

High Level Committee of Financing Infrastructure
6th Floor, The Capital Court, Olof Palme Marg, Munrika
New Delhi -110067

Dated: May 3, 2013

REQUEST FOR PROPOSAL

Subject: Consultancy for Preparation of a Report on Private Participation in Infrastructure

Background:

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1. The High Level Committee on Financing Infrastructure, New Delhi proposes to award a Consultancy assignment on assessment of participation and role of private sector in infrastructure development in the country including PPPs. For this purpose, it is proposed to select a Consultant for preparation of Report on “*Private Participation in Infrastructure*”.

Request for Proposal:

2. Joint Adviser (Infra), Planning Commission, for and on behalf of the High Level Committee on Financing Infrastructure (HLCFI), hereby invites proposals from reputed consultancy firms with proven experience in economic research in infrastructure sectors to prepare a report on “*Private Participation in Infrastructure*”.

Validity of the Proposal:

3. The proposal shall be valid for a period not less than 90 days from the due date for receiving the proposal.

Job Requirement:

4. As per detailed Terms of Reference at Schedule I.

Conditions of Eligibility of Firm and Key Person

5. The Applicant shall have, undertaken similar assignments or relevant work in infrastructure sector.
6. The Applicant shall deploy the following key person for this assignment who shall discharge his responsibilities as specified below:

Key Person	Responsibility	Experience
Infrastructure Expert	To ensure preparation of the report according to the Terms of Reference	Should have himself or as part of a team written, edited and published books or articles in reputed journals or prepared reports submitted to the government or its entities on the infrastructure sector.

Eligibility of Applicants:

7. Any entity which has been barred by the Central/ State Government in India, or any entity controlled by them, from participating in any project, and the bar subsists as on the date of proposal, would not be eligible to submit a proposal.
8. An Applicant should have, during the last 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 Applicant, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Applicant.

Deliverables:

9. In pursuance of the scope of services provided in the Schedule-I of the Terms of Reference (the “**TOR**”), the Consultant shall undertake/deliver the following deliverables (the “**Deliverables**”) during the course of this Consultancy:
 - A. **Inception Report**
 - B. **Draft Report on Private Participation in Infrastructure**
 - C. **Final Report**

Details regarding these Deliverables have been provided in the TOR.

Payment Schedule:

10. Time schedule for important Deliverables (the “**Key Dates**”) of the Consultancy and the payment schedule linked to the specified Deliverables (para 6) is given below:

Key Date No.	Description of Deliverables	Week No[£].	Payment
KD1	Inception Report	2	Nil
KD2	Draft Report on private participation in Infrastructure sectors	5	50%
KD3	Final Report	8	50%
	Total		100

£ Excludes the time taken by the Authority in providing its comments on Draft Reports. The Consultant shall get one week for submission of the Final Feasibility Report after comments of the Authority are provided.

11. Mobilization Advance upto 10% (ten per cent) of the total Agreement Value shall be paid on request against Bank Guarantee of a Scheduled Bank. This shall attract 10% (ten per cent) simple interest per annum and shall be adjusted against the first four bills in four equal instalments and the accrued interest shall be recovered from the fifth bill.

Duration:

12. The total duration for preparation of the Report shall be 8 (eight) weeks, excluding the time taken by the Authority in providing the requisite documents or in conveying its comments on the Draft Report on private participation in infrastructure.

Brief Description of the Selection Process:

13. A two stage selection process will be adopted in evaluating the Proposals. In the first stage, a technical evaluation will be carried out followed by a financial evaluation in the second stage. Proposals will finally be ranked according to their combined technical and financial scores. The first ranked Applicant shall be selected while the second ranked Applicant will be kept in reserve.

Criteria for Evaluation: Technical Proposals:

14. In the first stage, the Technical Proposal will be evaluated on the basis of the experience of the Key Person and the Applicant. Only those Applicants whose

Technical Proposals score 70 marks or more out of 100 shall qualify for further consideration, and shall be ranked from highest to the lowest on the basis of their technical score (S_T).

15. The scoring criteria to be used for evaluation shall be as follows.

Item Code	Criteria	Maximum Marks	Details of marks
1.	Relevant Experience of the Firm	30	Marks shall be awarded for the number and quality of relevant consultancy assignments undertaken by the Applicant firm in the infrastructure sector.
2.	Relevant Experience of Infrastructure Expert	70	Marks for the Infrastructure Expert shall be awarded for the number and quality of relevant work completed by him/her.
	Grand Total	100	

Evaluation of Financial Proposals:

16. In the second stage, the financial evaluation will be carried out and each Financial Proposal will be assigned a financial score (S_F).
17. For financial evaluation, the total cost indicated in the Financial Proposal will be considered.
18. The Authority 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 Consultant to be compensated and the liability to fulfil its obligations as per the TOR within the total quoted price shall be that of the Consultant. The lowest Financial Proposal (F_M) will be given a financial score (S_F) of 100 points. The financial scores of other proposals will be computed as follows:

$$S_F = 100 \times F_M/F$$

(F = amount of Financial Proposal)

Combined and Final Evaluation

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

$$S = S_T \times T_w + S_F \times F_w$$

Where, T_w and F_w are weights assigned to Technical Proposal and Financial Proposal that shall be 0.8 and 0.2 respectively.

20. The Selected Applicant shall be the first ranked Applicant (having the highest combined score). The second highest Applicant shall be kept in reserve and may be invited for negotiations in case the first-ranked Applicant withdraws, or fails to comply with the requirements as the case may be.

Conflict of Interest

21. An Applicant shall not have a conflict of interest that may affect the selection process or the consultancy. An applicant found to have a conflict of interest shall be disqualified during the bidding process or the consultancy terminated after the issue of LOA, as the case may be.

Right to reject any or all Proposals:

22. Notwithstanding anything contained in this RFP, the HLCFI reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
23. The HLCFI reserves the right to reject any Proposal if:
 - (a) at any time, a material misrepresentation is made or uncovered, or
 - (b) the Applicant does not provide, within the time specified by the HLCFI, the supplemental information sought by the HLCFI for evaluation of the Proposal.

Submission of Proposals:

24. The Proposal shall be typed or written in indelible ink and signed by the Applicant who shall initial each page, in blue ink. All the alterations, omissions, additions, or any other amendments made to the Proposal shall be initialled by the person(s) signing the Proposal. The Proposals must be properly signed as detailed below:
25. While submitting the Technical Proposal, the Applicant shall ensure that the Applicant meets the Conditions of Eligibility.
26. Failure to comply with the requirements spelt out in Clause 16 above shall make the Proposal liable to be rejected.
27. If an Applicant makes an averment regarding his qualification, experience or other particulars and it turns out to be false, or his commitment regarding availability for

the Project is not fulfilled at any stage after signing of the Letter of Award (LOA), he shall be debarred for any future assignment of the HLCFI for a period of five years.

28. The Technical Proposal shall not include any financial information relating to the Financial Proposal.
29. The HLCFI reserves the right to verify all statements, information and documents, submitted by the Applicant in response to the RFP. Failure of the HLCFI to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the HLCFI thereunder.
30. In case it is found during the evaluation or at any time before issue of LOA that one or more of the eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the Consultant. If the Applicant has already been issued the LOA the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by HLCFI without the HLCFI being liable in any manner whatsoever to the Applicant.
31. The Proposal shall be submitted by the Applicant with each page of the submission signed in blue ink. In case the proposal is submitted on the document down loaded from Official Website, the Applicant shall be responsible for its accuracy and correctness as per the version uploaded by the HLCFI and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded or photocopied version of the RFP and the original RFP issued by the HLCFI, the latter shall prevail.
32. The Proposal will be sealed in an outer envelope which will bear the address of the HLCFI, RFP Notice no., Consultancy name and the name and address of the Applicant. It shall bear on top, the following:

“Do not open, except in presence of the Authorised Person”

If the envelope is not sealed and marked as instructed above, the HLCFI assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted. **Such unsealed envelopes will not be accepted and will be liable for rejection.**

- (i) The aforesaid outer envelope will contain two separate sealed envelopes, one clearly marked ‘**Technical Proposal**’ and the other clearly marked

‘Financial Proposal’. The envelope marked “Technical Proposal” shall contain the Application in the prescribed Forms at Annex -I.

- (ii) The envelope marked “Financial Proposal” shall contain the financial proposal in the prescribed format at Annex- II.
33. The completed Proposal must be delivered on or before the specified time on the due date as per Clause 38. Proposals submitted by fax, telex, telegram or e-mail shall not be entertained.
34. The Proposal shall be made in the Forms specified in this RFP. Any attachment to such Forms must be provided on separate sheets of paper and only information that is directly relevant should be provided. This may include photocopies of the relevant pages of printed documents.
35. The rates quoted shall be firm throughout the period of performance of the assignment and discharge of all obligations of the Consultant under the Agreement.

Financial Proposal:

36. Applicants shall submit the financial proposal in the Forms at Annex-II clearly indicating the total cost of the assignment in both figures and words, in Indian Rupees, and signed by the Applicant. In the event of any difference between figures and words, the amount indicated in words shall be taken into account. In the event of a difference between the arithmetic total and the total shown in the Financial Proposal, the lower of the two shall be taken into account.
37. While submitting the Financial Proposal, the Applicant shall ensure the following:
- (i) All the costs associated with the assignment shall be included in the Financial Proposal. These shall normally cover remuneration for all the Personnel, accommodation, air fare, printing of documents, taxes etc. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption, and shall be final and binding. In case any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.
 - (ii) The Financial Proposal shall take into account all expenses and tax liabilities. For the avoidance of doubt, it is clarified that all taxes shall be deemed to be included in the costs shown under different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per applicable laws.
 - (iii) Costs (including break down of costs) shall be expressed in INR.

Submission of Proposal:

38. Interested firms may send their applications in the enclosed formats provided in the Annexes to reach on or before 1100 hours on 25 May, 2013 at the following address.

Shri U. K. Sharma,
Joint Adviser (Infra),
Room No. 354, Yojana Bhavan,
Sansad Marg, New Delhi-110001
Telefax No. 23096602

Late Proposals:

39. Proposals received by the HLCFI after the specified time on the due date shall not be eligible for consideration and shall be summarily rejected.
40. Any alteration / modification in the Proposal or additional information or material supplied subsequent to the due date, unless the same has been expressly sought for by the HLCFI, shall be disregarded.

Evaluation Process:

41. The HLCFI shall open the Proposals at 1130 hours on the due date, at the place specified in Clause 38 and in the presence of the Applicants who choose to attend. The envelopes marked "Technical Proposal" shall be opened first. The envelopes marked "Financial Proposal" shall be kept sealed for opening at a later date.
42. Prior to evaluation of Proposals, the HLCFI will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive only if:
- (a) it is received in the specified format;
 - (b) it is received by the due date including any extension thereof;
 - (c) it is signed, sealed and marked as stipulated;
 - (d) it contains all the information (complete in all respects) as requested in the RFP;
 - (e) it does not contain any condition or qualification; and
 - (f) it is not non-responsive in terms hereof.
43. The HLCFI reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the HLCFI in respect of such Proposals.

44. The HLCFI would subsequently examine and evaluate Proposals in accordance with Clause 12 in this RFP.
45. After the technical evaluation, the HLCFI would prepare a list of pre-qualified Applicants for opening of their Financial Proposals and evaluating them in accordance with Clause 13 of this RFP. The opening of Financial Proposals shall be done in presence of Applicants who choose to be present. The HLCFI will not entertain any query or clarification from Applicants who fail to qualify at any stage of Selection Process.

Clarifications:

46. To facilitate evaluation of Proposals, the HLCFI may, at its sole discretion, seek clarifications from any Applicant regarding its Proposal. Such clarification(s) shall be provided within the time specified by the HLCFI for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing. If an Applicant does not provide clarifications sought above within the specified time, its Proposal shall be liable to be rejected. In case the Proposal is not rejected, the HLCFI may proceed to evaluate the Proposal by construing the particulars requiring clarification to the best of its understanding.

Award of Consultancy:

47. After selection, a Letter of Award (LOA) shall be issued, in duplicate, by the HLCFI to the Selected Applicants and the Selected Applicants shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. The LOA shall constitute the Agreement for the purpose of this consultancy assignment.

Proprietary data:

48. All documents and other information provided by the HLCFI or submitted by an Applicant to the HLCFI shall remain or become the property of the HLCFI. Applicants are to treat all information as strictly confidential. The HLCFI will not return any Proposal or any information related thereto. All information collected, analysed, processed or in whatever manner provided by the Consultancy Firm to the HLCFI in relation to the assignment shall be the property of the HLCFI.

Payments:

49. The HLCFI shall cause the payment due to the Consultant to be made within 30 (thirty) days after the receipt by the HLCFI of duly completed bills with necessary particulars.

50. All payments under this Agreement shall be made to the account of the Consultant as may be notified to the HLCFI by the Consultant.

Performance Security:

51. The HLCFI shall retain by way of performance security 5% (five per cent) of all the amounts due and payable to the Consultants, to be appropriated against breach of this Agreement or for recovery of liquidated damages. The balance remaining out of the performance security shall be returned to the Consultant at the end of six months after the expiration of the contract.

Penalty for error/variation:

52. In case any error or variation is detected in the reports submitted by the Consultant and such error or variation is the result of negligence or lack of due diligence on the part of the Consultant, the consequential damages thereof shall be quantified by the HLCFI in a reasonable manner and recovered from the Consultant from payments due to him by way of penalty, subject to a maximum of 20% (twenty per cent) of the contract value.

Liquidated Damages for delay:

53. In case of delay in completion of Services, liquidated damages not exceeding an amount equal to 0.2% (zero point two per cent) of the assignment value per day, subject to a maximum of 10% (ten per cent) of the assignment value, shall be recovered from the payment due to the Consultant. However, in case of delay due to reasons beyond the control of the Consultant, suitable extension of time shall be granted.

Appropriation of Performance Security:

54. The HLCFI shall have the right to appropriate the performance security, in whole or in part, without notice to the Consultant in the event of breach of Agreement or for recovery of liquidated damages.

Miscellaneous:

55. The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at New Delhi shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

Schedule – I

Terms of Reference (TOR)

1. GENERAL

The Authority seeks the services of qualified firms for preparing a Report on Private Participation in Infrastructure. The Authority proposes to award a consultancy assignment to study on assessment of participation and role of private sector in the infrastructure development in the country including PPPs as a result of the initiatives taken by the government in the Tenth and Eleventh Five Year Plans to attract private investment in infrastructure projects. The Terms of Reference (the “TOR”) for this assignment are specified below.

2. OBJECTIVE

The objective of this consultancy is to undertake studies and prepare a Report on Private Participation in Infrastructure which should include:

- (i) steps taken by the government to promote the development of infrastructure in general and private participation in particular and details of schemes of government support to PPPs;
- (ii) participation of the private sector in India’s infrastructure development; and
- (iii) current status of investment in overall and various infrastructure sectors in the country including public and private investment.

The report should also highlight the initiatives suggested in the Twelfth Five Year Plan. For the purpose of undertaking this assignment, the Consultant shall undertake a study in this sector as per the Guidelines for Financial Support to Infrastructure (VGF Scheme) published by the Ministry of Finance, Government of India. The report should also incorporate photographs showing progress of infrastructure in various sectors by way of illustration. A copy of the similar work undertaken in the year 2010 is also enclosed along with this RFP.

3. SCOPE OF SERVICES

3.1 The scope of services shall comprise:

- (i) Study of the strategy adopted by the government for promoting infrastructure development over the past decade;
- (ii) sector wise progress with respect to private participation; and
- (iii) summary of plan projections, status of projects in various infrastructure sectors, identification of gaps and roadblocks.

These services are briefly explained hereunder:

3.2 Strategy of Infrastructure Development

- 3.2.1 The Consultant shall study the strategy for infrastructure development adopted by both the Central and State governments. The Consultant should identify the steps taken by the government to encourage the development of infrastructure in general and private participation in infrastructure sector in particular.
- 3.2.2 The Consultant shall bring out in its report the institutional, regulatory and procedural reforms undertaken by the government to fast-track the implementation of the infrastructure sector projects and monitor their performance.

3.3 Investment in Infrastructure

The Consultant will study the policy framework to promote investment in infrastructure especially private sector investment including PPPs. The report shall include a review of the investment in infrastructure in terms of overall GDP of the country over the past decade and should bring out the comparison of the public and private share of investment during the same period supplemented with appropriate data presented in tables, charts and figures. The report should bring out initiatives taken by the government in the five year plans highlighting the projected investment in the twelfth five year plan.

3.4 Sector-wise progress

The Consultant shall study and provide a broad overview of the progress in various infrastructure sectors highlighting the share of public and private investment in each of the infrastructure sectors. The Consultant shall also review the sector wise progress of award and implementation of projects in various infrastructure sectors including the status of PPP projects.

3.5 Critical issues

The Consultant shall identify gaps, issues and roadblocks in the implementation of projects in various infrastructure sectors. The report should also bring out the delays in award and implementation of infrastructure projects including PPPs.

4. DELIVERABLES

The Consultant shall deliver the following deliverables (the “**Deliverables**”) during the course of this Consultancy. Each deliverable shall include an executive summary, analyses, assumptions, results of computations, tables, charts, recommendations, and such other contents that generally comprise deliverables for similar consultancy work by way of best practices. Twenty hard copies and two soft copies in CDs of all the final reports, drawings, etc. shall be submitted to the Authority. For draft reports only five hard copies and one soft copy in CD shall be submitted to the Authority. The size of drawings shall be A-3 (maximum). The deliverables shall include:

A. Inception Report

On commencement of the Consultancy, the Consultant shall submit an Inception Report. The Inception Report shall include the Consultant's submissions towards understanding of the RFP and the Work Plan.

B. Draft Report on Private Participation in Infrastructure

The Consultant shall submit a draft Report on Private Participation in Infrastructure comprising of sectoral reviews (Refer Clauses 3.2, 3.3 and 3.4)

C. Final Report

The Consultant shall undertake in-depth review of the critical issues in the implementation of projects in the infrastructure sector (Refer Clause 3.5). The Consultant shall provide the final report in a state of readiness including the design of the cover and complete report, that could be immediately be used for printing by the Authority.

5. DATA AND SOFTWARE TO BE MADE AVAILABLE BY THE AUTHORITY

The Authority shall provide to the Consultant a copy of the Report on Private Participation of Infrastructure published earlier. All data to be incorporated in the Report shall be provided by the Authority.

6. COMPLETION OF SERVICES

All the study outputs including primary data shall be compiled, classified and submitted by the Consultant to the Authority in soft form apart from the reports indicated in the Deliverables (para 4). The study outputs shall remain the property of the Authority and shall not be used for any purpose other than that intended under these Terms of Reference without the permission of the Authority. The Consultancy shall stand completed on acceptance by the Authority of all the Deliverables of the Consultant or 20 (twenty) weeks from the Effective Date, whichever is earlier. The Authority shall issue a certificate to that effect.

ANNEX-I
TECHNICAL PROPOSAL

(Form-1)

Covering Letter

(On Applicant's letter head)

(Date and Reference)

To,

Dear Sir,

Subject: **Consultancy for Preparation of a Report on Private Participation
in Infrastructure**

I, _____ (Applicant's name) herewith enclose the Technical Proposal for above.

I agree that this offer shall remain valid for a period of 90 (ninety) days from the due date or such further period as may be mutually agreed upon.

Yours faithfully,

(Signature, name and designation of the Applicant)

Note: The Technical Proposal is to be submitted strictly as per forms given in the RFP.

ANNEX-I
TECHNICAL PROPOSAL

(Form-2)

Particulars of the Applicant

1.1	<p>Title of Consultancy:</p> <p>PREPARATION OF REPORT ON PRIVATE PARTICIPATION IN INFRASTRUCTURE</p>
1.2	<p>State the following:</p> <p>Name of Company or Firm:</p> <p>Legal status (e.g. incorporated private company, unincorporated business, partnership etc.):</p> <p>Country of incorporation:</p> <p>Registered address:</p> <p>Year of Incorporation:</p> <p>Year of commencement of business:</p> <p>Principal place of business:</p> <p>Brief description of the Company including details of its main lines of business</p> <p>Name, designation, address and phone numbers of authorised signatory of the Applicant:</p> <p>Name:</p> <p>Designation:</p> <p>Company:</p> <p>Address:</p> <p>Phone No.:</p> <p>Fax No.:</p> <p>E-mail address:</p>
1.3	<p>For the Applicant, state the following information:</p> <p>(i) In case of non Indian Firm, does the Firm have business presence in India?</p> <p style="text-align: right;">Yes/No</p> <p>If so, provide the office address(es) in India.</p>

	<p>(ii) Has the Applicant been penalized by any organization for poor quality of work or breach of contract in the last five years?</p> <p style="text-align: right;">Yes/No</p> <p>(iii) Has the Applicant/ Member ever failed to complete any work awarded to it by any public authority/ entity in last five years?</p> <p style="text-align: right;">Yes/No</p> <p>(iv) Has the Applicant been blacklisted by any Government department/Public Sector Undertaking in the last five years?</p> <p style="text-align: right;">Yes/No</p> <p>(v) Has the Applicant suffered bankruptcy/insolvency in the last five years?</p> <p style="text-align: right;">Yes/No</p> <p>Note: If answer to any of the questions at (ii) to (v) is yes, the Applicant is not eligible for this consultancy assignment.</p>
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ANNEX-1

TECHNICAL PROPOSAL

(Form-3)

Particulars of Key Person

S.No	Designation of Key Person	Name	Educational Qualification	Length of Professional Experience	Present Employment		No. of Relevant Assignments
					Name of Firm	Employed Since	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

ANNEX –I
TECHNICAL PROPOSAL

(Form-4)

Eligible Assignments of the Applicant[#]

S.No.	Name of the Project	Month and year in which undertaken
(1)	(2)	(3)

The Applicant should provide details of only those projects that have been undertaken by it under its own name.

Attach a single page summary containing the brief particulars of each project.

ANNEX-1
TECHNICAL PROPOSAL
(Form-5)

Eligible Assignments of Key Person

Name of Key Person	
Designation of Key Person	
Name of the published work/ report in infrastructure sector:	
Length in km or other particulars	
Name of Paper/ Journal/publication in which published/ Government Organisation to which the work was submitted (with address)	
Month and year of publication	
Brief description of the published work:	

Notes:

1. Use separate sheet for each Assignment.
2. Attach a single page summary containing the brief particulars of each published work.

ANNEX-1

TECHNICAL PROPOSAL

(Form-6)

Curriculum Vitae (CV) of Key Person

1. Name of Personnel:
2. Date of Birth:
3. Nationality:
4. Educational Qualifications:
5. Employment Record:
(Starting with present position, list in reverse order every employment held.)
6. List of projects on which the Personnel has worked

Name of project	Description of responsibilities
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7. Details of the current assignment and the time duration for which services are required for the current assignment.

Certification:

- 1 I am willing to work on the Project and I will be available for entire duration of the Project assignment as required.
- 2 I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications and my experience.

(Signature and name of the Key Personnel)

Place.....

(Signature and name of the authorised signatory of the Applicant)

ANNEX-II
FINANCIAL PROPOSAL

(Form-1)

Covering Letter

(On Applicant's letter head)

(Date and Reference)

To,

Dear Sir,

Subject: **Consultancy for Preparation of a Report on Private Participation in Infrastructure**

I, _____ (Applicant's name) herewith enclose the Financial Proposal for above.

I agree that this offer shall remain valid for a period of 90 (ninety) days from the due date or such further period as may be mutually agreed upon.

Yours faithfully,

(Signature, name and designation of the Applicant)

Note: The Financial Proposal is to be submitted strictly as per forms given in the RFP.

ANNEX-II
FINANCIAL PROPOSAL

(Form-2)

Financial Proposal

Item No.	Description	Amount (Rs.)
A.	PERSONNEL AND MISCELLANEOUS COSTS	
I	Remuneration for Personnel (inclusive of all personal allowances and travelling costs)	
II	Miscellaneous Expenses	
	Sub-total Personnel (A):	
B	OVERHEAD EXPENSES @ _____ % of (A)	
C	SERVICE TAX	
D	TOTAL (including taxes) (A+B+C) (in Rs.) In Indian Rupees in figures in words _____	

Note:

1. The financial evaluation shall be based on the above Financial Proposal. The total in Item D shall, therefore, be the amount for purposes of evaluation.
2. All costs shall be reimbursed on production of a Statement of Expenses, duly certified by the Authorised Representative. However, no details of expenditures would be sought for overhead expenses, which will be reimbursed in proportion to the total expenses under Item B.
3. The reimbursement of expenses shall be limited to the amounts indicated above.
4. No escalation on any account will be payable on the above amounts.
5. All payments shall be made in Indian Rupees and shall be subject to applicable Indian laws withholding taxes if any.
6. For the purposes hereof “**Statement of Expenses**” means a statement of the expenses incurred on each of the heads indicated in the Financial Proposal.