ANDAMAN AND NICOBAR ADMINISTRATION
Directorate of Health Services

REQUEST FOR PROPOSAL

Appointment of Consultant

for

Project Development and Transaction Advisory Services

for

SETTING UP OF MEDICAL COLLEGE IN A & N ISLANDS

Submission of Bids by : 16.07.2012 at 03:00 p.m.

Director of Health Services
Andaman and Nicobar Administration
Atlanta Point
Port Blair –744 104

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Section 1

No. 1-7/MC/DHS/10-11/152
ANDAMAN AND NICOBAR ADMINISTRATION
DIRECTORATE OF HEALTH SERVICES
*** * ***

Port Blair, dated the …….. 2012

NOTICE INVITING TENDER

The Directorate of Health Services, A & N Administration, Port Blair invites sealed proposals from bonafide and experienced Project Development and Transaction Advisors/Consortium of Project Development and Transaction Advisors for **"PROJECT DEVELOPMENT AND TRANSACTION ADVISORY SERVICES FOR SETTING UP OF MEDICAL COLLEGE IN ANDAMAN & NICOBAR ISLANDS IN PPP MODE".**

1. Time Schedule

1.1	Date and time of Pre Bid Meeting	:	09/07/2012 at 4:00 pm
1.2	Venue of Pre Bid Meeting	:	Conference Hall of DHS Office, Port Blair
1.3	Last date & time of receipt of tenders	:	16/07/2012 at 3:00 pm
1.4	Date & time of opening of cover No.1 (Pre-qualification Bid & Technical Bid)	:	16/07/2012 at 4:00 pm
1.5	Date & time of opening of cover No. 2 (Financial bid)	:	23/07/2012 at 4:00 pm

2. Eligibility Criteria for pre-qualification:

2.1 The Tenderer should have satisfactorily provided Project development and transaction advisory services to a Government agency/department and successfully concluded the transaction for setting up of at least one medical College. Proof of such assignments and completion certificate shall be enclosed.

2.2 The Tenderers should have well qualified and experienced medical/legal/financial and other professionals available for the project. They shall submit curriculum vitae of concerned experts, each having at least 10 years experience, along with proof of qualification/experience of such persons.

2.3 The Tenderer shall furnish declarations that they are not black listed/disqualified / suspended from empanelment/participation in any tender by any government agency.

2.4 Tenderer should have earned a net profit (after TDS) of at least Rs.5 Crores and revenues of at least Rs.25.00 crores during each of last 3 (three) financial years. Certified Copy of Balance Sheet duly countersigned by a Chartered Accountant have to be submitted

2.5 The Consultant will be selected, subject to the following:

a) The consultant meets the pre-qualification criterion as laid down in the tender documents, and.

b) Technical Proposal is in substantial compliance with this RFP.

3. The Tenders shall be submitted in two covers namely **Cover No. 1 (Pre qualification and Technical proposal)** and **Cover No. 2 (Financial proposal)**. The financial proposals of only those tenderers will be opened who pre-qualify on the basis of the Technical Proposal.

4. The financial proposal shall be quoted in Indian Rupees (INR) only.

5. Contents of covers 1 & 2

5.1 The first cover, i.e. **Cover No. 1** shall contain the pre-qualification/technical documents as per format given in Section 4 of the RFP.

5.2 The technical proposal shall include the following:

Proof of similar works executed (as per para 2.1)
Details of Professionals (medical / legal / financial/others) (as per Para 2.2)
Certificate of not being blacklisted/disqualified (as per para 2.3)
Balance Sheets (as per para 2.4)

5.3 **Cover No. 2** shall contain only financial proposal/bid.

Tenders not submitted in two covers marked 1 & 2 as stated above will be summarily rejected.
The two covers shall then be submitted in one cover with name of project and the consultant on it.

6. Details of Tender are also posted on the website www.and.nic.in
For any clarifications or further details, correspondence can be made on the e-mail I.D. osdmc.ani@gmail.com, phone No. 03192-233331 or mobile No. 09434288555

7. The tender documents can be downloaded from the website www.and.nic.in and submitted along with a DD/Cheque for Rs.1000/- in favour of Accounts Officer (DHS) as the cost of the tender documents.

Director of Health Services, A & N Administration, Port Blair reserves the right to accept or reject any or all of the tenders without any reason, thereof.

Director of Health Services

Section 2. Terms of Reference

(Bidders to enclose this Terms of Reference as part of their Technical Proposal)

Terms of Reference for Appointment of Project Development and Transaction Advisors/Consortium of Project Development and Transaction Advisors for "SETTING UP OF MEDICAL COLLEGE IN ANDAMAN & NICOBAR ISLANDS IN PPP MODE".

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1. BACKGROUND

The Union Territory of Andaman and Nicobar Islands is situated at a distance of 1255 kms. from Kolkata and 1190 kms. from Chennai. Altogether these Islands cover an area of 8249 Sq. Kms with 86 % of tropical rain forest. Population of the islands is 3,56,152 (2001), concentrated mainly in 36 large and small inhabited islands.

There is vast network of Health Infrastructure in the form of 114 Sub-centres, 22 PHCs, 4 CHCs, 9 AYUSH Dispensaries, 5 UHCs, 1 AYUSH Hospital, 2 District Hospitals and 1 State Referral Hospital (GB Pant Hospital) in the islands.

