

# Application Document

for

Pre-qualification of Project Management  
Consultant (PMC) for Power Transmission and  
Distribution Project in Liberia

**Export-Import Bank of India**

**Date: May 09, 2016**

**INVITATION FOR EXPRESSION OF INTEREST FOR  
GOVERNMENT OF INDIA LINES OF CREDIT (LOC) PROJECTS**

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

These Lines of Credit are governed by the Guidelines issued by the GOI from time to time. As per the extant guidelines issued vide letter no No. 21/3/2015-IDEAS dated December 7, 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 Line(s) of Credit.

In pursuance to the above, the Bank invites Expressions of Interest from Indian firms for prequalification for a Contract for PMC for a Power Transmission and Distribution project in Liberia under a Line of Credit of USD 144 million extended to the Government of Liberia.

Completed Applications in accordance with the provisions of the Application Document should be delivered physically by 1800 hours, 08/June/2016 at the following address:

Ms. Meghana Joglekar  
Deputy General Manager  
Export-Import Bank of India  
Centre One, Floor 21, World Trade Centre  
Cuffe Parade  
Mumbai 400005  
Ph: 91-22-22172305/2306  
Email: [eximloc@eximbankindia.in](mailto:eximloc@eximbankindia.in)

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

**Part I.            Scope of PMC**

This Part includes a summary description and other data on this pre-qualification process and of the prospective project to be contracted by the Borrower government subsequent to this pre-qualification.

**Part II.           Instructions to Applicants (ITA)**

This Part provides information to the Applicants in preparing and submitting their Applications for Pre-qualification (“Applications”) and the procedures for this pre-qualification process.

**Part III.          Data Sheet (DS) to ITA**

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

**Part IV.          Pre-qualification Criteria and Requirements**

This Part specifies the criteria and requirements and the procedure to be used to determine how Applicants shall be pre-qualified and later to be invited to bid by Borrower government.

**Part V.           Forms**

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

**Part VI           Questionnaire for Applicants**

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

**Application Document for**

**Pre-qualification of Project Management**

**Consultant (PMC) for Power Transmission and**

**Distribution Project in Liberia**

**Invitation for Pre-Qualification No.: PMC / POWER: TND/01**

**Issued on: May 09, 2016**

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## **Description of the Scope**

The Export-Import Bank of India (Bank), on behalf of the Government of India has extended a USD 144 Million Line of Credit to the Government of Liberia for Power Transmission and Distribution Project in Liberia, and part of the amount is allocated for the consultancy services of a Project Management Consultant (PMC) for Power Transmission and Distribution Project in Liberia for which the Bank now seeks applications for pre-qualification.

### **A] Description of the Consulting Services**

The scope of work for development of transmission lines, substation and distribution projects to be undertaken under the Government of India Line of Credit is as follows:

- A. 132 kV Double Circuit Transmission Line (approximately 280km) with ACSR Panther conductor from Yekepa through Ganta, Gbarnga, Totota, Salala, Kakata to Bong Town (with a Power Carrying Capacity of 160 MW) & Gbarnga to Zorzor (approximately 104km).
- B. 66 kV Single Circuit Transmission Line with (approximately 56km) ACSR Wolf conductor from Bong Town to Mount Coffee.
- C. Stringing of Single circuit on existing 66 kV Double Circuit Transmission Line (approximately 70km) with 150mm AAAC conductor from Kakata to Paynesville.
- D. Yekepa – extension of 1 No. of 100MVA, 225/132 kV Power Transformer and 2 Nos. of 132kV Line Bays
- E. Ganta – 132/33kV Substation
- F. Gbarnga – 132/33kV Substation
- G. Extension of 132 kV Line bays; 50 MVA, 132/66 kV Transformer bay and 66 kV Line bay in Kakata.
- H. Bong Town - 132/66/33 kV Substation
- I. Zorzor - 132/33 kV Substation
- J. Mount Coffee – extension of 1 No. of 66 kV line bay

## Part I. Scope of PMC

- K.Paynesville – extension of 1 No. of 66 kV line bay
- L.Power distribution in Bong Town, Gbarnga, Salala, Sanequelli, Kakata, Totota, Zorzor, Buchanan city and Expansion of existing distribution system in Ganta.
- M.Power distribution in Cestor City, Greeneville, Bopolu, Barclayville.

With the completion of the Detailed Project Report and definition of the project to be executed, a Project Management Consultant (PMC) is required. The scope of the services to be provided by the PMC is as follows:

- Tender Engineering, including Preparation of Technical Specifications, Tender documents.
- Tender evaluation and recommendation of award of Engineering Procurement and Construction contract.
- Technical assistance in route alignment, detailed survey, check survey, spotting of Poles, finalization of BOQ.
- Review of designs of Poles, foundations, vetting of manufacturers drawings i.e. Poles, insulators, conductor, hardware fittings etc.
- Inspection of Pole materials, conductors, hardware fittings, insulators etc. at manufacturer's works before dispatch to site.
- Construction supervision of civil works, erection, stringing, testing & commissioning of lines.
- Training & Transfer of Technology.

## B] Site and other Data

The Republic of Liberia is located in the southern part of West Africa just off the coast of the Atlantic Ocean bordered by Sierra Leone to its west, Guinea to its north and Cote d'Ivoire to its east. Its population is over 4.3 million people and its capital city is Monrovia. It is one of the oldest African countries and blessed with a spectacular coastline. The total area is 111,369 sq km, with tropical climate hot, humid, dry winter and hot days and cool cold nights; wet cloudy summers with frequent heavy rains. The lowest and highest altitudes are at 0m at sea level and 1380 m at Mount Wuteve. The natural resources are iron ore, diamond, gold and hydropower. About 49% of the country's land is covered by forests and about 47% is arable, comprising of uplands and lowlands and the remaining portion of the land comprises of semi-arid and damp areas.

## Part I. Scope of PMC

The project sites:

- a) For the transmission and substation works i.e. at 132, 66, 33 KV voltage level covering the following cities/towns; Yekepa, Ganta, Gbarnga, Totota, Salala, Katata ,Bong Town, Zorzor, Mount Coffee, Paynesville. The general topography of the project area is gently undulating with some farms and dense to moderately dense forests all along the transmission routes.
- b) For the Distribution works i.e. at 33 and 0.4 KV voltage level, in the following towns /cities; Sannequellie, Gbarnga, Totota, Salala, Katata ,Bong Town, Zorzor,Buchanan , Cestos, Greenville, Bopolu and Barclayville. Each of these town/cities has a Mayor or Administrator and is accessible by road, though the roads connecting Monrovia to the other cities are bad beyond Ganta. Each town /city has the relevant facilities and infrastructure e.g. hospitals, clinics etc relative to its size.

Basic data on the locations.

TOWN/CITY	POPULATION	GENERAL LOCATION
CAREYSBURG	33,000	40KM from Monrovia
BONG TOWN	4,000	30KM from Kakata
KAKATA	80,000	71K KM from Monrovia
SALALA	27,000	92KM from Monrovia
TOTOTA	8,000	140KM from Monrovia
GBARNGA	62,000	65KM north-east from Totota
GANTA	60,000	68KM north-east from Gbarnga
SACLAPEA	21,000	36KM south-east from Ganta
SANNIQUILLE	28,000	39KM north-east from Ganta
KAHNPLE	23,000	39KM north-east from Sanniquille
BUCHANAN	36,000	140KM from Monrovia
ZORZOR	16,000	300KM from Monrovia
BOPOLU	15,000	110 KM from Monrovia



## C] Consulting Service Period

The role of the Project Management Consultant (PMC) will commence with the preparation of the bidding documents for Engineering Procurement and Construction (EPC) contract until the end of the defects liability period. The duration of the services will be thirty six (36) months.

## D] GOI GUIDELINES

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

<http://www.eximbankindia.in/sites/default/files/C.pdf>

## Part II. Instructions to Applicants (ITA)

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## Part II. Instructions to Applicants

### A. General

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|--------------------------------------|---|
| <b>1. Background</b>                 | 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.  |
| <b>2. Scope of Pre-qualification</b> | 2.1 With reference to the Invitation for Pre-qualification (IFP) indicated in Part III, Data Sheet ( <b>DS</b> ), this Application Document (“Application Document”) is being issued by the Bank to prospective applicants (“Applicants”) interested in submitting applications (“Applications”) for pre-qualification as per the scope described in Part I, General Scope.   |
| <b>3. Ethics and Integrity</b>       | <p>3.1 The Bank requires Applicants to participate in this pre-qualification process with the highest standards of integrity and ethics and prohibits any corrupt and / or fraudulent practices. It is strictly forbidden to the parties involved in the pre-qualification process, by themselves or by a third party, to offer, ask or accept for itself or for a third party, financial or non-financial advantage or even direct or indirect promise, as offsets for pre-qualification, if susceptible of being qualified as criminal unlawful acts in accordance with national laws of any party involved.</p> <p>3.2 In pursuance of article 3.1 above, Applicants shall permit the Bank to inspect all accounts, records and other documents relating to the submission of the Application, bid submission (in case prequalified), and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.</p> <p>3.3 If, in accordance with the administrative procedures of the Bank, it is demonstrated that an Applicant in this pre-qualification</p> |

process , or during the subsequent bidding for the contract(s) has committed corrupt, fraudulent, or unethical practices, the Bank, inter alia, shall:

(a) reject any Application for pre-qualification or proposal to award a contract in connection with the subsequent procurement process, as applicable; and/or

(b) declare an Applicant involved in corrupt practices, temporarily or permanently, ineligible to be awarded future contracts under Bank funding.

**4. Eligibility of Applicants**

4.1 This pre-qualification 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 pre-qualification 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 pre-qualification process (as mentioned in Form A.1.2 Applicant’s/ JV Member’s Information Form), for any part of the prospective contract(s) including related services.

4.3 An Applicant may be a single entity or a combination of entities in the form of a JV either existing or with the intent to enter into a JV supported by a letter of intent listing out the names of all the JV members. In the case of a JV, all members shall be jointly and severally liable for the execution of the subsequent contract(s) in accordance with the respective contract terms. The JV shall be represented by an authorized representative who shall have the authority from all members of the JV so as to conduct all business for and on behalf of the JV during the pre-qualification process. The limit on the number of members in a JV would be as specified in the **DS**.

4.4 This pre-qualification exercise is open to only Indian Applicants. An Applicant shall be deemed to be Indian if the Applicant is constituted, incorporated or registered in, and operates in accordance with the provisions of the laws of India, as evidenced by

its articles of incorporation and its registration documents, as the case may be.

- 4.5 An Applicant that has been debarred/ sanctioned by the Bank in pursuance of ITA 3.1, including debarment/ sanction by any government procuring entity/ corporation or Multilateral Development Agencies (MDA) in accordance with extant rules and procedures, shall be ineligible to be prequalified, during such period of time as the Bank/ sanctioning authority shall have determined.
- 4.6 The list of debarred firms and individuals by certain leading MDAs is available as specified in the **DS**. This may not be an exhaustive list of debarred entities but those which are made available centrally on the respective MDA's website. Additionally, there could be lists of debarred entities issued by various government departments/ procuring entities/ corporations and maintained offline.
- 4.7 An Applicant shall furnish such evidence of eligibility satisfactory to the Bank, as the Bank shall reasonably request.

## **B. Composition of the Application Document**

### **5. Contents of this Document**

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

information or documentation as is required by the Application Document.

- 6. Clarifications**
- 6.1 A prospective Applicant requiring any clarification of the Application Document shall contact the Bank in writing at the Bank's address indicated in the **DS**. The Bank will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of the applications. The Bank's response, which shall be put up on its website, 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 pre-qualification process.
- 9. Language**
- 9.1 The Application documentation and printed literature that are part of the Application, if in another language, shall be accompanied by an accurate translation of the relevant passages in English language, which shall be the governing language.

## Part II. Instructions to Applicants (ITA)

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| <b>10. Documents constituting the Application</b>              | <p>10.1 The Application shall comprise the following:</p> <ul style="list-style-type: none"><li>(a) Application Submission Form, in accordance with ITA 11.1;</li><li>(b) documentary evidence establishing the Applicant's eligibility, in accordance with ITA 12.1;</li><li>(c) documentary evidence establishing the Applicant's qualifications, in accordance with ITA 13; and</li><li>(d) any other document required as specified in the <b>DS</b>.</li></ul>   |
| <b>11. Application Submission Form</b>                         | <p>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.</p>  |
| <b>12. Documents Evidencing the Applicant's Eligibility</b>    | <p>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).</p>  |
| <b>13. Documents Evidencing the Applicant's Qualifications</b> | <p>13.1 To establish its qualifications in accordance with Part IV, Pre-qualification Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Forms included in Part V.</p> <p>13.2 Wherever a monetary amount is to be stated, Applicants should indicate the USD equivalent using the rate of exchange determined as follows:</p> <p style="padding-left: 40px;">Value of single contract - Exchange rate prevailing on the date of the contract shall be used.</p> <p style="padding-left: 40px;">Exchange rates shall be taken from the publicly available source identified in the <b>DS</b>. Any error in determining the exchange rates in the Application may be corrected by the Bank during evaluation.</p> <p style="padding-left: 40px;">For data related to financial statements, the amounts shall be mentioned in Indian Rupees (INR).</p> |



## Part II. Instructions to Applicants (ITA)

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| <b>14. Authorized Signatory and Number of Copies</b> | <p>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.</p> <p>14.2 Copies of the signed original Application, in the number specified in the <b>DS</b>, and clearly marked as "COPY" shall be submitted by the Applicant. The original shall govern in case of any discrepancy between the original and the copies.</p> |
| <b>15. Preparing the Application Envelope</b>        | <p>15.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope that shall:</p> <ul style="list-style-type: none"><li>(a) be addressed to the Bank, as per ITA 16.1;</li><li>(b) mention the name and address of the Applicant; and</li><li>(c) mention the specific identification of this pre-qualification process indicated in the <b>DS</b> ITA 2.1.</li></ul> <p>15.2 The Bank will accept no responsibility for not processing any envelope that was not prepared as required in ITA 15.1 above.</p>  |
| <b>16. Application Submission Deadline</b>           | <p>16.1 Applicants may either submit their Applications by mail or by hand. Applications submitted electronically shall not be admissible. Applications shall be received by the Bank at the address and no later than the deadline indicated in the <b>DS</b>.</p> <p>16.2 The Bank may, at its discretion, extend the deadline for the submission of Applications by amending the Application Document in accordance with ITA 7.</p>   |
| <b>17. Late Applications</b>                         | <p>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.</p>   |
| <b>18. Opening of Applications</b>                   | <p>18.1 The Bank shall open all Applications at the date, time and place specified in the <b>DS</b>. Applicants' representatives may be present during opening.</p>  |

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

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| <b>19. Evaluation to be Confidential</b>                   | <p>19.1 Information relating to the Applications, their evaluation and result shall be confidential and will not be disclosed to Applicants or any other person(s) not officially concerned with the pre-qualification process until the official notification of pre-qualification results is made in accordance with ITA 25.</p> <p>19.2 From the deadline for submission of Applications to the time of notification of the results of the pre-qualification in accordance with ITA 25, any Applicant who wishes to contact the Bank on any matter related to the pre-qualification process (except as specified in 20.1 below), may do so only in writing. Canvassing in any form will be grounds for disqualification.</p> |
| <b>20. Clarifications during Evaluation</b>                | <p>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.</p> <p>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.</p>  |
| <b>21. Determination of Responsiveness of Applications</b> | <p>21.1 The Bank may reject any Application which is not responsive to the requirements of the Application Document.</p>  |

### **E. Evaluation of Applications and Pre-qualification of Applicants**

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| <b>22. Evaluation of Applications</b> | <p>22.1 The Bank shall use the criteria and requirements defined in Part IV, Pre-qualification 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 pre-qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract.</p> |
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## Part II. Instructions to Applicants (ITA)

- 22.2 The qualification and experience of sub-consultant(s), if any, proposed by the Applicant will not be considered for evaluation of the Applicant.
- 22.3 Only the qualifications of the Applicant shall be considered. In particular, the qualifications of a parent or other affiliated company that is not party to the Applicant under a JV in accordance with ITA 4.3 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 pre-qualification process and reject all Applications at any time, without thereby incurring any liability to the Applicants.
- 24. Pre-qualification of Applicants** 24.1 All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be pre-qualified by the Bank.
- 25. Notification of Pre-qualification** 25.1 The Bank shall notify the result of the pre-qualification process through publication on the Bank's website of the names of those Applicants who have been pre-qualified.
- 25.2 Applicants that have not been pre-qualified may write to the Bank no later than 15 calendar days after the date of publication of the result of pre-qualification, to request the grounds on which they were not pre-qualified.
- 26. Subsequent Invitation for Bids** 26.1 The Bank shall forward the list of pre-qualified firms to the Borrower for subsequent invitation of proposals.

Part III. Data Sheet (DS) to ITA	
A. General	
ITA 2.1	<p>The identification of the Invitation for Pre-qualification (IFP) is:</p> <p><b>PMC / POWER : TND/01</b></p> <p>The Bank is:</p> <p>Export-Import Bank of India  Centre One, Floor 21, World Trade Centre  Cuffe Parade, Mumbai – 400005  Tel: (022) 2217 2305/06  Email: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a>  Website: <a href="http://www.eximbankindia.in">www.eximbankindia.in</a></p>
ITA 4.3	<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.</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> </ul>
ITA 4.6	<p>A list of debarred firms and individuals by:</p> <p>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-">http://www.afdb.org/en/projects-and-operations/procurement/debarment-</a></p>

	<p><a href="#">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>B. Contents of the Application Document</b>	
<b>ITA 6.1</b>	<p>For <b>clarification purposes</b>, the Bank's address is:</p> <p>Ms. Meghana Joglekar Deputy General Manager Export-Import Bank of India Centre One, Floor 21, World Trade Centre Cuffe Parade Mumbai 400005 Email: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a></p>
<b>C. Preparation, Submission &amp; Opening of Applications</b>	
<b>ITA 10.1 (d)</b>	<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>
<b>ITA 13.2</b>	<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 Reserve Bank of India (<a href="http://www.rbi.org.in">www.rbi.org.in</a>)</p> <p>In case a particular currency rate is not published by Reserve Bank of India, then the selling rate of such currency shall be taken from the following website: <a href="http://www.oanda.com">http://www.oanda.com</a></p>

<p><b>ITA 14.2</b></p>	<p>In addition to the original, the number of copies to be submitted with the Application is: <b>One (1)</b></p> <p>Additionally one (1) copy in digital – in USB flash/ pen drive shall also be submitted.</p> <p>The pre-qualification application document shall be submitted in spiral or hard bound form only and not as loose sheets in plastic folders. All the pages shall be machine numbered and a table of contents shall be included in the beginning of each volume of documents referring the page numbers of the indexed items.</p>
<p><b>ITA 16.1</b></p>	<p><b>The deadline for Application submission is:</b></p> <p><b>Date: June 08, 2016</b></p> <p><b>Time: 1800 hrs</b></p> <p>For <b>application submission purposes only</b>, the Bank's address is:</p> <p>Bank's address is the same as that indicated in 2.1</p> <p>Attention: <b>Ms. Meghana Joglekar, Deputy General Manager</b></p>
<p><b>ITA 18.1</b></p>	<p>The opening of the Applications shall be at the Bank's address as that indicated in 2.1</p> <p><b>Date: June 09, 2016</b></p> <p><b>Time: 1500 hrs</b></p>

## **Part IV. Pre-qualification 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.

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## Part IV. Pre-qualification Criteria and Requirements

### A. General

A.1 Nationality	
Requirement	The Applicant's Nationality shall be in accordance with ITA 4.4
Documentation to be submitted	Form A1.1 and A1.2
Attachments to be submitted	<ul style="list-style-type: none"> <li>➤ Articles of Incorporation and documents of registration of the Applicant (and each of the JV members) 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>

A.2. Eligibility	
Requirement:	The Applicant shall not be under declaration as ineligible, as described in ITA 4.5
Documentation to be submitted:	Application Submission Form
Attachments	<ul style="list-style-type: none"> <li>➤ The Applicant shall submit a copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorized, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant. A copy (self-attested) of such relevant company Board Resolution or equivalent document should also be attached.</li> <li>➤ In case the Applicant is a JV, the Applicant shall submit a copy (self-attested on all pages) of Power of Attorneys for each member of the JV along with copy (self-attested) of relevant Board Resolutions or equivalent documents.</li> <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>○ TIN/ Service Tax Registration details, as applicable: Self attested copy</li> </ul> </li> </ul>



## B. Past Contract Performance and Litigation

B.1 Past Contract Non-performance	
Requirement:	There shall be no instance of contract <sup>1</sup> non-performance as a result of consultant's default since <b>1<sup>st</sup> April 2010</b>
Documentation to be submitted:	Form B.1.1
Attachments to be submitted:	Documents establishing details included in Form B.1.1

B.2 Pending Contract Litigation	
Requirement:	Applicant shall have a positive net worth determined as per the financial statements for the most recent completed financial year (FY 2014-15) and the contractual litigation value as considered below net of provision made in the latest audited financial statements: Litigation value shall be deemed to be 25% of the aggregate value pending litigation across all contracts
Documentation to be submitted:	Form B.2.1
Attachments to be submitted:	Documents establishing details included in Form B.2.1

B.3 Contract Litigation History	
Requirement:	There shall be no consistent history of court/arbitration award decisions related to contractual litigation against the Applicant <sup>2</sup> since <b>1<sup>st</sup> April 2010</b>
Documentation to be submitted:	Form B.3.1
Attachments to be submitted:	Documents establishing details included in Form B.3.1

<sup>1</sup> Contract non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the applicant have been exhausted.

<sup>2</sup> The Applicant shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant or any member of a joint venture may result in failure of the application.

### C. Financial Status and Capacity

C.1 Financial Status	
Requirement:	<p>The audited balance sheets and profit &amp; loss account/ annual report for the last 3 years (FY 2012-13 to FY 2014-15) shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability in terms of:</p> <ol style="list-style-type: none"> <li>Positive net worth for last three financial years defined above;</li> <li>Positive operating profit in any one of the last three financial years defined above ;</li> <li>Average Annual Consultancy Revenue for the last three financial years defined above be not less than USD 3 million.</li> </ol> <p>In case of JVCA, requirement (a) and (b) above shall be met by each member and requirement under (c), each member shall meet 25%, lead member shall meet 40% and all members together shall meet 100%.</p> <p>Applicants may submit their financial statements for FY ending 31st March 2016, if feasible. However, assessment of the application shall be carried out on the basis of three Financial Years ending 31st March 2015 unless consideration of FY16 statements become critical to the prequalification of the applicant.</p>
Documentation to be submitted:	Form C.1.1, Form C.1.2 and Form C.1.3 both certified by the statutory auditor of the Applicant (in case of JV, for each member of the JV)
Attachments to be submitted:	<p>The Applicant and its parties shall provide copies of audited financial statements for <b>three</b> years (FY 2012-13 to FY 2014-15). The financial statements shall:</p> <ul style="list-style-type: none"> <li>➤ reflect the financial situation of the Applicant or in case of JV for each member, and not an affiliated entity (such as parent company or group member).</li> <li>➤ be independently audited and certified by the statutory Auditor/ Chartered Accountant in accordance with applicable legislation.</li> <li>➤ be complete, including all notes to the financial statements.</li> <li>➤ correspond to accounting periods already completed and audited.</li> </ul>

## D. Experience

D.1 General Experience	
Requirement:	Experience under PMC/ Lender's Engineer/ Owner's Engineer Contracts in the role of prime Consultant, or JV member, in <b>India</b> during the last 7 financial years, starting <b>FY 2008-09 to FY 2014-15</b> .
Documentation to be submitted:	Form D.1.1 (to be prepared separately for experience in India and outside India)
Attachments to be submitted:	Final Acceptance Certificate issued by the employer for each contract listed in Form D.1.1

D.2 Specific Experience	<b>(to be submitted separately for experience as PMC for power generation and distribution projects listed in Part I – Scope of PMC)</b>
Requirement:	<p><b>At least 2 (two)</b> contracts each of value not less than USD 2.5 million for experience as PMC for power generation and distribution projects that have been satisfactorily completed as a prime consultant, or joint venture member between <b>1<sup>st</sup> May 2009</b> and application submission deadline.</p> <p>Experience shall be assessed with respect to being:</p> <ul style="list-style-type: none"> <li>• Project Management Consultant/ Owner's Engineer or similar role involving construction of transmission line at a minimum voltage level of 115kV.; and</li> <li>• Project Management Consultant/ Owner's Engineer or similar role involving construction of substation at a minimum voltage level of 132/33kV.</li> </ul> <p>In case of JVCA, requirement shall be met by the JVCA on a combined basis i.e. contract values of each member shall not be aggregated; at least one member from the JVCA shall meet the requirement</p>
Documentation to be submitted:	Form D.2.1
Attachments to be submitted:	➤ Final Acceptance/ Completion Certificate/ Testimonial issued by the employer for each contract listed in Form D.2.1

**E. Quality Assurance (Total marks: 100. Minimum Passing Marks: 60)**

E.1 Quality Management System	Total Marks: 50
Requirement:	Information on ISO Certified Quality Management System shall be considered in determining suitability to be prequalified in the following manner: 20 marks per certification (max 50 marks)
Documentation to be submitted:	Form E.1.1
Attachments to be submitted:	➤ Self-attested copy of Quality Management System Certificate valid as on the deadline for submission of application

E.2 Skilled Human Resources	Total Marks: 50
Requirement:	<p>a) Information on Skilled Human Resources on the rolls of the Applicant shall be considered in determining suitability to be prequalified in the following manner:</p> <p>i) Strength in Power Sector: Max 20 marks</p> <p>b) Details of permanent experts should be provided along with representative CVs of experts. CVs should incorporate qualifications, experience in the sector and should also list professional memberships / accreditations and knowledge of foreign languages, countries of work experience.</p> <p>i) Team should consist of at least one Project Manager having 10-15 years of specific experience.</p> <p>ii) Team members shall be at least graduates in the relevant discipline, with at least 5 years specific experience Max 30 marks</p>
Documentation to be submitted:	Form E.2.1
Attachments to be submitted:	Documents/ Tables/ Charts demonstrating availability of Skilled Human Resources, number of staff, areas of expertise, years of experience, countries of work experience

## Part V. 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]*.
- (b) We meet the eligibility requirements as stated in ITA 4.1, we have not been currently debarred/sanctioned in accordance with ITA 4.5;
- (c) We understand that you may cancel the pre-qualification 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 pre-qualification process, without incurring any liability to the Applicants, in accordance with ITA 23.1.
- (d) All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief. We understand that misrepresentation of facts in our Application and contravention to ITA 3, inter alia, may lead to rejection of our Application/ cancellation of pre-qualification.

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 an a joint venture, all members shall sign]

## Form A.1.1

### Applicant Information Form

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

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

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

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

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

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

## Form A.1.2

### Applicant's/ JV Member's Information Form

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

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

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

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

Applicant name: <i>[insert full name of the JV]</i>
Applicant's JV Member's name: <i>[insert full name of Applicant's JV Member]</i>
Applicant's JV Member's country* of registration: <i>[indicate country of registration]</i>
Applicant JV Member's date of constitution: <i>[indicate date of constitution in dd/mmm/yyyy]</i>
Applicant JV Member's legal address registered in India: <i>[insert street/ number/ town or city/ country]</i>
Applicant JV Member's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITA 4.4. 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

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



## Form B.1.1/ B.2.1/ B.3.1

# Past Contract Non-Performance, Pending Litigation and Litigation History

*[The following table shall be filled in for the Applicant and for each member of a Joint Venture]*

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

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

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

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

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

Form B.1.1			
Non-Performed Contracts in accordance with Part IV, Pre-qualification Criteria and Requirements			
<input type="checkbox"/> Contract non-performance did not occur since 1 <sup>st</sup> April 2010 specified in Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.1.			
<input type="checkbox"/> Contract(s) not performed since 1 <sup>st</sup> April 2010 specified in Part IV, Pre-qualification 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 year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, 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]</i>

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

Form B.3.1			
Litigation History, in accordance with Part IV, Pre-qualification Criteria and Requirements			
<input type="checkbox"/> No litigation in accordance with Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.3. <input type="checkbox"/> Litigation Awards in accordance with Part IV, Pre-qualification 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 year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, 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]</i>

## Form C.1.1

### Financial Status and Capacity

*[The following table shall be filled in for the Applicant and for each member of a Joint Venture and shall be certified by the statutory auditor]*

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

#### 1. Financial data

Type of Financial information in (currency)	Historic information for previous <i>[insert number] years,</i> <i>[insert in words]</i> <i>(amount in Indian Rupees)</i>		
	Year 1	Year 2	Year 3
Statement of Financial Position (Information from Balance Sheet)			
Total Assets (TA)			
Total Liabilities (TL)			
Total Equity/Net Worth			
Current Assets (CA)			
Current Liabilities (CL)			
Working Capital (WC)			
Net Worth (NW)			
Information from Income Statement			
Total Revenue (TR)			
Profits Before Taxes (PBT)			
Cash Flow Information			
Cash Flow from Operating Activities			
Cash Flow from Investments			
Cash Flow from Financing Activities			

## 2. Financial documents

The Applicant and its parties shall provide copies of audited financial statements for last three years [FY 2012-13 to FY 2014-15] pursuant Part IV, Pre-qualification Criteria and Requirements, Sub-factor C.1. The financial statements shall:

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

☐ Attached are copies of financial statements for the **three** years required above; and complying with the requirements.

## Form C.1.2

### Average Annual Turnover

*[The following table shall be filled in for the Applicant and for each member of a Joint Venture and shall be certified by the statutory auditor]*

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

Annual Turnover Data						
Year	PMC Turnover Amount (INR)			Total Turnover #	Exchange rate*	USD equivalent
	Contracts in India	Overseas Contracts	Total			
2012-2013						
2013-2014						
2014-2015						
	Total:	Total:	Total:			Average Annual Turnover **
	Average:	Average:	Average:			

\* Refer ITA 13 for source of exchange rate. Exchange rate prevalent on 31<sup>st</sup> March shall be used to calculate turnover for respective financial year

\*\* Total USD equivalent for 3 years divided by 3 (three).

# Total Turnover would include revenues from all contracts including PMC contracts.

## Form C.1.3

### Ongoing Contracts

*[The following table 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

Contract Identification	Role of Applicant	Start Date	Contractual Completion Date	Intended/ Revised Completion Date	Residual period for completion	Residual value of Work	Annual Residual value of Work
1	2	3	4	5	6	7	8
Contract Ref: Brief Title of the works: Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name & Address of Employer:	<i>[insert "Prime Consultant" or "JV Member"]</i>				<i>[Insert period in years starting from Application Submission Deadline. In case less than a year, value to be considered shall be 1]</i>	<i>[Insert value in US\$ equivalent including amount billed but pending payment up to deadline for submission of Application]</i>	<i>[Insert value in US\$ equivalent] [7 divide by 6]</i>
							<i>[Insert Total for all Contracts]</i>

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

## 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

*[Identify contracts that demonstrate PMC work over the past 7 years pursuant to Part IV, Pre-qualification Criteria and Requirements, Sub-Factor D.1. List contracts chronologically, according to their commencement (starting) dates and attach Final Acceptance Certificates, where applicable.]*

#### 1. Experience within India

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

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

Final Acceptance Certificate to be attached for each contract



**2. Experience outside India**

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

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

Final Acceptance Certificate to be attached for each contract

## Form D.2.1

### Specific PMC Experience

*[The following table shall be filled in for contracts performed by the Applicant, and each member of a Joint Venture, as applicable]*

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

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: [dd/mmm/yyyy]</i>	<i>Actual: [dd/mmm/yyyy]</i>	
Role in Contract <i>[check the appropriate box]</i>	Prime Consultant <input type="checkbox"/>	Member in JV <input type="checkbox"/>	
Total Contract Amount	<i>[insert total contract amount in contract currency]</i>	US\$ <i>[insert Exchange rate and total contract amount in US\$ equivalent]*</i>	
If member in a JV, specify participation in total Contract amount	<i>[insert a percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert exchange rate and total contract amount in US\$ equivalent]*</i>
Employer Details	Employer's Name: Address: Telephone, fax number, E-mail:		
Brief Scope of the Services as per Contract			
Narration of the Actual Services Rendered			
Key Staff Positions and Names of Staff			
Total Staff Months by your firm			
Total Staff Months by Associate firm (if applicable)			

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

## Form E.1.1

### Quality Management System

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

## Form E.2.1

### Skilled Human Resources

*[Furnish details for at least 5 key staff on rolls. In case of JVCA, this shall be on a combined basis]*

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

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

## Part VI. Questionnaire for 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 empanelled or prequalified as a PMC. If yes, please provide details of Client, Country and Scope of PMC. Attach additional sheets, if needed.	Confirm: Yes___/No _____
2. Export-Import Bank of India (Bank) requires that Applicants and their affiliates observe the highest standard of ethics during the selection and execution of contracts. In this context, any action taken by an Applicant or its affiliate to influence the pre-qualification 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 pre-qualification.	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 pre-qualification or any resulting contracts.	Confirm: Yes___/No _____
4. Has your firm been suspended or debarred by any Multilateral Agency, or any government, or a UN agency? If Yes, provide details, including date of reinstatement, if applicable. Attach additional sheets, if needed.	Yes___/No_____
5. Has your firm/organization ever filed or petitioned for bankruptcy? (If Yes, furnish details of the case including filing date and current status.). Attach additional sheets, if needed.	Yes___/No _____
6. Has your firm/ any JV partner been penalized for delay in contractual performance since 1 <sup>st</sup> April 2010 to Application submission deadline. If Yes, please provide details in a separate sheet, as necessary.	Yes___/No_____
7. Has there been a termination of your firm's services for non-performance on a contract in the last 5 years? If Yes, please describe in detail in a separate sheet, as necessary.	Yes___/No_____
8. If pre-qualified , and subsequently awarded a contract by the Borrower Government, would your firm/ JV be willing  (i) to work in accordance with the Borrower country laws and regulations  (ii) to submit requisite securities as per contract conditions  (iii) to be responsible for the performance of the work executed by your firm  (iv) to allow scrutiny of your work, related accounts, documentation by the Borrower/ Bank/ Government of India	Confirm:  Yes___/No _____ Yes___/No _____ Yes___/No _____ Yes___/No _____

**Certificate of eligibility and authority to sign Pre-qualification application**

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

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*(Signature)*

*[Name of Authorized Signatory]*  
*[Title]* and Authorized Signatory

Date: