects.

B. Potential demand and Market assessment study

- i) Analyse the growth trend in air traffic and consequent projections on the demand & supply scenario for aerospace industries in India and the world taking into account the growth drivers.
- ii) Major drivers and decision variables to substantiate the reason for prospective investors to invest in Aerospace Park project in Tamilnadu.
- iii) Potential demand expected to be generated due to the obligations of the off-set policy of Government of India on the aerospace/ aviation investments in the Country.
- iv) Formulating the possible project structures for channelising the investments demand created out of the off-set policy obligations.
- v) Identify the changing dynamics of each industry and service such as new entrants, suppliers, buyers, substitutes, competitive rivalry, etc.
- vi) Projections on the investment and employment (direct & indirect) to be generated by the Tamilnadu Aerospace park development program.

C. Technical feasibility and viability study

- i) Analysis on the Aerospace value chain and Development options for achieving the objective of the value chain.
- ii) To prepare a report covering the scope, scale, investment requirement for each of the following components' of the aerospace park development program viz.

- a. Development of aircrafts' components manufacturing complex in around 100 acres (expandable) near Sriperumbudhur.
 - b. Establishing a satellite MRO in around 50 acres near Chennai Airport in Meenambakkam.
 - c. Development of an integrated aerospace park in Perambalur District
Each of the above components is designed to be self sustaining in the long run and complement each other.
- iii) Site suitability, Qualitative and quantitative evaluation of the suggested sites and recommendations on site selection.
 - iv) To recommend the phase wise aero park development plan and validate along with the investment plan of potential investors and the synergy of business plan of these investors for their India operations.
 - v) Study on how the offset policy can be leveraged for the sustainability of this project and Study on how the investors can have access to additional market within India and in the region by investing in the Tamilnadu Aerospace Park.
 - vi) Study on how to fund the key capital intensive components like the Air strip, Testing and Validation Centers etc. so that such investments will not be loaded in the cost structure of the aero park development.
 - vii) Study on how to make the project location attractive by suggesting key attractions like the Signature Tower, International Convention Center etc.
 - viii) Recommendations on the incentives to be offered, core and support infrastructure that are to be provided in the aerospace park to make the aero park viable in the long run.

D. Project cost estimates, revenue streams and financial projections

- i) Preliminary cost estimates for each component and facility of the project and suggested size of the project component and suggested phasing of the development.
- ii) to formulate the revenue streams and projections of the revenue.

- iii) to assimilate the financial projections of the project as a whole and to estimate the financial indicators of the project eg. IRR, DSCR, pay back period, etc.

E. Branding and Marketing Plan

- i) To create complete branding and marketing plan to promote the Tamilnadu Aerospace Park. The plan should cover online content on TIDCO website and visual medium.
- ii) Prepare Communication Plan, Marketing Materials- Hard and Soft Assets: Brochures, Posters, Mailers, Audio & Video promotions. All the marketing materials shall be in English, French & German.
- iii) The communication/ marketing plan is expected to effectively communicate the objectives of the Aerospace Park project and the benefits it will provide to the investor. The marketing drive is expected to cover all the major aerospace industries in the world and reach out to investors and will enable the aero park to attract investments directly or indirectly.
- iv) The consultant shall detail the execution process of the marketing drive.
- v) The consultant will prepare list of Potential customers and the key decision makers of the respective companies.
- vi. The consultant shall make follow up efforts with the potential anchor customer till signing up of the investment deal in the park.

F. High Level Master plan for proposed aero park sites:

- i) The consultants shall create the high level master plan outlining the lay out for the Components Manufacturing Park and MRO facility in Chennai and Integrated Aero Park in Perambalur sites and the same shall be included in the Brochures and advertisement materials.

