

**Request for Proposal for Selection of an Architecture/
Urban Planning agency for Preparation of Integrated
Tourism Master plan of Hirakud reservoir and its
surroundings**



RFP No.4553, Date. 18.05.2021

TCT-COOD-SCH-0011-2021

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The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Firm and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever and cancel the entire bidding process.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation for submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

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Schedule of Bidding Process

Department of Tourism (DoT) invites proposals from Architecture/ Urban planning firms for “**Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings**” in accordance with the conditions and manner prescribed in the RFP document.

Agencies are advised to study the RFP document carefully before submitting their proposals in this regard.

Important Dates and Information

Last date for submission of written / online queries for clarification	Queries shall be sent on pmu@odishatourism.gov.in by 30.05.2021 till 5 PM
Pre-bid meeting	31.05.2021 at 12:00 PM Video Conferencing Mode
Last date and time of submission of Bids	05.07.2021 till 12.00 PM
Date and time of opening of Technical Proposal	05.07.2021 till 3.30 PM
Date and time of • Technical Presentation • Opening of Financial Proposal	To be intimated later

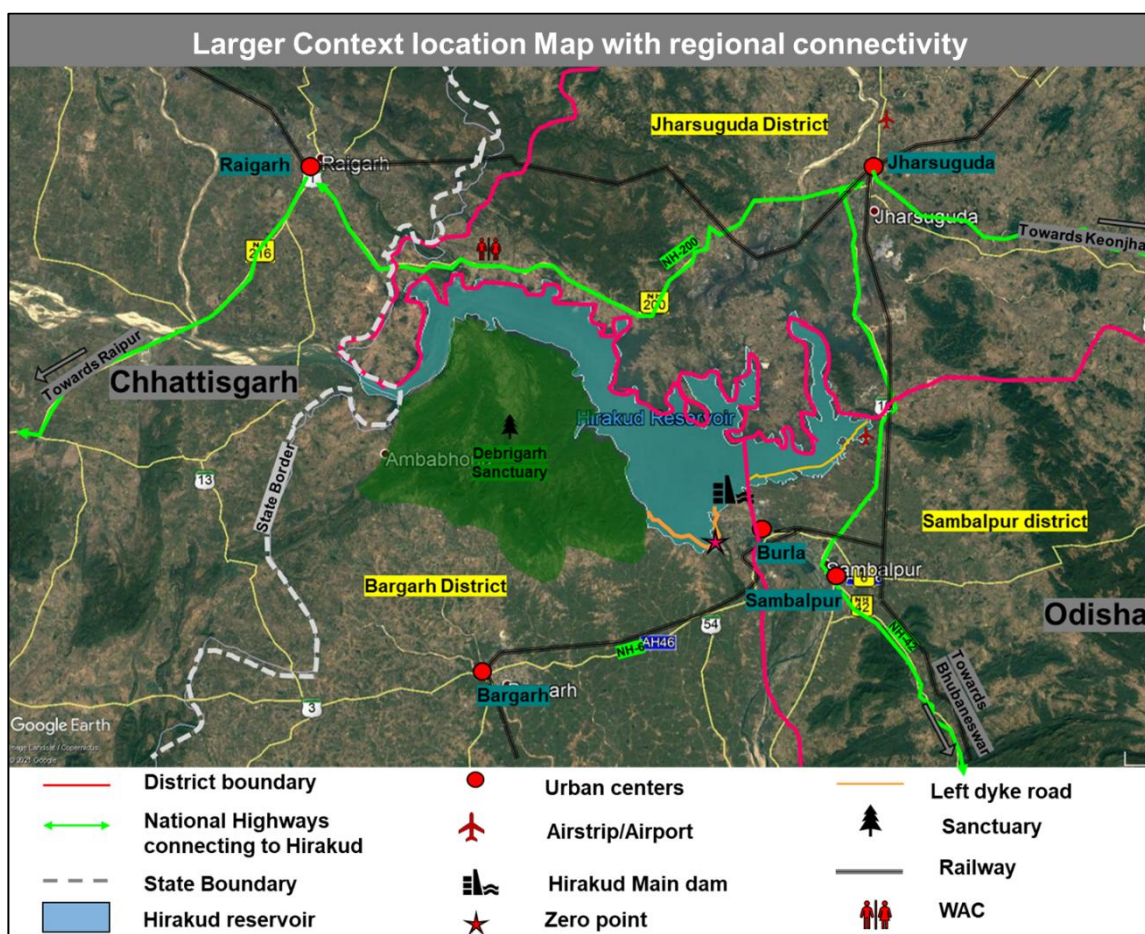
1. INTRODUCTION

Department of Tourism (DoT) aims to develop Odisha as one of India's most preferred tourist destinations. Concerted efforts are being put in place by the Odisha Government to position the state prominently on the domestic and international tourism map. In this endeavour Odisha Tourism Department is giving special importance to plan and develop niche tourism segments like ecotourism, adventure tourism, sports tourism, cultural tourism, etc.

In this context; Department of Tourism plans to develop the immediate surroundings of Hirakud dam along with the various potential islands as a prominent tourist destination with world class attractions, facilities and amenities. For this, DoT invites proposals for preparation of an Integrated Tourism Master plan for destination development of Hirakud Dam and surroundings

2. BACKGROUND AND LOCATION DETAILS

Hirakud Dam is one of the remarkable man-made structure and the longest major earthen dam in our country India. It is in the western part of Odisha and spreads over 2 districts – Sambalpur and Bargarh. The source of the reservoir is Mahanadi river which flows from Chhattisgarh and flows through Odisha and meets the Bay of Bengal in the east coast.



Connectivity

- By Air: The nearest airport is Jharsuguda airport. Besides, there is an airstrip located at Jamadarpalli along the Hirakud reservoir.
- By Train: Sambalpur is well connected with Bhubaneswar, Cuttack, Dhenkanal, Rourkela and other important cities of India through rail ways.

- By Road: Hirakud is well connected with major cities of Odisha like Bhubaneswar, Cuttack, Jharsuguda etc. and other cities like Mumbai, Raipur, Nagpur, Surat, etc. through roadways.

Tourism profile of Hirakud Dam:

The reservoir is spread over an area of 743 sq. km. and based on the area coverage, Hirakud reservoir is one of the biggest artificial lakes in Asia. From tourism point of view, Hirakud attracts a lot of visitors in which the main attraction is the 21 km long stretch road along the dykes.



Important attractions present around Hirakud reservoir are;

- Main dam and Zero point on the South-Eastern side (Sambalpur District)
- Debrigarh Sanctuary on South-Western side (Bargarh District)
- Landscaped gardens and minars on both sides of the main dam
- Ropeway and Indira Garden
- Various beautiful islands within the Hirakud reservoir which have potential to be developed

Beholding the high potential for tourism development of the immediate surroundings of Hirakud Dam and its beautiful islands, Department of Tourism intends to give importance to the destinations and develop the destination in an integrated manner.

3. OBJECTIVE

In order to undertake comprehensive development of Hirakud reservoir and its surroundings as a tourist destination of global standards, Department of Tourism has decided to undertake integrated development of the region. In this background, Dept of Tourism intends to take

services of an experienced agency to prepare the integrated destination master plan of Hirakud. While preparing the plan, the agency is expected to undertake the following;

- Identify options for establishing new tourism attractions, accommodation facilities, activities etc in the vicinity of the reservoir
- Enhancing tourism potential of Hirakud by introducing new tourism products like public attractions, glamping, floating restaurants, cruise tourism, sea planes, tree houses, Floatels, Multimedia fountain shows etc.
- Promotion of local products and famous handicrafts of Western Odisha
- Local employment generation by involvement of stakeholders and local communities

4. INDICATIVE COMPONENTS

Based on preliminary assessment the following potential projects/ interventions have been identified for the destination development; -

- | | |
|---|--|
| • Adventure/ Amusement park | • Floating hotel and restaurants |
| • Aviary/ zoo/ jungle safari | • Handloom and handicraft park |
| • Boat club for Water sports / adventure sports/ cruise operations etc | • Hot air balloon safari |
| • Caravan park – development of infrastructure of caravan tourism and road trips) | • Interpretation centre citing history of Sambalpur/ Hirakud |
| • Day / evening cruises | • Luxury glamping |
| • Debrigarh sanctuary –Upgradation of existing infrastructure considering carrying capacity | • Multimedia laser show with fountains / dam wall etc |
| • Development of existing air strip near the reservoir and Heli-connectivity | • Private luxury resorts /Budget resorts and hotels |
| • Development of garden next to the dam wall | • Signature bridge near the main spillway |
| • Eco-stays e.g.- Eco cottages and luxury tree houses | • Statue of Vir Surendra Sai |
| • Facilities for sea plane operations in Hirakud | • Thematic parks, Aviary etc |
| | • Upgradation of existing accommodation infrastructure considering carrying capacity |

The components are indicative and not limited to the list given above.

Note- It is expected from the agency to explore the possibility for development of the various islands lying within Hirakud reservoir for tourism purposes.

5. SCOPE OF WORK

The scope of work of the assignment is given below:

5.1 Stage I Preliminary Assessment

- Preliminary analysis of the existing situation such as site analysis including-
 - Physical/ Geo-Spatial Survey of the area of interest
 - Infrastructure gap assessment
 - Disaster vulnerability
 - Carrying capacity
 - Assessment of existing tourism infrastructure

- Collection of all relevant secondary data/ reports available and study of existing rules/ regulations and laws applicable to Hirakud reservoir and its surroundings
- Stakeholder consultation
- Benchmarking of case studies (National/international)
- SWOT Analysis

5.2 Stage II Concept Plan

- Preparation of zoning plan with detailed list of individual components and sub-components
- Preparation of indicative Conceptual plan interconnecting all potential points for tourism development around Hirakud
- Proposed support infrastructure for proposed components
- Block estimates

5.3 Stage III Detailed master plan

- Preparation of the draft detailed masterplan
- Propose development strategy, phasing, marketing/ promotion, implementation strategy with a view to maximize tourism potential of the destination
- Preparation of design guidelines and development control regulations for holistic development of the area
- Detailed drawings, walkthroughs and 3D views
- Preparation of detailed estimates for model design components
- Preparation of list of approvals and clearances required for development of the Area of interest and support in preparation of backing documents for various approvals from various departments/ministry

6. DELIVERABLES, TIMELINES AND PAYMENT TERMS

The list of deliverables and corresponding timelines are given in the table below

SI	Milestone	Details of report	Timeline	Payment terms
1	Inception report	Work plan, approach and methodology	T*+30Days	30%
2	Baseline analysis report	Deliverables as per Stage I of Scope of Work		
3	Conceptual Plan report	Deliverables as per Stage II of Scope of Work	T*+40 Days	20%
4	Draft Detailed Project report	Deliverables as per Stage III of Scope of Work (Draft)	T*+60 Days	30%
5	Final Detailed Master plan with detailed estimates	Deliverables as per Stage III of Scope of Work (Final)	T*+90 Days	20%

*where T is date of issue of Letter of award (LoA)

7. ELIGIBILITY CRITERIA

The eligibility criteria for the selection of agency for this assignment are given below:

7.1 Technical Eligibility:

7.1.1 The agency should be an Architectural / Urban Planning firm with an operational experience of minimum 10 Years. The bidder must be a company/ firm registered under the Companies Act 2013 or under the Indian Partnership Act, 1932 or a Limited Liability Partnership registered under the LLP Act 2008. Certificate of incorporation / registration to be furnished.

7.1.2 The firm must have either on its payroll / on contract, inter-alia, profiles such as 1 Tourism Expert (with international experience), Urban planner, GIS expert, Architect, Forest/ Environmental Expert, Horticulturist, Hydrological expert etc. having a minimum of 10 years' domain experience for key experts and 5 years' experience for non-key experts.

Note: Details of minimum one employee for each of the above-mentioned profiles shall be furnished in the given format.

7.1.3 Must have successfully completed planning of at least 1 project of area-based development of minimum project area of 300 acres. The project must be completed during the last 10 years preceding the date of issuance of this RFP. The corresponding Work orders and Completion certificates shall be furnished.

7.1.4 Must have successfully completed planning of at least 1 tourism project of Project cost not below INR 100 Crore. The project must be completed during the last 7 years, preceding the date of issuance of this RFP. The corresponding Work orders and Completion certificates shall be furnished.

7.1.5 Must have successfully completed one integrated riverfront/ waterfront/ lakefront/ reservoir tourism development plan/ project with a minimum land development area of 50 Acres in the last 10 Years. The corresponding Work orders and Completion certificates shall be furnished.

7.1.6 One credential / engagement may be submitted to meet the eligibility criteria required under clause 7.1.3, 7.1.4 and clause 7.1.5.

7.2 Financial Eligibility:

7.2.1 Must have positive net worth as on 31 March 2020. Auditor/CA certificate to be furnished.

7.2.2 Minimum Average annual turnover in the last 3 financial years must be more than INR 15.0 Crore. CA certificate and audited annual financial statements to be furnished.

8. BRIEF DESCRIPTION OF THE SELECTION PROCESS

8.1 Evaluation of Technical and Financial proposals will be based on Quality cum Cost Based Selection (QCBS) with 70% weightage on Technical Score and 30% on Financial Score.

8.2 Technical Score (T): The Technical Score shall be awarded based on technical evaluation as per the Table below. The bidder scoring more than or equal to 70% in the technical evaluation ($\geq 70/100$) will be shortlisted for financial evaluation.

Table: Technical Evaluation Criteria

SI	Components of Technical proposal	Marks (100)
1	Turnover – Average annual turnover in the past three Financial years (FY2017-18, FY2018-19, FY2019-20) • INR 15 Cr – INR 25 Cr (5 Marks) • INR 25 Cr – INR 50 Cr (10 Marks) • More than INR Crore (15Marks)	15
2	*Experience of one area-based development planning project of minimum 300 acres (7.5 Marks) For each additional project – 2.5 Marks	15
3	*Experience of one tourism planning project of minimum cost INR 100 Crores – 7.5 Marks For each additional project – 2.5 Marks	15
4	*Experience of one tourism project with minimum area of 50 Acres i.e. Integrated river front/ waterfront/ lakefront/reservoir tourism development plan – 7.5 Marks For each additional project – 2.5 Marks	15
5	Concept Plan of the destination with detailing of components and subcomponents. For each of the identified components, the plan should reflect various themes and sub themes Note-Technical presentation of the concept plan shall be scheduled after checking the responsiveness of the bids against Clause 7 Eligibility criteria	40
Total Technical Marks (T)		100

***For submission of each project qualifying under multiple conditions - Sl. 2, 3 & 4 in the Table above, the bidders will be eligible to get marks on multiple heads.**

Note-

- Drawings (indicative scale) may be prepared on software such as AutoCAD, REVIT, 3DMax, Google Sketchup, Corel draw, Photoshop etc.
- Illustrations can be submitted in the form of sketches, 3D views etc

8.3 The financial proposal shall be quoted in lump sum and shall be submitted in the given format (Form-B).

8.4 Financial Score (F): The bidder quoting lowest fee (L1) will get 30 marks and others will get marks in proportion to L1 score. Thus, if the quote of L1 is INR X and L2 is INR 2X, then L2 will get 15 marks.

8.5 Combined Score (S): Combined score (technical score plus financial score) shall be calculated based on Technical and Financial scores of the Bidder as per QCBS system. (S=T+F)

8.6 Selection of Bidder: The Bidder securing the highest combined score (S) would be the preferred Bidder. The Second and third Ranked Bidder shall be kept in reserve and may be invited for negotiations in case the first ranked bidder withdraws or fails to comply with the requirements specified in the RFP document.

9. SUBMISSION OF PROPOSAL: PACKING, SEALING AND MARKING OF PROPOSALS:

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with bidder's name and address in the left-hand corner of the envelope and super scribed in the following manner:

Part A

TECHNICAL PROPOSAL for "Selection of an Architecture/ Urban Planning agency for Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings"

Part B

FINANCIAL PROPOSAL for "Selection of an Architecture/ Urban Planning agency for Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings"

Both the Envelopes i.e., Envelope for Part A and Envelope for Part B must be packed in a bigger sealed outer cover and clearly super scribed with the following:

PROPOSAL

For

"Selection of an Architecture/ Urban Planning agency for Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings"

The applicant's Name & Address shall be mentioned in the left-hand bottom corner of the outer envelope.

The envelope shall be addressed to Director Tourism at the following Address:

**The Director
Department of Tourism
Paryatan Bhawan, Museum Campus
Lewis Road, Bhubaneswar - 751014, Odisha**

If the envelope is not sealed and marked as mentioned above, then DoT will assume no responsibility for the Proposals being misplaced or opened pre-maturely.

The Financial Proposal (Separately Sealed) shall follow Standard Form (Form B)

Note:

- i The proposals shall be typed or written in indelible ink and shall be signed by the authorized signatory of the bidding agency.
- ii Any interlineations, erasures or overwriting shall be valid only if they are initiated by

the person signing the Proposal prior to submission of the Proposal.

- iii Financial Proposal must be separately sealed under Part B as per the requirements of this RFP- The applicant must submit the Financial Proposal as per the format with proper signature and seal of the Applicant.

Format of submission of Technical Proposal

The submission must be done in the form of hard copy only.

Hard copies must be submitted in Minimum A3 size as a part of the technical proposal.

10. BID PROCESSING FEES

Non-refundable bid processing fee in the form of Demand Draft from any scheduled commercial bank in favour of “Director Tourism”, payable at Bhubaneswar for **INR 10,000 /- (Rupees Ten Thousand only)** is to be furnished by the bidder along with the Technical Proposal.

Alternatively, bidders may transfer the bid processing fee of INR 10,000 /- to the below mentioned bank account and furnish the proof of transfer along with the technical proposal.

Bank account details

- **Account holder name** - Director Tourism, Orissa
- **Account no-** 11109325346
- **Bank Name** – State Bank of India
- **Branch** – GOVT TREAS BR, Jawaharlal Nehru Marg, Kharvel Nagar, Bhubaneswar, 751001
- **IFSC Code-** SBIN0009025

Proposals without the requisite fee shall be treated as non-responsive and rejected outright.

11. BID SECURITY DECLARATION

Bidders shall submit **Bid Security Declaration** In lieu of Bid Security Deposit. The declaration is to be furnished by the bidding agency along with the proposal.

Without the requisite **Bid Security Declaration**, the bid shall be treated as non-responsive and rejected. The format for **Bid Security Declaration** has been provided in **Form C**.

12. VALIDITY OF PROPOSAL

Bid Proposal shall remain valid for **180 days** from the last date of submission of the proposal. A proposal valid for a shorter period shall be rejected as non-responsive.

13. DOCUMENTS ACCOMPANYING THE PROPOSAL:

- 1. Cover Letter** as per the format in Form-A.
- 2. Technical Proposal**
- 3. Concept Plan of the destination with detailing of components and subcomponents**
- 4. Financial Proposal-** The applicant must submit the Financial Proposal (Separately

Sealed) as per the format in **Form-B** with proper signature and seal of the Applicant.

4. Bid Fee and Bid Security Declaration as per format in **Form C**

Other relevant documents as per this RFP

14. DEADLINE AND MODE OF SUBMISSION OF PROPOSALS

Proposals filled in all respect must reach DoT before the time and date specified in ***Schedule of the Bidding Process*** through Speed Post, Registered Post or Courier or by hand delivery only at the following address:

**The Director
Department of Tourism, Govt. of Odisha
Paryatan Bhawan
Lewis Road, Bhubaneswar - 751014, Odisha**

Bidders are strictly advised against sending the technical and financial proposal via email. In such case, the bid shall be treated as non-responsive and rejected outright.

If the specified date for the submission of Proposals is declared as a holiday for DoT, the Proposals will be received up to the appointed time on the next working day.

15. LATE PROPOSALS

Proposals received after the last date and time of submission mentioned in the Schedule of the bidding process will be rejected.

16. MODIFICATIONS AND WITHDRAWAL OF PROPOSALS

Any applicant may modify or withdraw its proposal after submission but prior to the deadline for submission of proposal, if DoT receives in time the written notice of the modification or withdrawal. The responsibility of submitting the modified bid, within the deadline for submission of proposal will rest solely with the applicant.

No applicant shall be allowed to modify its proposal after the deadline for submissions. Applicant shall be allowed to modify the bid after the last date, only if the same is requested by DoT, to accommodate clarifications on the proposal submitted, subject to the proposal substantially conforming to the requirements of this solicitation.

In the event of withdrawal of a proposal by any applicant within the validity period, the Bid Security submitted by the applicant shall stand forfeited.

17. PROPOSAL OPENING

DoT will check responsiveness of the bid, followed by technical proposal. Only short-listed bids, post evaluation of technical proposal, will only be eligible for financial bid opening. Proposals will be opened in the presence of applicants or their authorized representatives who choose to attend the proposal opening, at the date and time mentioned, through video conferencing mode. In the event of the specified date of Proposal opening being declared a holiday for DoT, and Proposals shall be opened at the appointed time and location on the next working day.

The Financial Proposals of only those firms shortlisted based on the technical qualification shall be opened. The date and time of opening of the Financial Proposals will be intimated to the qualifying applicants later.

18. PERFORMANCE SECURITY AND AGREEMENT:

DoT shall issue a Letter of Award (LoA) along with the Draft Agreement to the selected applicant post opening of the financial proposals. Within 15 days of such issuance, the selected firm is required to submit a Performance Security in the form of Bank Guarantee for an amount equivalent to **3% of the project consultancy charges** and enter into the agreement with DoT and start the work on an immediate basis.

19. TERMINATION OF CONTRACT:

Either party can terminate the agreement by giving 30 days prior written notice

20. FORCE MAJEURE

Neither the Agency nor the Authority shall be liable to the other for any loss or damage occasioned by or arising out of acts of God such as unprecedented flood, volcanic eruption, earthquake or other convulsion of nature and other acts such as but not restricted to invasion, the act of foreign countries, hostilities, or war-like operations before or after declaration of war, rebellion, military power which prevent performance of the assignment and which could not be foreseen or avoided by a prudent person.

21. RIGHT TO ACCEPT OR REJECT

DoT reserves the right, without any obligation or liability, to accept or reject any or all the proposals at any stage of the process, to cancel or modify the process or any part thereof or to vary any or the term and condition at any time, without assigning any reason whatsoever.

22. DISPUTES

All legal disputes are subject to the jurisdiction of Bhubaneswar courts only.

23. LIABILITY

The Liability of the selected Agency in any case shall not be beyond the amount of fees payable to the selected Agency.

24. INDEMNITY

The Selected Agency always during the pendency of this agreement, keep the Government/ DoT indemnified to an amount not exceeding the total fees payable to the Selected Agency under this agreement.

25. CONFIDENTIALITY

The Selected Agency shall treat the details of the output of the Assignment and the Services as confidential and for the Selected Agency's own information only and shall not publish or disclose the details of the output, deliverables / milestones submitted to Selected Agency or the Services in any professional or technical journal or paper or elsewhere in any manner whatsoever without the previous written consent of the competent DoT.

FORM A – COVER LETTER

(To be submitted on letter head of the applicant duly signed by authorized signatory)

To,

The Director

Department of Tourism

Paryatan Bhawan

Lewis Road, Bhubaneswar - 751014, Odisha

Subject: Selection of an Architecture/ Urban Planning agency for Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings

Sir,

We have examined in detail and have understood the terms and conditions stipulated for eligibility of the Applicant in the Document issued by DoT. We agree and undertake to abide by all these terms and conditions. We hereby submit all the necessary information and relevant documents. We undertake, if our Proposal is accepted, to deliver services as specified in the document.

We acknowledge that we have not, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitrator or judicial authority or a judicial pronouncement or arbitration award against us, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract.

The validity of the proposal is 180 days from the last date of submission of proposal and we agree that the proposal is unconditional. We understand that DoT reserves the right to reject any application without assigning any reason thereof.

Yours faithfully,

Signature of Authorized Person and seal

Name and Designation

Name of the Bidding Entity/ Firm

FORM B - FINANCIAL PROPOSAL

(To be submitted on letter head of the applicant duly signed by authorized signatory)

Date:

To,

The Director

Department of Tourism

Paryatan Bhawan

Lewis Road, Bhubaneswar - 751014, Odisha

Sub: Financial Proposal for Selection of an Architecture/ Urban Planning agency for Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings

Sir,

We, the undersigned, offer to provide the services for the above scope of services in accordance with your RFP. Our financial quote, exclusive of GST and inclusive of all project expenses is as given below:

Financial Quote	Figure (in INR)	In Words
Lumpsum		

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 180 days from the last date of submission of proposal.

This Financial Proposal covers remuneration for all personnel cost, all incidental manpower expenses. The Financial proposal is without any condition.

Yours Faithfully,

Signature of Authorized Person and seal

Name & designation:

Name of the Bidding Entity/ Firm

FORM C - BID SECURITY DECLARATION

(To be submitted on letter head of the applicant duly signed by authorized signatory)

Date:

To,

The Director

Department of Tourism

Paryatan Bhawan

Lewis Road, Bhubaneswar - 751014, Odisha

Sub: Bid Security Declaration for Selection of an Architecture/ Urban Planning agency for Preparation of Integrated Tourism Master plan of Hirakud reservoir and its surroundings

Sir,

I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be **blacklisted from bidding for any contract with Department of Tourism, Government of Odisha for a period of 3 years** from the date of notification if I am/ we are in breach of any obligation under the bid conditions, I/We

- a. have withdrawn/ modified/ amended, impairs or derogates from the tender, my/ our Bid during the period of validity specified in the form of Bid; or
- b. having been notified of the acceptance of our Bid by Department of Tourism, Government of Odisha during the period of bid validity (i) fail or refuse to execute the contract/ agreement, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the subject RFP conditions.

The bid security declaration shall be valid for a minimum period of 180 days from the proposal submission due date or till the date of selection of the preferred bidder, whichever is later. On request from DoT, the Bidders would be required to extend the validity of the Bid Security Declaration on the same terms and conditions.

I/We understand that this Bid Security Declaration shall cease to be valid if I am/ we are not the successful bidder, upon the earlier of (i) the receipt of your notification of the name of the successful bidder; or (ii) thirty days after the expiration of the validity of my/ our Bid Proposal.

Yours Faithfully,

Signature of Authorized Person and seal

Name & designation:

Name of the Bidding Entity/ Firm

FORM D – FORMAT FOR CV

1. Name of Staff:

2. Position:

3. Date of Birth:

4. Years of Relevant Exp:

5. Number of years with the Firm:

6. Nationality:

7. Membership with Professional bodies

8. Education:

(Summarize College/University and other specialized education of staff Member)

9. Employment Record

(Starting with present position, list in reverse order every employment held)

10. List of Projects/Assignments on which the personnel have worked

Sl.	Name of the Client	Sector	Position Held	Key Role	Major Responsibility

11. Languages:

(Indicate proficiency in speaking, reading and writing of each language by

(Excellent, Good, Fair, Poor)

Note: - CVs of only Experts shall be evaluated during bid process management. The CVs should be recently signed by the proposed staff or the Authorized Representative signing the Proposal.

FORM E – BIDDERS PROFILE

1. Name of the Firm:
2. Year of Establishment:
3. Registered Office Address
4. PAN and GST No.
5. Telephone
6. Email
7. Brief description of the background of the firm for this assignment
8. No. of years of proven experience of providing similar services
9. Average Annual Turnover during the last three financial years

Financial Year	Annual Turnover (INR)
FY 2017-18	
FY 2018-19	
FT 2019-20	
Average Annual Turnover during the last three financial years	

Signature of the Authorized Person and Seal

Name and Designation

Name of Bidding firm

Dated: