

झारखण्ड केन्द्रीय विश्वविद्यालय

CENTRAL UNIVERSITY OF JHARKHAND

Invites

REQUEST FOR PROPOSAL

From

Consultants for providing project management consultancy services for developing new campus of



CENTRAL UNIVERSITY OF JHARKHAND

at Ranchi

SUBJECT: REQUEST FOR PROPOSAL FOR PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR DEVELOPING NEW CAMPUS FOR CENTRAL UNIVERSITY OF JHARKHAND AT RANCHI

NIT Issue Date : 10 January, 2019.
Last Date of Submission : 06 February, 2019.
Opening Date of Tender : 07 February, 2019 or as per CPPP direction.

Central University of Jharkhand, Brambe, Ranchi, Jharkhand (hereinafter referred to as the “University”) a Central University established by an act of Parliament in 2009, invites sealed tenders (Two bid system) for “**PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR DEVELOPING NEW CAMPUS FOR CENTRAL UNIVERSITY OF JHARKHAND AT RANCHI**”.

Bids shall be submitted through online /offline at CPPP website: <https://eprocure.gov.in/eprocure/app> and CUJ website: <https://www.cuj.ac.in>.

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REQUEST FOR PROPOSAL FOR PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR DEVELOPING NEW CAMPUS FOR

CENTRAL UNIVERSITY OF JHARKHAND AT RANCHI INDEX

SECTION-I

PRESS NOTICE

CENTRAL UNIVERSITY OF JHARKHAND INVITES REQUEST FOR PROPOSAL FOR PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR DEVELOPING ITS NEW CAMPUS AT RANCHI.

Central University of Jharkhand, Brambe, Ranchi (CUJ) intends to set up a state-of-the art Academic-cum-Residential Campus on 500 acres of land at location 23 26'906N / 85 15'276E at elevation of 2420ft. above MSL, proposed site at Mauja –Cherri / Manatu which is situated near the Ring Road, Ranchi, Jharkhand, India. The proposed campus should be a modern state - of-the-art campus commensurate with Central University's National status. In this context, Request for Proposal (RFP) is invited from Project Management Consultants for providing Project Management Consultancy Services.

The scope of work with all applicable terms and conditions, related information and specified Proforma, to be filled in by the intending applicants shall be available on the university website <http://www.cuj.ac.in> and CPPP website: <https://eprocure.gov.in/eprocure/app>

The proposal shall be submitted as follows:

(i.) Non-refundable Processing Fee of Rs:-10,000.00 (Rupees:-Ten thousand only.)

(ii.) Refundable EMD of Rs:-5,00,000.00 (Rupees: - Five lakh only),

Both, (i) & (ii) in the form of Demand Draft should be drawn in favour of Central University of Jharkhand payable at Ranchi.

(iii.) Technical proposal

(iv.) The Financial Proposal

The documents numbering (i), (ii) &(iii) in one sealed cover super scribing "Technical Bid" and number (iv) in another sealed cover super scribing "Financial Bid". Both, comprising the Proposal, should be submitted in one sealed cover, super scribing "Proposal for Selection of Project Management Consultant", shall reach the undersigned on or before 06/02/2019 up to 4:30pm. Proposals received after due period will be summarily rejected.

Any clarification may be sought from the Office of the Executive Engineer (EE), Existing Campus of Central University of Jharkhand, Ratu-Lohardaga Road, Ranchi Dist, Brambe, Jharkhand - 835205

Central University of Jharkhand reserves the right to accept or reject in full or part or all RFP's and close the invitation at any stage without assigning any reason.

Executive Engineer
Central University of Jharkhand

PREAMBLE:

Central University of Jharkhand (CUJ), Brambe, Ranchi intends to set up a state-of-the art Academic-cum-Residential Campus on 500 acres of land at location 23 26'906N / 85 15'276E at elevation of 2420ft. above MSL, proposed site at Mauja - Cherri/ Manatu which is situated near the Ring Road, Ranchi, Jharkhand, India. The proposed campus should be a modern state - of-the-art campus commensurate with Central University's National status.

The residential campus will have Academic Building comprising Faculty Rooms, Student Labs, Class Rooms, Lecture Theatres, Cafeteria, Conference Halls, Videoconferencing Studio, Student Corners etc. Besides this the university campus will have Administrative Offices, Library, Health Centre, Residential Units, Halls of Residences, Guest House(s), Auditorium, Swimming Pool, Sports Complex Cum Gymnasium, Student Activity Centre.

In addition to a above, the proposed complex will have the allied community facilities that are essential for such type of complex such as Community Centre and Club/ Gymnasium, shopping Complex, Utilities and Infrastructure facilities like Internal Roads, Street Lighting, Campus Wide Power Backup System, Speedy & Secure Wireless Network Facility, Smart Card based Security System, Water Treatment and Supply Plant, Internal Sewerage Line with Treatment Plant, networked with Inland, Waterways, Fossil-free Transportation System, and also the provision of other added facilities required at later stage (Bank ,Post office schools etc.)

Site Planning and building design will meet the best practice standards in ecologically sustainable design resulting in more efficient use of energy, water and other natural resources and make the campus friendly to physically challenged persons also.

ZONES:

The campus will primarily comprise of these five zones:

- a) **Academic:** comprising Academic Buildings, Administrative Offices, Library, Auditorium etc.
- b) **Residential:** comprising Residential Units for staff and faculty, Halls of Residences etc.
- c) **Support Zone:** Housing Swimming Pool, Guest House, Dispensary, Community Centre, Club., Sports Complex cum Gymnasium, Student Activity Centre, shopping Complex, Food Court, Bank, Post Office, Schools, etc.

d) **Services Zone:** comprising Utilities like Water Treatment Plant, Sewerage Treatment Plant, Power Back up System, HVAC System, Infrastructure facilities, etc.

e) **Natures** comprising Gardens, Private Forest areas, Jogger's Path on the Patrol Road along the entire boundary wall with Avenue trees on both sides, etc.

It is anticipated that the construction will commence by July 2019 and the complete project should be over by June 2024 considering a construction time period of 5 years.

PRESENT REQUIREMENT:

Central University of Jharkhand is looking for reputed Project Management Consultancy firm comprising of Engineers/Consultants for providing total complete & comprehensive Project Management Consultancy including Site Supervision Services for the proposed total Permanent Campus of Central University of Jharkhand

AIMS & OBJECTIVES:

The aim is to select suitable & reputed Project Management Consultancy firms for the proposed Permanent Campus of Central University of Jharkhand.

The final selection shall be based on the capability and proven track record of the consultancy firm to handle such similar projects in terms of nature and cost.

Central University of Jharkhand may also visit to inspect their ongoing/completed projects to physically verify the works before finalization of the selection process

ROLE OF THE SELECTED PROJECT MANAGEMENT CONSULTANCY FIRM:

The role of the selected Project Management Consultant will be capability and competency to provide a complete and comprehensive Project Management Consultancy Services for the proposed Campus of Central University of Jharkhand but not limited to the following:

1. Assist Central University of Jharkhand in the entire selection process of Contractors.
2. Coordinate with the Architect and his team on behalf of Central University of Jharkhand during planning and designing stage.

3. Coordinate with the Architect, statutory bodies and local municipal authorities to ensure that all necessary sanctions/permissions are timely obtained to avoid delay and cost over runs.
4. Provide necessary technical and administrative support to the Architects in finalization of materials and specifications.
5. Study of All Drawings and Documents issued by the University Architect and release them for Construction after obtaining approval from the university. Review the cost estimates with Bill of Quantities prepared by the Architect and his team and advise accordingly.
6. Render assistance to client in identifying the different Tender packages and deciding the modality of tendering and pre-qualifying the contractors for various works.
7. Render assistance to client in evaluation of tenders (in consultation with Architect) including providing justifications of rates, vis-a-vis market rate analysis for the selection of contractor/vendors.
8. To issue all necessary letters of intents, work orders etc. to various contractors after obtaining approval of the Central University of Jharkhand authority.
9. To provide day to day comprehensive construction supervision by deputing a site team of engineering and support staff commensurate with the requirements of work.
10. To provide necessary technical and financial control on all tools during construction period to ensure quality construction, timely completion and with minimum variation in costs.
11. PMC should submit Test results and certificate from the recognized laboratories at regular intervals to Central University of Jharkhand to authenticate the quality of materials used recognized/approved and certified laboratories.

12. Preparation of a Quality Plan for the project. Providing supervision of quality as per approved Quality Plan, of all works as per stipulated standards and the best practices including testing of samples of materials from recognized and certified approved laboratories.
13. Providing monthly reports on project for each package indicating budgeted costs and expected costs with detailed reasons for variations, if any, for items in which variations are expected/have taken place.
14. To provide a master network diagram(s) for completion of the project with sufficient detail for monitoring purposes. Each building/service should have a separate network diagram.
15. To provide monthly reports on scheduled and target dates for activities for start and completion of activities as per relevant network diagram, indicating necessary measures to control delay if any. The network diagram should include all pre-construction activities also.
16. To organize periodical review meetings from time to time at site with all contractors/vendors and Architects to appraise Central University of Jharkhand of the progress, difficulties etc.
17. To ensure close co-ordination between Central University of Jharkhand, Architects and all contractors/vendors.
18. Certification of work measurement and bill of all contractors/vendors.
19. Assist Central University of Jharkhand in resolving all disputes and claims with all contractors, vendors except Architect.
20. To obtain all as-built drawings and all warranties/guarantees from concerned agencies.

21. To provide periodic inspection of works during defects liability period and to get defects if any, rectified through concerned agencies under intimation to the designated authority of Central University of Jharkhand.
22. The Central University of Jharkhand reserves the right of collecting samples, checking the quality and suggesting the remedies which will be binding on the contractors.
23. The consultant has to submit the schedule of work program and get it approved by the designated authority of Central University of Jharkhand.

QUALIFYING REQUIREMENTS

- i.) Initial criteria of eligibility:

Project management Consultant shall be of repute with a demonstrable track record of rendering Project Management services for a large project of similar nature and magnitude.

The bidder should be in the field of rendering Consultancy Services for more than 20 years

- ii.) Experience of Similar Works: The Consultants should have experience of having successfully completed similar consultancy job for a single work of value not less than Rs.600 crores or two works of value not less than Rs.400 crores each during last 7 (seven) years ending Dec 2018

"Similar" means complete consultancy job including rendering Project Management Consultancy services for large, modern educational campus/ township/ residential building /hospital buildings/Industrial Projects with other allied facilities

Organizational Structure: The bidder should have in-house capacity for rendering the Project Management/Construction supervision services required for completing and making the educational complex functional. The in-house capability should be brought out clearly. The Project Management Consultants must have complete in house capacity and no joint venture or association with outside agencies shall be permitted.

- iii.) Turnover: The average last five years turnover of the Consultancy firm should be more than 50 Crores.

SECTION-II

INFORMATION & INSTRUCTIONS FOR APPLICANTS

1. GENERAL:

- i.) Letter of transmittal and forms 'A' to 'D' seeking information/ documents from the Bidders are given in section III
- ii.) All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'nil' or 'no such case' entry should be made in that column
- iii.) If any particulars/ query is not applicable in case of the applicant, it should be stated as 'not applicable'. The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information shall result in the applicant being summarily disqualified. Applications made by fax/e-mail and those received late will not be entertained. No conditional offers will be entertained by the university.
- iv.) The applicants will be required to submit the necessary details with self-attested supporting documents/ drawings/ credentials in support of Qualifying Requirements.
- v.) The application should be typewritten or handwritten. The applicant should sign on each page of the application.
- vi.) The applicant may furnish any additional information, which is deemed necessary to establish capability to successfully complete the envisaged project. Superfluous information need not be furnished and no information shall be entertained after submission of Request for Proposal (RFP) document unless specifically called for.
- vii.) In case any information furnished by the applicant found to be incorrect or false or misleading either immediately or at a later date, would render him liable to be debarred from taking up the project.
- viii.) Prospective applicants may download “Request for Proposal (RFP)” and other details from the University website <http://www.cuj.ac.in>.
- ix.) The Request for Proposal (RFP) document in prescribed form duly completed and signed should be submitted in a sealed cover on or before 06.02.2019 at 04.30 pm.
- x.) The sealed documents should contain:

(i.) Non-refundable processing fee of Rs:-10,000.00 (Rupees:-Ten thousand only), in the form of Demand Draft in favour of Central University of Jharkhand payable at Ranchi.

(ii.) Technical Proposal containing all information as sought in the above mentioned "Request for Proposal (RFP)" documents and proforma.

(iii.) Refundable EMD of Rs:-5,00,000.00 (Rupees:-Five Lakhs only), in the form of Demand Draft in favour of Central University of Jharkhand payable at Ranchi.

(iv.) The Financial Proposal

The documents number (i), (ii) & (iii) in one sealed cover superscribing "Technical Bid" and number (iv) in another sealed cover super scribing "Financial Bid". Both, comprising the Proposal, should be submitted in one sealed cover, super scribing "PROPOSAL FOR SELECTION OF PROJECT MANAGEMENT CONSULTANT" shall reach the undersigned latest by 4:30pm on 06/02/2019.

The Executive Engineer
Central University of Jharkhand,
Ratu-Lohardaga Road,
Brambe, Ranchi, Jharkhand 835205

i.) The tenders received without Processing Fees/EMD shall not be considered. There shall be no exemption from payment of the Processing Fees on any account.

Prospective Applicants may seek any clarification in this regard from the Executive Engineer, Central University of Jharkhand , at the address mentioned above, Phone 8969303867; Email:-ee@cuja.ac.in

ii.) Central University of Jharkhand, Ranchi, reserves its right not to respond to any question raised or provide clarification sought in its sole discretion.

iii.) All disputes arising shall be subject to the jurisdiction of the Hon'ble High Court at Ranchi, India and be governed by laws of India.

iv.) The discretion and decision of Central University of Jharkhand, Ranchi in respect of the RFP shall be final and shall not be open to be challenged in any Court of Law.

2. FINAL DECISION MAKING AUTHORITY:

The Central University of Jharkhand, reserves the right to accept or reject any application and/or to annul the selection process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.

3. PARTICULARS:

The particulars of the Project given in this document are indicative only and subject to change and may be considered only as advance information to assist the prospective applicants.

Applicant shall furnish the following:

3.01 Organization information

Applicant is required to submit the information in respect of his organization in (Form-A).

- 1) Name & Postal Address, Telephone & Fax Number etc.
- 2) Year of establishment and commencement of practice.
- 3) Copies of original documents defining the legal status, place of registration and principal places of business.
- 4) Name & Title of Directors and Officers to be concerned with the Project, with designation of individuals authorized to act for the organization.
- 5) Information on any litigation in which the applicant was involved during the last five years including any current litigation.
- 6) Authorization to seek detailed references.
- 7) Brochures and annual reports of last five years (Financial Year 2014-2018).
- 8) Number of professionals indicating their deployment and role in the proposed work
- 9) Curriculum vitae of key professionals (Form B).
- 10) Infrastructure details of the firm (Form D).

3.02 List of Projects

List of similar assignments/projects successfully completed/ongoing (Form C).

4. LETTER OF TRANSMITTAL

The applicant should submit the letter of transmittal attached in Section III.

5. DISCLAIMER

The information in this document has been prepared to assist the Project Management Consultant in preparing the non-binding RFP and it is clarified that:

- i) It does not constitute an invitation to offer or an offer in relation to the transaction.
- ii) This document does not constitute any contract or agreement of any kind whatsoever.
- iii) This document does not, and does not purport to contain all the information that interested Consultant firm(s) and their advisors/ associates would desire or require in reaching decisions as to the requirement. Interested Consultants should form their own view as to what information is relevant to such decisions and make their own independent investigations in relation to any additional information.
- iv) Neither the information in this document nor any other written or oral information in relation to the requirement or otherwise is intended to form the basis of or the inducement for any investment activity or any decision to enter into any contract or arrangement in relation to the transaction and should not be relied on as such. Neither Central University of Jharkhand nor their employees or advisors shall be liable to any interested party or any Entity under any law including the law of contract, the principles of restitution or unjust enrichment or otherwise for any loss, expenses or damage which may arise, or be incurred, or suffered, in connection with this document, or any matter that may be deemed to form part of this document, or any other information supplied by or on behalf of Central University of Jharkhand or their employees or advisors or otherwise arising in any way from the selection process mentioned herein.
- v) Central University of Jharkhand reserves the right to reject any or all RFPs without assigning any reasons. (No applicant shall have any cause of action or claim against Central University of Jharkhand and its officers (Vice Chancellor, Registrar, Finance Officer, Executive Engineer, Evaluation Committee Members, Advisors, Successors or Assignees) for rejection of this RFP.
- vi) Failure to provide information that is essential to evaluate the applicant's qualifications or substantiation of the information supplied, shall result in disqualification of the applicant.
- vii) It shall not be assumed that there shall be no deviation or change in any of the herein mentioned information. While this document has been prepared in good faith, neither Central University of Jharkhand nor any of their officers or employees or advisors make any representation or shall have any responsibility or liability whatsoever in respect of any statements or omissions here from. Any liability is accordingly expressly disclaimed by Central University of Jharkhand or any of their respective officers, employees, advisors, whether negligent or otherwise.

SECTION-III

SECTION- III {FORM-A}

ORGANISATIONAL STRUCTURE

Particulars to be furnished for pre-qualification of PMC (if required attach separate sheet)

Sl No	Name & Address of the applicant with Contact Details.	
	Year of Establishment & Number of Years of practice and Experience of similar job.	
	Legal status of the applicant(attach copy of original document defining the legal status) a) A proprietary firm b) A firm in partnership c) A private limited company	
	Names of Directors and other key officers and executives with designation along with contact details	
	Total No. of Professional Staff	
	Name and Address of Bankers associated	
	Details of Registration for Statutory Tax	
	Furnish copies of Audited Balance Sheet and Profit and Loss A/c (audited) for the last three years	
	Whether you are registered in the panel of other Govt. Organizations / statutory bodies such as CPWD, PWD, MES, PSU, Autonomous bodies, Banks/FI etc. (If so please furnish their names & date of registration) along with copies of documents as evidence)	
	What are your fields of activities?	
	Detailed description and value of works done	
	a) Single work of <i>value not</i> less than Rs.600crores.	
	b) Two works value not less than 400 crores .	
	Details of Organizational Structure	
	Instruments, equipment, software, reference books, journal and manuals to be used referred in project	
	Furnish the names of three responsible persons along with their designation, address and contact details for whose organization, you have completed the above mentioned jobs and who will be in a position to certify about the performance of your organization.	
	Whether any civil suit/litigation arisen in Contracts executed / being executed during the last 10 years. If yes, please furnish the name of project, employer, nature of work, contract value, work order and brief details of litigation.	
	Information relating to whether any litigation is pending before any Arbitrator for application of any litigation or else any litigation was disposed of during the last 10 years by any arbitrator. If so, the details of such litigation are required to be submitted.	

SECTION- III {FORM-B}

Format of curriculum vitae (CV) of key professionals (if required attach separate sheet)

REQUEST FOR PROPOSAL FOR PROVIDING PROJECT MANAGEMENT CONSULTANCY SERVICES FOR DEVELOPING STATE-OF-THE-ART ACADEMIC-CUM-RESIDENTIAL CAMPUS AT RANCHI

Details of key Personnel in a classified structure including Office Administer, Architects, Civil Engineers, Electrical Engineering
Accounts, Management Experts in construction, Value's, Lawyers, Construction / Material Expects, Supporting Staff for

Sl no	DESCRIPTION	Name & Designation	Age	Qualification	Name of the Similar projects handled having cost of project \geq 400 Cr

SECTION-IV

SPECIAL TERMS AND CONDITIONS

1. PROJECT PERIOD:

The consultancy services shall span over two phases, time period for each of the phases is as below:-

Phase	Activity	Time
Phase- I A	Preliminary work and preparation of working schedule.	15 days
Phase-I B	Study of all drawings/ documents, bill of quantities, detailed technical specifications including review of cost estimate	Within 30 days from submission of the documents/drawings by the Consultant.
Phase- II	Bid Process Management	One and a half month from the date of approval of tender document by CUJ or till the award of contracts whichever is earlier.
Phase- III	On site Project Management	Continuous Project Management And Site Supervision during entire project duration and submission of the monthly progress report

2. PREPARATION OF THE PROPOSAL

i.) Each Bidder shall submit a maximum of one (1) Proposal for the Assignment, in response to this RFP document. Any Bidder who submits more than one Proposal for the Assignment shall be disqualified.

ii.) The proposal shall remain valid for a period of 120 days from the date of submission of the bid. This validity can be further extended with mutual consent. The overall offer including the key personnel proposed for the assignment and quoted prices shall remain unchanged during the period of validity.

iii.) The proposal submitted by the consultants shall consist of two submissions:

Part 1- Submission (Technical Proposal) - The technical proposal shall contain the Covering letter, Details of the Bidder, Experience of the bidder, Qualifications and competence of the key personnel staff, Power of Attorney, Non-refundable Processing fee and Earnest Money Deposit.

FORMAT OF COVER LETTER TO TECHNICAL PROPOSAL

From: _____

To:
Executive Engineer
Central University of Jharkhand,

Subject: Project Management Consultant Engagement (PMC)

REGARDING TECHNICAL PROPOSAL

1. I/We the undersigned, offers to provide the consulting services as Project Management Consultant (PMC) for the part of its State-of- the Art Academic Complex for Central University of Jharkhand. I/We am/are hereby submitting my/our proposal, which includes this technical proposal with Processing Fee (non-refundable) & EMD (refundable), in the form of Demand Drafts and a Financial Proposal sealed under separate envelopes. Both envelopes, comprising the Proposal, is submitted in one sealed cover, super scribing "PROPOSAL FOR SELECTION OF PROJECT MANAGEMENT CONSULTANT" and will reach the undersigned within stipulated time

2. If negotiations are held during the period of validity of the proposal, i.e. before [Date], I / We undertake to negotiate on the basis of the proposed staff. My / Our proposal is binding upon me/ us and subject to modifications resulting from contract negotiations.

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

Yours faithfully,

Signature

Full Name.....

Designation.....

Address.....

(Authorized Representative)

Part II Submission (Financial Proposal) - The Financial Proposal shall be quoted as a percentage of Estimated Cost/Tender Cost/Actual Project Cost. It shall be inclusive of all taxes, travel. Documentation and communication except GST which shall be payable to the consultant by Central University of Jharkhand at the then prevailing rate. Income tax as applicable shall be deducted at source from every department towards fees. The Project Management Consultant shall also submit the schedule of payment.

FORMAT OF COVER LETTER TO FINANCIAL PROPOSAL

From: _____

To:
Executive Engineer
Central University of Jharkhand,

Subject: Project Management Consultant Engagement (PMC)

REGARDING FINANCIAL PROPOSAL

1. I/We the undersigned, offer to provide consulting services for Project Management Consultant (PMC) for the part of its State-of-the Art Academic Complex for Central University of Jharkhand. My/Our attached financial proposal outlines the rate of charges including the schedule of payment. This amount is inclusive of all taxes and levies to be incurred during the entire project period with the university.

2. My/Our financial proposal shall be binding upon me/ us subject to the modifications resulting from Contract negotiations, up to expiry of the validity period of the proposal.

3. I/We certify that we have not engaged any Agents, nor I/we have paid any fee to any Agent for procuring this consulting service.

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

Yours faithfully,

Signature

Full Name.....

Designation.....

Address.....

(Authorized Representative)

3. NEGOTIATIONS

Negotiations will be held at the address indicated in the Data Sheet. Normally, such negotiations commence not less than seven days after issuance of the Agency invitation to attend the negotiations. The invited Consultants will, as a pre-requisite for attendance at the negotiations, confirm availability of all nominated experts and satisfy such other pre-negotiation requirements as the Agency's may specify. Failure in satisfaction of such requirements may result in the Agency's proceeding to negotiate with the next-ranked Consultant. Representatives conducting negotiations on behalf of the Consultant must have written authority to negotiate technical, financial, and other terms and conclude a legally binding agreement.

The technical negotiations cover the Consultant's Technical Proposal, including the proposed technical approach and methodology, work plan, staffing schedule, organizational arrangements, and any suggestions made by the Consultant or the Agency to improve the implementation of the assignment. Negotiations will not result in substantial modifications to either the Consultant's Technical Proposal.

The financial negotiations will generally fine-tune duration of expert's inputs and quantities of out-of-pocket expenditure items may be increased or decreased from the relevant amounts shown or agreed otherwise, in the Financial Proposal. Unless exceptional circumstances exist, the details of experts' remuneration and specified unit rates for out-of-pocket expenditures will not be subject to negotiations.

The consultant shall confirm the modifications made in his proposals in writing within three days of conclusion of negotiations.

If contract negotiations are unable to be concluded for any reason, the university will at its discretion, commence negotiations with the next ranked consultant.

4. EARNEST MONEY DEPOSIT (EMD)

Proposal should necessarily be accompanied by Earnest Money Deposit for an amount of Rs. 5,00,000/- (Rupees Five Lakh only) in the form of Demand Draft in favour of Central University of Jharkhand payable at Ranchi. EMD shall be returned to the unsuccessful Bidders within a period of two (2) weeks from the date of signing of Consultancy Agreement between Central University of Jharkhand and the successful Bidder. EMD submitted by the successful Bidder shall be released upon completion of the Consultancy Services. EMD shall be forfeited in the following cases:

- (a.) if any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect; and
- (b.) if the successful Bidder fails to execute the Consultancy Agreement within the stipulated time or any extension thereof provided by the university.

5. CRITERIA INFORMATION

The schedule for opening & closure of Request for Proposal as follows:

Availability of RFP document on website-	10.01.2019
Last date & time for receipt of RFP bid	04.30 pm on 06/02/2019
Opening of the bids	02.30 pm on 12.02.2019

Note: The late date and time of receipt & opening thereof happens to be holiday, the offer will be received and opened on the next working day at the same time.

6. AMENDMENT TO "RFP"

At any time prior to the last date for receipt of bids, the Authority, may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Consultant, modify the RFP document by an amendment. In order to provide prospective Consultants reasonable time in which to take the amendment into account in preparing their bids, the Authority may, at its discretion, extend the last date for the receipt of bids and/or make other changes in the requirements set out in the invitation to RFP.

7. FORMAT AND SIGNING OF PROPOSAL

The Bidder is required to provide all the information as per this RFP document. Central University of Jharkhand shall evaluate only those Proposals that are received within the time and in the required format and are complete in all respects. Each Proposal shall comprise the following:

Part-I Submission: One original hard copy and a soft copy in CD.

- (a.) Covering letter in the format.
- (b.) Details of the Bidder in the format.
- (c.) Experience of the bidder in the format.
- (d.) Qualifications & competence of the key professional staff who would be deployed in the preparation under this project.
- (e.) Power of Attorney authorizing the signatory of the Proposal to submit the proposal.
- (f.) Processing fee (non-refundable)
- (g.) Earnest Money Deposit (refundable)
- (h.) Proposed working methodology.
- (i.) Write-up

Part-II Submission:

- (a.) Financial Proposal in the given format

The Part I & II contents as above should be submitted in two separate envelopes. Both envelopes, comprising the Proposal, is to be submitted in one sealed cover

8. PARTICIPATION OF GOVERNMENT EMPLOYEES:

Consultants cannot include current Government employees of Central & Central Government as their resource personnel/experts. When Consultants nominate any Government employee retired within last two years as experts in their Technical Proposal, such expert(s) must have written approval from their Government.

SECTION-V

EVALUATION OF PROPOSAL

1.0 As part of the evaluation, the Part-1 Submission shall be checked for responsiveness with the requirements of the RFP and only those Proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this RFP document.

1.1. The Part-1 Submission would be considered to be responsive if it meets the following conditions:

- (a.) It is received by Central University of Jharkhand on or before the Proposal due date including any extension thereof;
- (b.) It is signed, sealed and marked as stipulated in the RFP document.
- (c.) It contains all the information and documents including Processing Fee & EMD as requested in the RFP.
- (d.) It contains information in formats specified in this RFP.
- (e.) It provides information in reasonable detail.

("Reasonable Detail" means that, but for minor deviations, the information can be reviewed and evaluated by Central University of Jharkhand without communication with the Bidder). Central University of Jharkhand reserves the right to determine whether the information has been provided in reasonable detail.

- (f.) There are no inconsistencies between the Proposal and the submitting documents.

1.2 A Proposal that is substantially responsive is one that conforms to the preceding requirements without material deviation or reservation. A material deviation or reservation is one:

- (a.) which affects in any substantial way, the scope, quality, or performance of the Assignment, or
- (b.) which limits in any substantial way, the proposal Central University of Jharkhand's rights or the Bidder's obligations under the Agreement, or
- (c.) which would affect unfairly the competitive position of other Bidders presenting substantially responsive Proposals.

1.3 The responsive Proposals shall be evaluated and scores shall be given based on the scoring methodology set out by Central University of Jharkhand

1.4 Central University of Jharkhand reserves the right to reject the Proposal of Bidder(s) without opening the Part-II Submission if, in its opinion, the contents of Part-I Submission are not substantially responsive with the requirements of this RFP.

1.5 The total maximum score for evaluation of Technical Proposal as specified below is 100 marks. Final score will be calculated based on:

- (a.) Write Up - 10 marks (Part-I Submission)
- (b.) Technical Proposal - 60 marks (Part - I Submission)
- (c.) Financial Proposal - 30 marks. (Part - II Submission)

The write up for 10 Marks should also clarify the methodology to be followed for:

- (i.) Selection of Contractor
- (ii.) Quality Control at Site
- (iii.) Adherence to the Project Schedule
- (iv.) Qualified Personnel to be attached to this particular project
- (v.) Cost Control

1.6 The selected PMC will adhere to the proposed manpower deployment for Central University of Jharkhand Project. Any change of manpower will require approval of Competent Authority.

SL. No.	Subhead	Max Marks	Remarks
1	Two Similar Projects during last 5 years	30	10 Marks each for a Project of value = 400 Cr or over and less than 600 Cr 15 Marks each for a Project of value = 600 Cr or over
2	Average Annual Turnover from consultancy services exceeding Rs. 50 crores in last 5 years	15	For 50 Crores – 5 marks Upto 100 Crores – 10 marks 100 Crores & Above – 15 marks
3	In-house capability for rendering the Project Management / Construction supervision services required for completing and making the educational complex functional.	10	5 marks for Total No. of Technical People comprising of various disciplines in the Payroll of the Firm >= 200
4	The bidder should be in the field of rendering Consultancy Services for more than 20 years	5	5 marks for 20 years
TOTAL :		60	

2. The evaluation of the Part-II Submission would be taken up only after the contents of the Technical Proposal are found to meet the requirements of this RFP and if the bidder obtains more than score of 60 percentage marks in aggregate in the evaluation of Part-I submission. Part-II Submission of those bidder(s) who do not obtain more than 60 percent marks in aggregate of the evaluation of Part-I submission and presentation shall not be opened.

3. As stated above, final score will be calculated based on

- (a.) Write up -10 marks;
- (b.) Technical Proposal - 60 marks
- (c.) Financial proposal - 30 marks.

The Technically Qualified Bidder getting the cumulative maximum marks will be awarded the Work after negotiation

4. Central University of Jharkhand reserves the right to reject any Proposal, if at any time, a material misrepresentation is made or discovered or the Bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.

5. Notwithstanding anything contained in this RFP, Central University of Jharkhand reserves the right to accept or reject any Proposal or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment.

SECTION-VI

BID PROCESS MANAGEMENT

A. PERMEABLE

The consultant shall organize pre-bid meeting at Ranchi compile pre-bid queries, and prepare draft response to the queries in consultation with Central University of Jharkhand

(ii) The consultant shall carry out preliminary evaluation of the technical and financial proposals received under the tenders and advise Central University of Jharkhand on appointment of contractors.

(iii) The consultant shall prepare the contract document for the successful bidder and assist Central University of Jharkhand for timely execution of contract.

B. FACILITIES

The Consultant will have to make his own arrangements for office, utilities, accommodation and transport and should include cost of all these elements in his Financial Offer.

C. ONSITE PROJECT MANAGEMENT

(i) The consultant, within one month of award of the consultancy services, shall open an office at site or any other location approved by the Central University of Jharkhand and deploy a team of fulltime personnel including Civil Engineer /Quantity Surveyor; The consultant shall provide the logistics and other supporting staff and facilities as required. The entire expenditure on the office and the team will be borne by the consultant.

(ii) The team shall act as representative of the consultant for the purpose of coordination and communication and assist the consultant for onsite project management.

(iii) The Consultant, under the scope of onsite project management, shall be responsible for timely completion of the Project with desired quality achieved through constant monitoring and scientific quality control measures. He shall also make endeavor to economize the cost by reducing wastages, time over runs, optimizing, utilization of resources and manpower. The consultant shall act as Engineer - In - Charge of the work and supervise the work, check and certify measurements, bills submitted by the contractor and recommend for their payment. He shall keep Central University of Jharkhand informed through a well-designed Management information System on the physical & financial progress of the Project at regular intervals of 15 days or as directed by the Central University of Jharkhand.

(iv) The consultant shall -

- (a) To study and after taking written approval of Central University of Jharkhand will issue all working drawings to Contractors for proper execution of works during construction.
- (b) To check and recommend samples of various elements and components for approval of Central University of Jharkhand.

- (c) To check found and recommend shop drawings submitted by the contractor for approval of University.

D. CO-ORDINATION MEETINGS:

The consultant shall convene Co-ordination meetings minimum once in a month or as required, with the building contractor, and those of interior works, architects of the building and Central University of Jharkhand Officers and prepare minutes of meeting. The consultant will review and comment on the contractors work programme and ensure proper implementation including all activities which interface with other contractors.

E. DIARY/DAILY LOGS/CHECK LIST/QUALITY ASSURANCE SYSTEM

(i) The consultant shall maintain a Site order book/ Site Diary I Daily logs on the construction contract. This will facilitate in compiling the weekly and monthly activities report.

(ii) The consultant shall devise various forms and checklists for material inventory, site instructions, payment certificates, variation orders etc. Daily contact will be maintained between the consultant and contractors representative on site, dealing with all problem which may arise in business-like manner in the interest of the works adhering to a good working relationship among all parties.

(iii) The consultant shall perform all duties of Quality Assurance of works, in line with state of the art technology and procedures to ensure full compliance with the design and specifications. The consultant shall evolve a Quality Assurance System (QAS) outlining the quality assurance procedure and quality control tests to be conducted as well as the frequency of their application.

F. SERVICE DURING DEFECT LIABILITY PERIOD & FINAL BILL

The consultant shall make a final inspection, at the expiry of the defect liability period under the contract and list defects to be rectified prior to issue of final completion certificate and recommend to university for final payment of the contractor after adjusting any liquidated damages and security Deposits.

G. Penalty/ L.D.

Scheduled Timing is the essence of the agreement.

Any delay beyond scheduled period in execution of state wise work will attract penalty clause. The nominal penalty amount as considered reasonable by client will be binding on the PMC Consultant and adjustable from the due amount for the delayed scheduled.

H. Recovery.

Any sum falling due or any loss caused due to this agreement which is attributable to PMC shall be recoverable by Central University of Jharkhand from the PMC Consultant.

I Payments

During the period of their inability to perform the Service as a result of an event of Force Majeure, the PMC Consultant shall be entitled to be reimbursement for additional costs reasonable and necessarily incurred by them during such period for the purposes of services and in reactivating the Services after the end of such period.