II.3 Time lines for execution of the assignment

Sl No.	Activity	Tentative Date
1	Advertisement – Date of Issue	12.3.2010
2	RFP document issue to eligible consultants	12.3.2010 to 19.4.2010
3	Last date for receiving queries	19.4.2010
4	Last date for receiving queries, in case the queries to be answered in pre-bid meeting	31.3.2010
5	Pre- bid meeting	5.4.2010
6	Submission of proposals by consultant	21.4.2010
7	Letter of Award(LoA) by TIDCO	05.5.2010
8	Submission of Preliminary report on the concept to complete the Detailed proposal	21.5.2010
9	Submission of Interim Report & Presentation	30.6.2010
10	Submission of Draft Report	15.7.2010
11	Presentation to TIDCO	3 rd week of July
12	Final Report	30.7.2010

TIDCO will endeavour to adhere to the date indicated above. However, it reserves the right to effect changes to the above dates, if the need arises. Such changes would be uploaded in TIDCO website (www.tidco.com)

II.4 Fee Proposal

- i) The consultants are required to quote a lump sum fixed fee in Indian Rupees (Rupees. words only/-) for carrying out this assignment as per the scope of work
- ii) The fixed fee quote should include all applicable local taxes and exclusive of the Applicable Service Taxes.

II.5 Terms of Payment

The milestone achievement linked payment schedule as below shall be followed

Mile stone Description	Percentage of contract payment at each stage
Upon Acceptance of LoA	20% of the total fees
Approval of Draft Final Report & Presentation to TIDCO	40% of the total fees
Submission of Final Report	20% of the total fees
Approval by TIDCO / State Government	10 % of the total fees

II. 6 Reports Deliverables

- i) The consultants shall submit Ten number of hard copies of the final reports and 200 numbers of marketing brochures as the work products of the assignment. Two soft copies of each reports/ presentations/ brochures shall also be submitted to TIDCO.
 - a. All data, information, analysis collection prepared for this assignment shall be the sole property of TIDCO. The consultant shall not have the rights to disclose any of the information pertaining to the project to the third parties. The over all responsibility of the quality of the assignment will rest with the consultant.
- ii) The deliverables include
 - a) Preliminary Report
 - b) Interim Report
 - c) Final Report with relevant maps, lay outs, etc
 - d) Brochures, Audio-Video visual materials

Chapter- III

Proposal Submission

III.1 Technical Proposal Submission

- i) The Technical proposal should provide the following information using the attached format.
 - A brief description of the firm's organization and an outline of recent experience on assignments of similar nature. For each assignment, the outline should indicate, inter alia, the profiles and names of the staff provided, duration of the assignment, contract amount, and firm's involvement & scope of the assignment.
 - A description of the approach & methodology and work plan for performing this assignment.
 - The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member.
 - CVs recently signed by the proposed professional staff and the authorized representative submitting the proposal.
 - Activity (work) schedule.

- ii) The Technical Proposal shall not include any financial information.

III. 2. Financial Proposal Submission

- i) Bidders are expected to take into account the requirements and conditions of the RFP documents, in preparing the Financial Proposal.
- ii) The Financial Proposal should be submitted in separate cover in the Standard Formats prescribed.
- iii) Bidders must express the price of their services in lump sum amount in Indian Rupees only.
- iv) During the validity period of the proposal, the consultant is expected to keep available the professional staff proposed for the assignment.
- v) TIDCO will make its best effort to complete negotiations within this period. If TIDCO 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.

Chapter- IV

Evaluation Criteria and Methodology

IV. 1 Evaluation of Technical Proposal

- i) The Selection Process is designed to select a technically strong and cost effective consultant to carry out the scope of work defined else where in this document.
- ii) The consultants are required to submit both technical and financial proposal. The Maximum points awarded for the technical proposal is 100 points. The financial proposals of those bidders who have scored more than 70 points in their respective technical proposal would only be considered for selection.
- iii) However, TIDCO reserves the rights to relax the minimum technical qualification points depending on the response and need whatsoever.
- iv) The final selection of the consultants will be made based on the lowest net cost of the study quoted by the technically qualified bidder.

IV.2. The Parameters, Criteria & Methodology for assessing the technical capabilities

Evaluation Parameters

The parameters to be considered for assessing the technical capabilities and the maximum scores to be assigned for each parameter are detailed as below.

I.	Specific Experience of the bidder		Max. 50 Marks
	Parameters	Max. Marks	
a	Experience in preparation of Detailed Project Reports/Master Planning for the development of sector specific Industrial park for hi-end precision engineering & manufacturing.	10	
b	Experience in preparation of detailed project report for setting up aero parks/ airports/MRO.	10	
c	Experience in market survey for the assessment of demand for industrial parks/Aerospace Parks/ MRO.	10	
d	Experience in preparation of techno economic feasibility study /Financial advisory services for any aerospace component manufacturing / hi precision engineering industry.	10	
e	Experience in planning and executing comprehensive marketing, branding and investment promotion in Aerospace/Engineering manufacturing sector.	10	
II.	Domain Expertise and competence of the key staff for the Assignment		Max. 50 Marks
a	Exposure to Global aerospace industry, trends & growth., outsourcing/investment strategy of leading players, OEMs in aerospace industry	20	
b	Experience in Financial advisory on Industrial area / Zone development projects	20	
c	Ability to drive large investment promotion programs Globally	10	

IV-3 Evaluation & Assignment of scores

I. Specific Experience of the bidder		
	Parameters	Assignment of score
a	Experience in preparation of Detailed Project Reports/Master Plan for the development of sector specific Industrial park for hi-end precision engineering & manufacturing.	<ul style="list-style-type: none"> ➤ 2 marks for each completed assignment with a minimum consultancy value of Rs. 10 lakhs. ➤ Full marks will be assigned for completed assignments of five projects and above with a minimum consultancy value of Rs. 10 lakhs each
b	Experience in preparation of detailed project report for setting up aero parks/airports/MRO.	<ul style="list-style-type: none"> ➤ 5 marks for each completed assignment with a minimum consultancy value of Rs. 20 lakhs. ➤ Full marks will be assigned for completed assignments of two projects and above with a minimum consultancy value of Rs. 20 lakhs each
c	Experience in market survey for the assessment of demand for industrial parks/Aerospace Parks/ MRO.	<ul style="list-style-type: none"> ➤ 5 marks for each completed assignment with a minimum consultancy value of Rs. 20 lakhs. ➤ Full marks will be assigned for completed assignments of two projects and above with a minimum consultancy value of Rs. 20 lakhs each
d	Experience in preparation of techno economic feasibility study /Financial advisory services for any aerospace component manufacturing / hi precision engineering industry.	<ul style="list-style-type: none"> ➤ 2 marks for each completed assignment with a minimum consultancy value of Rs. 10 lakhs. ➤ Full marks will be assigned for completed assignments of five projects and above with a minimum consultancy value of Rs. 10 lakhs each
e	Experience in planning and executing comprehensive marketing, branding and investment promotion in Aerospace / Engineering manufacturing sector.	<ul style="list-style-type: none"> ➤ 5 marks for each completed assignment with a minimum consultancy value of Rs. 20 lakhs. ➤ Full marks will be assigned for completed assignments of two projects and above with a minimum consultancy value of Rs. 20 lakhs each

For the purpose of consultancy value of the completed assignments, the amount shall be stated in INR. For conversion of US \$ to Rupees, the rate of conversion shall be RBI reference rate as on the date of issue of Advertisement for this RFP. In the case of any other currency, the same shall first be converted to US \$ as on the date of issue of Advertisement for this RFP, and the amount so derived in US \$ shall be converted into Rupees at the aforesaid date. The conversion rate of such currencies shall be the average of buying and selling rates prevailing in Mumbai on the relevant date.

II. Domain Expertise and competence of the key staff for the Assignment		
	Parameters	Assignment of score
a	Exposure to Global aerospace industry, trends & growth. Outsourcing/investment strategy of leading players, OEMs in aerospace industry.	<ul style="list-style-type: none"> ➤ 2 marks for every year of experience in any aerospace (OEM) industry by any one of the team member proposed for this assignment ➤ Full marks will be assigned for 10 years of experience in any aerospace industry possessed by any one of the team member proposed for this assignment
b	Experience in Financial advisory on Industrial area / Zone development projects.	<ul style="list-style-type: none"> ➤ 5 marks for every project handled by any one of the team members proposed for this assignment on the financial advisory on Industrial area / Zone development project. ➤ Full marks will be assigned for completed assignments of Four projects and above
c	Ability to drive large investment promotion programs Globally.	<ul style="list-style-type: none"> ➤ 5 marks for each project handled by any one of the team member proposed for this assignment ➤ Full marks will be assigned for completed assignments of two projects and above

For II (a), (b) & (c) above, the particular team member who should be evaluated for each of the parameter can be identified by the bidder. It can be the same person in all the three categories or can be different persons. Cumulative experience of the individual members proposed for this assignment will not be considered for assigning of this score.

Chapter- V
Formats- Format- V.1
Technical Proposal Submission
Covering Letter Format

[Location, Date]

From (Name of the consultancy firm)

To: The Managing Director
Tamilnadu Industrial Development Corporation Ltd
19-A, Rukmini Laksmipathy Road
Egmore, Chennai- 600 008

Dear Sir:

Subject: Detailed Proposal for appointment of consultant for conducting
TEFS and providing marketing assistance for implementing the
Tamilnadu Aerospace park.- Technical Proposal.

- We, the undersigned, offer to provide the consulting services for the above in accordance with your Request for Proposal dated [Date],
2. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.
 3. We enclose the Demand Draft for Rs.50000/. (Rupees Fifty Thousand Only) bearing no. xxxx dtd xxxx towards Earnest Money Deposit (EMD) for this assignment and we understand that the EMD shall be forfeited if we withdraw our bid during the period of bid validity or if we fail to take up the work in the case of the Letter of Award issued to us.
 3. If negotiations are held during the period of validity of the Proposal, i.e., before [Date] we undertake to negotiate on the basis of the proposed staff.
 4. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations. 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:
Address:

Format- V. 2**SPECIFIC EXPERIENCES REFERENCE FORMAT**

Using the format below, provide information on each reference assignment for which your firm/entity was engaged either individually as a corporate entity or as one of the consortium.

- i) Name of the Client, Address & Assignment Name:
- ii) Country, Location within Country
- iii) Approx. Value of Services in Indian Rupees*
- iv) Start Date, Completion Date and duration of assignment (Month/Year),
- v) Professional Staff Provided by Your Firm/entity(profiles):
- vi) Name of Associated Consultants, if any:
- vii) Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed
- viii) Narrative Description of Project
- ix) Description of Actual Services Provided by Your Staff:

* For the purpose of consultancy value of the completed assignments, the amount shall be stated in INR. For conversion of US \$ to Rupees, the rate of conversion shall be RBI reference rate as on the date of issue of Advertisement for this RFP. In the case of any other currency, the same shall first be converted to US \$ as on the date of issue Advertisement for this RFP, and the amount so derived in US \$ shall be converted into Rupees at the aforesaid date. The conversion rate of such currencies shall be the average of buying and selling rates prevailing in Mumbai on the relevant date

The specific experience information in the above format should be provided separately for each of the parameter such as

- i) Experience in preparation of Detailed Project Reports/ Mater Plan for the development of sector specific Industrial park for hi-end precision engineering & manufacturing.
- ii) Experience in preparation of Detailed Project Report/ Master Planning for setting up aero parks/ airports/MRO.
- iii) Experience in market survey for the assessment of demand for industrial parks/Aerospace Parks/ MRO.
- iv) Experience in preparation of techno economic feasibility study/financial advisory services for any aerospace component manufacturing / hi precision engineering industry.
- v) Experience in planning and executing comprehensive marketing, branding and investment promotion in Aerospace/ Engineering manufacturing sector.

Format- V.3

Format for submission of details on the Domain Expertise and competence of Key staff

CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position: _____

Name of Firm: _____

Name of Staff: _____

Profession: _____

Date of Birth: _____

Years with Firm/Entity: _____ Nationality: _____

Membership in Professional Societies: _____

Detailed Tasks Assigned: _____

Key Qualifications:

[Give an outline of staff member's in-depth and successful experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations, Reference projects, Client's acknowledgments of successful completion of projects. Use about half a page.]

Education:

[Summarize college/university and other specialized/management/ professional education of staff member, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and Client references, where appropriate. Use about three-quarters of a page.]

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing.]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Date: _____

[Signature of staff member and authorized representative of the Firm] Day/Month/Year

Full name of staff member: _____

Full name of authorized representative: _____

The information should cover for each parameter as below

- i) Exposure of the Key staff(s) to Global aerospace industry, trends & growth, Outsourcing/investment strategy of leading players, OEMs in aerospace industry.
- ii) Experience in Financial advisory on Industrial area / Zone development projects.
- iii) Ability to drive large investment promotion programs globally.

Format- V. 4**Description of the Approach & Methodology and
Work Plan for Performing The Assignment****ACTIVITY (WORK) SCHEDULE**

The assignment to be carried out may be broken up into several activities/components sequencing in relation of the Scope of Work

		Weekly program progress in the form of bar chart									
Sl No	Name of the work	1 st week	2nd	3rd	4th	5 th	6 th	7 th	8 th	9 th
1											
2											
4											
5											
..											
...											

Format V- 5**TEAM COMPOSITION AND TASK ASSIGNMENTS****1. Technical/ Managerial Staff**

Sl. No.	Name	Position	Task	Proposed Number of Mandays
1.				
2.				
3.				
4.				
..				

2. Support Staff

Sl. No.	Name	Position	Task	Proposed Number of Mandays
1.				
2.				
3.				
4.				
..				

Format- V. 6**Financial Proposal Submission- Format***[Location, Date]*

From: (Name & Address of the Firm)

To: The Managing Director
Tamilnadu Industrial Development Corporation Ltd
19-A, Rukmini Laksmipathy Road
Egmore, Chennai- 600 008

Dear Sir,

Subject: .Detailed Proposal for appointment of consultant for conducting TEFS and providing marketing assistance for implementing the Tamilnadu Aerospace Park – Financial Proposal.

1. 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. (Figs) (Rupees. Words only/-). This amount includes all applicable local taxes (Rupees. words only/-) and exclusive of the Applicable Service Taxes.
2. Our financial proposal is binding upon us and subject to the modifications resulting from contract negotiations, up to expiration of validity period of the proposal, i.e. date xxx.
3. 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”.
4. We understand 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, net of taxes complete but excluding service tax.	Fee in Rs. figure. (Rupees in words)
---	--------------------------------------

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:
Name of the Firm:
Address:

Chapter- VI

INSTRUCTIONS TO BIDDERS

General

- i) This Request for Proposal (RFP) document is issued for the purpose of selection of a reputed and capable consultancy firm / consortium of consultancy firms for carrying out Techno-Economic Feasibility Study and providing Marketing Assistance for establishing Aerospace Park Project in Tamilnadu.
- ii) TIDCO invites the Consultancy firms/ consortium of consultancy firms to submit a Technical Proposal and a Financial Proposal in the prescribed formats as specified elsewhere in this RFP document for the services required.
- iii) TIDCO will select a consultancy firm among those who submitted the proposals in accordance with the selection criteria indicated in this RFP document.
- iv) The Proposal will be the basis for contract negotiations and the Letter of Award (LoA).
- v) 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 may interact with TIDCO before submitting a Proposal.
- vi) If a firm considers that it does not have all the expertise for the Assignment, it may obtain a full range of expertise by associating with individual consultant(s) and/or other firms or entities in a joint venture relationship or sub-consultancy, as appropriate.

Cost of Preparation of the Proposals

- i) The costs of preparing the proposal and of negotiating the contract, including visits to TIDCO, are not reimbursable as a direct cost of the Assignment.
- ii) TIDCO is not bound to accept any of the Proposals submitted.
- iii) TIDCO reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for TIDCO's action.

- iv) TIDCO also reserves the right to terminate the contract on the grounds of negligence of obligations as per the accepted bid conditions or any other reasons not attributable to TIDCO and on account of any Force Majeure events that may be decided solely at the discretion of TIDCO. In such cases the compensation shall be restricted up to the amount paid by TIDCO and no claim whatsoever for any compensation shall be entertained by TIDCO.

Cost of RFP document

- i) The cost of this RFP document is Rs. 5000/- (Rupees Five Thousand only) This RFP document can be obtained from TIDCO on payment of non refundable fee of Rs. 5000/- (rupees Five Thousand Only) by way of demand draft drawn in favour of Tamilnadu Industrial Development Corporation Ltd in any scheduled bank payable in Chennai.
- ii) Alternately, the RFP document can be downloaded from www.tidco.com and in such cases, the bidders will be required to pay the non refundable fee as mentioned above at the time of submission of proposals

Earnest Money Deposit

- i) The consultants shall furnish an Earnest Money Deposit (EMD) for an amount of Rs. 50000/- (Rupees Fifty Thousand Only) in the form of Demand Draft drawn in favour of “TIDCO” from any Scheduled Bank along with the Technical Proposals.
- ii) Any proposal not accompanied by EMD shall be rejected as non responsive.
- iii) The EMD of the successful bidder will be retained as retention money, which will be released after the completion of the assignment. The EMD of the unsuccessful bidders will be returned after completion of the selection process.
- iv) The EMD shall be forfeited if the bidder withdraws their bid during the period of bid validity or if he fails to take up the work after issue of Letter of Award (LoA).

Pre- Bid Meeting

- i) A pre- bid meeting will be held on 5.4.2010 at 3.00 PM at TIDCO office. Any change in date and venue of the pre-bid meeting will be duly intimated to the bidders.

Clarification and amendment to RFP documents

- i) Consultants may request a clarification on the RFP documents before 3.00 PM on 19.4.2010. Any request for clarification must be sent in writing by paper mail, cable, telex, facsimile, or electronic mail to TIDCO's address. TIDCO will respond by cable, telex, facsimile, or electronic mail to such requests and will send copies of the response (including an explanation of the query, but without identifying the source of inquiry) to all bidders.
- ii) In case the bidders want the queries to be answered in pre-bid meeting, the queries/clarification should be sent to TIDCO before 31.3.2010.
- iii) At any time before the submission of Proposals, TIDCO may, for any reason, whether at its own initiative or in response to a clarification requested by an invited firm, modify the RFP documents by amendment. Any amendment shall be issued in writing through addenda. Addenda shall be sent by mail, cable, telex, facsimile, or electronic mail to all bidders.
- iv) TIDCO may at its discretion extend the deadline for the submission of Proposals.

Preparation of Proposal

- i) Consultants are requested to submit a Proposal written in the English language.
- ii) Consultants are advised to visit the proposed project locations in Sriperumbudhur, Chennai Airport and Perambalur sites before submission of a proposal. The location maps, the concept report and the tour report of the delegation of the Government of Tamilnadu & CII are available with TIDCO for reference.
- iii) Proposals must remain valid for 90 days after the submission date.
- iv) Consultants must submit one original and one additional copy of their proposal. Each Technical Proposal and Financial 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 governs.
- v) The outer envelope should be super scribed as: **"Proposals for consultancy assignment for carrying out Techno-Economic Feasibility Study and providing Marketing Assistance for establishing Aerospace Park Project in Tamilnadu"**.
- vi) The completed Technical and Financial Proposal must be put in separate sealed covers and both together in an outer cover and submitted before due date and time. Any Proposal received after the closing time for submission of proposals shall be returned unopened.

- vii) After the deadline for submission of proposals, first the Technical Proposal shall be opened immediately by TIDCO.
- viii) The Financial Proposals of only those consultants who have scored the minimum marks in the technical proposals shall be opened. The financial proposal, which has the lowest price will be treated as the preferred Bidder and invited for negotiations.
- ix) The Financial Proposals will be opened publicly in the presence of the consultants' representatives who choose to attend. The name of the consultant, the quality scores, and the proposed prices will be read aloud and recorded when the Financial Proposals are opened.

Proposal Evaluation

- i) From the time the bids are opened to the time the contract is awarded, if any consultant wishes to contact TIDCO on any matter related to its proposal, it should do so in writing. Any effort by the firm to influence TIDCO in TIDCO's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the consultant's proposal.
- ii) Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.
- iii) TIDCO would evaluate the proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub criteria and point system specified. Each responsive proposal will be given a technical score. 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.

Negotiations

- i) Negotiations will be held at TIDCO. The aim is to reach agreement on all points and sign a contract. Negotiations will include a discussion of the Technical Proposal, the proposed methodology (work plan), staffing and any suggestions made by the firm to improve the Terms of Reference. TIDCO and firm will then work out final Terms of Reference, staffing, and bar charts indicating activities, staff, periods in the field and in the home 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. Special attention will be paid to getting the most the firm can offer within the available budget and to clearly defining the inputs required from TIDCO to ensure satisfactory implementation of the Assignment.

- ii) Having selected the firm, TIDCO expects to negotiate a contract on the basis of the experts named in the Proposal. Before contract negotiations, TIDCO requires assurance that the experts will be actually available. TIDCO will not consider substitutions during contract negotiations unless both parties agree. If this is not the case and if it is established that key staff were offered in the proposal without confirming their availability, the firm may be disqualified.

Award of Contract

- i) A Letter of Award (LOA) will be issued followed by the negotiations. After issuance of LOA is completed, the consultants firm is expected to commence the Assignment immediately after acceptance of the LOA.

Confidentiality

- i) 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 firm has been notified that it has been awarded the contract.