

# **Application Document**

for

Prequalification of Consultants for  
Project Management Consultancy (PMC)  
Services for Construction of University of  
Science and Technology Project in Koidu  
Town, Kono District, Republic of Sierra Leone

**Export-Import Bank of India**  
**Date: March 08, 2022**

**INVITATION FOR PREQUALIFICATION OF  
CONSULTANTS FOR  
PROJECT MANGEMENT CONSULTANCY (PMC) SERVICES 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 of the above, the Bank invites Applications from eligible Indian entities for prequalification of consultants for Project Management Consultancy (PMC) Services for the construction of University of Science and Technology project in Koidu Town, Kono District in the Republic of Sierra Leone under a GOI-supported Line of Credit (LOC) extended to the ECOWAS Bank for Investment and Development (EBID), Togo.

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's Name	<Applicant's 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 to be inserted for NEFT	GOILOC-284/EBID/Sierra Leone/PMC-47

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 **April 08, 2022, 15:00 hours**, at the following, address:

Mr. Dipak Kujur  
Assistant General Manager, Lines of Credit Group  
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)  
Website: [www.eximbankindia.in](http://www.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.

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Project Management Consultancy (PMC)  
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Science and Technology Project in Koidu  
Town, Kono District,  
Republic of Sierra Leone

**Invitation for Pre-Qualification**  
**No. GOILOC-/EBID/SIERRA LEONE/PMC-47**

**Export-Import Bank of India**  
**Date: March 08, 2022**

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

The Export-Import Bank of India (hereafter 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 Ecowas Bank for Investment and Development (EBID). A part of the LOC shall be utilized for the Construction of University Science and Technology in Koidu Town, Kono District in the Republic of Sierra Leone under a Line of Credit, for which Exim Bank now seeks applications for prequalification from eligible Indian entities. Refer Part II ITA 4 for eligibility provisions.

### **A] Background**

Sierra Leone is a country of 7.70 million people on the southwest coast of West Africa as of 2019 Population Census. It is divided into four administrative regions, which are subdivided into fourteen (14) districts, 19 local councils, and 149 chiefdoms. Like many countries in West Africa, Sierra Leone has a young and growing population, with about 40.9 percentage being less than 15 years of age and only 3.5 percent being 65 years and above.

It will be pertinent to look at the evolution in the education sector before independence up to date. History has recorded that the educational system in the country before and immediately after independence was one of the best around the world. One of its oldest Universities, the University of Sierra Leone, which was established in 1827 was referred to as the "Athens of West Africa." The first boys' school "Sierra Leone Grammar School" and the first girls' school "Annie Walsh Memorial School" were founded in 1845 and 1849, respectively. The country was an important center in training doctors, teachers, lawyers, and administrators for the whole of West Africa. Unfortunately, that high standard has had a gradual decline, due to a long period of civil war and neglect, when the country witnessed a downfall in its educational standard. This is evident even in the country's ranking in the Sub-region and continent.

In 2018, with the arrival of the present government (New Direction), education got an increase from 12% to 21% percent of the budgetary allocation; and the education ministry was split into two ministries, the "Ministry of Basic and Senior Secondary Education (MBSSE)" and the "Ministry of Technical and Higher Education (MTHE)". Other initiatives by the present government include the following: switch back to 6-3-3-4 education system from 6-3-4-4 system; introduction of the Free Quality School Education (FQSE) for Basic and Senior Secondary education and the School Feeding Programme. With this new system also came the emphasis for having the inclusion of national languages (Krio, Mende, Temne, and Limba) in the curricula. English remained the sole medium of instruction throughout the education system.

### **B] Project Description**

The Government of Sierra Leone through the Ministry of Technical and Higher Education (MoTHE) and the Ministry of Finance (MoF) has secured funds from ECOWAS through EBID towards the establishment of the University of Science and Technology-Kono. The University of Science and Technology in Kono is borne out of the growing desire of the Kono people for greater accessibility to the national tertiary educational system. It is also the government's recognition of the pivotal role Kono has contributed over the years towards national

development. Hence, there is need to create equity in accessibility and relevance of quality tertiary education in the Eastern Province which is behind the other three regions – there is Fourah Bay College in the Western Area, Njala University in the South, University of Makeni and the Ernest Bai Koroma University in the North. The Eastern Region does not have a university.

The objectives of the Project are:

- i. Contribute to Sierra Leone's economic growth plan through the development of educational infrastructure that significantly contributes to its poverty eradication, economic growth through modern learning and environmental rehabilitation strategies;
- ii. Quality education Institution for the science and technology field;
- iii. Enhanced teaching methodology (Qualified Lecturers) for Science and Technology related courses; and
- iv. Qualified graduates that can contribute to the country's development through mining, ICT, and other related fields, and contribute to development across the region.

The project involves Construction of the essential structures (Administration, Faculty Buildings, Student Classrooms, Workshops, and Laboratories) with supporting infrastructures such as sanitation and sewage system, water reticulation system and supply of equipment and furniture. It also involves building the academic and institutional capacity of the university. The primary beneficiaries of the project are secondary school students, teachers (lecturers), Government and academic institutions (science and technology institutions). The direct beneficiaries will be over 200 students yearly, and indirect recipients will be small businesses (SMEs) in the project area (Kono District). The project will generate approximately 500,000 person-days of employment, which most of these opportunities will be created for skilled and unskilled laborers.

### Location of the Project

Koidu Town is the fifth largest city in Sierra Leone, with a population of 124,662 according to the 2015 Census. It is located inside the Kono District, which is the largest diamond producer in Sierra Leone, and mining is the primary source of employment in the city. The project area covers an area of 417.64 acres of land, which is isolated in the regions that are hilly and swampy.



### **C] Description of Scope of the Consultancy Services**

The main objectives of the Consultancy Services are to:

- i. Prepare a Detailed Project Report (DPR), detailed engineering design and tender documents preceded by a review, update and modification of the design proposed in the preliminary engineering and feasibility study documents, including consideration of possible realignment of the road, where possible;
- ii. Provide technical support and assistance to the project executing agency during the tendering period, when necessary;
- iii. Supervise the construction of civil works, including handing over as well as temporary assistance during defect liability period, if needed; and
- iv. Provide assistance for short period (probably six months) in operationalization of the university.

The Consultant shall provide all services necessary to achieve the above objectives in full and to the satisfaction of the Contracting Authority including but not limited to, the Scope of Services and Provisions as defined.

The consulting services are expected to be provided in three stages:

- Stage 1 : Pre-construction
- Stage 2: Construction
- Stage 3: Post-construction

Services under each of the above stages shall include but not limited to the following:

#### **Stage 1: Pre-construction Services**

- (i) Preparation of Detailed Project Report (DPR), Preparation of Detailed Engineering Design for the project and modification of the existing preliminary feasibility and design for the project and identification;
- (ii) Preparation of final tender and technical documents based on the modified design referred to in item (i) above following its approval by the Project Executing Agency; Office of the President of Infrastructure Initiative (OPII). The Consultant shall be required to prepare individual sets of tender documents for each of the alternatives mentioned in item (i) above'
- (iii) Assistance to the Project Executing Agency during the tendering procedure, when required;
- (iv) Preparation of construction contracts and assistance to OPII (Office of the President Infrastructure Initiative) during the contract negotiations, when required.

#### **Stage 2: Construction Services**

- (i) Examine and approve drawings, data sheets and calculations submitted by the Contractor;
- (ii) Review of Contractor's work, inspection and testing;



- (iii) Synchronization of shipments from India by EPC Contractor in tandem with physical progress and site preparedness;
- (iv) Supervise works, tests and inspections of plant equipment, validate test results and advise on issuance of test certificates;
- (v) Monitor and expedite the contractor's and the suppliers' schedules to avoid unnecessary delays in timely completion of the project;
- (vi) Supervise the construction of project facilities and provide guidance to the contractor, to conform to the specifications;
- (vii) Issue all certificates for payments to the contractor and other certificates as required by OPII and the financing institutions;
- (viii) Certification of work progress and invoices including the requirement of 75% Indian Content in EPC contract;
- (ix) Supervise acceptance tests on site;
- (x) Assist in settling disputes or differences that may arise between OPII and the contractor during construction and defect liability period;
- (xi) Prepare Project Final Report (PFR) showing detailed history of the project from initiation to completion, highlighting the technical and financial developments during execution, problems encountered and special conditions which had to be overcome during the project;
- (xii) Assist OPII during the liability period of the construction contract;
- (xiii) Prepare monthly reports monitoring past activities, planned actions from the planned program and encountered problems according to the rules of the ECOWAS Bank for Investment and Development (EBID).
- (xiv) The Consultant shall oversee and report on the Contractor's full time precautions to maintain the health and safety of the Contractor's Personnel in collaboration with local health authorities, to ensure that medical staff, first aid facilities, sick bay and ambulance service are available at all times at the site and at any accommodation for Contractor's and Client's Personnel, and that suitable arrangements are made for all necessary welfare and hygiene requirements and for the prevention of epidemics.
- (xv) Ensuring availability of social safeguards with respect to the availability and use of natural resources, health and other facilities during the construction. Due respect of ethnic and cultural practices, avoiding pollution and preservation of natural habitat.
- (xvi) Ensuring quality controls, soils and materials testing
- (xvii) Ensuring time control on the project
- (xviii) Ensuring cost control during the execution of the project
- (xix) The Consultant will implement a strict "hands-on" control of all activities as set out in the field. Where required, the Contractor shall be instructed to correct any relevant error.
- (xx) Implementation of Environmental and Social Management Plan (ESMP). The Consultant must familiarize themselves with the National Environmental Protection Agency (EPA) Regulations and Requirements for conducting environmental activities in Sierra Leone. The Environmental and Social Management Plan will cover the Monitoring of the ESMP; and Monitoring of Resettlement.

### **Stage 3: Post-construction Services**

- (i) Prepare and submit a detailed inventory including detailed drawings and “as-built” drawings together with the Final Completion Report (FCR) for all components of the project. The FCR shall include all the relevant technical and financial details of the project and a section containing specific recommendations for routine maintenance for locations requiring special care and attention as well as type and schedule of projected periodic maintenance over the life of the project.
- (ii) The Consultant shall also review and approve the Contractor's as-built drawings in digital format acceptable to OPIL.
- (iii) Assistance in the development of educational curriculum for the university and it will be presented to the Sierra Leone Tertiary Education Commission (TEC) for approval
- (iv) Deploy experts in assisting in the operationalisation (prepare protocols and others) of the University for short period of time (6 to 12 months) depending on the request and need of the country.

### **D] Contract Execution Period**

The overall duration of the contract is expected to be: 50 months

### **E] Project Authority**

The Ministry of Technical and Higher Education, Government of Sierra Leone is the project authority.

### **F] Other Information:**

The Applicant is required to apply for all the three stages above. Applications for Prequalification received only for any one of the Stages shall not be considered and are liable for rejection.

### **G] 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>.

Applicants are also advised to refer to the Public Procurement Order nos. 1 & 2 dated July 23, 2020 and Public Procurement Order no. 3 dated July 24, 2020 issued by the Public Procurement Division of the Department of Expenditure (DOE), Ministry of Finance which are applicable for the current prequalification process.

## 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

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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.

prequalification process, or during the subsequent bidding 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 subsequent contract(s) in accordance with the respective contract terms. The JV shall be represented by an authorized representative who shall have the authority from all members of the JV to conduct all business for and on behalf of the JV during the prequalification process. The limit on the number of members in a JV would be as specified in the **DS**.
- 4.4 This prequalification exercise is open to only **Indian Applicants**. An Applicant shall be deemed to be Indian if the Applicant is constituted, incorporated or registered in, and operates in accordance with the provisions of the laws of India, as evidenced by its articles of incorporation and its registration documents, as the case may be.
- 4.5 An Applicant that has been 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 contract implementation phase), the Applicant shall immediately inform Exim Bank of such blacklisting/debarment/sanction and reasons thereof. This may lead to cancellation of Applicant's 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 the Negative List, Reserve Bank of India (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 contract implementation phase), the Applicant shall immediately inform Exim Bank on the inclusion and reasons thereof. This may lead to cancellation of Applicant's prequalification/contract.
- 4.8 An Applicant shall (i) be eligible with respect to the provisions of Public Procurement Orders No. 1 & 2 dated July 23, 2020 and Public Procurement Order No. 3 dated July 24, 2020 issued by Department of Expenditure, Ministry of Finance, Government of India; and (ii) 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 or any extension thereof 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 a 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.

**14. Authorized Signatory and Number of Copies**

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

**15. Preparing the Application Envelope**

15.1 The Applicant shall enclose the original Application in a sealed envelope that shall:  
 (a) be addressed to the Bank, as per ITA 16.1;  
 (b) mention the name and address of the Applicant; and  
 (c) mention the specific identification of this prequalification process indicated in the DS ITA 2.1.

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

**16. Application Submission Deadline**

16.1 Applicants 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 DS.

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

**17. Late Applications**

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

**18. Opening of Applications**

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

**D. Procedures for Evaluation of Applications**

**19. Evaluation to be Confidential**

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

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

**20. Clarifications during Evaluation**

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

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

**21. Determination of Responsiveness of Applications**

21.1 The Bank may reject any Application which is not responsive to the requirements of the Application Document and may not subsequently be made responsive by correction of the causes of 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. Prequalification of Applicants**

24.1 All Applicants, whose applications substantially meet or exceed the specified qualification requirements, will be prequalified by the Bank.

**25. Notification of Prequalification**

25.1 The Bank shall notify the result of the prequalification process through a letter to the prequalified Applicants and to the applicants not meeting the prequalification criteria.

25.2 Applicants that have not been prequalified may write to the Bank no later than 7 calendar days after the date of intimation by the Bank, of the result of prequalification, to request clarifications regarding the grounds on which they were not prequalified.

**26. Subsequent Invitation for Bids**

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

Part III. Data Sheet (DS) to ITA	
<b>A. General</b>	
<b>ITA 2.1</b>	<p>The identification of the Invitation for Prequalification [IFP] is: <b>GOILOC-/EBID/SIERRA LEONE/PMC-47</b></p> <p>The Bank's address is:  <b>Export-Import Bank of India</b>  <b>Office Block, Tower 1,</b>  <b>7th Floor, Adjacent Ring Road,</b>  <b>Kidwai Nagar [East]</b>  <b>New Delhi – 110023</b>  <b>Email: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a></b>  <b>Website: <a href="http://www.eximbankindia.in">www.eximbankindia.in</a></b></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 businesses 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</p>

	and interpreted in accordance with Indian Laws.
<b>ITA 4.6</b>	<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://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&amp;count=999">http://lnadbg4.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>

## B. Contents of the Application Document

<b>ITA 6.1</b>	<p>For clarification purposes, the Bank's address is:</p> <p>Mr. Dipak Kujur 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

<b>ITA 10.1 (d)</b>	<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 to 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> <li>3. Java Version: 1.8 or above</li> </ol>
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	<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>
<b>ITA 10.1 (d)</b>	<p><u>For any Online technical clarification, kindly contact:</u></p> <p>Bob EProcure Pvt. Ltd.  3/4, 3<sup>rd</sup> Floor, Maruthi Towers, Madivala, SBM, Bangalore  Karnataka – 560069  Email: pqsupport@bobeprocure.net</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 authorized, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant. Copy (self-attested) of such relevant company Board Resolution or equivalent document should also be attached.</p> <p>In case the Applicant is a JV, the Applicant shall submit a copy (self-attested on all pages) of Powers of Attorney for each member of the JV along with a copy (self-attested) of relevant Board Resolutions or equivalent documents.</p> <p><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 <a href="https://www.rbi.org.in/scripts/ReferenceRateArchive.aspx">https://www.rbi.org.in/scripts/ReferenceRateArchive.aspx</a> available on 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><tr><td>31-Mar-21</td><td>73.5047</td><td>0.0136</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	31-Mar-21	73.5047	0.0136
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31-Mar-20	75.3859	0.0133																																			
31-Mar-21	73.5047	0.0136																																			
ITA 27.1(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>75.4882</td><td>0.0132</td></tr></table> <p>As on February 28, 2022</p>	USD 1 = INR	1 INR = USD	75.4882	0.0132																																
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75.4882	0.0132																																				
ITA 14.1	<p>Additionally, one (1) copy in pen drive shall also be submitted.</p> <p>The prequalification application document (offline 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>																																				

<p><b>ITA 16.1</b></p>	<p>Submission of Application is required in <b>dual mode i.e., online as well as offline</b> as mentioned in ITA 10.1(d).</p> <p>The deadline for Application submission is:  <b>Date: April 08, 2022</b>  <b>Time: 15:00 hrs</b></p> <p>For <b>application submission purposes only</b>, the Bank's address is:  Bank's address is the same as that indicated in ITA 2.1</p> <p><i>Attention: Mr. Dipak Kujur, Assistant General Manager</i></p>
<p><b>ITA 19.1</b></p>	<p>The opening of the Applications shall be at the Bank's address as that indicated in ITA 2.1</p> <p><b>Date: April 08, 2022</b></p> <p><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>D</b>	<b>Experience</b>	<b>29-31</b>
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<b>F</b>	<b>Confirmation of eligibility under Public Procurement Orders</b>	<b>33</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, ITA 4.7 and ITA 4.8.</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 favor 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>	
<b>Requirement:</b>	<ul style="list-style-type: none"> <li>• There shall be no instance of contract<sup>2</sup> non-</li> </ul>

<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

	<p>performance as a result of Applicant's default since <b>March 01, 2017</b> (in case of JV, each member shall meet the requirement).</p> <ul style="list-style-type: none"> <li>• The Applicant shall inform Exim Bank of any such instances occurring post submission of the Prequalification Application.</li> <li>• Documentation and Attachments to be submitted as mentioned below</li> </ul>
<b>Documentation to be submitted:</b>	Form B.1.1
<b>Attachments to be submitted:</b>	Documents establishing details included in Form B.1.1

## B.2 Pending Contract Litigation

<b>Requirement:</b>	<p>➤ Applicant shall have a positive 'Adjusted Net Worth'* determined as per the financial statements for the latest financial year (FY 2020-21), 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 financial statements (FY 2020-21), 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 requirement.</p>
<b>Documentation to be submitted:</b>	Form B.2.1
<b>Attachments to be submitted:</b>	Documents establishing details included in Form B.2.1

## B.3 Contract Litigation History

<b>Requirement:</b>	<ul style="list-style-type: none"> <li>• The aggregate amount of awards against the</li> </ul>
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contract and where all appeal instances available to the applicant have been exhausted.

	<p>Applicant, if any since <b>March 01, 2017</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).</p> <ul style="list-style-type: none"> <li>Documentation and Attachments to be submitted as mentioned below.</li> </ul>
<b>Documentation to be submitted:</b>	Form B.3.1
<b>Attachments to be submitted:</b>	Documents establishing details included in Form B.3.1

### C. Financial Status and Capacity

<b>C.1 Financial Status</b>	
<b>Requirement:</b>	<p>(i) The audited balance sheets, statements of profit &amp; loss and annual reports for the last three financial years (FY 2018-19 to FY 2020-21) shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability in terms of:</p> <ul style="list-style-type: none"> <li>a) <b>Positive Adjusted Net Worth</b> for each of the last three (3) years as defined above;</li> <li>b) Profit (i.e., Profit Before Tax) for at least one (1) out of last three (3) years as defined above; and</li> <li>c) Annual Consultancy Revenue<sup>3</sup> in any one (1) of the last three (3) financial years as defined above, be not less than <b>USD 0.31 million</b>.</li> </ul> <p>In case of JVCA, requirement (a) and (b) above shall be met by each member and requirement under (c), and each <b>member shall meet</b> at least 25%, lead member shall meet at least 40% and all members together shall meet 100%.</p> <p>(ii) Documentation and Attachments to be submitted as mentioned below</p>
<b>Documentation to be submitted:</b>	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]
<b>Attachments to be submitted:</b>	<p>The Applicant and its parties shall provide copies of <b>Audited Financial Statements</b> for the last three (3) years as defined above (FY 2018-19 to FY 2020-21). The <b>Financial Statements</b> shall:</p> <ul style="list-style-type: none"> <li>a) reflect the financial situation of the Applicant or</li> </ul>

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

	<p>in case of JV for each member, and not an affiliated entity (such as parent company or group member).</p> <p>b) be independently audited and certified by the Statutory Auditors/Chartered Accountants in accordance with applicable legislation.</p> <p>c) be complete, including all notes to the Financial Statements.</p> <p>d) correspond to accounting periods already completed and audited.</p>
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**D. Experience**

<b>D.1 General Experience</b>	
<b>Requirement:</b>	<ul style="list-style-type: none"> <li>Experience under Detailed Project Report (DPR) Preparation/ PMC/Lender's Engineer/Owner's Engineer/Supervision Engineer Contracts related to building construction in the role of Prime Consultant or JV member to the main client, in India, that have been satisfactorily completed during the last 5 years, starting from <b>March 1, 2017</b> and up to application submission deadline. (In case of JV, each member shall meet the requirement.)</li> <li>Documentation and Attachments to be submitted as mentioned below</li> </ul>
<b>Documentation to be submitted:</b>	Form D.1.1
<b>Attachments to be submitted:</b>	<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 works executed by the Applicant, contract start and completion dates.</li> <li>➤ In case the contracts listed in Form D.1.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV and the JV Agreement to substantiate Individual JV member's delineated roles, responsibilities and scope and value of works.</li> <li>➤ Sub-consultants' experience and resumes, if any, submitted with the application shall not be considered in determining the Applicant's compliance.</li> </ul>

<b>D.2 Specific Experience</b>	Refer Part I – Scope of Consultancy Services
<b>Requirement:</b>	<b>A.</b> At least the number and value of similar projects where the applicant was a Project Management

	Consultant (PMC) in the project of construction of multi-storeyed Educational Institute/ Office Building/Hospital and similar institutional buildings, either as a Prime Consultant, or joint venture member to the main client/project authority for construction projects, that have been satisfactorily completed between March 01, 2017 and up to Application submission deadline:			
	No. of Contracts	Value <sup>[1]</sup> of each Project handled as PMC (USD mn)	OR	Value <sup>[2]</sup> of each Contract under the Project handled as PMC (USD mn)
Option I	3	12.80	OR	0.51
OR				
Option II	2	16.00	OR	0.64
OR				
Option III	1	25.60	OR	1.02

**B. Additional Requirements:** The Applicant should have successfully completed at least one contract involving preparation of Detailed Project Report (DPR) for a construction of multi-storeyed Educational Institute/ Office Building/Hospital and similar institutional buildings.

**C.** The Applicant shall submit the completion certificate as document of proof for completion of contract(s) of similar nature of work and mention the date and cost of completion of the contract.

**D.** In case of JVCA, the requirements specified in (A) & (B) above shall be met as under:

(i) For (A) above:

a. Eligibility in terms of Contract Value shall be met

<sup>[1]</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

<sup>[2]</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

	<p>by a JV member, and cannot be aggregated.</p> <p>b. Eligibility in terms of the number of contracts under Options I &amp; II can be aggregated across the JV members.</p> <p>(ii) For (B) above:</p> <p>c. At least one of the JV member must meet the technical aspects mentioned at (B) above.</p> <p>In addition to the above, each member of JV shall demonstrate experience of at least one project/contract of 50% of the value indicated under Option I in (A) above.</p> <p>In case, 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>E. Sub consultants' experience and resumes, if any, submitted with the application shall not be considered in determining the Applicant's compliance.</p> <p>F. Documentation and Attachments to be submitted as mentioned below</p>
<b>Documentation to be submitted:</b>	Form D.2.1
<b>Attachments to be submitted:</b>	<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 Form D.2.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV and the JV Agreement to substantiate Individual JV member's delineated roles, responsibilities and scope and value of work.</p>

### E. Skilled Human Resources

<b>Requirement :</b>	<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>				
	Proposed Position	Minimum Desirable Qualification / Experience	Total Experience (Years)	Experience in Similar Works (in-years)	Number of Positions Required
	Contract Management Specialist/	B.Tech / MSC in Civil	15	10	1

	Resident Structural Engineer	Engineering			
	Deputy Resident Engineer	B.Tech / MSC in Civil Engineering	10	5	2
	Architect	Bachelors in Architecture	10	5	1
	Structural Engineer II	B.Tech in Civil Engineering	10	5	1
	Quantity Surveyor	B.Tech in Civil Engineering/Quantity Surveying	10	5	1
	Geotechnical Engineer	B.Tech in Civil Engineering/MSc in Soil Mechanics/Geotechnical	10	5	1
	Environmental Safeguard Officer	Degree in Environmental Science	10	5	1
	Social Safeguard Officer	Bachelor Degree or Diploma in Environment Sciences or Social Science or in Hygiene and Sanitation	10	5	1
	Curriculum Instructional Specialist	Masters or Graduate Program in Curriculum and Instruction or related program approved by the GOI's board of education	15	5	2
<i>Note: The above list of manpower requirement is an indicative list.</i>					



	<i>The complete list would be made available at Proposal stage.</i> Documentation and Attachments to be submitted as mentioned below.
<b>Documentation to be submitted:</b>	Form E.1.1
<b>Attachments to be submitted:</b>	None

#### F. Confirmation of eligibility under Public Procurement Orders

<b>F.1 Confirmation of eligibility under Public Procurement Orders</b>	
Requirement:	Applicant to confirm their eligibility for the prequalification according to the provisions of Public Procurement Orders No. 1 & 2 dated July 23, 2020 and Public Procurement Order No. 3 dated July 24, 2020 issued by the Public Procurement Division of the Department of Expenditure, Ministry of Finance, Government of India.
Documentation to be submitted:	Form F.1.1

#### **NOTE:**

The Evaluation Criteria for Pre- Qualification of Applicants

<b>Sr. No.</b>	<b>Description</b>	<b>Remarks</b>
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
F.	Eligibility under Public Procurement Orders	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 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 blacklisted/debarred/sanctioned in accordance with ITA 4.5; subsequent to the deadline for Application submission, in case we are blacklisted/debarred/sanctioned, we shall immediately inform Exim Bank of such blacklisting/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 not<sup>4</sup> facing any investigation by any Government procuring entity/corporation or Multilateral Development

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<sup>4</sup> Please change "we are not" to "we are" in case the applicant / members are facing investigation.

Agencies (MDA). (If yes, please provide details in a separate sheet, as necessary.)

- (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 favor of the person who has been authorized, 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 Members' Information Form [in case Applicant is a JV]	
*	1. Articles & Memorandum of Association of JV Members	
*	2. Certificate of Incorporation (or equivalent documents of constitution or association), and/or documents of registration, of JV Members	
*	3. PAN and GST Registration Details of JV Members	
*	4. Organizational Chart of JV Members	
*	5. List of Board of Directors with their complete designation in case of nominee directors of JV Members	
*	6. The beneficial ownership with respective shareholding and nationality of shareholders of JV Members	
*	7. A copy (self-attested on all pages) of Power of Attorney in favor of the person who has been authorized, 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 Auditors 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 Form D.1.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV and the JV Agreement 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 Form D.2.1 are executed by the Applicant as a member of JV, a copy of Agreement between Project Authority and JV and the JV Agreement to substantiate Individual JV member's delineated roles and responsibilities and scope and value of work.	

E.2.1	Skilled Human Resources (Undertaking to deploy list of dedicated Human resources)	
F.1.1	Confirmation of eligibility under Public Procurement Orders	
Part VI. *	Questionnaire for Applicants	

Note: i. 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 Members 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>Total:</b>		

Form B.2.1				
Pending Litigation, in accordance with Part IV, Prequalification Criteria and Requirements				
<input type="checkbox"/> No pending litigation in accordance with Part IV, Prequalification Criteria and Requirements, Sub-Factor B.2				
<input type="checkbox"/> Pending litigation in accordance with Part IV, Prequalification Criteria and Requirements, Sub-Factor B.2 as indicated below.				
Year of Dispute	Amount in Dispute (currency)	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)	Amount of specific provision already made, if any
<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [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>Total:</b>			<b>Total:</b>

Form B.3.1			
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: <i>[indicate complete contract name, number, date, value and any other identification]</i>  Name of Employer: <i>[insert full name]</i>  Address of Employer: <i>[insert street/city/country]</i>  Matter in dispute: <i>[indicate main issues in dispute]</i>  Party who initiated the dispute: <i>[indicate "Employer" or "Consultant"]</i>  Result of dispute: <i>[Indicate if resolution was treated by the Adjudicator, under Arbitration or dealt with by the Judiciary and whether resolved in favour or against the Applicant]</i>	<i>[insert amount in USD equivalent and specify exchange rate and date]</i>
	<b>Total:</b>		

## 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 2018-19	FY 2019-20	FY 2020-21		
<b>Sources of Fund</b>					
Shareholder's Fund					
Loan Fund					
<b>Application of Fund</b>					
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					
<b>Net worth</b>					
Net worth					
<b>Information from Income Statement</b>					
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					

Registration No/ Membership No:  
(of the Statutory Auditors of the Applicant/each JV member)

Stamp

Date:

Place:

UDIN:

## 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

A. Details of Credit Facilities available to the Applicant

(amount in Indian Rupees)

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 (in Indian Rupees)
1.		
2.		
3.		

### Financial documents

The Applicant and its parties shall provide copies of audited Financial Statements for last three 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	Consultancy Revenue Amount (INR)			Total Revenue	Consultancy Revenue as % of Total Revenue	Exchange Rate*  (v/s USD)	Consultancy Revenue in USD equivalent
	By Contracts in India	By Overseas Contracts	Total Consultancy Revenue#				
	[A]	[B]	C=[A+B]	[D]	C/D*100	[E]	C/E
FY 2018-19							
FY 2019-20							
FY 2020-21							

\* 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.

Registration No/ Membership No:  
(of the Statutory Auditors of the Applicant/each JV member)  
Date:

Stamp

Place:

UDIN:

## Form D.1.1

### General Experience

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

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

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

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

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

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

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

*[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/mmm/yyyy]</i>	<i>[indicate date as dd/mmm/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>		
Contract Identification	<i>[insert contract name and number, if applicable]</i>		
Contract date	<i>[dd/mmm/yyyy]</i>		
Completion date	<i>Contractual:</i> <i>[dd/mmm/yyyy]</i>	<i>Actual:</i> <i>[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>		US\$ <i>[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 and Project Value (if applicable)	<i>[insert a percentage amount]</i>	<i>[insert total contract amount and Project value in contract currency]</i>	<i>[insert exchange rate and total contract amount and project value 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

#### Skilled Human Resources

*[Furnish details for key staff pursuant to Part IV, Prequalification Criteria and Requirements, Sub-Factor E.3. 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.3 :

Position	Name of key staff on rolls	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]*

### Form F.1.1

#### Confirmation of eligibility under Public Procurement Orders

*[The following certificate to be given by the Applicant, pursuant to Part IV, Prequalification Criteria and Requirements, Sub-Factor F.]*

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]*

This is to confirm that the Applicant has read the Public Procurement Orders No. 1 & 2 dated July 23, 2020 and Public Procurement Order No. 3 dated July 24, 2020 issued by the Public Procurement Division of the Department of Expenditure, Ministry of Finance, Government of India regarding restrictions on procurement from a bidder of a country which shares a land border with India, and it is further confirmed that the Applicant fulfills all requirements in this regard and is eligible to be considered for the prequalification process.

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*(Signature)*

*[Name of Authorized Signatory]*

*[Title of Authorized Signatory]*

Date:

## 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><u>Eligibility, Confirmation and Other Important Information</u></b>	<b><u>Response*</u></b>
1. Is your firm, either singly or in joint venture currently empaneled or prequalified as consultants for preparation of DPR and as a PMC. If yes, please provide details of Client, Country and Scope of consultancy services. 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 blacklisted or 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. Is your firm's account currently 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.	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  (i) to work in accordance with the Borrower country laws and	Confirm:  Yes___/No ____

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	
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 and the Public Procurement Order nos. 1 & 2 dated July 23, 2020 and Public Procurement Order no. 3 dated July 24, 2020 issued by the Public Procurement Division of the Department of Expenditure (DOE), Ministry of Finance, Government of India.	Confirm: Yes___/ No ____

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

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

[Name of Authorized Signatory]  
[Title] of Authorized Signatory

Date: