

# **Application Document**

For Prequalification of Indian Consultancy firms  
for  
**LOT-1: Preparation of Detailed Project Report (DPR)**  
and  
**LOT-2: as Project Management Consultant (PMC)**  
for  
Construction of a 30 MW Solar Power Plant in  
Malawi

**Export-Import Bank of India**  
**Date: February 10, 2021**

**INVITATION FOR PREQUALIFICATION OF INDIAN CONSULTANCY FIRMS FOR  
PREPERATION OF DETAILED PROJECT REPORT AND AS PROJECT MANAGEMENT  
CONSULTANTS FOR GOVERNMENT OF INDIA LINE OF CREDIT (LOC) PROJECT**

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, consultancy and non-consultancy 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. 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 to the above, the Bank invites Applications from eligible Indian Consultants for prequalification of consultants for preparation of Detailed Project Report (DPR) and as Project Management Consultants (PMC) for Construction of a 30 MW Solar Power Plant in Malawi under a Line of Credit extended to the Government of the Republic of Malawi.

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	Export-Import Bank of India
[iv]	Account No.	HO00INR11011004
[v]	IFSC Code	EIBI0HO0001
[vi]	GST Number	27AAACE2769D1ZS
[vii]	Narration for NEFT	GOILOC-300/Malawi/CS-36

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 **March 10, 2021, 15:00 hours**, at the following, address:

Mr. Amit Sahu  
Assistant General Manager, Lines of Credit  
Export-Import Bank of India  
Office Block, Tower 1,  
7th Floor, Adjacent Ring Road,  
Kidwai Nagar [East]  
New Delhi – 110023  
Tel: +91 11-2460 7700  
E-mail: [eximloc@eximbankindia.in](mailto:eximloc@eximbankindia.in)

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

**Part I. Scope of Consultancy Services**

This Part includes a summary description and other data on this prequalification process and of the prospective project to be contracted 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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Prequalification of Indian Consultancy firms  
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and  
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for  
Construction of a 30 MW Solar Power Plant in  
Malawi

**Invitation for Pre-Qualification  
No. GOILOC-300/Malawi/CS-36**

**Export-Import Bank of India  
Date: February 10, 2021**

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## **Part I: Scope of Consultancy Services**

The Export-Import Bank of India (Exim Bank or the Bank), on behalf of the Government of India (GOI), has approved financing of a project out of a Line of Credit extended to the Government of the Republic of Malawi. A part of the LOC shall be utilized for preparation of Detailed Project Report (DPR) and for appointment of Project Management Consultant (PMC) for Construction of a 30MW Solar Power Plant, for which Exim Bank now seeks applications for prequalification from eligible Indian Consultancy firms. Refer Part II ITA 4 for eligibility provisions.

### **A] Background**

The Government of Republic of Malawi (GO-MWI) is implementing a project for drinking water supply schemes and other development projects and a part of the project is for construction of a 30 MW Solar Power Plant. The works are aimed at improving and increasing water produced and conveyed into the supply area so as to meet the Blantyre water supply area demand by the year 2040 covering Blantyre City and defined surrounding rural environs. The project shall include construction of grid-connected or independent Solar PV Power Plant to provide a total of 30 MW for Blantyre Water Board (BWB)'s pumping station/s at various locations/ sites. The project also aims at managing operational costs through reduced power costs which currently forms a large part on the overall operational costs of BWB.

The City of Blantyre is the commercial centre in Malawi and has an estimated population of about 853,500 people (2018). Whereas the Blantyre water supply area that includes the city and some selected surrounding rural areas with an estimated current total population of 12,21,801.

The distribution system for BWB is mostly pump-fed. BWB has been experiencing unsustainable electricity bills, which have adversely affected its operations and profitability. Additionally, power being utilized currently is inadequate and unreliable due to intermittent supply and load shedding in some areas. Hence, BWB is incapable of supplying water services for 24 hours. It is against this background that BWB intends to develop its own solar power generation plant.

### **B] Scope of Work**

#### **I) LOT-1: Preparation of Detailed Project Report (DPR)**

Preparation of Detailed Project Report (DPR) for Construction of a 30 MW Solar Power Plant in Malawi.

The scope for preparation of Detailed Project Report (DPR) for Lot-1, shall broadly include but not limited to the following:

- (a) Assessment about the availability and type of land with details of access/right of way.

- (b) Requirement and availability of construction materials in the vicinity of project site, including availability of infrastructure facilities like water, electricity, etc.
- (c) Requirement and availability of skilled and unskilled human resources in the region.
- (d) Provisions of various departments of the Government of Republic of Malawi for implementation of the project, such as tax exoneration, allotment of land, environmental clearances, security to the Indian personnel, clearance of goods from the port authorities and its transportation to the site, etc.
- (e) A report stating cost benefit and cell efficiency analysis for various available technology option for setting up of the Solar Photovoltaic Power Plant viz. a) Polycrystalline technology, b) Thin-Film technology and c) Mono crystalline technology.
- (f) Availability of the major project components from Indian entities, along with the names of established and reputed Indian suppliers. Attainability of the minimum Indian content of 75% value of the contract.
- (g) Cost estimates, should include feasible transport routes for export of material from India and associated costs.
- (h) Requirements in connection with EIA (Environment Impact Analysis) studies and applicable regulations.
- (i) The DPR would need to evaluate the technical and financial sustainability plan of the proposed project, the developmental benefits arising from the project and the capability of the host Government to ensure smooth takeover of the project post implementation.
- (j) Operations and Maintenance (O&M) of solar plant, post-construction, is a major component/concern. The DPR should clearly specify various O&M requirements including manpower requirement (skilled/semi-skilled/unskilled/technicians), spare parts and consumables, batteries, etc.
- (k) Consultant to complete the detailed requirement by conducting site specific surveys; Financial and technical feasibility of the proposed project; Benefits to the country of domicile and the locality of the project; Any other specific requirements suggested by the Borrower during DPR preparation phase; Any other comments or suggestions.
- (l) Provision of guidance on any possible grid connections and liaise with Electricity Supply Corporation of Malawi (ESCOM) or Electricity Generation Company Malawi Limited (EGENCO) on the producers and modalities to be followed.

## **II) LOT-2: Project Management Consultants (PMC) services;**

Project Management Consultancy Services for Construction of a 30 MW Solar Power Plant in Malawi. PMC services are required for proper planning and implementation of pre-construction activities, implementation, and quality control, timely completion of all activities and successful commissioning of the project, training and transfer of technology. PMC service shall broadly include but are not limited to the following:

## Phase – I

- The Consultant will be required to review the already executed DPR and if need be execute a detailed feasibility study and design the system accordingly, and may incorporate recommendations from a DPR consultant if found to be in tandem with his findings.
- Carry out a detailed environmental impact assessment of the project.
- Based on the available resources, the Consultant may be required to propose project phasing ensuring that the first phase is able to deliver the needed power at the time, and that the subsequent phase(s) are easily integrated to the existing system.
- Validate the potential sites for the project with the help of the Client by first focusing on sites that have already been earmarked for this development, and later exploring any other possible sites. Topographic and hydrographic mapping will have to be undertaken where necessary. All data including geophysical, soils, climate and weather will have to be included as presented in the DPR.
- Validate the estimated energy yield and losses, technologies to be deployed with careful consideration on sustainability and scaling.
- Produce detailed estimation of costs for construction and operation of the project.
- Provision of guidance on any possible grid connections and liaise with Electricity Supply Corporation of Malawi (ESCOM) or Electricity Generation Company Malawi Limited (EGENCO) on the procedures and modalities to be followed. This shall be included in the final recommendations for implementation.
- Assessment and design of any ancillary works including but not limited to access roads, drainage works, etc. as approved by the Client.
- Production of final detailed design report which shall include detailed specifications, working drawings and bills of quantities.
- Tender engineering, including preparation of technical specifications, tender documents;
- Assist GO-MWI/ BWB in tender evaluation and recommendation of award of Engineering Procurement and Construction (EPC) contract;
- Technical assistance in route alignment, detailed survey, check survey, spotting of poles, finalization of BOQ;
- Review of designs of poles, foundations, vetting of manufacturers drawings i.e. poles, insulators, conductors, hardware fittings, etc.;

## Phase- II

- To ensure synchronization of shipment from India by EPC contractor in tandem with physical progress and site preparedness;
- Inspection of pole materials, conductors, hardware fittings, insulators, etc. at manufacturer's works before dispatch to site;
- Certification of work progress and invoices including conforming to the requirement of 75% Indian Content in the EPC contract;
- Construction supervision including but not limiting to civil works, erection, stringing, testing & commissioning of solar power plant;
- Maintaining daily site diaries, and daily reports to verify contractor's daily records of labour, plant and equipment, weather conditions, progress, instructions and delays;
- Maintaining a photographic record of the progress of the work;



- Monitoring the contract's cost relative to the contract budget and programmed expenditure taking into account actual quantities and updating quantity estimates, costs of variation orders, costs of potential claims and any other costs. Reporting should be prepared on monthly basis or at any time when major changes occurred which may adversely affect the client's budgetary provisions;
- Evaluation of operations and maintenance;
- Training & transfer of technology;
- Post-commissioning stages of the project;
- Ensuring that all environmental and pollution control measures are implemented in accordance with the contract and are maintained for the duration of the works.

### **C] Contract execution period**

**Lot – I:** Detailed Project Report (DPR) is expected to be prepared and submitted within a period of **three (3) Months** from the date of signing of the contract and depending on the commencement of the Works contract.

**Lot – II:** Project Management Consultants' (PMC) scope of work will commence after the approval of the DPR. The PMC service will commence from preparation of tender documents until the end of the Defects Liability Period (DLP). The total duration of the contract is expected to be **24 Months (construction period) and 12 Months (defects liability period)**.

**There shall be separate contracts for preparation of DPR and PMC.**

### **D] Application**

The Applicant may apply for a single lot, or both the lots, subject to meeting the eligibility criteria.

### **E] Other Information:**

Malawi is a landlocked country located in Southeastern Africa, between latitude - 13° 15' 4.38" S and longitude 34° 18' 5.50" E, borders Tanzania to the north, Lake Malawi to the east, Mozambique to the east and south, and Zambia to the west. The total land area of Malawi is about 118,484 km<sup>2</sup> of which 24,404 km<sup>2</sup> is water surface. In the year 2018 the population consisted of 17,563,749 inhabitants and the average annual population growth rate is approximately 2.9 % per year.

### **Location of Project beneficiaries**

The project beneficiary area is Blantyre water supply area in Malawi, which is located geographically at 15° 47' S, 35° 0' E. Blantyre is situated in the Shire Highlands at an altitude of approximately 1150 m above sea level. Blantyre experiences a tropical continental climate, with light drizzles in the cold dry season, called Chiperoni, caused by moist maritime air. Temperatures are cool, ranging from an average of 13°C in the cold season to 28°C in the hottest months – September, October and November. The average annual rainfall is 1100 mm. Both the city's temperature and rainfall are greatly influenced by its altitude, which is more than 1150 m above sea level.

### **Site access, transportation and communications**

The solar power plant will be required at the major pumping stations of BWB which are well connected with all-weather roads and the sites are also reasonably well covered by various communication means.

### **Solar Radiation, Wind Data, Geotechnical and Soil investigations, Seismological Study, Drivers for Renewable Energy in Malawi**

The solar resource from satellite databases accessible through the Hybrid Optimisation Model for Electric Renewables (HOMER) shows the following Global Horizontal Irradiance (GHI) for the following sites: Nguludi having 5.19 kWh/m<sup>2</sup>/day, Chileka 5.18 kWh/m<sup>2</sup>/day and Walker's Ferry 5.11 kWh/m<sup>2</sup>/day. The lowest mean daily insolation value over the year in the month of June is 4.260 kWh/m<sup>2</sup>/day for Nguludi, 4.212 kWh/m<sup>2</sup>/day for Chileka and 4.204 kWh/m<sup>2</sup>/day for Walker's Ferry.

The wind resource data was elicited from 2015 Vortex surface data. Wind resource is very variable both in spatial and in height. It is also significantly affected by obstacles such as trees and buildings. Wind turbines have a specific wind speed at which they start producing power and the relationship between wind speed and generated power is a cubic function. Therefore, a statistical distribution of the wind is important. The annual average wind speed for Nguludi is 4.81 m/s while Chileka and Walker's Ferry have each 4.78 m/s.

### **F] GOI Guidelines**

As per the GOI guidelines, goods, works and services for a 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 which are also available at <https://www.eximbankindia.in/assets/pdf/loc/GOI-Guidelines-on-LOC.pdf>. Further, cells which are used for manufacturing of solar modules/ panels should necessarily be manufactured and sourced from India.

## 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 Pre-qualification**
  - 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 Consultancy 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 ethics and integrity. 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 or any other acts<sup>1</sup>, as offsets for prequalification or bidding or contract award and execution as applicable, if susceptible of being qualified as criminal unlawful acts in accordance with national laws of any party involved.
  - 3.2 In pursuance of ITA 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

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<sup>1</sup> These acts shall include, but not limited to, corrupt practice, fraudulent practice, collusive practice, coercive practice, obstructive practice, and conflict of interest.

for the contract(s) has violated the provisions stated in ITA 3.1 above, the Bank, inter alia,

- (a) shall reject any Application for prequalification or proposal to award a contract in connection with the subsequent procurement process, as applicable; and/or
- (b) may declare an Applicant, temporarily or permanently, ineligible to be awarded future contracts under Bank funding.

#### **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 or JV Agreement 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 contract(s) in accordance with the respective contract terms. The JV shall be represented by an authorised representative who shall have the authority from all members of the JV 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, 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 blacklisted/debarred/sanctioned by any Multilateral Development Agency (MDA) or any authority in India or the borrowing country in accordance with extant rules and procedures, shall be ineligible to participate in the prequalification/bidding process as applicable, during such period of time as the sanctioning authority shall have determined. In case the Applicant is blacklisted/debarred/ sanctioned post the prequalification process (i.e. including, during bidding process and/or Project implementation phase), the Applicant shall immediately

inform Exim Bank of such blacklisting/ debarment/sanction and reasons thereof. This may lead to cancellation of prequalification / contract.

- 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.
- 4.7 An Applicant shall be ineligible to be prequalified if (a) it is currently under default on any loan to any Bank/Financial Institution (FI) and its account has been classified as Non-Performing Asset (NPA) as per Central Repository of Information on Large Credits (CRILC) database; and/or (b) its promoters/directors appear in Negative List, RBI Wilful Defaulter List (Suit filed as well as non-suit filed), Credit Information Bureau India Ltd. (CIBIL) Defaulter List and/or any other negative list of central and/or state government agencies, updated from time-to-time. On being included in any of the above lists post the prequalification process (i.e. including during bidding process and/or Project implementation phase), the Applicant shall immediately inform Exim Bank on the inclusion and reasons thereof. This may lead to cancellation of prequalification / contract.
- 4.8 An 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 Consultancy 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 uploaded 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.

### **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 with this clause may result in summary rejection of the Application.

13.2 Wherever a monetary amount is to be stated, Applicant should indicate the USD equivalent using the rate of exchange determined as follows:

- (a) 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;
- (b) 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**;
- (c) for data related to contracts signed in the current financial year, unless otherwise specified in the **DS**, the exchange rate prevalent as on the working day preceding the date of Invitation for Prequalification (IFP) shall be used to arrive at the USD equivalent; and
- (d) 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**.



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| <b>14. Authorized Signatory and Number of Copies</b> | 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.   |
| <b>15. Preparing the Application Envelope</b>        | <p>15.1 The Applicant shall enclose the original Application in a sealed envelope that shall:</p> <ul style="list-style-type: none"> <li>(a) be addressed to the Bank, as per ITA 16.1;</li> <li>(b) mention the name and address of the Applicant; and</li> <li>(c) mention the specific identification of this prequalification process indicated in the <b>DS</b> ITA 2.1.</li> </ul> <p>15.2 The Bank will accept no responsibility for not processing any envelope that was not prepared as required in ITA 15.1 above.</p> |
| <b>16. Application Submission Deadline</b>           | <p>16.1 Applicants must submit their Applications in dual mode (on-line as well as off-line). Applications shall be received by the Bank at the address and no later than the deadline indicated in the <b>DS</b>.</p> <p>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.</p>  |
| <b>17. Late Applications</b>                         | 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.  |
| <b>18. Opening of Applications</b>                   | 18.1 The Bank shall open all Applications at the date, time and place specified in the <b>DS</b> . Applicants' representatives may be present during opening.  |

#### **D. Procedures for Evaluation of Applications**

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| <b>19. Evaluation to be Confidential</b> | <p>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.</p> <p>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 ITA 20.1 below), may do so only in writing. Canvassing in any form will be grounds for disqualification.</p> |
|--|---|

**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 non-responsiveness 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.

22.2 The qualification and experience of sub-contractors(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 project employer, shall be considered. In particular, the qualifications of a parent or any other affiliated company of the Applicant, who is not member of the JVCA except as permitted by ITA 4.3, 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. Pre-qualification of Applicants**

24.1 All Applicants, whose Applications substantially meet or exceed the specified qualification requirements, will be pre-qualified 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 pre-qualified 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 pre-qualified.

**26. Subsequent Invitation for Bids**

26.1 The Bank shall forward the list of pre-qualified firms to the Borrower for subsequent invitation of proposals.

Part III. Data Sheet (DS) to ITA	
<b>A. General</b>	
<b>ITA 2.1</b>	<p>The identification of the Invitation for Pre-qualification [IFP] is: <b>GOILOC-300/Malawi/CS-36</b></p> <p>The Bank's address is: Export-Import Bank of India Office Block, Tower 1, 7th Floor, Adjacent Ring Road, Kidwai Nagar [East] New Delhi – 110023 Email: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a> Website: <a href="http://www.eximbankindia.in">www.eximbankindia.in</a></p>
<b>ITA 4.3</b>	<p><b>The lead partner of the JV shall be the one with the highest share in the JV which shall not be less than 26%.</b> The maximum number of other members in the JV shall be such that each of the other members should have at least <b>20%</b> 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"> <li>- Names of the Lead Partner and each of the other members</li> <li>- Percentage share of each JV member</li> <li>- Confirmation of Joint and Several Liability of all members of the JV</li> </ul> <p>The JV is permissible at prequalification 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. A member of JVCA shall not be permitted to participate either in individual capacity or as a member of another JVCA in the same prequalification process.</p> <p>The JVCA shall nominate a Lead Partner who shall have the authority to conduct all business for and on behalf of any and all the partners of the JVCA during the prequalification process, tendering process and, in the event the JVCA is awarded the Contract, during contract execution.</p> <p>In the event of award of final contract to any JVCA, all the payments to the JVCA shall be made to the bank account of the JVCA and not to the account of individual member(s).</p> <p>The Joint Venture Agreement shall in all respect be governed by and interpreted in accordance with Indian Laws.</p>

ITA 4.6	<p>A list of debarred firms and individuals by: The World Bank is available on the website: <a href="http://www.worldbank.org/debarr">http://www.worldbank.org/debarr</a></p> <p>The Asian Development Bank is available on the website: <a href="http://lnadbq4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&amp;count=999">http://lnadbq4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&amp;count=999</a></p> <p>The African Development Bank is available on the website: <a href="http://www.afdb.org/en/projects-and-operations/procurement/debarment-and-sanctions-procedures/">http://www.afdb.org/en/projects-and-operations/procurement/debarment-and-sanctions-procedures/</a></p> <p>The European Bank for Reconstruction and Development is available on the website: <a href="http://www.ebrd.com/pages/about/integrity/list.shtml">http://www.ebrd.com/pages/about/integrity/list.shtml</a></p> <p>The Inter-American Development Bank is available on the website: <a href="http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html">http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html</a></p>
ITA 4.7	For the purpose of the above, 'immediately' shall mean a period not exceeding 7 days from being included in such databases.

## B. Contents of the Application Document

ITA 6.1	<p>For clarification purposes, the Bank's address is:</p> <p>Mr. Amit Sahu Assistant General Manager Lines of Credit Group Export-Import Bank of India Office Bock, Tower 1, 7th Floor, Adjacent Ring Road, East Kidwai Nagar New Delhi – 110023 E-mail: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a> Website: <a href="http://www.eximbankindia.in">www.eximbankindia.in</a></p>
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## 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) <b><u>On-line mode of Application</u></b> The applicant shall submit the application through Exim Bank's portal <a href="https://locprocure.eximbankindia.in">https://locprocure.eximbankindia.in</a></p> <p>For details for submitting Online Application, please refer the above portal.</p> <p><b><u>Minimum Requirements:</u></b></p> <ol style="list-style-type: none"> <li>1. Computer/Laptop with Internet connection.</li> <li>2. Operating System: Windows Version: Windows 7/8/10 – 32 or 64 Bit.</li> </ol>
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	<p>3. Java Version: 1.8 or above</p> <p>4. Mozilla version should be 45.0 and above(x86 only i.e OS of 32 Bit Version)</p> <p>5. Digital Certificate: Class III, Signing + Encryption and it should be organizational certificate.</p>
ITA 10.1 (d)	<p><u>For any Online technical clarification, kindly contact:</u></p> <p>Bob E Procure Pvt. Ltd.</p> <p>3 / 4, 3<sup>rd</sup> Floor, Maruthi Towers, Madivala, SBM, Bangalore</p> <p>Karnataka – 560069</p> <p>Email: <a href="mailto:pgsupport@bobeprocure.net">pgsupport@bobeprocure.net</a></p> <p><b>ii) <u>Off-line mode of Application</u></b></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 authorised, 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><b><u>Note: It is mandatory for Applicants to submit the Application in both On-line and Off-line modes. Any Application not submitted in accordance with the requirements mentioned in this clause will be liable for rejection. 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></b></p>

ITA 13.2(a)	<p>The source for determining exchange rates is:</p> <p>For conversion of foreign currency/Indian rupees (INR) to US Dollar, the Applicants shall use the Reference Rates of Foreign Currency published by Financial Benchmark India Private Ltd (FBIL)(<a href="https://www.fbil.org.in/">https://www.fbil.org.in/</a>)</p> <p>For the historical exchange rates, which are not made available by FBIL, the reference rate published by Reserve Bank of India (RBI) and available on <a href="https://www.rbi.org.in/scripts/ReferenceRateArchive.aspx">https://www.rbi.org.in/scripts/ReferenceRateArchive.aspx</a> may be used.</p> <p>In case a particular currency rate is not published by FBIL, then the selling rate of such currency shall be taken from the following website: <a href="http://www.oanda.com">http://www.oanda.com</a></p>																																	
ITA 13.2(b) & (d)	<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-11</td><td>44.6500</td><td>0.0224</td></tr><tr><td>31-Mar-12</td><td>51.1565</td><td>0.0195</td></tr><tr><td>31-Mar-13</td><td>54.3893</td><td>0.0184</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><tr><td>31-Mar-18</td><td>65.0441</td><td>0.0154</td></tr><tr><td>31-Mar-19</td><td>69.1713</td><td>0.0145</td></tr><tr><td>31-Mar-20</td><td>75.3859</td><td>0.0133</td></tr></table>		USD 1 = INR	1 INR = USD	31-Mar-11	44.6500	0.0224	31-Mar-12	51.1565	0.0195	31-Mar-13	54.3893	0.0184	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	31-Mar-18	65.0441	0.0154	31-Mar-19	69.1713	0.0145	31-Mar-20	75.3859	0.0133
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31-Mar-20	75.3859	0.0133																																
ITA 13.2(c)	<p>Applicants shall use the following rates for conversion between USD and INR:</p> <table><tr><td>USD 1 = INR</td><td>1 INR = USD</td></tr><tr><td>72.8623</td><td>0.0137</td></tr></table> <p>As on <b>February 08, 2021</b></p>	USD 1 = INR	1 INR = USD	72.8623	0.0137																													
USD 1 = INR	1 INR = USD																																	
72.8623	0.0137																																	
ITA 14.1	<p>Additionally, one (1) copy in pen drive shall also be submitted.</p> <p>The prequalification application document (off line version) shall be submitted in <b>spiral or hard bound form</b> 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 <b>dual mode i.e. on-line as well as off-line</b> as mentioned in ITA 10.1(d).</p> <p><b>The deadline for Application submission is:</b></p>																																	

	<p><b>Date: March 10, 2021</b>  <b>Time: 15:00 hrs</b></p> <p>For application submission purposes only, the Bank's address is:  Bank's address is the same as that indicated in ITA 2.1  <i>Attention: Mr. Amit Sahu, Assistant General Manager</i></p>
<b>ITA 19.1</b>	<p>The opening of the Applications shall be at the Bank's address as that indicated in ITA 2.1</p> <p><b>Date: March 10, 2021</b>  <b>Time: 15:30 hrs</b></p>



## **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**

<b>A</b>	<b>General</b>	<b>26</b>
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<b>C</b>	<b>Financial Status and Capacity</b>	<b>28 – 29</b>
<b>D</b>	<b>Experience</b>	<b>29 – 32</b>
<b>E</b>	<b>Quality Assurance</b>	<b>32 - 37</b>

## A. General

<b>A.1 Nationality</b>	
<b>Requirement:</b>	<ul style="list-style-type: none"> <li>➤ The Applicant's Nationality shall be in accordance with ITA 4.4</li> <li>➤ Documentation and Attachments to be submitted as mentioned below</li> </ul>
<b>Documentation to be submitted</b>	Form A.1.1 and A.1.2
<b>Attachments to be submitted</b>	<ul style="list-style-type: none"> <li>➤ Articles &amp; Memorandum of Association, Certificate of Incorporation, Partnership Deed (in case of Partnership firm) of the Applicant in accordance with ITA 4.4.</li> <li>➤ 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</li> </ul>

<b>A.2. Eligibility</b>	
<b>Requirement:</b>	<ul style="list-style-type: none"> <li>➤ The Applicant shall not be under declaration as ineligible, as described in ITA 4.5 and ITA 4.7.</li> <li>➤ Documentation and Attachments to be submitted as mentioned below</li> </ul>
<b>Documentation to be submitted:</b>	Application Submission Form
<b>Attachments</b>	<ul style="list-style-type: none"> <li>➤ 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.</li> <li>➤ In case the Applicant is a JV, the Applicant shall submit a copy (self-attested on all pages) of Power of Attorney for each member of the JV along with copy (self-attested) of relevant Board Resolutions or equivalent documents. <ul style="list-style-type: none"> <li>➤ For an Applicant as a single entity or in case of JV, for each member: <ul style="list-style-type: none"> <li>○ Permanent Account Number (PAN): Self attested copy</li> <li>○ GST Registration details, as applicable: Self attested copy</li> </ul> </li> </ul> </li> </ul>

## B. Past Contract Performance and Litigation

<b>B.1 Past Contract Non-performance</b>	
Requirement:	<ul style="list-style-type: none"> <li>• There shall be no instance of contract<sup>2</sup> non-performance as a result of Applicant's default since <b>February 01, 2016</b> (in case of JV, each member shall meet the requirement).</li> <li>• The Applicant shall inform Exim Bank of any such instances post submission of the Prequalification Application.</li> <li>• Documentation and Attachments to be submitted as mentioned below</li> </ul>
Documentation to be submitted:	Form B.1.1
Attachments to be submitted:	Documents establishing details included in Form B.1.1

<b>B.2 Pending Contract Litigation</b>	
Requirement:	<p>➤ Applicant shall have a positive 'Adjusted Net Worth'* determined as per the financial statements for the latest financial year (FY 2019-2020), adjusted for 'Pending Contractual Litigation Value' as considered below:</p> <ul style="list-style-type: none"> <li>• Pending Contractual Litigation Value' shall be deemed to be 25% of the aggregate value of pending litigation across all contracts, net of provisions made in the latest audited balance sheets, statements of profit &amp; loss and annual reports for the last three financial years [FY 2017-18 to 2019-2020], which shall be deducted from the net worth to arrive at the 'Adjusted Net Worth'.</li> </ul> <p><b><i>*Adjusted Net-worth:</i></b>  <i>Net worth as per the latest financial statements less [25% of Pending Contractual Litigation Value less provisions made in the latest audited financial statements for pending contractual litigations] = Positive</i></p> <p>➤ Documentation and Attachments to be submitted as mentioned below.</p> <p>➤ In case of JV, each member shall meet the above requirement.</p>
Documentation to be submitted:	Form B.2.1

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<sup>2</sup>Contract non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the applicant have been exhausted.

Attachments to be submitted:	Documents establishing details included in Form B.2.1
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<b>B.3 Contract Litigation History</b>	
Requirement:	<ul style="list-style-type: none"> <li>The aggregate amount of court/arbitration awards related to contractual litigation against the Applicant, if any since <b>February 01, 2016</b>, shall not exceed 25% of net worth as per the latest audited financial statements (in case of JV, each member shall meet the requirement).</li> <li>Documentation and Attachments to be submitted as mentioned below.</li> </ul>
Documentation to be submitted:	Form B.3.1
Attachments to be submitted:	Documents establishing details included in Form B.3.1

## C. Financial Status and Capacity

<b>C.1 Financial Status</b>					
Requirement:	<p>(i) The audited balance sheets, statements of profit &amp; loss and annual reports for the last three financial years [FY 2017-18 to 2019-2020] 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> <ol style="list-style-type: none"> <li>Positive Adjusted Net Worth for each of the last three (3) years as defined above;</li> <li>Profit (i.e. Profit Before Tax) for at least one (1) out of last three (3) years as defined above; and</li> <li>Annual Consultancy Revenue<sup>3</sup> in any one (1) of the last three (3) financial years as defined above, be not less than:</li> </ol> <table border="1" data-bbox="683 1478 1426 1565"> <tr> <th>Lot – I</th><th>Lot – II</th></tr> <tr> <td>USD 2.88 mn</td><td>USD 0.96 mn</td></tr> </table> <p>For each Lots, in case of JVCA, requirement (a) and (b) above shall be met by each member and requirement under (c), lead member shall meet at least 40% and each <b>member shall meet</b> at least 25%, and all members together shall meet 100%.</p> <p>If an applicant is applying for both Lots, in that case, in order to qualify for both the lots, the Applicant shall meet aggregated requirement i.e. <b>USD 3.84 mn</b> under criteria (c) above.</p>	Lot – I	Lot – II	USD 2.88 mn	USD 0.96 mn
Lot – I	Lot – II				
USD 2.88 mn	USD 0.96 mn				

<sup>3</sup>Exchange rate prevalent as on the working day preceding the date of Invitation for Prequalification (IFP) shall apply

	(ii) Documentation and Attachments to be submitted as mentioned below
Documentation to be submitted:	Form C.1.1 and Form C.1.3 both certified by the Statutory Auditors of the Applicant (in case of JV, for each member of the JV).Form C.1.2 [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 the last <b>three (3)</b> years as defined above. The financial statements shall:</p> <ol style="list-style-type: none"> <li>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).</li> <li>be independently audited and certified by the Statutory Auditors/Chartered Accountants in accordance with applicable legislation.</li> <li>be complete, including all notes to the financial statements.</li> <li>correspond to accounting periods already completed and audited.</li> </ol> <p>Supporting documents issued by the Banks for additional financial means for likely future commitments to be attested by the respective banks. These documents shall be of latest available date and shall be valid beyond the last date of submission of the PQ Application.</p>

#### D. Experience

D.1 General Experience	
Requirement:	<p><b><u>Lot-I</u></b></p> <p>Experience of <b>Detailed Project Report [DPR] preparation for Solar Power/ Solar Energy sector</b> in the role of Prime Consultant or JV member, to the main client, <b>in India</b>, that have been satisfactorily completed during the last 7 years, starting from February 01, 2014 and up to application submission deadline. (In case of JV, each member shall meet the requirement.)</p> <p><b><u>Lot-II</u></b></p> <p>Experience as <b>Project Management Consultant [PMC] for Solar Power Projects</b> in the role of Prime Consultant or JV member, to the main client, <b>in India</b>, that have been satisfactorily completed during the last 7 years, starting from February 01, 2014 and up to application submission deadline. (In case of JV, each member shall meet the requirement.)</p> <ul style="list-style-type: none"> <li>Documentation and Attachments to be submitted as mentioned below</li> </ul>

Documentation to be submitted:	Form D.1.1
Attachments to be submitted:	<ul style="list-style-type: none"> <li>➤ Final Acceptance Certificate / Completion Certificate / Testimonial Letters issued by the Project Authority for each contract listed in Form D.1.1 giving, inter alia, details of scope and value of work executed by the Applicant, contract start and completion dates.</li> <li>➤ In case the contracts listed in D.1.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV to substantiate Individual JV member's delineated roles, responsibilities and scope and value of work.</li> <li>➤ Sub-consultants' experience and resumes, if any, submitted with the application shall not be taken into account in determining the Applicant's compliance.</li> </ul>

D.2 Specific Experience	Refer Part I – Scope of Consultancy Services																		
Requirement:	<div>1. Scope of Consultancy Services</div> <div>i) Lot – I</div> <div>At least the number and value of contracts as mentioned below, demonstrating experience as consultant in preparation of DPR for Solar PV Projects, that have been satisfactorily completed as a prime consultant, or as joint venture member to the main client, between February 01, 2014 and application submission deadline:</div> <table><tr><th>Options</th><th>No. of Contracts</th><th>Value<sup>4</sup> of each contract (USD MN) OR Capacity/ Size of the project (MW)</th></tr><tr><td>Option I</td><td>3</td><td>0.29 million OR 12MW</td></tr><tr><td colspan="3">OR</td></tr><tr><td>Option II</td><td>2</td><td>0.36 million OR 15MW</td></tr><tr><td colspan="3">OR</td></tr><tr><td>Option III</td><td>1</td><td>0.58 million OR 24MW</td></tr></table> <div>ii) Lot – II</div>	Options	No. of Contracts	Value <sup>4</sup> of each contract (USD MN) OR Capacity/ Size of the project (MW)	Option I	3	0.29 million OR 12MW	OR			Option II	2	0.36 million OR 15MW	OR			Option III	1	0.58 million OR 24MW
Options	No. of Contracts	Value <sup>4</sup> of each contract (USD MN) OR Capacity/ Size of the project (MW)																	
Option I	3	0.29 million OR 12MW																	
OR																			
Option II	2	0.36 million OR 15MW																	
OR																			
Option III	1	0.58 million OR 24MW																	

<sup>4</sup> In case of contracts in INR, the exchange rate of 31st March of the FY in which the contract was signed, shall be used to arrive at the USD equivalent

	At least the number and value of contracts as mentioned below, demonstrating experience as Project Management Consultant (PMC) for Solar Power projects, that has been satisfactorily completed, either as a prime consultant, or joint venture member, to the main client/ project employer, between February 01, 2014 and up to application submission deadline:		
	Options	No. of Contracts	Value of each contract (USD MN) OR Capacity/ Size of the project
	Option I	3	1.15 million OR 12MW
	OR		
	Option II	2	1.44 million OR 15MW
	OR		
	Option III	1	2.30 million OR 24MW
	<p>2. Additionally, as part of above contract(s) or in other contract(s), the Applicant, as a prime consultant or joint venture member to the main client/ project employer, shall demonstrate experience as PMC for:</p> <ul style="list-style-type: none"><li>❖ At least one contract, that has been satisfactorily completed, involving setting up of Solar PV Project of not less than <b>20MW</b> capacity; covering Transmission and Distribution.</li></ul>		
	<p>3. In case of JV, requirement under each Lot shall be met as under:</p> <ul style="list-style-type: none"><li>i. Eligibility in terms of the number of contracts under each option can be aggregated across the JV members.</li><li>ii. In addition to the above, each member of the JV shall have executed at least one contract of minimum value of:<ul style="list-style-type: none"><li>a) For LOT I: USD 0.14 million or 6MW</li><li>b) For LOT II: USD 0.57 million or 6MW</li></ul></li></ul>		
	<p>4. In case, the completed project cited by an Applicant was supervised as member of the JV/Consortium/JVCA, credentials for same shall be considered based on the role and responsibility of the Applicant under the contract.</p>		
	<p>5. Sub consultants' experience and resumes, if any, submitted with the application shall not be taken into account in determining the Applicant's compliance.</p>		

	<p>6. This common Application Document for Pre-qualification is applicable for both the lots. The Applicant may apply, through a single Application, for any lot, or both the lots, clearly indicating the lot/lot(s) applied for, in the Application Submission Form.</p> <p>7. The pre-qualification of the consultants shall be done lot wise. In order to qualify for both the lots, Applicant shall meet the Experience criteria, viz. General and Specific experience in D.1. and D.2 respectively, for each lot separately.</p> <p>8. The Applicant can submit a maximum of 5 contracts for each of the Lots meeting the requirement at (1) above and should be numbered as per Form D.2.1 in order of preference. In case the numbers of contracts submitted are more than the number of contracts sought, the additional contracts will not be considered for evaluation and establishing the eligibility under this prequalification.</p> <p>9. Documentation and Attachments to be submitted as mentioned below.</p>
Documentation to be submitted:	Form D.2.1
Attachments to be submitted:	<p>Final Acceptance/Completion Certificate/Testimonial issued by the employer for each contract listed in Form D.2.1.</p> <p>In case the contracts listed in D.2.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV to substantiate Individual JV member's delineated roles, responsibilities and scope and value of work.</p>

## E. Quality Assurance

<b>E.1 Certified Management System</b>	
Requirement:	ISO Accreditation / Certified Quality Management System
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	<ul style="list-style-type: none"> <li>Applicant must demonstrate that it can deploy personnel for the key positions that meet the following requirements:</li> </ul>				
	<b><u>LOT-I : Manpower requirement for preparation of DPR</u></b>				
	<b>Proposed position</b>	<b>Minimum Desirable Qualification</b>	<b>Minimum Relevant Experience (in years)</b>	<b>Total Experience Post-Qualification (in years)</b>	<b>Number of Positions Required</b>
	Team Leader (Project Manager)	Masters Degree in any of the following: <ul style="list-style-type: none"> <li>Engineering Project Management</li> <li>Electrical Engineering,</li> <li>Power, Renewable Energy Systems</li> </ul>	15	20	1
	Resident Civil Engineer	B.Tech or equivalent Civil Engineering or Civil Engineering speciality	8	10	1
	Electrical Engineer	Masters Degree in Electrical Engineering or Renewable Energy Systems Development	10	15	1

	Commissioning Engineer/s	B.Tech or equivalent Electrical Engineering	8	10	1
	Team Members	B.Tech or equivalent Mechanical Engineering	8	10	1
	Quality Control Engineer/s	B.Tech or equivalent in quality control or quality engineering	8	10	1
	Resident Civil Engineers	B.Tech or equivalent Civil Engineering or Civil Engineering specialty	8	10	1
<b>LOT- II : Manpower requirement for PMC Services</b>					
	<b>Proposed position</b>	<b>Minimum Desirable Qualification</b>	<b>Minimum Relevant Experience (in years)</b>	<b>Total Experience Post-Qualification (in years)</b>	<b>Number of Positions Required</b>
	Project Manager	Master's Degree in any of the following: <ul style="list-style-type: none"> <li>• Engineering,</li> <li>• Electrical Engineering,</li> <li>• Renewable Energy Systems</li> </ul> Plus Project Management qualification	20	15	1

	Mechanical Engineer	Bachelor's Degree in Mechanical Engineering	10	7	1
	Electrical Engineer	Bachelor's Degree in Electrical Engineering	10	7	1
	Structural Engineer	Bachelor's Degree in Structural Engineering or equivalent	12	10	1
	Power Generation Expert	Masters' Degree in Electrical Engineering or Renewable Energy Systems Development	15	10	1
	Environmental Specialist	Degree in Environmental related field	10	7	1
	Social specialist	Degree is Social related field such as Social Science, etc.	10	8	1
	Electrical Engineer (Renewable Energy Specialist)	Bachelor's Degree in Renewable Energy Engineering or equivalent	12	10	2
	Automation Engineer/Site Agent	Bachelor's Degree Electrical Automation Engineering or equivalent	10	7	1
The applicant is required to submit an undertaking to engage and deploy personnel as above.					
Documentation and Attachments to be submitted as mentioned below.					
Documentation to be submitted:	Form E.1.2				

Attachments to be submitted:	None
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**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 pre-qualified for the referenced IFP and for Lot I or Lot II or both Lots I and II and declare that:

- (a) 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]*.
- (b) We meet the eligibility requirements as stated in ITA 4.1, we have not been currently debarred/sanctioned in accordance with ITA 4.5; Subsequent to the deadline for Application submission, in case we are debarred/sanctioned, we shall immediately inform Exim Bank of such debarment/sanction and reasons thereof, in accordance with ITA 4.5;
- (c) We confirm that we are currently not under default on 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 RBI Caution List, RBI Willful Defaulter List (Suit filed as well as non-suit filed), Credit Information Bureau India Ltd. (CIBIL) Defaulter List and any other negative list of central and state government agencies, 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;
- (d) 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 pre-qualified 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.
- (e) We hereby confirm that we have not appointed any agent and we have not paid any agency commission for this Pre-qualification process. If prequalified, we also confirm that we will not appoint any agent and nor will we pay any agency commission for the corresponding tendering process or execution of the contract.
- (f) We further declare that we are/are not<sup>5</sup> facing any investigation by any Government procuring entity/corporation or Multilateral Development Agencies (MDA). (If yes, please provide details in a separate sheet, as necessary.)

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<sup>5</sup> Strike off whichever is not applicable.

- (e) 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]

Encl: Checklist of forms and documents



### Checklist for Various Forms and Documents to be submitted

Form No.	Details of Forms and Documents	Page no.
	NEFT acknowledgement receipt towards payment of Processing Fee	
A.1.1	Applicant Information Form	
	1. Articles & Memorandum of Association	
	2. Certificate of Incorporation (or equivalent documents of constitution or association), and/or documents of registration	
	3. PAN and GST Registration Details	
	4. Letter of intent to form JV or JV agreement, in case of JV	
	5. Organizational chart	
	6. List of Board of Directors with their complete designation in case of nominee directors	
	7. The beneficial ownership with respective shareholding and nationality of shareholders	
	8. A copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorised, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant	
	9. A copy of relevant Company Board Resolution referred to in item No. 8 above	
A.1.2 *	Applicant's JV Member's Information Form [in case Applicant is a JV]	
*	1. Articles & Memorandum of Association of JV Member	
*	2. Certificate of Incorporation (or equivalent documents of constitution or association), and/or documents of registration, of JV Member	
*	3. PAN and GST Registration Details of JV Member	
*	4. Organizational chart of JV Member	
*	5. List of Board of Directors with their complete designation in case of nominee directors of JV Member	
*	6. The beneficial ownership with respective shareholding and nationality of shareholders of JV Member	
*	7. A copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorised, through an appropriate Company Board Resolution or equivalent	

	document, to sign on behalf of the Applicant	
*	8. A copy of relevant Company Board Resolution referred to item No. 7 above.	
B.1.1*	Non-Performed Contracts	
*	1. Documents establishing details included in Form B.1.1	
B.1.2 *	Pending Litigation	
*	1. Documents establishing details included in Form B.2.1	
B.1.3 *	Litigation History	
*	1. Documents establishing details included in Form B.3.1	
C.1.1*	Financial Status & Capacity, certified by the Statutory Auditor of the Applicant	
C.1.2 *	Sources of Finance	
*	1. Audited Annual Reports for the last 3 years	
*	2. Statement of Consolidated Credit Facilities (sanctioned, utilised and available) from Lead Banker or respective Bank statements duly attested by the respective banks.	
C.1.3 *	Annual Consultancy Turnover, certified by the Statutory Auditors of the Applicant	
D.1.1*	General Experience	
*	1. Final Acceptance Certificate/ Completion Certificate/ Testimonial Letters issued by the employer for each contract listed in Form D.1.1	
*	2. In case the contracts listed in D.1.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV to substantiate Individual JV member's delineated roles and responsibilities and scope and value of work.	
D.2.1 *	Specific Experience	
*	1. Final Acceptance Certificate/Completion Certificate/ Testimonial Letters issued by the employer for each contract listed in Form D.2.1	
*	2. In case the contracts listed in D.2.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV to substantiate Individual JV member's delineated roles and responsibilities and scope and value of work.	
E.1.1	Certified Management System Self-attested copy of ISO Accreditation / Quality Management	

	System Certificate	
E.1.2	Skilled Human Resources (Undertaking to deploy list of dedicated Human resources)	
Part VI. *	Questionnaire for Applicants	

Note: Please insert page numbers

- ii. Documents marked '\*' to be submitted for each JV member separately.

**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

Applicant's name <i>[insert full name]</i>
In case of Joint Venture (JV), name of each member: <i>[insert full name of each member in JV]</i>
Applicant's country* of registration: <i>[indicate country of Constitution]</i>
Applicant's actual year of incorporation: <i>[indicate year of Constitution]</i>
Applicant's legal address [registered in India]: <i>[insert street/ number/ town or city/ country]</i>
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>1. Attached are copies of original documents of</p> <p><input type="checkbox"/> Articles &amp; Memorandum of Association and 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 PAN &amp; GST Registration details, 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 entities.

## 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's JV Member's date of constitution: <i>[indicate date of constitution in dd/mmm/yyyy]</i>
Applicant's JV Member's legal address registered in India: <i>[insert street/ number/ town or city/ country]</i>
Applicant's 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>
1. Attached are copies of original documents of Articles & Memorandum of Association and 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 PAN & GST Registration details, 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 entities.

### 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

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

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 specified in Part IV, Prequalification Criteria and Requirements, Sub-Factor B.1.			
<input type="checkbox"/> Contract(s) not performed since the date 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>

<b>Form B.2.1</b> 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: [indicate complete contract name, number, date, value and any other identification]  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]</i>	<i>[insert amount in USD equivalent and specify exchange rate]</i>

<b>Form B.3.1</b> Litigation History, in accordance with Part IV, Prequalification Criteria and Requirements			
<input type="checkbox"/> No litigation since the date specified in 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: [indicate complete contract name, number, date, value and any other identification]  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 USD equivalent and specify exchange rate and 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 Auditors. 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 last 3 years, (amount in Indian Rupees)				
FY	FY 2017-18		FY 2018-19		FY 2019-2020
Sources of Fund					
Shareholder'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					
Net worth					
Net worth					
Information from Income Statement					
Income					

Expenditure					
Profit/(Loss) Before Tax (PBT)					
Profit/(Loss) After Tax (PAT)					
<b>Information From Cash flow Statement</b>					
Cash Flow from Operating Activities					
Cash Flow from Investments					
Cash Flow from Financing Activities					

## Form C.1.2

### Sources of Finance

[The following table shall be filled in for the Applicant and each partner in case 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  
Information pertaining to:[Insert name of JV Leader or JV member/s]*

Specify sources of finance to meet the cash flow requirements for works currently in progress

*(amount in Indian Rupees)*

#### A. Details of Credit Facilities available to the Applicant

Sr No	Type of Facility	Sanctioned Limit	Utilised Limit	Unutilised Limit
	Fund Based Limits			
	a.			
	b.			
	c.			
	<b>Total Fund Based</b>			
	Non-fund Based Limits			
	a			
	b			
	C			
	<b>Total Non –fund Based</b>			
	<b>Total Fund and Non-fund Based Limit</b>			

- B. Details of Liquid Assets such as cash and bank balance, marketable securities and any other financial means which may be used meet the cash flow requirements for works currently in progress by the Applicant

Sr No	Type of Liquid Assets	Amount <i>(amount in Indian Rupees)</i>
1.		
2.		
3.		

### Financial documents

The Applicant and its parties shall provide copies of audited balance sheets, statements of profit & loss and annual reports for the last three financial years as defined in 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 of an affiliated entity (such as parent company or group member);
- (b) be independently audited or certified in accordance with local legislations;
- (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.
- ☐ Please submit Statement of Consolidated Credit Facilities (sanctioned, utilised and available) from Lead Banker or respective Bank statements.

### Form C.1.3

#### 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 Auditors. 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 Revenue Data							
Year	PMC Revenue Amount (INR)			Total Consultancy Revenue #	PMC Revenue as % of Total Consultancy Revenue	Exchange Rate* (v/s USD)	PMC Revenue in USD equivalent
	By PMC Contracts in India	By Overseas PMC Contracts	Total PMC Revenue				
	[A]	[B]	C=[A+B]	[D]	C/D*100	[E]	C/E
2016-2017							
2017-2018							
2018-2019							
2019-2020							

\* Refer ITA 13.2 for source of exchange rate. Exchange rate prevalent on 31<sup>st</sup> March shall be used to calculate revenue for respective financial year

# Total Consultancy Revenue would include revenues from all consultancy contracts including DPR and PMC contracts.

## Form D.1.1

### General Experience

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

*[List contracts that demonstrate similar experience in India 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.]*

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/mm/yyyy]</i>	<i>[indicate date as dd/mm/yyyy]</i>		<i>[insert "Prime Consultant" or "JV Member"]</i>

\* Refer ITA 13.2 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 completed 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>  <i>[Note: Max 5 contracts can be entered in number of similar contracts]</i>		
Contract for establishing eligibility under Lot	<i>Lot No. [Enter Lot No.]</i>		
Contract Identification	<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 and Project value	<i>[insert total contract amount and Project Value in contract currency]</i>	<i>US\$[insert Exchange rate and total contract amount and Project Value in US\$ equivalent]*</i>	
If member in a JV, specify participation in total Contract amount	<i>[insert a 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:		
Description of the similarity in accordance with Sub-Factor D.2 of Part IV:	<i>[Name the Sector/ Sub-sector][Briefly mention the similarity in terms of sectoral characteristics]</i>		
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 13.2 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]*

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
<i>[indicate the quality management system accreditation]</i>	<i>[indicate certificate identification number and mention which process or discipline has been certified and inclusions]</i>	<i>[dd/mmm/yyyy]</i>	<i>[dd/mmm/yyyy]</i>	<i>[indicate the name of the certifying organization and contact details]</i>

Copy of ISO Certificate(s) to be attached

## Form E.1.2

### Skilled Human Resources

*[Furnish details for key staff 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]*

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

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

We, *[insert Applicant's full name and in case of JVCA, insert names of all members]* hereby undertake, in the event that we are prequalified and invited to submit a bid, to arrange and deploy key staff meeting the experience and qualification requirements, listed in E..2 :

Position	Name of key staff	Academic Qualification	Specialization	Years of Experience	Experience in Countries

*[To be attested by the authorized representative of the Applicant and in case of a JVCA, by the lead member on behalf of the JV members]*

## Part VI. Questionnaire for Applicants

Name of Applicant: *[In case of JV, to be filled in each partner separately]*

IFP No.: *[insert IFP No.]*

<b>Eligibility, Confirmation and Other Important Information</b>	<b>Response*</b>
1. Is your firm, either singly or in joint venture currently empanelled or prequalified as Consultants for preparation of DPR and/or as 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 government procuring entity, 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's account been classified as Non-Performing Asset (NPA) with any Bank/FI or your companies/ promoters/ directors appear in Reserve Bank of India (RBI) Caution List, RBI Wilful Defaulter List (Suit filed as well as non-suit filed), Credit Information Bureau India Ltd. (CIBIL) Defaulter List or any other negative list of central and state government agencies, updated from time to time? If yes, please provide details in a separate sheet, as necessary.	Yes___/No ____
6. 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.	Confirm: Yes___/ No ____
7. 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____
8. Has there been a termination of your contract for non-performance 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____
9. If prequalified and subsequently awarded a contract by the Borrower Government, would your firm/JV be willing	Confirm:

(i) to work in accordance with the Borrower country laws and regulations	Yes___/No ____
(ii) to submit requisite securities as per contract conditions	Yes___/No ____
(iii) to be responsible for the performance of the work executed by your firm	Yes___/No ____
(iv) to allow scrutiny of your work, related accounts, documentation by the Borrower/ Bank/ Government of India	Yes___/No ____
10. Please confirm that you agree to the provisions of the Government of India guidelines dated 7 <sup>th</sup> December 2015 on IDEAS Lines of Credit	Confirm: Yes___/ No ____

*\* Note: To confirm, print "Yes", else "No"*

\_\_\_\_\_  
(Signature)

[Name of Authorized Signatory]

[Title] of Authorized Signatory

Date: