

Application Document

for

Prequalification of Consultant for the services of
Project Management Consultant (PMC)

for

Upgradation of Electricity Distribution Capacity
Project in Togo

Export-Import Bank of India

Date: December 14, 2017

**INVITATION FOR PREQUALIFICATION FOR
CONSULTANCY SERVICES
FOR
GOVERNMENT OF INDIA LINES OF CREDIT (LOC) PROJECTS**

The Export-Import Bank of India (hereafter Exim Bank, or the Bank), on behalf of the Government of India (GOI), extends from time to time, concessional credit facilities under the Indian Development and Economic Assistance Scheme (IDEAS) to overseas governments/ their nominated agencies in developing countries for financing projects involving procurement of goods, civil works, consulting and non-consulting services to be contracted to Indian entities.

These Lines of Credit (LOCs) are governed by the Guidelines issued by the GOI from time to time. As per the extant guidelines issued vide letter no No. 21/3/2015-IDEAS dated December 07, 2015, the Bank is required to carry out a prequalification exercise and provide a list of prequalified bidders to the Borrower for invitation of bids for specific contract packages under the project(s) financed by the LOCs.

In pursuance of the above, the Bank invites applications from eligible Indian entities for prequalification as Project Management Consultant (PMC) for Upgradation of Electricity Distribution Capacity Project in Togo under an LOC extended to Ecowas Bank for Investment and Development [EBID].

An upfront and non-refundable Processing Fee of INR 25,000 plus applicable GST (presently 18%) is payable through NEFT transfer as per details given below:

[i]	Applicant Name	<Applicant Name>
[ii]	Name of Beneficiary	Export-Import Bank of India
[iii]	Beneficiary's Bank Name	AXIS BANK, CUFFE PARADE
[iv]	Account No.	447010200000268
[v]	IFSC Code	UTIB0000447

The preparation and submission of Application for prequalification is required in dual mode (on-line as well as off-line) in accordance with the provisions of the Application Document.

Completed Applications (off-line) in accordance with the provisions of the Application Document along with NEFT acknowledgement receipt should be delivered physically by 1500 hours, January 15, 2018 at the following address:

Ms. Meghana Joglekar
Deputy General Manager
Export-Import Bank of India
Lines of Credit Group
Maker Chambers IV, Floor 8
222 Nariman Point
Mumbai 400021
Ph: 91 – 22 – 2286 1569/1563

This Application Document (AD) consists of the following Parts:

Part I. Scope of PMC Services

This Part includes a summary description and other data on this prequalification process and of the prospective contract to be awarded by the Borrower Government/ Procuring Entity subsequent to this prequalification.

Part II. Instructions to Applicants (ITA)

This Part provides information to the Applicants in preparing and submitting their Applications for Prequalification (“Applications”) and the procedures for this prequalification process.

Part III. Data Sheet (DS) to ITA

This Part includes specific provisions that supplement Part II, Instructions to Applicants.

Part IV. Prequalification Criteria and Requirements

This Part specifies the criteria and requirements and the procedure to be used to determine how Applicants shall be prequalified and later to be invited to bid by Borrower Government / Procuring Entity.

Part V. Forms

This Part includes the Application Submission Form and other forms required to be submitted with the Application.

Part VI. Questionnaire for Applicants

This questionnaire requires the prospective Applicants to furnish certain basic information, and confirm certain facts relating to their firm/ joint venture with respect to past performance and prospective engagement.

Application Document

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Project in Togo

**Invitation for Prequalification
No.: GOILOC-144[5]/EBID/CS-07**

Issued on: December 14, 2017

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Part I: Scope of PMC Services

The Export-Import Bank of India (Bank), on behalf of the Government of India has approved financing of a project for Upgradation of Electricity Distribution Capacity in Togo under a Line of Credit (LOC) to Ecowas Bank for Investment and Development and a part of the amount is allotted for PMC services, for which the Bank now seeks application for prequalification from eligible entities. Refer Part II ITA 4 for eligibility provisions.

A] Description of the Project and Consultant Services

The Project is located in six (6) regions in the interior parts of Togo viz., Aného, Kpalimé, Atakpamé, Sokodé, Kara and Dapaong. The scope of the Project involves construction of approximately 33 km Medium Voltage (MV) network, 288.5 km of Low Voltage (BT/LV) network and 65 transformer stations with 53 electric poles of 100 to 160 kVA and 12 cabins of 250 to 400 kVA to strengthen the capacity of electric power distribution. The objectives of the Project are:

- i) Effective distribution of electricity to subscribers (line losses, voltage drops, unbilled consumption) in order to bring down the loss rate from 21% to 18.75%;
- ii) Elimination of indiscriminate connections called “cobwebs” for efficient household consumption of less than 125 kWh/per month;
- iii) Increase electrification rate of the Project localities.

The main works to be constructed under this Project are summarized in the table below:

N°	DESCRIPTION	UNIT	QUANTITY
1	Cities	whole	06
2	Medium Voltage (MV) Overhead Network 20, 33, 34.5 kV in almélec bare conductor of 54.6 mm ² and 117 mm ²	km.	61
3	MV / LV Transformer Station type H61 of 50, 100 and 160 kVA	whole	61
4	Low-Voltage (LV) Overhead Network and public lighting in twisted-cable 3 x 70 mm ² + 1 x 54.6 mm ² + 1 x 16 mm ² and 3 x 50 mm ² + 1 x 54.6 mm ² + 1 x 16 mm ²	km.	234

Description of Scope for Project Management Consultant (PMC) services

The Services of the PMC shall broadly include but are not limited to the following:

- Review of the studies already carried out;
- Review of bidding documents along with suggestions for improving the quality of bidding documents for the selection of EPC contractor prepared by the client;
- Tender Engineering, including Preparation of Technical Specifications, Tender documents;
- Tender evaluation and recommendation of award of Engineering Procurement and Construction contract;
- Technical assistance in finalization of BOQ;
- Review of designs;
- Inspection of materials at manufacturer's works before dispatch to site;
- Supervision of civil works, and monitoring of implementation of the project;
- Evaluation of operations and maintenance; and
- Post-commissioning stages of a project.

Control of Studies

The Consultant in consultation with the Employer's Representative will carry out the verification of all schedules, plans and calculation notes drawn up by the Contractor (guide, Implementation plans, etc.) including:

- i. Schedule for the submission of design plans (calculation notes, drawings) for approval;
- ii. Implementation plans;
- iii. Civil engineering plans;
- iv. Electrical drawings and diagrams, drawings of electrical panels, control / command / protection

For this mission, the Consultant is to ensure that all documents submitted by the Contractor for implementation are approved by the approval authorities as established by the Client in the quality and quantity required in the contract.

The Consultant will send a detailed report to the Employer at the end of the mission.

Control of Works

- **Timing:**

The Consultant will liaise with the Employer's Representatives to validate the implementation schedule for the entire operation, showing the key dates and the expected results on those dates. This validation will be carried out in conjunction with the contractor and the client. The Consultant will ensure the timely implementation of this schedule.

- **Periodic progress reports:**

The Consultant will participate in quarterly site meetings organized by the project management structure; it shall draw up reports thereon. On the basis of these documents and according to the timetable, the Consultant will draw up a quarterly progress report on the project, which will be submitted to the Employer in paper and digital form, with the latter's agreement.

- **Pre-shipment Inspection in the manufacturer's workshops:**

In consultation with the representatives duly appointed by the Employer, the Consultant will carry out the pre-shipment inspection of the main equipment (factory audit).

This activity, under the responsibility of the Consultant, will be carried out, on the one hand, in the workshops of the manufacturer and, on the other, in the Consultant's offices, for the preparation and drafting of the corresponding reports.

- **Control of civil works :**

The Consultant shall, for the necessary period of time, perform the following tasks:

- Ensure strict application and observance of the contractual requirements;
- Ensure proper execution of the works, installation of structures; the consistency and reliability of the site facilities; tests for the suitability and control of concrete and their composition;
- The methods of execution and conformity of all materials and their proper installation;
- Execution tolerances and stability of structures;
- Inform the Project Manager regularly of the progress of the work;
- Check the execution and operational manuals submitted by the Contractor;
- Prepare the provisional acceptance of the works;
- Ensure application of hygiene and safety standards on site.

- **Check the installation of the equipment**

The Consultant shall perform the following tasks for the necessary period of time:

- Control the conformity of the material against the packing slips;
- Ensure strict application of market requirements and adherence to good engineering practice;
- Ensure proper execution of the structures, mainly ensuring: the importance of site facilities and their reliability; assembly of circuits and equipment (assembly, welding and connections, etc.); methods and tolerances of execution;

Part I. Scope of PMC Services

- Ensure compliance and reliability of all safety devices;
- Check that: all installed equipment is properly identified (wiring, circuits, equipment, etc.); all measuring and control devices are properly connected, adjusted and calibrated;
- Ensure that all tests of suitability and operation of the equipment and circuits are carried out in accordance with the specifications and the standards in force;
- No relaxations concerning the modification of the operating principle and the tests of the safety and control devices shall be granted without the authorization of the Employer;
- Inform the Project Manager regularly of the progress of the work;
- Checking operating manuals submitted by the Contractor;
- Prepare the provisional acceptance of the works and certify test runs results;
- Ensure implementation of basic occupational hygiene and safety standards.

- **"As Built" Plans:**

At the end of the project, the PMC will check the updating of the "as-built" plans, technical leaflets and various documents at the expense of the contractor.

- **Commissioning and testing:**

The Consultant shall assist in:

- Preliminary commissioning tests;
- Provisional acceptance after performance verification and the lifting of reservations.

During the warranty period, the Consultant will assist and advise the Client, at the latter's request, regarding serious incidents or operating problems that may arise.

B] Site and other Data

General data on TOGO

Togo, officially the Togolese Republic, is a country in West Africa bordered by Ghana to the west, Benin to the east and Burkina Faso to the north and the Atlantic Ocean to the south. It extends south to the Gulf of Guinea, where the capital Lomé is located. Togo is one of the smallest countries in all of Africa. The country's dominant physical feature is a chain of low mountains that stretches across the country from southwest to northeast. Several different types of terrain lie to the north and south of these mountains. Togo covers an area of approximately 57,000 km² with a population of approximately 7.6 million growing at 2.8 percent per year. The official language is French. Togo is a tropical, sub-Saharan

nation, highly dependent on agriculture, with a climate that provides good growing seasons. Average annual temperature is between 27.5 degree Celsius on the coast to about 30 degree Celsius north most regions. The heaviest rainfall occurs in the hills of west, southwest, and centre where the precipitation averages about 150 cm in a year. Average rainfall is around 800mm on the coast and more than 2000 mm in the Congo basin. The Republic of Togo is divided into five administrative regions: Maritime Region, Plateau Region, Central Region, Kara Region and Savannah Region.

Project Sites

Aného

Aného is populated by about 291.930 inhabitants or 58 386 households, it is the capital of the Lake Local Government Council, and in the Maritime region. This town is located 50 km to the East of Lomé, the Togolese Capital, and 3 km from the Togo border with Benin. Aného was the first capital of Togo. The city lies between the sea and lakes, and extends beyond with the economic development. Artisanal fishing is the main activity of the population. The project target area includes the following eight (08) sub-urban districts: Abalo Condji, Adoukohoe, Assagba Kope, Fiokondji, Gbodomé Zive, Seko, Tokpo and Zowla.

Kapalimé

Kapalimé, Capital of Kloto Government Council, and in the Plateaux region, is home to a population of about 240 409 inhabitants or 48 082 households. It is located 120 km North-West of Lomé and about 20 kilometers from the border with Ghana. The town is surrounded by mountain ranges of which the highest peak in the country is Mount Agou. This is the most suitable location for the main cash crop in Togo (coffee, cocoa and cotton) where tourism, art and craft play important role. The project target area includes the following eight (08) sub-urban districts: Kpéta, Kpodzi, Kpogadzi, Matchatom, Tovi, Tsive, Yokelemondji and Zomayi.

Atakpamé

Atakpamé is the capital of Ogou Local Government Council and in the Plateau region. It is located 103 km North of Kpalimé and 158 km from Lomé in a very mountainous region. Its population is estimated at about 359 494 inhabitants or 71,899 households. The economy is mainly based on agriculture with cash crops (coffee, cocoa, cotton) and trade. The project target area includes the following ten (10) sub-urban districts: AFEI Kpota, Atchrimi, Camp Rail and CMS Notre Dame, Djama, Keta-Losso Kome, Koerema (Market), Kossi Kiti Kpotame, Sada, Talo and Society Savoirn and Zanou.

Sokodé

Located 335 km from Lome, Sokodé is the capital of Tchaoudjo Local Government Council and in the Central region. Its population is estimated at about 212 649 inhabitants or 42 530 households. Economic activities are concentrated around trade, transport, agriculture, livestock and tourism. The project target area includes the following eighteen (18) sub-urban districts: Komah Assumption 3 Assumption Komah 4 Bourêkouloufoude, Kadanbara, Kiraoudé, Koma 1,2,and 3, Kouloundé 1,2, and 3 Kouwoauru, Kpalo-Kpalo,

Part I. Scope of PMC Services

Kpangalam Ataworo, Kpangalam Boloyobo, Kpangalam castle 1 Kpangalam Chateau 2, Tchalo cap Tchawanda Bamabodolo, Tchawanda cemetery, Tchawanda Solidarity and Tchawanda Solidarity 2.

Kara

Located 407 km North of Lomé, Kara is the capital of Kozah Local Government Council and in the Kara region. The Niamtougou International Airport is located a few kilometers from Kara. Economic activities are concentrated around trade, transport, agriculture, livestock, tourism art and craft. The population is estimated at about 251 959 inhabitants or 50 392 households. The project target area includes the following sixteen (16) sub-urban districts: Adabawèrè, Bohou SOTOCO, Bohou, District CEG Landja, Dongoya, EPP Tomdè, Kara Kpèlèwai, Kara South East (UK), Lama Feing Lama Kolidè Lama Tchaoudè, Lezyo (Prefect Residence), High Kara 2 Shell 2 Tchintchinda and Wèlou.

Dapaong

Dapaong is located 615 km from Lomé, it is the capital of Tone Local Government Council and in the Savannah region. Economic activities are concentrated around trade, transport, agriculture, livestock, tourism, art and craft. It has an estimated population of about 408 343 inhabitants or 81 669 households. The project target area includes the following eleven (11) sub-urban districts: CRETFP Back, Face CRETFP, Gendarmerie, Komboloaga, Kpakobte, CEG Nassable 1 Nassable North East, Nassable Leota, Nassable SOS, Natbagou and Tantigou.

C] Consulting Service Period

The role of the PMC shall continue until the end of the EPC contract. The total duration of the services is expected to be Twenty-Four (24) months.

D] GOI GUIDELINES

As per the GOI guidelines, goods and services for minimum 75% value of the contracts covered under these Lines of Credit, must be sourced from India. Applicants are advised to refer to the GOI guidelines mentioned above for details available at:

<http://www.eximbankindia.in/assets/pdf/loc/GOI-Guidelines-on-LOC.pdf>

Part II. Instructions to Applicants (ITA)

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Part II. Instructions to Applicants

A. General

1. Background

- 1.1 The Export-Import Bank of India (hereinafter called “the Bank”), on behalf of the Government of India (GOI), extends from time to time, concessional credit facilities (hereinafter called “Lines of Credit”) under the Indian Development and Economic Assistance Scheme (IDEAS) to overseas governments or their nominated agencies (hereinafter called “Borrower or Employer”), for financing projects to be executed by Indian entities. Payment by the Bank to the Indian exporters will be made only at the request of the Borrower and upon approval by the Bank, and will be subject, in all respects, to the terms and conditions of the credit (or financing) agreement.

2. Scope of Prequalification

- 2.1 With reference to the Invitation for Prequalification (IFP) indicated in Part III, Data Sheet (DS), this Application Document (“Application Document”) is being issued by the Bank to prospective applicants (“Applicants”) interested in submitting applications (“Applications”) for prequalification as per the scope described in Part I, Scope of Consultant Services and subject to the provisions of this Application Document.

3. Ethics and Integrity

- 3.1 The Bank requires Applicants to participate in this prequalification process with the highest standards of integrity and ethics and prohibits any corrupt, collusive and/or fraudulent practices. It is strictly forbidden to the parties involved in the prequalification process, by themselves or by a third party, to offer, ask or accept for itself or for a third party, financial or non-financial advantage or even direct or indirect promise, as offsets for prequalification, if susceptible of being qualified as criminal unlawful acts in accordance with national laws of any party involved.
- 3.2 In pursuance of article 3.1 above, Applicants shall permit the Bank to inspect all accounts, records and other documents relating to the submission of the Application, bid submission (in case prequalified), and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.
- 3.3 If, in accordance with the administrative procedures of the Bank, it is demonstrated that an Applicant in this prequalification process, or during the subsequent bidding for the contract(s) has committed

corrupt, fraudulent, or unethical practices, the Bank, inter alia, shall reject any Application for pre-qualification or proposal to award a contract in connection with the subsequent procurement process, as applicable.

4. Eligibility of Applicants

- 4.1 This prequalification exercise is open to only Indian Applicants in accordance with the provisions of ITA 4.4. Any form of association by the Applicant with ineligible entities either during this prequalification process or subsequent bidding process may be liable for rejection.
- 4.2 For the purpose of applying the eligibility criteria listed in this article 4, "Applicant" would include the single entity or in case of a joint venture ("JV"), each member of the JV, involved or intended to be involved with this prequalification process (as mentioned in Form A.1.2 Applicant's/ JV Member's Information Form), for any part of the prospective contract(s) including related services.
- 4.3 An Applicant may be a single entity or a combination of entities in the form of a JV either existing or with the intent to enter into a JV supported by a letter of intent listing out the names of all the JV members. In the case of a JV, all members shall be jointly and severally liable for the execution of the subsequent contract(s) in accordance with the respective contract terms. The JV shall be represented by an authorized representative who shall have the authority from all members of the JV so as to conduct all business for and on behalf of the JV during the prequalification process. The limit on the number of members in a JV would be as specified in the DS.
- 4.4 This prequalification exercise is open to only Indian Applicants. An Applicant shall be deemed to be Indian if the Applicant is constituted, incorporated or registered in, and operates in accordance with the provisions of the laws of India, as evidenced by its articles of incorporation and its registration documents, as the case may be.
- 4.5 An Applicant that has been debarred/ sanctioned by the Bank in pursuance of ITA 3.1, including debarment/ sanction by any government procuring entity/ corporation or Multilateral Development Agencies (MDA) in accordance with extant rules and procedures, shall be ineligible to be prequalified, during such period of time as the Bank/ sanctioning authority shall have determined.
- 4.6 The list of debarred firms and individuals by certain leading MDAs is available as specified in the DS. This may not be an exhaustive list of debarred entities but those which are made available centrally on the respective MDA's website. Additionally, there could be lists of debarred entities issued by various government departments/ procuring entities/ corporations and maintained offline.

Part II. Instructions to Applicants

- 4.7 An Applicant shall be ineligible to be prequalified if it has defaulted on any loan to any Bank/ Financial Institution (FI) and its account has been classified as Non-Performing Asset (NPA) with any Bank/FI or their companies/promoters/directors appear in Export Credit Guarantee Corporation (ECGC) Specific Approval List, Reserve Bank of India (RBI) Caution List, RBI Wilful Defaulter List (Suit filed as well as non-suit filed) and Credit Information Bureau India Ltd. (CIBIL) Defaulter List, updated from time to time. On being included in any of the above lists post the prequalification process, the Applicant shall immediately inform Exim Bank on the inclusion and reasons for inclusion thereof.
- 4.8 Applicant shall furnish such evidence of eligibility satisfactory to the Bank, as the Bank shall reasonably request.

B. Composition of the Application Document

5. Contents of this Document

- 5.1 This Application Document consists of the Parts indicated below, and which should be read in conjunction with any Corrigendum issued in accordance with ITA 7.
- Part I. Scope of PMC Services
 - Part II. Instructions to Applicants (ITA)
 - Part III. Data Sheet (DS) to ITA
 - Part IV. Prequalification Criteria and Requirements
 - Part V. Forms
 - Part VI. Questionnaire for Applicants
- 5.2 Unless obtained directly from the Bank, the Bank shall not be responsible for the completeness of the document, responses to requests for clarification, or Addenda to the Application Document in accordance with ITA 7. In case of any discrepancies, documents issued directly by the Bank shall prevail.
- 5.3 An Applicant is expected to study all instructions, and forms in the Application Document and to furnish with its Application all information or documentation as is required by the Application Document.

6. Clarifications

- 6.1 A prospective Applicant requiring any clarification of the Application Document shall contact the Bank in writing at the Bank's address indicated in the **DS**. The Bank will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of the applications. The Bank's response, at its discretion, may be put up on its website, and shall include a description of the inquiry (without identifying its source) and corresponding clarification. As a result of a clarification the Bank may, if necessary, amend the Application Document in accordance with the provisions of ITA 7.
- 6.2 Any modification to the Application Document that may become necessary as a result of the clarifications to the queries shall be made by the Bank exclusively through the use of a Corrigendum pursuant to ITA 7.

7. Corrigendum of Application Document

- 7.1 At any time prior to the deadline for submission of Applications, the Bank may amend the Application Document by issuing a Corrigendum.
- 7.2 Any Corrigendum or Addenda issued shall be deemed to be part of the Application Document and shall be published on the Bank's website.
- 7.3 Post Corrigendum, in order to allow sufficient time to the prospective Applicants in preparing their Applications, or for other good reason, the Bank may, at its discretion, extend the deadline for the submission of Applications in accordance with ITA 16.2.

C. Preparation, Submission and Opening of Applications

8. Cost towards Application

- 8.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.

9. Language

- 9.1 The Application documentation and printed literature that are part of the Application, if in another language, shall be accompanied by an accurate translation of the relevant passages in English language, which shall be the governing language.

Part II. Instructions to Applicants

- 10. Documents constituting the Application**
- 10.1 The Application shall comprise the following:
- (a) Application Submission Form, in accordance with ITA 11.1;
 - (b) documentary evidence establishing the Applicant's eligibility, in accordance with ITA 12.1;
 - (c) documentary evidence establishing the Applicant's qualifications, in accordance with ITA 13; and
 - (d) any other document required as specified in the **DS**.
- 11. Application Submission Form**
- 11.1 The Applicant shall complete an Application Submission Form as provided in Part V (Forms). This Form must be completed without any alteration to its format.
- 12. Documents Evidencing the Applicant's Eligibility**
- 12.1 To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Form and Forms A.1.1 and A.1.2, included in Part V (Forms).
- 13. Documents Evidencing the Applicant's Qualifications**
- 13.1 To establish its qualifications in accordance with Part IV, Prequalification Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Forms included in Part V without any alteration to the format. Applicant shall also complete the Questionnaire included in Part VI without any alteration to the questions. Each Form included in Part V and the Questionnaire in Part VI shall be duly signed by the authorized representative of the Applicant. In case of JV, authorized representative of the respective member shall sign. Non compliance to this requirement may result in summary rejection of the Application.
- 13.2 Wherever a monetary amount is to be stated, Applicants should indicate the USD equivalent using the rate of exchange determined as follows:
- (a) for contracts signed in the current financial year, the exchange rate prevalent as on the date of Invitation for Prequalification (IFP) shall be used to arrive at the USD equivalent;
 - (b) for contracts signed prior to the current financial year, the exchange rate as on 31st March of the respective financial year in which the contract was signed shall be used to arrive at the USD equivalent as specified in the **DS**.
 - (c) Exchange rates shall be taken from the publicly available source identified in the **DS**. Any error in determining the exchange rates in the Application may be corrected by the Bank during evaluation.
 - (d) For data related to financial statements, the amounts shall be mentioned in Indian Rupees (INR). Equivalent amount in USD

shall be arrived at using the exchange rate as on 31st March of respective financial year as specified in the **DS**.

14. Authorized Signatory and Number of Copies

14.1 The Applicant shall prepare one original of the documents comprising the Application as described in ITA 10 and clearly mark it "ORIGINAL". The original of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant. In case the Applicant is a JV, the Application shall be signed by all members of the JV.

15. Preparing the Application Envelope

15.1 The Applicant shall enclose the original Application in a sealed envelope that shall:

- (a) be addressed to the Bank, as per ITA 16.1;
- (b) mention the name and address of the Applicant; and
- (c) mention the specific identification of this prequalification process indicated in the **DS** ITA 2.1.

15.2 The Bank will accept no responsibility for not processing any envelope that was not prepared as required in ITA 15.1 above.

16. Application Submission Deadline

16.1 Applicants may either submit their Applications by mail or by hand. Unless otherwise specified in the **DS**, Applications submitted electronically shall not be admissible. Applications shall be received by the Bank at the address and no later than the deadline indicated in the **DS**.

16.2 The Bank may, at its discretion, extend the deadline for the submission of Applications by amending the Application Document in accordance with ITA 7.

17. Late Applications

17.1 Applications received after the deadline for submission of applications shall not be admissible, and if received, shall be returned unopened to the Applicant.

18. Opening of Applications

18.1 The Bank shall open all Applications at the date, time and place specified in the **DS**. Applicants' representatives may be present during opening.

D. Procedures for Evaluation of Applications

19. Evaluation to be Confidential

19.1 Information relating to the Applications, their evaluation and result shall be confidential and will not be disclosed to Applicants or any other person(s) not officially concerned with the prequalification process until the official notification of prequalification results is made in accordance with ITA 25.

19.2 From the deadline for submission of Applications to the time of notification of the results of the prequalification in accordance with ITA 25, any Applicant who wishes to contact the Bank on any matter related to the prequalification process (except as specified in 20.1 below), may do so only in writing. Canvassing in any form will be grounds for disqualification.

20. Clarifications during Evaluation

20.1 During the evaluation of Applications, in case of ambiguity, the Bank may, at its discretion, ask an Applicant for a clarification of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Bank and all clarifications from the Applicant shall be in writing. Any clarification submitted by an Applicant that is not in response to a request by the Bank may not be considered.

20.2 If an Applicant does not provide (within the time allowed) clarifications and/or documents requested as per the Bank's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

21. Determination of Responsiveness of Applications

21.1 The Bank may reject any Application which is not responsive to the requirements of the Application Document and may not subsequently be made responsive by correction of the causes of nonresponsiveness or by substitution or resubmission of the Application or part thereof.

E. Evaluation of Applications and Prequalification of Applicants

22. Evaluation of Applications

22.1 The Bank shall use the criteria and requirements defined in Part IV, Prequalification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Bank reserves the right to waive minor deviations from the prequalification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract.

Part II. Instructions to Applicants

- 22.2 The qualification and experience of sub-consultant(s), if any, proposed by the Applicant will not be considered for evaluation of the Application.
- 22.3 Only the qualifications of the Applicant, in the capacity as prime consultant / member of JV to the main client, shall be considered. In particular, the qualifications of a parent or other affiliated company shall not be considered.
- 22.4 The qualification and experience of the Applicant for execution of contracts in-house or for a parent/ promoter/ group concerns or for Special Purpose Vehicles (SPVs), set up by the Applicant or its group companies, shall not be considered.
- 23. Bank's Right to Accept or Reject Applications**
- 23.1 The Bank reserves the right to accept or reject any Application, and to annul the prequalification process and reject all Applications at any time, without thereby incurring any liability to the Applicants.
- 24. Prequalification of Applicants**
- 24.1 All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Bank.
- 25. Notification of Prequalification**
- 25.1 The Bank shall notify the result of the prequalification process through a letter to the prequalified Applicants and to the applicants not meeting the prequalification criteria.
- 25.2 Applicants that have not been prequalified may write to the Bank no later than 7 calendar days after the date of intimation by the Bank, of the result of prequalification, to request clarifications regarding the grounds on which they were not prequalified.
- 26. Subsequent Invitation for Bids**
- 26.1 The Bank shall forward the list of prequalified firms to the Borrower for subsequent invitation of proposals.

Part III. Data Sheet (DS) to ITA	
A. General	
ITA 2.1	<p>The identification of the Invitation for Prequalification (IFP) is: GOILOC-144[5]/EBID/CS-07</p> <p>The Bank is: Export-Import Bank of India Lines of Credit Group Maker Chambers IV, Floor 8 222 Nariman Point Mumbai 400021 Ph: +91 – 22 – 2286 1569/1563 Email: eximloc@eximbankindia.in Website: www.eximbankindia.in</p>
ITA 4.3	<p>The lead partner of the JV shall be the one with the highest share in the JV which shall not be less than 26%. The maximum number of other members in the JV shall be such that each of the other members should have at least 20% share. The JV can be either an incorporated JV company or an unincorporated consortium/ association (JVCA) based on a memorandum of understanding. In case of unincorporated JVCA, the share shall be determined based on the share in the proceeds of the contract (in terms of percentage) being bid for. In other words, if prequalified and invited to bid, the share of JV members in the contract in terms of value shall be in the proportion as stated above.</p> <p>The Letter of Intent to enter into a JV or JV agreement should contain, inter alia, the following:</p> <ul style="list-style-type: none"> - Names of the Lead Partner and each of the other members - Percentage share of each JV member - Confirmation of Joint and Several Liability of all members of the JV <p>The JV is permissible at PQ Stage only. The JV which is prequalified will be sustained for the entire bidding process. JV among prequalified Consultants and non-prequalified Consultants or any other entity is not allowed subsequent to prequalification stage. No change of JV members or change in percentage of share in JV is allowed subsequent to prequalification.</p>

<p>ITA 4.6</p>	<p>A list of debarred firms and individuals by: the World Bank is available on the website: http://www.worldbank.org/debarr</p> <p>The Asian Development Bank is available on the website: http://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&count=999</p> <p>The African Development Bank is available on the website: http://www.afdb.org/en/projects-and-operations/procurement/debarment-and-sanctions-procedures/</p> <p>the European Bank for Reconstruction and Development is available on the website: http://www.ebrd.com/pages/about/integrity/list.shtml</p> <p>the Inter-American Development Bank is available on the website: http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html</p>
<p>B. Contents of the Application Document</p>	
<p>ITA 6.1</p>	<p>For clarification purposes, the Bank's address is: Ms. Meghana Joglekar Deputy General Manager Export-Import Bank of India Lines of Credit Group Maker Chambers IV, Floor 8 222 Nariman Point Mumbai 400021 Fax: +91-22-2282 3394 Email : eximloc@eximbankindia.in Website: www.eximbankindia.in</p>

C. Preparation, Submission & Opening of Applications	
ITA 10.1 (d)	<p>The preparation and submission of Application Form will be in dual mode (on-line as well as off-line).</p> <p>i) <u>On-line mode of Application</u></p> <p>The applicant shall submit the application through Exim Bank's portal https://locprocure.eximbankindia.in</p> <p>For details for submitting Online Application, please refer the above portal.</p> <p><u>Minimum Requirements:</u></p> <ol style="list-style-type: none"> 1. Computer/Laptop with Internet connection. 2. Operating System: Windows Version: Windows 7/8/10 – 32 or 64 Bit. 3. Java Version: 1.8 or above 4. Mozilla version should be 45.0 and above(x86 only i.e OS of 32 Bit Version) 5. Digital Certificate: Class III, Signing + Encryption and it should be organizational certificate. <p><u>For any Online technical clarification, kindly contact:</u></p> <p>Bob EProcure Pvt Ltd. 3 / 4, 3rd Floor, Maruthi Towers, Madivala, SBM, Bangalore Karnataka – 560069 Contact Person: Ms. Alka Pillai Mob: +91-9148982205 +91-9148998467 Email: pqsupport@bobeprocure.in</p> <p>ii) <u>Off-line mode of Application</u></p> <p>The applicant shall forward a hard copy of its application along with a covering letter clearly indicating the name of the project and the Prequalification Reference No.</p> <p>The Applicant shall submit with its application, the following additional documents as attachment to the Application Submission Form:</p> <p>The Applicant shall submit a copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorized, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant. Copy (self-attested) of such relevant company Board Resolution or equivalent document should also be attached.</p> <p>In case the Applicant is a JV, the Applicant shall submit a copy (self-attested on all pages) of Powers of Attorney for each member of the JV along with a copy (self-attested) of relevant Board Resolutions or equivalent documents.</p> <p><u>Note: In the event of any discrepancy in Application submitted On-line and Off-line, the information submitted in the hard copy (Off-line submission) will prevail.</u></p>

ITA 13.2	<p>The source for determining exchange rates is: For conversion of foreign currency / Indian rupees (INR) to US Dollar, the Applicants shall use the Reference Rates of Foreign Currency published by Reserve Bank of India (www.rbi.org.in)</p> <p>In case a particular currency rate is not published by Reserve Bank of India, then the selling rate of such currency shall be taken from the following website: http://www.oanda.com</p> <p>Applicants shall use the following rates for conversion between USD and INR:</p> <table><tr><td></td><td>USD 1 = INR</td><td>1 INR = USD</td></tr><tr><td>31-Mar-14</td><td>60.0998</td><td>0.0166</td></tr><tr><td>31-Mar-15</td><td>62.5908</td><td>0.0160</td></tr><tr><td>31-Mar-16</td><td>66.3329</td><td>0.0151</td></tr><tr><td>31-Mar-17</td><td>64.8386</td><td>0.0154</td></tr></table>		USD 1 = INR	1 INR = USD	31-Mar-14	60.0998	0.0166	31-Mar-15	62.5908	0.0160	31-Mar-16	66.3329	0.0151	31-Mar-17	64.8386	0.0154
	USD 1 = INR	1 INR = USD														
31-Mar-14	60.0998	0.0166														
31-Mar-15	62.5908	0.0160														
31-Mar-16	66.3329	0.0151														
31-Mar-17	64.8386	0.0154														
ITA 14.1	<p>Additionally, one (1) copy in digital – in USB flash/ pen drive shall also be submitted.</p> <p>The off-line prequalification Application shall be submitted in spiral or hard bound form only and not as loose sheets in plastic folders. All the pages shall be machine numbered and a table of contents shall be included in the beginning of each volume of documents referring the page numbers of the indexed items.</p>															
ITA 16.1	<p>Submission of Application is required in dual mode i.e. on-line as well as off-line as mentioned in ITA 10.1(d).</p> <p>The deadline for Application submission is:</p> <p>Date: January 15, 2018</p> <p>Time: 15:00 hrs</p> <p>For application submission purposes only, the Bank’s address is:</p> <p>Bank’s address is the same as that indicated in 2.1</p> <p>Attention: Ms. Meghana Joglekar, Deputy General Manager</p>															

Part III. Data Sheet (DS) to ITA

ITA 18.1	<p>The opening of the Applications shall be at the Bank's address as that indicated in 2.1</p> <p>Date: January 15, 2018</p> <p>Time: 17:00 hrs</p>
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Part IV. Prequalification Criteria and Requirements

This Part contains all the criteria, requirements and procedures that the Bank shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms can be referred to in the respective Forms.

Contents

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E.	Quality Assurance	33

A. General

A.1 Nationality	
Requirement	<ul style="list-style-type: none"> • The Applicant's Nationality shall be in accordance with ITA 4.4 • Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted	Form A.1.1 and A.1.2
Attachments to be submitted	<ul style="list-style-type: none"> ➤ Articles & Memorandum of Association, Certificate of Incorporation/ Partnership Deed of the Applicant (and each of the JV members) in accordance with ITA 4.4 ➤ In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 4.3 and documents as above for each member of the JV

A.2. Eligibility	
Requirement:	<ul style="list-style-type: none"> • The Applicant shall not be under declaration as ineligible, as described in ITA 4.5 and ITA 4.7 • Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted:	Application Submission Form
Attachments	<ul style="list-style-type: none"> ➤ The Applicant shall submit a copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorized, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant. A copy (self-attested) of such relevant company Board Resolution or equivalent document should also be attached. ➤ In case the Applicant is a JV, the Applicant shall submit a copy (selfattested on all pages) of Power of Attorneys for each member of the JV along with copy (self-attested) of relevant Board Resolutions or equivalent documents. ➤ For an Applicant as a single entity or in case of JV, for each member: <ul style="list-style-type: none"> ○ Permanent Account Number (PAN): Self attested copy ○ TIN/ Service Tax Registration details, as applicable: Self attested copy ○ Documentary proof for being on the approved list of Project Exports Promotion Council of India - PEPC (MOCI).

B. Past Contract Performance and Litigation

B.1 Past Contract Nonperformance	
Requirement:	<ul style="list-style-type: none"> There shall be no instance of contract non-performance as a result of Applicant's default since November 01, 2012 (In case of JV, each member shall meet the requirement) Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted:	Form B.1.1
Attachments to be submitted:	Documents establishing details included in Form B.1.1

B.2 Pending Contract Litigation	
Requirement:	<ul style="list-style-type: none"> Applicant shall have a positive* adjusted net worth determined as per the financial statements for the financial year (FY 2016-17) and the contractual litigation value as considered below net of provision made in the audited financial statements for FY 2016 - 17: <ul style="list-style-type: none"> Litigation value shall be deemed to be 25% of the aggregate value pending litigation across all contracts and net of provisions, this value will be deducted from the net worth to arrive at the adjusted net worth. Documentation and Attachments to be submitted as mentioned below. In case of JV, each member shall meet the requirement. <p><i>*Note: Networth – [25% of Litigation Value – provisions already made] = positive</i></p>
Documentation to be submitted:	Form B.2.1
Attachments to be submitted:	Documents establishing details included in Form B.2.1

B.3 Contract Litigation History Requirement:	<ul style="list-style-type: none"> There shall be no consistent history of court/arbitration award decisions related to contractual litigation against the Applicant¹ since November 1, 2012 The aggregate amount of awards against the Applicant, if any since November 1, 2012 shall not exceed 25% of net worth as per the latest financial statements. (In case of JV, each member shall meet the requirement.) Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted:	Form B.3.1
Attachments to be submitted:	Documents establishing details included in Form B.3.1

¹ The Applicant (each member in case of JV) shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant (or any member in case of JV) may result in failure of the application.

C. Financial Status and Capacity

C.1 Financial Status	
Requirement:	<p>(i) The audited balance sheets and profit & loss account/ annual report for the last 3 financial years (FY 2014-15 to FY 2016-17) shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability in terms of:</p> <ul style="list-style-type: none"> a) Positive net worth for each of the last three (3) financial years defined above; b) Positive profit (i.e. Profit Before Tax) for atleast one (1) out of last three (3) financial years defined above and c) Annual Consultancy Revenue in any one of the last three (3) financial years defined above, be not less than USD 230,000/-. <p>In case of JVCA, requirement (a) and (b) above shall be met by each member and requirement under (c), each member shall meet 25%, lead member shall meet 40% and all members together shall meet 100%.</p> <p>(ii) Documentation and Attachments to be submitted as mentioned below</p>
Documentation to be submitted:	Forms C.1.1 and Form C.1.2 both certified by the Statutory Auditor of the Applicant (in case of JV, for each member of the JV).
Attachments to be submitted:	<p>The Applicant and its parties shall provide copies of audited financial statements for three (3) years (FY 2014-15 to FY 2016-17). The financial statements shall:</p> <ul style="list-style-type: none"> ➤ reflect the financial situation of the Applicant or in case of JV for each member, and not an affiliated entity (such as parent company or group member). ➤ be independently audited and certified by the Statutory Auditor/ Chartered Accountant in accordance with applicable legislation. ➤ be complete, including all notes to the financial statements. ➤ correspond to accounting periods already completed and audited.

D. Experience

D.1 General Experience	
Requirement:	<ul style="list-style-type: none"> Experience under PMC/ Lender's Engineer/ Owner's Engineer/ Supervision Engineer Contracts related to Power sector in the role of Prime Consultant or JV member to the main client , in India during the last 7 years, starting November 1, 2010. <p>(In case of JV, each member shall meet the requirement.)</p> <ul style="list-style-type: none"> Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted:	Form D.1.1 (to be prepared separately for experience in India and experience outside India)
Attachments to be submitted:	Final Acceptance Certificate/ Completion Certificate / Testimonial Letters issued by the employer for each contract listed in Form D.1.1

D.2 Specific Experience																			
Requirement:	<p>(i) At least the number and value of similar contracts as mentioned below, for experience as PMC for Electrification and Distribution Network projects that have been satisfactorily completed as a prime consultant, or joint venture member to the main client, between November 01, 2010 and application submission deadline.</p> <table><tr><td></td><td>Nos of Contracts</td><td>Value² of each Contract (USD million)</td></tr><tr><td>Option I</td><td>3</td><td>0.18</td></tr><tr><td colspan="3">OR</td></tr><tr><td>Option II</td><td>2</td><td>0.23</td></tr><tr><td colspan="3">OR</td></tr><tr><td>Option III</td><td>1</td><td>0.37</td></tr></table> <p>In case of JVCA, requirement shall be met by the JVCA on a combined basis i.e. contract values of each member shall not be aggregated but number of contract(s) by individual members meeting the value and technical aspects can be aggregated to meet the requirement on number of contracts.</p>		Nos of Contracts	Value ² of each Contract (USD million)	Option I	3	0.18	OR			Option II	2	0.23	OR			Option III	1	0.37
	Nos of Contracts	Value ² of each Contract (USD million)																	
Option I	3	0.18																	
OR																			
Option II	2	0.23																	
OR																			
Option III	1	0.37																	

² In case of contracts in INR, the exchange rate of 31 March of the FY in which the contract was signed, shall be used to arrive at the USD equivalent

Part IV. Pre-qualification Criteria and Requirements

	<p>In addition to the above, each member of JVCA shall demonstrate experience of at least one similar contract of 50% of the value indicated under Option I above.</p> <p>In case, completed project has been done as contractor as JV/ Consortium/ JVCA, credential for same shall be considered on basis of percentage share of bidder in that project.</p> <p>Subcontractors' experience and resumes, if any, submitted with the Application, will not be taken into account in determining the Applicant's compliance.</p> <p>(ii) Documentation and Attachments to be submitted as mentioned below</p>
Documentation to be submitted:	Form D.2.1
Attachments to be submitted:	Final Acceptance/ Completion Certificate/ Testimonial issued by the employer for each contract listed in Form D.2.1 pursuant to Requirements (i) and (ii) mentioned above.

E. Quality Assurance (Total marks: 100. Minimum Passing Marks: 70)

E.1 Quality Management System	Total Marks: 25
Requirement:	<ul style="list-style-type: none"> Information on ISO Accreditation / Certified Quality Management System shall be considered (in case of JV, at least for lead consultant) in determining suitability to be prequalified in the following manner: <ul style="list-style-type: none"> 10 marks per certification (max 25 marks) Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted:	Form E.1.1
Attachments to be submitted:	Self-attested copy of ISO Accreditation / Quality Management System Certificate valid as on the deadline for submission of application.

E.2 Skilled Human Resources Requirement:	Total Marks: 75 <ul style="list-style-type: none"> Applicant must demonstrate that it can deploy personnel for the following tentative key positions, meeting the qualification and experience mentioned therein: <table border="1"> <thead> <tr> <th>Proposed Position</th><th>Minimum Qualification Experience</th><th>Desirable /</th><th>Minimum Relevant Experience (in years)</th><th>Total Experience - Post Qualification (in years)</th><th>Number of Positions Required</th></tr> </thead> <tbody> <tr> <td>Project Manager</td><td>Graduate in Electrical Engineering</td><td></td><td>5</td><td>10</td><td>1</td></tr> <tr> <td>Electrical Engineer</td><td>Graduate in electrical engineering</td><td></td><td>2</td><td>5</td><td>2</td></tr> <tr> <td>Civil Engineer</td><td>Graduate in civil engineering</td><td></td><td>2</td><td>5</td><td>2</td></tr> </tbody> </table> <ul style="list-style-type: none"> Information on Skilled Human Resources on the rolls of the Applicant shall be considered in determining suitability to be prequalified in the following manner: <ul style="list-style-type: none"> 15 marks per expert (max 75 marks); Representative short CVs of experts should be provided. CVs should incorporate, <i>inter alia</i>, qualifications, experience in the sector and should also list professional 					Proposed Position	Minimum Qualification Experience	Desirable /	Minimum Relevant Experience (in years)	Total Experience - Post Qualification (in years)	Number of Positions Required	Project Manager	Graduate in Electrical Engineering		5	10	1	Electrical Engineer	Graduate in electrical engineering		2	5	2	Civil Engineer	Graduate in civil engineering		2	5	2
Proposed Position	Minimum Qualification Experience	Desirable /	Minimum Relevant Experience (in years)	Total Experience - Post Qualification (in years)	Number of Positions Required																								
Project Manager	Graduate in Electrical Engineering		5	10	1																								
Electrical Engineer	Graduate in electrical engineering		2	5	2																								
Civil Engineer	Graduate in civil engineering		2	5	2																								

Part IV. Pre-qualification Criteria and Requirements

	<p>memberships/ accreditations and knowledge of foreign languages, countries of work experience;</p> <ul style="list-style-type: none"> • Other than the Key Personnel mentioned, information shall be provided on expert(s), such as Management Specialist, Quantity Surveyor, Architects, Technicians, Sociologist, etc. who might have to be engaged by the Consultant as may be required for carrying out the activities and discharging its duties successfully. • The CVs should be signed in original, either by the respective personnel or by the authorised signatory of the Applicant/ JV. <p>In case of JV, the requirement shall be met on a combined basis.</p>
Documentation to be submitted:	Form E.2.1
Attachments to be submitted:	Documents/ Tables/ Charts demonstrating availability of Skilled Human Resources, number of staff, areas of expertise, years of experience, countries of work experience.

NOTE:

The Evaluation Criteria for Prequalification of Applicants			
	Sr. No.	Description	Remarks
	A.	General	Evaluation on Pass/ Fail basis
	B.	Past Contract Performance and Litigation	Evaluation on Pass/ Fail basis
	C.	Financial Status and Capacity	Evaluation on Pass/ Fail basis
	D.	Experience	Evaluation on Pass/ Fail basis
	E.	Quality Assurance	Evaluation on Pass/ Fail basis

Part V. Forms

Table of Forms

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Application Submission Form

Date: *[insert day, month, and year]*

IFP No. and title: *[insert IFP number and title]*

To: *[insert full name of Bank]*

We, the undersigned, apply to be prequalified for the referenced IFP and declare that:

We have examined and have no reservations to the Application Document, including Corrigendum No(s)._____, issued in accordance with Instructions to Applicants (ITA) 7: *[insert the number and issuing date of each corrigendum or "nil" if no corrigendum is issued]*.

- (a) We meet the eligibility requirements as stated in ITA 4.1, we have not been currently debarred/sanctioned in accordance with ITA 4.5;
- (b) We confirm that we have not defaulted in any loan to any Bank/FI and our account has not been classified as Non-Performing Asset (NPA) with any Bank/FI. We further confirm that none of our companies/promoters/directors appear in ECGC Specific Approval List, RBI Caution List, RBI Wilful Defaulter List (Suit filed as well as non-suit filed) and CIBIL Defaulter List, updated from time to time. On being included in any of the above lists, we shall immediately inform Exim Bank on the inclusion and reason for inclusion thereof, in accordance with ITA 4.7;
- (c) We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any Application that you may receive nor to invite the prequalified Applicants to bid for subsequent contract(s) subject to this prequalification process, without incurring any liability to the Applicants, in accordance with ITA 23.1.
- (d) All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief. We understand that misrepresentation of facts in our Application and contravention to ITA 3, inter alia, may lead to rejection of our Application/ cancellation of prequalification.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person(s) signing the Application]*

In the capacity of *[insert capacity of person(s) signing the Application]*

Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

[For a joint venture, all members shall sign. Failure to comply with this requirement may result in rejection of Application]

Form A.1.1

Applicant Information Form

(to be filled by Applicant if being a Single Entity or as Lead member of JV)

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

<p>Applicant's name <i>[insert full name]</i></p>
<p>In case of Joint Venture (JV), name of each member: <i>[insert full name of each member in JV]</i></p>
<p>Applicant's country* of registration: <i>[indicate country of Constitution]</i></p>
<p>Applicant's actual year of incorporation: <i>[indicate year of Constitution]</i></p>
<p>Applicant's legal address [registered in India]: <i>[insert street/ number/ town or city/ country]</i></p>
<p>Applicant's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i></p>
<p>1. Attached are copies of original documents of</p> <p><input type="checkbox"/> Articles & Memorandum of Association, Certificate of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITA 4.4.</p> <p><input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA 4.3.</p> <p>2. Included are the organizational chart, a list of Board of Directors with their complete designation in case of nominee directors, and the beneficial ownership with respective shareholding and nationality of shareholders.</p>

* Note: Applicant's attention is drawn to ITA 4.1 pursuant to which this prequalification process is open to only Indian firms.

Form A.1.2

Applicant's/ JV Member's Information Form

[The following form is in addition to Form A.1.1 (in case the Applicant is a JV)], and shall be completed separately to provide information relating to each JV member

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant name: <i>[insert full name of the JV]</i>
Applicant's JV Member's name: <i>[insert full name of Applicant's JV Member]</i>
Applicant's JV Member's country* of registration: <i>[indicate country of registration]</i>
Applicant JV Member's date of constitution: <i>[indicate date of constitution in dd/mmm/yyyy]</i>
Applicant JV Member's legal address registered in India: <i>[insert street/ number/ town or city/ country]</i>
Applicant JV Member's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
<ol style="list-style-type: none">1. Attached are copies of original documents of Articles & Memorandum of Association, Certificate of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITA 4.4.2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

* Note: Applicant's attention is drawn to ITA 4.1 pursuant to which this prequalification process is open to only Indian firms

Form B.1.1/ B.2.1/ B.3.1**Past Contract Non-Performance, Pending Litigation and Litigation History**

[Each of the following tables shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Form B.1.1 Non-Performed Contracts in accordance with Part IV, Prequalification Criteria and Requirements			
<input type="checkbox"/> Contract non-performance did not occur since the date as specified in Part IV, Prequalification Criteria and Requirements, Sub-Factor B.1.			
<input type="checkbox"/> Contract(s) not performed since the date as specified in Part IV, Prequalification Criteria and Requirements, requirement B.1			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and US\$ equivalent)
<i>[insert financial year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, date, value and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Reason(s) for non-performance: <i>[indicate main reason(s)]</i>	<i>[insert amount in USD equivalent and specify exchange rate and date]</i>

Part V. Forms

Form B.2.1 Pending Litigation, in accordance with Part IV, Prequalification Criteria and Requirements				
<input type="checkbox"/> No pending litigation in accordance with Part IV, Prequalification Criteria and Requirements, Sub-Factor B.2				
<input type="checkbox"/> Pending litigation in accordance with Part IV, Prequalification Criteria and Requirements, Sub-Factor B.2 as indicated below.				
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)	Amount of specific provision already made, if any
<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: <i>[indicate complete contract name, number, date, value and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Employer" or "Consultant"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount in equivalent USD, exchange rate and its date]</i>	<i>[insert amount in USD equivalent and specify exchange rate]</i>

Form B.3.1			
Litigation History, in accordance with Part IV, Prequalification Criteria and Requirements			
<input type="checkbox"/> No litigation in accordance with Part IV, Prequalification Criteria and Requirements, Sub-Factor B.3. <input type="checkbox"/> Litigation Awards in accordance with Part IV, Prequalification Criteria and Requirements, Sub-Factor B.3 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)
<i>[insert financial year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, date, value and any other identification]</i> Name of Employer: <i>[insert full name]</i> Address of Employer: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Employer" or "Consultant"]</i> Result of dispute: <i>[Indicate if resolution was treated by the Adjudicator, under Arbitration or dealt with by the Judiciary and whether resolved in favour or against the Applicant]</i>	<i>[insert amount in equivalent USD, exchange rate and its date]</i>

Form C.1.1
Financial Status and Capacity

[The following table shall be filled in for the Applicant and for each member of a Joint Venture and shall be certified by the Statutory auditor. Failure to comply with this requirement may result in rejection of the Application]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Information pertaining to: *[Insert name of JV Leader or JV member/s]*

1. Financial data

Type of Financial information in	Historic information for previous three years (amount in Indian Rupees)		
	FY 2014-15	FY 2015-16	FY 2016-17
Sources of Fund			
Share Holder's Fund			
Loan Fund			
Application of Fund			
Fixed Assets			
Investments			
Net Current Assets			
(i) Current assets, loans and advances			
Less: (ii) Current liabilities & provisions			
Misc. exp. to the extent not W/Off or adjusted			
Profit and Loss Account			
Networth			
Networth			
Information from Income Statement			
Income			
Expenditure			
Profit/(Loss) Before Tax (PBT)			
Profit/(Loss) After Tax (PAT)			

2. Financial documents

The Applicant and its parties shall provide copies of audited financial statements for last three years [FY 2014-15 to FY 2016-17] pursuant to Part IV, Prequalification Criteria and Requirements, Sub-factor C.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV for each member, and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

- ☐ Attached are copies of financial statements for the **three** years required above; and complying with the requirements.
- ☐ Please note that printed Audited Annual Reports are to be certified by the Statutory Auditors duly signed and stamped.

Form C.1.2**Annual Consultancy Turnover**

[The following table shall be filled in for the Applicant and for each member of a Joint Venture and shall be certified by the statutory auditor. Failure to comply with this requirement may result in rejection of the Application]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Information pertaining to : *[Insert name of JV leader or JV member/s]*

	Annual Consultancy Turnover Data						
Year	Consultancy Revenue Amount (INR)			Total Turnover of the Applicant	Consultancy Turnover as % of Total Turnover	Exchange rate* (v/s USD)	USD equivalent
	Value of Consultancy Contracts executed in India	Value of Consultancy Contracts executed outside India	Total value of Consultancy Contracts executed				
	[A]	[B]	C = [A+B]	[D]	C/D*100	[E]	C/E
2014-2015							
2015-2016							
2016-2017							

* Refer ITA 13 for source of exchange rate. Exchange rate prevalent on 31st March shall be used to calculate revenue for respective financial year.

Form D.1.1**General Experience**

[The following table shall be filled in for the Applicant and in the case of a JV Applicant, each Member]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Information pertaining to: *[Insert name of JV leader or JV member/s]*

[Identify contracts that demonstrate experience pursuant to Part IV, Prequalification Criteria and Requirements, Sub-Factor D.1. List contracts chronologically, according to their commencement (starting) dates and attach Final Acceptance Certificates.]

1.Experience within India

Contract Identification	Start Date	Initial Contractual End Date	Actual Completion Date and Reasons for delay, if any	Role of Applicant
Contract name: <i>[insert full name]</i> Brief Description of the works performed by the Applicant: <i>[describe works performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[indicate date as dd/ mmm/ yyyy]</i>	<i>[indicate date as dd/ mmm/ yyyy]</i>		<i>[insert "Prime Consultant " or "JV Member"]</i>

* Refer ITA 13 for date and source of exchange rate

Final Acceptance Certificate to be attached for each contract, in an orderly fashion

Experience outside India

Contract Identification	Country of Work Execution	Start Date	Initial Contractual End Date	Actual Completion Date and Reasons for delay, if any	Role of Applicant
Contract name: <i>[insert full name]</i> Brief Description of the works performed by the Applicant: <i>[describe works performed briefly]</i> Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name of Employer: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>		<i>[indicate date as dd/mm/yyyy]</i>	<i>[indicate date as dd/mm/yyyy]</i>	<i>[indicate date as dd/mm/yyyy]</i>	<i>[insert "Prime Consultant" or "JV Member"]</i>

* Refer ITA 13 for date and source of exchange rate.

Final Acceptance Certificate / Completion Certificate / Testimonial Letters issued by the employer to be attached for each contract, in an orderly fashion

Form D.2.1**Specific Experience**

[The following table shall be filled in for contracts performed by the Applicant, and each member of a Joint Venture, as applicable, pursuant to Part IV, Pre-qualification Criteria and Requirements, Sub-Factor D.2.]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Information pertaining to : *[Insert name of JV leader or JV member/s]*

Information

Similar Contract No.	<i>[insert number] of [insert number of similar contracts required]</i>		
Contract Identification/ Title	<i>[insert contract name and number, if applicable]</i>		
Contract date	<i>[dd/mmm/yyyy]</i>		
Completion date	<i>Contractual: [dd/mmm/yyyy]</i>	<i>Actual: [dd/mmm/yyyy]</i>	
Role in Contract <i>[check the appropriate box]</i>	Prime Consultant <input type="checkbox"/>	Member in JV <input type="checkbox"/>	
Total Contract Amount	<i>[insert total contract amount in contract currency]</i>	US\$ <i>[insert Exchange rate and total contract amount in US\$ equivalent]*</i>	
If member in a JV, specify participation in total Contract amount	<i>[insert percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert exchange rate and total contract amount in US\$ equivalent]*</i>
Employer Details	Employer's Name: Address: Telephone, fax number, E-mail:		
Brief Scope of the Services as per Contract			
Narration of the Actual Services Rendered			
Key Staff Positions and Names of Staff			
Total Staff Months by your firm			
Total Staff Months by Associate firm (if applicable)			

* Refer ITA 13 for date and source of exchange rate.

Final Acceptance Certificate/ Completion Certificate / Testimonial Letters issued by the employer to be attached for each contract, in an orderly fashion

Form E.1.1

Certified Management System

[The following table shall be filled in for the Applicant and in the case of a JV Applicant, each Member]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Information pertaining to : *[Insert name of JV leader or JV member/s]*

ISO Accreditation/ Certified Management System	Process/ Discipline Certified/ Inclusions	Certification Start Date	Certification Valid up to	Certifying Organization
[indicate the quality management system accreditation]	[indicate certificate identification number and mention which process or discipline has been certified and inclusions]	[dd/mm/yyyy]	[dd/mm/yyyy]	[indicate the name of the certifying organization and contact details]

Copy of ISO Certificate(s) to be attached with Form E.1.1

Form E.2.1

Skilled Human Resources

[Furnish details of key staff on rolls pursuant to Part IV, Prequalification Criteria and Requirements, Sub-Factor E.2. In case of JVCA, this shall be on a combined basis]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Sector	Name of key staff on rolls	Academic Qualification	Specialization	Years of Experience	Experience in Countries

CV of each personnel listed in Form E.2.1, to be attached

Information on rest of the human resources may be provided on the basis of functional positions such as Design Engineers, Architects, etc, and their number

Part VI. Questionnaire for ApplicantsName of Applicant: *[In case of JV, to be filled in each partner separately]*IFP No.: *[insert IFP No.]*

<u>Eligibility, Confirmation and Other Important Information</u>	<u>Response*</u>
1. Is your firm, either singly or in joint venture currently empanelled or prequalified as a PMC. If yes, please provide details of Client, Country and Scope of PMC. Attach additional sheets, if needed.	Confirm: Yes___/No___
2. Export-Import Bank of India (Bank) requires that Applicants and their affiliates observe the highest standard of ethics during the selection and execution of contracts. In this context, any action taken by an Applicant or its affiliate to influence the prequalification process for undue advantage is improper. Confirm that Applicant and its JV partners, if applicable, have not engaged in any unethical practices in competing for this prequalification.	Confirm: Yes___/No___
3. Confirm that no official of the Bank has received or will be offered by your firm/organization or agents, any direct or indirect benefit arising from this prequalification or any resulting contracts.	Confirm: Yes___/No___
4. Has your firm been suspended or debarred by any Multilateral Agency, or any government, or a UN agency? If Yes, provide details, including date of reinstatement, if applicable. Attach additional sheets, if needed.	Yes___/No___
5. Has your firm/organization ever filed or petitioned for bankruptcy? (If Yes, furnish details of the case including filing date and current status.). Attach additional sheets, if needed.	Yes___/No___
6. Has your firm/ any JV partner been penalized for delay in contractual performance in the last 5 years prior to Application submission deadline. If Yes, please provide details in a separate sheet, as necessary.	Yes___/No___
7. Has there been a termination of your firm's services for non-performance on a contract in the last 5 years prior to the month preceding the month of Application Submission Deadline? If Yes, please describe in detail in a separate sheet, as necessary.	Yes___/No___
8. If prequalified and subsequently awarded a contract by the Borrower Government, would your firm/ JV be willing (i) to work in accordance with the Borrower country laws and regulations (ii) to submit requisite securities as per contract conditions (iii) to be responsible for the performance of the work executed by your firm (iv) to allow scrutiny of your work, related accounts, documentation by the Borrower/ Bank/ Government of India	Confirm: Yes___/No___ Yes___/No___ Yes___/No___ Yes___/No___
9. Please confirm that you agree to the provisions of the Government of India guidelines dated 7th December 2015 on IDEAS Lines of Credit	Confirm: Yes___/ No___

** Note: To confirm, print "Yes"*

Certificate of eligibility and authority to sign Prequalification application

I, [*Name of Authorized Signatory*], certify that I am [*Title*] and Authorized Signatory of [*Name of Applicant or JV member as applicable*]. By signing the Application Submission Form under IFP No [*insert IFP No.*] and on behalf of [*Name of Applicant/ JV member*] I also certify that all information stated here and in the Application Document is accurate and true and that signing the Application Submission Form is within the scope of my powers as [*Title*] and Authorized Signatory.

(*Signature*)

[*Name of Authorized Signatory*]

[*Title*] and Authorized Signatory

Date: