

**NOTICE FOR PRESELECTION OF CONSULTANCY FIRMS**

The Government of the Federal Republic of Germany through KfW Development Bank and Government of India (GoI) have agreed to provide funds under Sustainable Municipal Infrastructure Financing in Tamil Nadu (SMIF-TN) program. Tamil Nadu Urban Infrastructure Financial Services Limited (TNUISL) is the project executing agency for the program.

In this regard, TNUISL invites eligible consultancy firm(s) having experience and expertise in the field of developing projects and programmes in the sectors/projects listed below -

S.N.	Project name	Assistance type
1.	Rehabilitation and Maintenance of Water Bodies in Chennai Metropolitan Area	Detailed Project Report (DPR)
2.	Integrated Solid Waste Management on Regional Basis consisting of Municipalities & Town Panchayats in Tamil Nadu	Feasibility Study
3.	Providing Storm Water Drainage system for the various Municipalities in Tamil Nadu	Detailed Project Report (DPR)
4.	Restoration of Rivers in Tamil Nadu	Master Plan

If the firms are bidding jointly, a binding declaration must be given of the lead firm and what form the cooperation will take (joint venture, sub-contracting, association, other forms). Interested consultancy firm(s) must provide all the relevant information (in English language only) as per the prescribed format. Consultants may also enhance their qualifications. The details can be downloaded from the websites [www.tenders.gov.in](http://www.tenders.gov.in), [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) and [www.tnuidf.com](http://www.tnuidf.com).

The information and the details received will be evaluated based on the criteria given and qualified consultancy firm(s) will be short-listed for the proposed assignment. The consultants will be shortlisted selected in accordance with the procedures set out in the [KfW's Guidelines for the Assignment of Consultants in Financial Co-operation with Developing Countries](#) (Current Edition).

The details must be delivered to the address below by 15:00 hours on or before January 30, 2012 with superscribing **“Empaneling consultants for various sectors/projects in Tamil Nadu as listed in the pre-selection notice under Sustainable Municipal Infrastructure Financing in Tamil Nadu (SMIF-TN) program”**:

***The Chairperson & Managing Director***

***Tamil Nadu Urban Infrastructure Financial Services Limited***

Vairam Complex, First Floor,

No. 112, Theyagaraya Road,

T.Nagar, Chennai – 600 017.

Tamil Nadu. INDIA

Phone : 044-2815 3104/5/7

Fax : 044- 2815 3106

E-mail : [pandiands@tnuidf.com](mailto:pandiands@tnuidf.com), [vijay@tnuidf.com](mailto:vijay@tnuidf.com), [pradeep@tnuidf.com](mailto:pradeep@tnuidf.com)

Proposals without the superscribing in the cover of the proposals as requested above will be unopened.

## **Instructions**

1. Name and address of the Project Executing Agency

**The Chairperson & Managing Director**

Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL),  
No.112, Theyagaraya Road, Vairam Complex, I Floor, T.Nagar, Chennai – 600 017,  
Tamil Nadu, India  
Phone : 044-2815 3104/5/7, Fax : 044- 2815 3106  
E-mail : [pandiands@tnudf.com](mailto:pandiands@tnudf.com), [vijay@tnudf.com](mailto:vijay@tnudf.com), [pradeep@tnudf.com](mailto:pradeep@tnudf.com)  
Website: [www.tnudf.com](http://www.tnudf.com)

2. The details can be downloaded from the websites [www.tenders.gov.in](http://www.tenders.gov.in), [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) and [www.tnudf.com](http://www.tnudf.com) and the interested consultancy firm(s) may obtain further information from the above address upto 29.01.2012 on all working days (Monday to Friday) from 10 am to 5.00 pm.

3. The consultancy firm(s) should provide the following documents in English language in the format prescribed.

- i) Legally binding signed declaration of undertaking (Form-1)
- ii) Corporate profile and status (Firm's Name, Contact person, address of the consultancy firm, phone no., fax no., email ids of contact person and web address) (Form-2)
- iii) Summary of sector wise relevant experience (Form-3)
- iv) Sector wise relevant experience along with attested client certificate (Form-4)
- v) Summary of key professionals available with firm (Form-5)
- vi) Curriculum vitae of the consultant's key personnel who will provide monitoring and back up services from the home office (Form-6)
- vii) Audited Balance Sheet and Profit & Loss account for last three years (Form-7)
- viii) Statement of personnel structure (number and qualifications) (Form-8)
- ix) Declaration on Joint Venture / associated firms (Form-9)
- x) Relevant references from the last five years to prove technical qualifications and experience abroad, in the region or country (maximum five references per sector of operation) (Form-10)
- xi) Any other relevant information (Form-11)

4. The details and the information should be furnished to the following address superscribing **“Empaneling consultants for various sectors/projects in Tamil Nadu as listed in the pre-selection notice under Sustainable Municipal Infrastructure Financing in Tamil Nadu (SMIF-TN) program”** to

**The Chairperson & Managing Director,**

Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL)  
No.112, Theyagaraya Road, Vairam Complex, I Floor, T.Nagar, Chennai – 600 017

**Proposals without the superscribing in the cover of the proposals as requested above will be unopened.**

5. Due date and time for submission of information and details: upto 3.00 pm on 30.01.2012

6. The consultancy firm(s) providing inadequate information will be liable for rejection.

7. The information and the details received will be evaluated and qualified consultancy firm(s) only will be shortlisted and empaneled for the proposed assignment.

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The evaluation committee appointed by the Client will carry out its evaluation applying the evaluation criteria and point system specified below. Each responsive proposal will be attributed a score

<b>Criteria</b>		<b>Points</b>	
<b>1.</b>	<b>Evidence of experience gained in the last 10 years:</b>		<b>40</b>
1.1	Experience in handling similar projects	25	
1.2	Experience in India in the same sector	15	
<b>2.</b>	<b>Suitability for this specific project:</b>		<b>60</b>
2.1	Assessment of available technical knowledge specific to this project	30	
2.2	Assessment of the personnel structure in regard to the tasks expected	15	
2.3	Assessment of the key personnel in permanent employment and always available to monitor the team and provide back-up services from the home office	10	
2.4	The form of the application documents: are they complete and related to the project?	5	
<b>Total</b>			<b>100</b>

Please send your preselection form in the following order:

<b>Form No</b>	<b>Particulars</b>
1	<b>Legally binding signed declaration of undertaking</b>
2	<b>Corporate profile and status</b>
3	<b>Summary of sector wise relevant experience</b>
4	<b>Firms relevant experience with attested certificate</b>
5	<b>Summary of key professionals available with firm</b>
6	<b>Curriculum Vitae of key professionals</b>
7	<b>Audited Balance Sheet and Profit &amp; Loss account for last three years</b>
8	<b>Statement of personnel structure (number and qualifications)</b>
9	<b>Declaration on associated firms</b>
10	<b>Relevant references from the last five years to prove technical qualifications and experience abroad, in the region or country</b>
11	<b>Any other relevant information related to this assignment</b>

**Form No. 1**

**Legally binding signed declaration of undertaking**

We underscore the importance of a free, fair and competitive procurement process that precludes fraudulent use. In this respect we have neither offered nor granted, directly or indirectly, any inadmissible advantages to any public servants or other persons in connection with our bid, nor will we offer or grant any such incentives or conditions in the present procurement process or, in the event that we are awarded the contract, in the subsequent execution of the contract.

We also underscore the importance of adhering to minimum social standards (“Core Labour Standards”) in the implementation of the project. We undertake to comply with the Core Labour Standards ratified by the country of India.

We will inform our staff about their respective obligations and about their obligation to fulfill this declaration of undertaking and to obey the laws of the country of India

**Place:**

**Date:**

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No. 2**

**Corporate profile and status**

S.N.	Description	
1.	Name of the firm	
2.	Status (legal entity)	
3.	Address with Pin code	
4.	Contact number	
5.	Fax no.	
6.	Mobile no	
7.	Email id	
8.	Web address	
9.	Contact person	
10.	Contact number	
11.	Email id	
12.	Any other relevant information	

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No. 3**

**Summary of sector wise relevant experience**

**Sector 1 :Lakes/Tanks Restoration**

S.No.	Name of the Project	Location	Period	Brief description of project

**Sector 2: Rivers Restoration**

S.No.	Name of the Project	Location	Period	Brief description of project

**Sector 3: Storm Water Drains**

S.No.	Name of the Project	Location	Period	Brief description of project

**Sector 4: Integrated Solid Waste Management**

S.No.	Name of the Project	Location	Period	Brief description of project

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No.4**

**Format for firms relevant experience:**

Project Name	Country
Project location with in the country	Professional staff provided by your firm
Name of the client	Professional staff months provided by your firm
Address and contact person (Client) ..... Phone No: Fax No. Email id:	Value of consultancy assignment  Approx value of services by your firm
Start Date:	End date:
Name of the Key professional of your firm involved in the assignment	
Detailed narrative description of project:	
Description of actual services provided	

**Attach Copy of attested client certificate (i.e. LOI / Agreement copy / completion certificate)**

**Signature of the authorized representative  
of consultancy firm(s)**



**Form No. 5**

**Summary of key professionals available with firm**

S.No	Name of Key professional	Years with the firm

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No. 6**

**Curriculum Vitae of key professionals**

<b>2. NAME OF STAFF</b>	:				
<b>3. DATE OF BIRTH</b>	:				
<b>4. NATIONALITY</b>	:				
<b>5. PERSONAL ADDRESS TELEPHONE / FAX NO. EMAIL ADDRESS</b>	:				
	:				
<b>6. EDUCATION</b>	:				
<b>7. OTHER TRAINING</b>	:				
<b>8. LANGUAGES</b>					
<b>9. MEMBERSHIP IN PROFESSIONAL SOCIETIES</b>	:				
<b>10. COUNTRIES OF WORK EXPERIENCE</b>	:				
<b>11. EMPLOYMENT RECORD</b>					

[illegible]

### **Certification**

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

Signature of the staff member

Date:

**Signature of the authorized representative  
of consultancy firm(s):**

Full name of the authorized representative:

Date:

**Form No.7**

**Audited Balance Sheet and Profit & Loss account for last three years**

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No. 8**

**Statement of personnel structure (number and qualifications)**

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No. 9**

**Declaration on Joint Venture/Associate firms**

Name of the associated firms, if any	No. of person-months professional staff provided by associated firm

If firms are bidding jointly a binding declaration must be given of which is the lead manager and what form the cooperation will take (joint venture, sub-contracting, other forms). A declaration of intent must be enclosed

**Signature of the authorized representative  
of consultancy firm(s)**

**Form No.10**

**Relevant references from the last five years to prove technical qualifications and experience abroad, in the region or country**

**Signature of the authorized representative  
of consultancy firm(s)**



**Form No.11**

**Any other relevant information**

**Signature of the authorized representative  
of consultancy firm(s)**