Port Blair City is the Headquarter of Andaman & Nicobar Islands. Port Blair is a growing city, with scenic and outstanding natural beauty attracting numerous visitors each year from all over the world. However, the facilities for medical education are non-existent in the city. The 450 bedded referral state hospital, viz, G.B. Pant Hospital, situated at Port Blair has limited specialties. Presently, a number of patients require referral to mainland hospitals for specialized treatments. A Medical College in A & N Islands would upgrade medical education and health facilities and also promote medical tourism. The need is felt for a facility of this nature, which can serve the twin purpose of advancing healthcare as well as education in these islands.

A & N Administration has decided to establish a Medical College at Dudh Line, Port Blair, through Public Private Partnership (the "PPP" mode) on Design, Build, Finance, Operate and Transfer (DBFOT) basis. The proposal entails upgradation of the existing 450 bedded G.B. Pant Hospital to a teaching hospital in accordance with MCI norms along with leasing out of the 43.31 hectares land at Dudh Line, Port Blair to the private partner for construction, operation and maintenance of Medical College with yearly intake of 100/150 students.

a) About the location

The Medical College is proposed to be constructed at Dudh Line adjoining the famous scenic Carbyn's Cove beach, which is about 4 kms. from the existing State Referral Hospital, "G.B. Pant Hospital" (to be converted to a Teaching Hospital). An area of 43.31 hectares is allotted to Health Department at Dudh Line for construction of Medical College.

b) Detailed Project Report (DPR)

A Concept Plan and DPR were prepared in 2009 by the Consultant, HSCC (I) Ltd., Noida, UP, which projected Rs.377 Cr. as cost of construction of Medical College, Rs.118 Cr. for upgradation of G.B. Pant Hospital and Rs.5 Cr. for upgradation of outlying rural/urban health institutions. Total execution time of the project is 42 months.

A soft copy of the DPR can be obtained by remitting Rs.1000/- in the form of DD/Cheque drawn in favour of Accounts Officer (DHS), Health Department payable at Port Blair.

A & N Administration had informal interaction with various potential developers. The following suggestions were received :-

- Cost estimates in the DPR prepared by the consultant appear to be inflated.
- Amounts varying from Rs.125 Cr. to Rs.200 Cr. for construction of the Medical College have been projected.
- Pvt. Partner will construct, operate and maintain the Medical College at their own cost, if the land is offered on a long lease (about 99 yrs.) along with the use of GB Pant Hospital. The Pvt. Partner, in turn, will provide certain percentage of seats (20% to 40%) to the students of A & N Islands. No financial implication for Govt.
- Pvt. Partner will introduce PG seats in due course, which would aid in solving the faculty problem. The seat matrix for the UG/PG courses will remain the same.

In light of the above suggestions, the consultant would be required to review and update the DPR for cost estimation, structuring, viability and adherence to MCI Guidelines.

In response to a request of Andaman & Nicobar Administration, a Notification has been issued by the Medical Council of India, allowing existing government hospital (G.B. Pant Hospital) to be used as part of the Medical College – the college, the library and the hostels for the students, interns, PGs/Residents and nurses etc. can be housed on another plot of ten acres within the radius of 5 kilometers.

Presently, the MCI guidelines do not have provision for setting up of Medical College in association with a private party. The matter has been taken up Ministry of Health & Family Welfare.

2. THE OBJECTIVE:

The objective of this assignment is to engage a Consultant (Project Development and Transaction Advisor), who will be assisting/guiding, Health Dept. (A & N Administration) in selecting a 'not for profit organization' who would set up a Medical College, on PPP (DBFOT – Design, Build, Finance, Operate and Transfer) model.

3. SCOPE OF WORK:

The scope of work of the Consultant will inter-alia include the following :-

a. Review and update the DPR
b. Structure the project as per MCI guidelines
c. Preparation of tender documents
d. Management of bid process and selection of the executing agency/partner

The above works must be executed in time bound manner, in close co-ordination with the Administration.

The scope of work shall cover the deliverables listed below and the Consultant (Project Development Advisor) is expected to adequately detail these activities/components as part of their Technical Proposal. The Consultant is also free to suggest any alternatives/changes to meet the objectives better, provided that such deviations are properly justified and implemented in an optimal manner.

4. DELIVERABLES

a) Review and update the DPR covering aspects of cost structuring and adherence to MCI guidelines.

b) Prepare Request for Qualification and Proposal (RFQ cum RFP) document comprising all relevant parameters including instructions to Bidders, Project Information Memorandum (encompassing project features and business plan) and draft Concession Agreement.

c) Prepare draft Press Notification for inviting bids and assist Health Department in determining the selection criteria, issue of RFQ cum RFP document and providing clarifications thereon to bidders, if sought.

d) Evaluation of bids and submission of Bid Evaluation Report to Health Dept. recommending the preferred bidder.

e) Assist Health Dept. in award of Project to the preferred bidder and signing of necessary Agreement(s) with selected partner.

f) Provide all necessary inputs and assistance required by Health Department through out the process.

5. TIMELINES

The time period of the assignment shall be till **selection of the executing agency/partner and signing of the concession agreement between the Administration and the concerned agency/partner**. The consultant shall adhere to the time schedule (milestones) provided in the agreement, which shall be as follows :-

Sl. No	Deliverables	Timeline from the date of commencement
1.	Issue of RFQ cum RFP	45th day
2.	Pre bid conference and response to queries	60th day
3.	Submission of RFQ cum RFP	75th day
4.	Evaluation report of RFQ cum RFP bids	90th day
5.	Issue of Letter of Intent	100th day
6.	Signing of Concession Agreement	110th day

The Consultant is required to have discussions and consultations with the Health Department and the Evaluation Committee during the entire process.

Section 3 - Instructions to Consultants

1. Introduction

1.1 The Consultants are invited to submit Pre qualification / Technical Proposal as per the formats given in Section 4 and Financial Proposal as per the formats given in Section 5, in **2 separate sealed covers.** The selection would be on the QCBS procedure, subject to the Technical Proposal being in substantive compliance with the RFP requirements. The Proposal will form part of the contract with the selected consultants.

1.2 The 2 envelopes shall be separately sealed with contents as follows:

Envelope 1 : Pre-qualification documents and Technical proposal.
Envelope 2 : Financial Proposal

The individual sealed envelopes shall be clearly Super-scribed with the title of the Project, followed by, the "Pre-qualification & Technical offer" or "Financial offer" as the case may be. The 2 envelopes then shall be separately put in an outer cover and sealed, super scribed with the title of the Project and due date.

The DHS does not take responsibility of misplacement of the bids or parts of it and/or opening of the wrong envelope if the above instruction is not followed.

1.3 Consultants should familiarize themselves with local conditions and take them into account in preparing their Proposals.

1.4 Consultants shall bear all costs associated with the preparation and submission of their proposals and negotiations. Health Dept. (A & N Administration) is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to award, without thereby, incurring any liability.

2. Proposal Validity

2.1 The Technical and Financial Proposals submitted by the Consultants should be firm and valid for a period of 120 days from the last date of submission of the proposal.

3. Clarifications

3.1 Consultants may request clarifications, if any, within 10 calendar days from the date of issue of this RFP. Any request for clarification must be sent in writing, or by E-Mail.

3.2 At any time before the submission of Proposals, Health Dept. (A & N Islands) may amend the RFP by issuing an addendum in writing or by standard electronic means, which will be binding.

4. Submission, Receipt, and Opening of Proposals

4.1 The proposal (Pre-qualification, Technical Proposal and Financial Proposal) shall contain no interlineations or overwriting, except as necessary to correct errors. The person who signed the proposal must initial such corrections. Submission letters for Pre-qualification, Technical and Financial Proposals should respectively be in the format of PQ-1, TECH-1A of Section 4, and FIN-1 of Section 5.

4.2 An authorized representative shall initial all pages of the original Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompanying the Proposal or in any other form demonstrating that the representative has been duly authorized to sign.

4.3 The Proposals must reach Directorate of Health Services on or before 16.07.2012 at 03:00 pm, delivered in person or by Registered Post or by Courier. Any proposal received after the deadline for submission shall be rejected.

4.4 Pre-qualification & Technical Proposal will be opened on the same day at 4:00 p.m., in the presence of the Consultants' representatives who choose to attend.

4.5 The requirements of Pre-qualification are as mentioned in para 2.1 to 2.5, under the heading of ***Eligibility Criteria for pre-qualification***

4.6 The consultants who qualify and whose Technical Proposals meet requirements of RFP shall be intimated about the opening of the Financial Proposals. Financial Proposals of the selected bidders shall be opened in the presence of the representatives who choose to attend. The total price quoted in the opened Financial Proposals shall be read out and recorded.

4.7 Directorate of Health Services can correct any computational errors.

4.8 The selected firm may be invited for negotiations, if felt necessary, by the Directorate of Health Services.

5. Evaluation Criteria

5.1 The Evaluation Criteria for Technical Proposal are as follows :-

Criteria	Related Experience	Max. Marks
Relevant Experience of the Bidder's Firm		
PPP Experience of Transaction advisory assignment for Government Agencies/firm in last 10 years	Number of projects (minimum 5) (successfully awarded) in India and overseas (provide completion certificates) **10 marks for 5 projects & 2 marks for every additional completed project during last 10 yrs, subject to a maximum of 5 (five) additional projects**	20
PPP Advisory experience in Transaction Advisory assignment for at least two Sector Specific projects, including at least one Medical College in last 10 years	Number of successfully executed transaction advisory projects in India. **10 marks for 2 projects & 2 marks for every additional completed project during last 10 yrs**	20
Proposed approach and methodology.		20
Evaluation criteria of Key staff (as detailed below)		40

<u>Break-up of the 40 marks allotted for Evaluation Criteria of the Key Staff</u>

A.	**General Qualification:**	**(15%)**
A1.	Education	(10%)
A2.	Professional Experience	(3%)
A3.	Training and publications	(2%)
B.	**Adequacy for the Assignment: Project related**	**(50%)**
B1.	Experience in similar capacity/ broad sector	(15%)
B2.	Experience relevant to TOR/ Assignment	(30%)
B3.	Overall impression (Experience in other related fields of this assignment)	(5%)
C.	**Familiarity with the region**	**(15%)**
C1.	Experience in infrastructure projects in India	(10%)
C2.	Experience in infrastructure project in Andaman and Nicobar Islands	(5%)
D.	**Association with the firm**	**(20%)**
D1.	Full Time regular staff	(20%)

The Bidder, who does not score the minimum 60 points in the technical evaluation, will not be considered for opening of its Financial Proposal. Authority reserves the right to judge, appraise, and reject any or all of the proposals.

Proposed approach and methodology

The bidder should specify the detailed approach and methodology intended to be followed during execution of the contract :-

(1) Broad Project Approach Framework – comprehensive architecture detailing various stages of the project & strategies planned to be adopted at various stages needs to be articulated.

(2) Detailed Work execution time - Plan with necessary PERT (Programme Evaluation and Review Technique) chart.

(3) Comprehensive Resource Deployment Plan clearly distinguishing the full-time & part-time deployment.

Any extra value additions proposed by the Consultant.

5.2 **Final Evaluation**

The final evaluation of proposals shall be on the Principles of Quality-cum-Cost based selection (QCBS) based on the final weighted score.

A Weightage of 70% will be assigned to the marks / points scored in the Technical Proposal and weightage of 30% will be assigned to the marks/points scored in the Financial Proposal. 'T' is the total marks scored in Technical Proposal and 'F' is the marks scored for the Financial Proposal.

The bidder who quotes the lowest professional fee, will be awarded a score of 100 and other bidders will be given scores inversely proportional to their quoted professional fees in the financial proposal.

For financial evaluation, total cost of financial proposal will be considered. This however, does not include service tax, which is separately reimbursable. 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. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfil its obligations as per the terms of reference within the total quoted price shall be that of the consultant. The Committee will correct the computational errors, if any.

The bidder who quotes the lowest Professional fee will be awarded a final score of 100 marks and other bidders will be given financial scores that are inversely proportional to their quoted Professional fees.
The formula for this will be, F = 100 x (Amount of Professional Fee quoted by the Lowest Bidder / Amount of Professional Fee quoted by the Bidder under evaluation).

The final weighted score will be : (0.70 x T) + (0.30 x F)

The assignment shall be awarded to the bidder scoring the highest final weighted score.

6.	**Availability of Professional staff/experts**	6.1	Directorate of Health Services will require assurances that the Professionals engaged for the assignment by the Consultant will be actually available.
7.	**Confidentiality**	7.1	The Selected Consultant shall keep all the information pertaining to the assignment CONFIDENTIAL and shall not provide/disclose any information to anybody except on specific instructions from Health Department (A & N Administration).
8.	**Property Rights of Assignment Outputs**	8.1	Consultant shall hand over sufficient number of copies of all the deliverables including workable Financial Models with all linkages as developed for the assignment and all related information. Such deliverables including Financial Models, and related outputs will be the Sole Property of Health Department (A & N Administration)
9.	**Contract Agreement**	9.1	The successful bidder shall sign an agreement before the commencement of the assignment incorporating the time bound schedules for the Work and the "List of Deliverables & Timelines" and other Terms and Conditions.
10.	**Performance Guarantee**	10.1	The successful Consultant shall, before signing the agreement and within the period specified in the letter of acceptance of the bid, deposit a sum equivalent to 5% of the value of the contract as Performance Guarantee/Security in the form of D.D. from any Nationalized Bank payable to the Accounts Officer (DHS), Health Department at Port Blair. The Performance guarantee should be valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations.
		10.2	If the selected bidder fails to provide consultancy services as per terms and conditions stipulated in the Agreement/MoU, the A & N Administration shall, without prejudice to any other action forfeit the performance guarantee and terminate the agreement forthwith.

11. Liquidity Damages	11.1	If the Consultant fails to complete the project within the stipulated time/period specified in the contract, the A&N Administration shall without prejudice to its other remedies under the contract, deduct from the professional fees as liquidated damages, a sum equivalent to 2% of the quoted professional fees for delay period of every 15 days or part thereof, up to a maximum deduction of 10% of the professional fees for the delayed services. Once the maximum is reached, the Administration may consider termination of the contract at the risk and cost of the Consultant.
12. Client's Interest	12.1	Consultants shall provide professional, objective, and impartial advice at all times and hold interest of the Health Department (A & N Administration) paramount.
13. Pre Bid Meeting	13.1	A pre bid meeting will be held in the Conference Hall of the DHS Office at Port Blair, on 09.07.2012 at 4:00 pm.

Section 4. Pre- Qualification and Technical Proposal - Standard Forms

PQ - 1 Pre-Qualification Proposal Submission Form

PQ - 2 Consultant's Experience & evidence of meeting PQ criterion

TECH-1 A Technical Proposal Submission Form

TECH-2 A Consultant's Organization and Experience

A Consultant's Organization

B Consultant's Experience

TECH-3 Comments or Suggestions on the Terms of Reference

TECH-4 Description of the Approach, Methodology and Work Plan for Performing the Assignment

TECH-5 Team Composition and Task Assignments

TECH-6 Curriculum Vitae (CV) for Proposed Professional Staff

TECH-7 Work Schedule

Form: PQ-1 Pre-Qualification Proposal Submission Form

To: [*Location, Date*]

Director of Health Services
Directorate of Health Services,
Andaman and Nicobar Administration,
Atlanta Point,
Port Blair – 744 104.

Dear Sir:

We, the undersigned, offer to provide the **Project Development and Transaction Advisory services for "Setting up of Medical College in Andaman & Nicobar Islands on PPP mode"** in accordance with your Request for Proposal dated ..... and our Proposal. We are hereby submitting our Pre-qualification proposal, Technical Proposal sealed under a separate envelope.

The enclosed PQ proposal includes the Power of Attorney in the name of the Authorised Signatory, Consent letters from Consortium Members, if any, in Original and other documents required as a part of the RFP.

We are submitting our Proposal in association with: [*Insert the list of Consortium Member- maximum of 2 members with full name and address of each associated Consultant*]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it would lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., 90 calendar days from the last date of proposal submission, we undertake to negotiate, as deemed necessary. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment, immediately after the appointment. We understand you are not bound to accept any Proposal, you receive.

Thanking You,

Yours Sincerely,

Authorized Signature [*In full and initials*]: _____
Name and Title of Signatory: _____
Name of Firm: _____
Address:

Form : PQ-2 Consultant's Experience and evidence of meeting PQ criterion

Form 2: Particulars of the Applicant

1	**Title of Consultancy:**
2	**Title of Project:**
3	**State the following:** Name of Firm: Legal status (e.g. sole proprietorship or partnership): Country of incorporation: Registered address: Year of Incorporation: Year of commencement of business: Principal place of business: Brief profile:
4	**Name, designation, address and phone numbers of authorised signatory of the Applicant:** Name: Designation: Company: Address: Phone No.: Fax No. : E-mail address:

Signature, name and designation of the authorised signatory)
For and on behalf of ……..……..……..……..

Form 3 : Power of Attorney

Dated:……

To whomsoever it may concern

Shri / Smt …….. (Name of the Person, domiciled at. ……. ……. (Address), acting as …… (Designation and name of the firm), and whose signature is attested below, is hereby authorised by (Name of Bidder) to negotiate and settle terms and conditions, finalise, approve, sign and execute Agreements, Documents, Endorsements, Writings etc. on behalf of (Name of the Bidder) as may be required by Health Department, A&N Administration to provide Consultancy Services for selection of Transaction Advisor for PROJECT DEVELOPMENT AND TRANSACTION ADVISORY SERVICES FOR SETTING UP OF MEDICAL COLLEGE IN ANDAMAN AND NICOBAR ISLANDS IN PPP MODE, and is hereby further authorised to sign and file relevant documents in respect of the above.

For ……

(Signature, name, designation and address)

Witnesses:

1.

2.

Notarised

Accepted

……

(Signature, name, designation and address of the Attorney)

Note: Any change in the Authorised Representative & Signatory should be informed to the Health Department, A & NIslands.

Form 4 : Technical Capacity of the Bidder

PPP experience of the Lead Transaction Advisory Firm: Summary credentials specifying infrastructure PPP projects (project titles and /or project overview) successfully completed (India and overseas) in last ten years. Not more than 20 projects may be listed.

Sl. No.	Name of Assignment	Year of completion	Name of Client (Location)	Estimated Capital cost in INR.	Consultancy Cost for Services
(1)	(2)	(3)	(4)	(5)	(6)

Certificate from the Statutory Auditor*

This is to certify that …….. (name of the Applicant firm) has received the payments shown above against the respective years on account of professional fees.

(Signature, name and designation of the authorized signatory)

Date:

Name and seal of the audit firm:

* *May be provided from a Chartered Accountant normally not from within the organization of the Applicant*

Form 5: Financial Capacity of the Applicant for last three financial years

S. No.	Financial Year	Revenue (in INR)*	Net profit (after taxes)
1.	**2010-2011**		
2.	**2009-2010**		
3.	**2008-2009**		

Certificate from the Statutory Auditor

This is to certify that the information furnished above is correct.

(Signature, name and designation of the authorised signatory)

Date:

Name and seal of the audit firm:

Note: *Please attach relevant pages of printed Annual Financial Statement.*

Form 6 : Project Data Sheet

Using the format below, provide information on each assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within JV for carrying out consulting services similar to the ones requested under this assignment.

- **USE 10 BEST PROJECTS WITH COPY OF PROOF OF EXPERIENCE.**

- **PROJECTS COMPLETED IN LAST TEN YEARS WILL ONLY BE CONSIDERED.**

Assignment Name:		**Country: India**
Location within Country: **Project Area in sq. m.**		**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 Rupees):**
Name of Associated firm (s) if any **Nil**		**No. of Months of Professional Staff provided by Associated firm (s) : Nil**
Name of senior staff (Project Director / Coordinator, Team Leader) involved and functions performed:		
Narrative description of Project:		
a) Description of Actual Services provided by your staff:		

(Signature, name and designation of the authorised signatory)

Date:

Form 7: Team Composition and Task Assignment

Professional Staff

Name of Staff	Firm	Area of Expertise	Position Assigned	Task Assigned
	1.			
	2.			

(Signature, name and designation of the authorised signatory)

Date:

Form 8: Curriculum Vitae (CV) for Proposed Professional Staff

1. **Proposed Position** [only one candidate shall be nominated for each position]:
2. **Name of Firm** [Insert name of firm proposing the staff]:
3. **Name of Staff** [Insert full name]:
4. **Date of Birth**: _____**Nationality**:
5. **Education** [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:
6. **Membership of Professional Associations**:
7. **Other Training** [Indicate significant training since degrees under 5 - Education were obtained]:
8. **Countries of Work Experience**: [List countries where staff has worked in the last ten years]:
9. **Languages** [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
10. **Employment Record** [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:

From [Year]: _____ To [Year]: _____

Employer: _____

Positions held: _____

11. Detailed Tasks Assigned

[List all tasks to be performed under this assignment]

12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.]

Name of assignment or project: _____

Year: _____

Location: _____

Client : _____

Main project features : _____

Positions held: _____

Activities performed : _____

13. Certification:

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

Date: Day/Month/Year

[Signature of staff member or authorized representative of the staff]

Full name of authorized representative:

Form 9: Proforma for Bank Guarantee for Performance Security – …….. Department

[To be issued by any Scheduled Bank whose Net Worth is more than INR 50 Crore]

From: …… …… …… …… …… ……. ……

[Name and Address of Bank/ Financial Institution]

b) The _____,

c) _____ Department,

d) _____

e) _____

f) _____

1. ……. *[Name of relevant Bidder]* ("Bidder"), has in response to a Request for Proposal ("RFP") issued by …….. Department submitted a proposal dated *[date to be inserted]* 2012 (the "Proposal") for it to provide the "PROJECT DEVELOPMENT AND TRANSACTION ADVISORY SERVICES FOR SETTING UP OF MEDICAL COLLEGE IN ANDAMAN & NICOBAR ISLANDS IN PPP MODE" of ……..

2. ……. [*Name of Bank/Financial Institution](the" Guarantor")* with its registered office at ……, unconditionally guarantees to pay upon first written demand and without deduction the sum of Rupees ……. (Rupees in words) (the "Guaranteed Sum") subject to the conditions set out below.

3. The Guarantor unconditionally and irrevocably promises to pay on demand the Guaranteed Sum, without protest or demur whatsoever upon the receipt of a written demand from ……., which shall be final and conclusive as against the Guarantor requiring the Guarantor to make payment to ……. The written demand made shall specify the occurrence of one or more conditions set out in Section 5 and such demand notice shall constitute prima facie conclusive evidence of the occurrence of such events or conditions.

4. No underlying dispute as between ..... and the Bidder, nor any pending application for interim relief or arbitration proceedings or other legal proceedings shall constitute any ground for prevention, delay or obstruction for making payment to ..... by the Guarantor and the existence of any disputes or differences or claims in arbitration or otherwise shall not constitute any ground for non-payment on this Guaranteed Sum.

5. DHS shall notify the Guarantor of its demand for payment of the Guaranteed Sum without any deduction of whatsoever nature and without reference to any claim or counter claim or set off, upon ..... 's notification that:

   (a) upon the occurrence of any of the conditions for disqualification as set out in the Agreement.

   (b) there has been non-compliance of the conditions precedent as provided in the Draft Agreement, or as elsewhere referred to in the RFP documents / Agreement.

   Certification by ..... of the occurrence of such event shall be conclusive and binding on the bank/financial institution.

6. This Guarantee shall be valid for a period of 6 months from the date mentioned herein.

7. The release of this Guarantee and its return will be exclusively notified by ..... and in the event of ..... requiring revalidation or extension of the Performance Security (this Guarantee) on account of extension in the period of the Construction Period, the Guarantor has accepted and shall be obligated to make such extension in favour of ..... for a further minimum term of six months and the Bidder is deemed to have made the request for such extension upon the execution and furnishing of this Guarantee in the first instance. The Guarantor shall not refuse such extension nor shall the Bidder be eligible to file any proceedings for stay or return of Guarantee for any reason whatsoever.

8. This Guarantee shall be valid and effective for enabling ..... to lodge a claim for payment under the Guarantee till the date of expiry of the term of the Guarantee. The Guarantor shall be obligated to make payment upon the Guarantee forthwith on demand if the claim is lodged within the claim validity period and the obligation to pay would be subject to normal limitation for payment of claims upon a guarantee. Time is of essence for payment and in the event of failure to make payment, the Guarantor shall be obligated to pay compound interest at 2% above the prime lending rate of the Guarantor institution, compounding quarterly in the event of the Guarantor's failure to make payment upon the Guarantee for any reason whatsoever. Payment of interest as provided would be no excuse for delayed payment or non-payment.

9. No change in the constitution of the Bidder, Project Company or of the Guarantor shall be a ground for release of the Guarantee and no variation in the RFP documents or the Agreement made post selection of the Bidder, or post making of the Bid, shall constitute a variation, which would, subject to the terms and conditions of this agreement, discharge the Guarantor. The Guarantor shall notwithstanding such change, be bound to make payment upon the Guarantee on demand.

10. The Guarantor agrees that it will not assign its obligations under this Guarantee without the prior written consent of …….. ..... will not unreasonably withhold its consent if the proposed assignee is of at least equal financial standing to the Guarantor and the assignee assumes in writing the obligations of the Guarantor under this Guarantee at the same time or before the assignment.

11. This Guarantee binds the Guarantor, its successors and permitted assigns.

SEAL OF *[BANK/FINANCIAL INSTITUTION]* …….…….

NAME OF *[BANK/FINANCIAL INSTITUTION]* ……..

SIGNATURE ……..……..

NAME ……. …….. …..

TITLE …….. ……..

DATE …… …….. ……..

(Signature, name and designation of the authorised signatory)

Date:

A - Consultant's Experience and evidence

[*Provide here necessary details and evidence including, submissions, project sheets etc. covering the recent assignments executed relevant to this assignment and as required in the Pre-qualification norms as per the RFP document, over past 5 years.*]

B - Consultant's Financials

[*Consultants should attach copies of their audited financial statements for past 3 years]*

Signature, name and designation of the authorised signatory)

Date:

Form: TECH-1A Technical Proposal Submission Form

To: [*Location, Date*]

Director of Health Services
Directorate of Health Services,
Andaman and Nicobar Administration,
Atlanta Point,
Port Blair – 744 104.

Dear Sir:

We, the undersigned, offer to provide the **Project Development and transaction Advisory services for "Setting up of Medical College in Andaman & Nicobar Islands in PPP mode"** in accordance with your Request for Proposal dated ..... and our Proposal. We are hereby submitting our Technical Proposal, sealed under a separate envelope.

We are submitting our Proposal in association with: [*Insert the list of Consortium Member with full name and address of each associated Consultant*]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it would lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., 90 calendar days from the last date of proposal submission, we undertake to negotiate. Our Proposal is binding upon us and subject to the modifications resulting from negotiations, if any.

We undertake, to initiate the consulting services related to the assignment not later than 3 calendar days from the date of appointment. We understand you are not bound to accept any Proposal you receive.

Thanking You,

Yours Sincerely,

Authorized Signature [*In full and initials*]: _____
Name and Title of Signatory: _____
Name of Firm: _____
Address: _____

Form: TECH-2A Consultant's Organization and Experience

A - Consultant's Organization

[*Provide here a brief (two pages) description of the organization, business activities and experience of your firm/entity and each consortium member proposed for this assignment.*]

Signature, name and designation of the authorised signatory)

Date:

B - Consultant's Experience

[*Consultants can attach their experiences covering the recent assignments relevant to this assignment over past 3-5 years, not exceeding 10 pages]*

Signature, name and designation of the authorised signatory)

Date:

Form: TECH-3 Comments and Suggestions on the Terms of Reference

[*Present and justify here any modifications or improvement to the Terms of Reference you are proposing to improve performance in carrying out the assignment. Such suggestions should be concise and to the point, and incorporated in your Proposal.*]

Signature, name and designation of the authorised signatory)

Date:

Form: TECH-4 Description of Approach, Methodology for Performing the Assignment

[*Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal in brief divided into the following two chapters:*

a) Technical Approach and Methodology,
b) Organization and Staffing,

a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.

b) Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible and proposed technical and support staff.

Signature, name and designation of the authorised signatory)

Date:

Form: TECH-5 Team Composition and Task Assignments

Professional Staff			
Name of Staff	Firm Area of Expertise	Position Assigned	Task Assigned

(Signature, name and designation of the authorised signatory)

Date:

Form: TECH-6 Curriculum Vitae (CV) for Proposed Staff

1. **Proposed Position** [*only one candidate shall be nominated for each position*]: _____

2. **Name of Firm** [*Insert name of firm proposing the staff*]:

   _____

3. **Name of Staff** [*Insert full name*]: _____

4. **Date of Birth**: _____ **Nationality**: _____

5. **Education** [*Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment*]: _____

_____

6. **Membership of Professional Associations**: _____

_____

7. **Other Training** [*Indicate significant training since degrees under 5 - Education were obtained*]: _____

_____

8. **Work Experience/Employment Record** [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

From [*Year*]: _____ To [*Year*]: _____

Employer: _____

Positions held:

9. Detailed Tasks Assigned	10. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned
[*List all tasks to be performed under this assignment*]	[*Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.*] Name of assignment or project: _____ Year: _____ Location: _____ Client: _____ Main project features: Positions held: _____ Activities performed: _____

12. Certification:

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

_____ Date: _____

[Signature of staff member or authorized representative of the staff] *Day/Month/Year*

Full name of authorized representative: _____

Form: TECH-7 Work Plan

N°	Activity[1]	Weeks									
		1	2	3	4	5	6	7	8	9	10
1											
2											
3											
4											
5 6											

1 Indicate all main activities of the assignment, including delivery of reports, viz., inception, interim, and final reports, and other benchmarks such as Client approvals.
2 Duration of activities shall be indicated in the form of a bar chart.

(Signature, name and designation of the authorised signatory)

Date:

Section 5. Financial Proposal - Standard Forms

FIN-1 Financial Proposal Submission Form

FIN-2 Summary of Costs & Payment Schedule

(Signature, name and designation of the authorised signatory)

Date:

Form: FIN-1 Financial Proposal Submission Form

[*Location, Date*]

To:

Director of Health Services
Directorate of Health Services,
Andaman and Nicobar Administration,
Atlanta Point,
Port Blair – 744 104.

Dear Sir:

We, the undersigned, offer to provide the **Project Development and transaction Advisory services for "Setting up of Medical College in Andaman & Nicobar Islands in PPP mode"** in accordance with your Request for Proposal dated ……, and our Technical Proposal. Our attached Financial Proposal is for the total all-inclusive sum of [*Insert amount(s) in words and figures*], exclusive of all taxes.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from negotiations, up to expiration of the validity period of the Proposal, i.e. 90 calendar days from the last date of submission of this Proposal.

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

Thanking You,

Yours Sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

Form: FIN-2 Summary of Costs & Payment Schedule

Summary of Costs

Item	Amount in Indian Rupees/ percentage (as applicable)	
	In Figures	In Words
I. Professional Fees Total Fees (Lump-Sum) [A]		

(Signature, name and designation of the authorised signatory)

Date:

PAYMENT SCHEDULE:

The following table details out the payment structure against the deliverables for each subproject:

S. No.	Deliverables	Percentage of Payment
1.	Issue of RFQ cum RFP	20 %
2.	Replies to pre bid queries	10 %
3.	Submission of RFQ cum RFP	10 %
4.	Evaluation of RFQ cum RFP documents	20 %
5.	Issue of Letter of Intent	15 %
6.	Signing of Concession Agreements	25 %

The Consultant is essentially required to hold discussions and consultations with the Health Department and the Evaluation Committee during all of the above mentioned milestones.

No. 1-7/MC/DHS/12-13/3052

ANDAMAN AND NICOBAR ADMINISTRATION
DIRECTORATE OF HEALTH SERVICES
*** * ***

Port Blair, dated the 25th June, 2012

REQUEST FOR PROPOSAL

The Directorate of Health Services, A & N Administration, Port Blair invites sealed proposals from bonafide and experienced Project Development and Transaction Advisors/Consortium of Project Development and Transaction Advisors for "PROJECT DEVELOPMENT AND TRANSACTION ADVISORY SERVICES FOR SETTING UP OF MEDICAL COLLEGE IN ANDAMAN & NICOBAR ISLANDS IN PPP MODE"

Last date for submission of tenders	16.07.2012 at 3:00 pm
Place of submission of tenders	Directorate of Health Services, (Planning Section), Port Blair
Date & time of pre-bid meeting Venue of pre-bid meeting	09.07.2012 at 4:00 pm Directorate of Health Services, Port Blair

RFP documents containing details like description of work, eligibility criteria, method of submission of bids, terms and conditions, scope of work etc. can be downloaded from the website www.and.nic.in Tenders are to be submitted along with a DD/Cheque for ` 1000/- in favour of Accounts Officer (DHS) as the cost of tender documents. For further details/clarification may contact:- 03192 233331 or Mobile No. 09434288555

Director of Health Services

Copy to :-

1. The Chief Editor (Daily Telegrams), for publishing the same in "Daily Telegrams".
2. The Chief Editor (Dweep Samachar), for publishing the same in "The Dweep Samachar".
3. The Sr. Correspondent, IP Division with three spare copies for advertisement.
4. The Technical Director & Senior Informatics Officer, NIC, Port Blair, along with soft copy for placing RFP document on the website of the Administration.
5. Smt. K. Beena, Computer Assistant Gr-A for posting the RFP document in the Administration's website.
6. The Accounts Officer, DHS for information.
7. Notice Board.

Director of Health Services

फ.सं 1–7/एम.सी/स्वा.से.नि/12–13/3052
अण्डमान तथा निकोबार प्रशासन
स्वास्थ्य सेवा निदेशालय

प्रस्ताव अनुरोध

स्वास्थ्य सेवा निदेशालय, अण्डमान तथा निकोबार प्रशासन, पोर्ट ब्लेयर, वास्तविक तथा अनुभवी परियोजना विकास और लेन–देन सलाहकारों/परियोजना विकास और लेन–देन सलाहकारों के सहायता संघों से "सरकारी निजी भागीदारी के आधार पर अण्डमान तथा निकोबार द्वीपसमूह में मेडिकल कॉलेज की स्थापना हेतु परियोजना विकास परामर्शी और लेन–देन सलाहकार सेवाओं के लिए" मुहरबंद निविदाएं आमंत्रित करते हैं ।

निविदाएं जमा करने की अंतिम तारीख ।	16.07.2012 को 3.00 बजे ।
निविदाएं जमा करने का स्थान ।	स्वास्थ्य सेवा निदेशालय योजना अनुभाग, पोर्ट ब्लेयर
प्रि बिड बैठक की तारीख एवं समय ।	09.07.2012 को 4.00 बजे
प्रि बिड बैठक का स्थान	स्वास्थ्य सेवा निदेशालय पोर्ट ब्लेयर

कार्य विवरण, योग्यता, निविदाएं जमा करने की पद्धति, निबंधन शर्तों से संबंधित प्रस्ताव अनुरोध दस्तावेज़ प्रशासन की वेबसाईट www.and.nic.in से डाउनलोड कर सकते हैं । निविदा की राशि ` 1000/– लेखा अधिकारी के पक्ष में डी.डी./चेक के रूप में निविदा के साथ जमा करें । अधिक जानकारी/स्पष्टीकरण हेतु 03192 233331 या 09434288555 पर संपर्क करें ।

स्वास्थ्य सेवा निदेशक
अण्डमान तथा निकोबार प्रशासन