

# AHMEDABAD MUNICIPAL CORPORATION

(Mahanagar Seva Sadan)



## Expression of Interest (Eoi) for Selection of Consultant for Transaction Advisory Assignments

March - 2022

AHMEDABAD MUNICIPAL CORPORATION  
AHMEDABAD, GUJARAT, INDIA



**AHMEDABAD MUNICIPAL CORPORATION  
(Mahanagar Seva Sadan)**

Gate No. 3, Vyayam Vidhyalay, Kankaria Lake Front,  
Maninagar - 380008.

**NOTICE FOR INVITING PROPOSALS FOR EXPRESSION OF INTEREST  
FOR TRANSACTION ADVISORY AGENCY**

Ahmedabad Municipal Corporation (AMC) invites proposals for captioned activity. Interested parties can download the Tender document from AMC's website : <https://www.amc.nprocure.com> or <https://www.ahmedabadcity.gov.in> from 31/03/2022 to 13/04/2022 and submit their EOI/bid in <https://www.amc.nprocure.com> by 6:00 pm Dt.:13/04/2022. The Bid should be submitted online through-  
<https://www.amc.nprocure.com>.

**Dy. Municipal Commissioner  
(Kankaria Lake Front / South Zone)**

**Expression of Interest (EOI) for Selection of Consultant for Transaction Advisory Assignments**

No.	Particular	Description
1	Introduction	<p>The Ahmedabad Municipal Corporation (AMC) is a statutory Urban Local Body under the Gujarat Provincial Municipal Corporations Act, 1949. AMC has implemented several highly acclaimed projects such as Kankaria Lakefront, Sabarmati Riverfront, Janmarg BRTS etc. Kankaria Lakefront (KLF) is one of its flag ship projects of AMC that involved lakefront revitalisation, environmental up gradation, amusement and entertainment. KLF has emerged as a world class Recreation Park involving land mark projects such as Kids City, Amusement Parks, Toy Trains, Sand Stone Mural Park, Zoo department etc.</p> <p>For carrying out its functions, AMC periodically selects and appoints various agencies and service providers. Being a public organisation, AMC is required to carry out this selection process through an open, competitive and transparent bidding process. As part of AMC, KLF required to appoint many agencies and service providers for recreation and administrative purposes. These agencies play an important role in assisting KLF in carrying out its functions. Thus, it is important that the selected agencies be of high quality and competence.</p> <p>In order to assist the KLF in carrying out the transactions advisory and bid process for appointing these agencies, AMC desires to appoint qualified bid process management consultants (Transaction Advisors or TA). The detailed functions expected to the carried out by such a TA are described in the Scope of Work section.</p> <p>This EOI seeks to invite proposal from prospective consultants as per the terms and conditions mentioned herein for appointment as TA for AMC for primarily KLF related work.</p> <p>The received Proposals shall be evaluated as per the criteria mentioned. The lowest price proposal meeting all technical eligibility criteria shall be awarded the Work.</p>
2	Broad Scope of Work	<p>The Primary role envisaged is assisting AMC in conducting Bid Process Management. The broad scope of work for the Bid process consultant is as follows :</p> <ol style="list-style-type: none"> <li data-bbox="571 1951 1442 2020">i. Advise the Authority on the planning the bid process for selection of various agencies for recreation and</li> </ol>

No.	Particular	Description
		<p>administrative functions in terms of understanding the need, explaining the service provider/vendor market, costs involved, procurement strategy etc.</p> <p>ii. Prepare the Terms of Reference.</p> <p>iii. Preparation of detailed procurement documents such as Expression of Interest/Request for Proposal (RFP), Contract document (Agreement), Work order/Letter of Award (LOA) for selection of agencies.</p> <p>iv. Preparation of response to the pre bid queries</p> <p>v. Evaluation of technical and financial bids and preparation of evaluation reports</p> <p>vi. Assist authority in final selection process and closure of Agreement.</p>
3	Bidding Process	<p>It is a single stage two packet bidding process through E-Tendering. The EOI document can be downloaded from <a href="https://www.ahmedabadcity.gov.in">https://www.ahmedabadcity.gov.in</a> and <a href="https://www.amc.nprocure.com">https://www.amc.nprocure.com</a></p> <p>The Technical Bid comprising Eligibility and Qualification Submissions along with Price Bid except original EOI fee and EMD shall be submitted online at designated places on <a href="https://www.amc.nprocure.com">https://www.amc.nprocure.com</a> as per the format and timeline specified in EOI. EOI fee and EMD shall be submitted physically as per the provisions set forth in this EOI.</p> <p><b>The bids of the bidder submitting its price bid in physical form or as scanned copy along with Technical Bid shall be summarilly rejected as non-responsive bid.</b></p>
4	Bid Evaluation Process	<p>a) Test of Responsiveness for EOI Fee, EMD, Timely and proper submission</p> <p>b) Document checks and Assessment of Eligibility and Qualification criteria.</p> <p>c) Evaluation of Price Bid</p>
5	Submission of Expression of Interest	<p>(i) <b>Technical Bid</b> : In the form of Physical submission Documents supporting Technical Capabilities &amp; Experience as mentioned herein in the form of sealed envelope clearly marking the same as “<b>Technical Proposal /Bid</b> “</p> <p>(ii) <b>Price Bid</b> : In the form of online submission of Price Bids on <a href="https://www.amc.nprocure.com">https://www.amc.nprocure.com</a> quoting the Price for providing Bid Process Management Services as per Primary Scope of Work in format provided in EOI.</p>
6	Technical Qualifications	<p>Interested party should be possess the following qualifications as brought out through their submission in Technical Bid :</p> <ul style="list-style-type: none"> <li>• Should be registered firm (Proprietorship/ Partnership/ Company) with experience in technical / managerial / financial consulting over last three years. (Please provide old work</li> </ul>

No.	Particular	Description
		<p>orders or similar proof)</p> <ul style="list-style-type: none"> <li>• Should possess Goods and Service Tax registration (please provide copy of registration certificate)</li> <li>• Should possess experience of working, in last five years, for at least 3 consulting assignments that include, in its scope of work Transaction Advisory / Bid Process Management leading to selection and appointment of service providers/contractors and where the Project Cost is not less than Rs 10 crore each.</li> <li>• Should have experience in tourism / urban planning areas / in terms of at least 2 assignments for planning / feasibility / research related work in the last five years.</li> <li>• All above experience should be for Public Projects being done by Central, State Government or Municipal bodies / Registered Universities or similar over last three years. Experience as sub-consultant to another prime consultant will be accepted.</li> <li>• Should possess annual average turnover of at least Rs 100 lakh (without GST) from consultancy work over last 2 financial years for which audited results are available. Audited financial statements or Auditor's turnover certificate for two years shall be required to be provided. Provisional Turnover certificate for 2021-22 signed by Auditor will be accepted.</li> </ul>
7	EOI Validity Period	180 days from the submission date
8	EOI Fee	The Bidder shall submit Rs. 1000/- in form of Demand Draft in favour of Municipal Commissioner, Ahmedabad Municipal Corporation payable at Ahmedabad as EOI Fee along with submission of the EOI.
9	Earnest Money Deposit (EMD)	The Bidder shall submit Rs. 5000/- as EMD in form of Demand Draft in favour of Municipal Commissioner, Ahmedabad Municipal Corporation payable at Ahmedabad. Such EMD may be forfeited for frivolous or fraudulent bids or those that pull out before the end of the process of selection.
10	Performance Security	Selected Consultant shall have to submit Performance Security of amount equivalent to 5% of consultancy fees per assignment. The Performance Security shall remain valid till completion of assignment. The Performance security shall be submitted in the form of DD or EMD in favour of "Municipal Commissioner, Ahmedabad Municipal Corporation" from the approved Bank to AMC.
11	Right of Authority to accept or reject any EOI	The Authority will accept the EOI which will be best suited in all aspects. The decision of the Authority shall be final in these aspects. The Authority also reserves rights to accept or reject any or part of any EOI/ entire EOI or all the EOIs without assigning any reason thereof and / or not to proceed ahead in the EOI process at any stage without assigning any reason thereof.
12		Offers received in response to this invitation would be scrutinised

No.	Particular	Description
	Evaluation of Offers	<p>to evaluate whether they meet the qualification criteria and requirements of the authority specified above.</p> <p>The financial bids of shortlisted parties meeting technical qualifications shall be opened and their consultancy fee as per the Price Bid Format Provided in annexure-1 of the EOI shall be noted.</p> <p>The Individual bidder or bidding firm who quotes the lowest consultancy charges shall be declared as selected bidder.</p> <p>The Authority shall issue a Letter of Acceptance to the selected bidder as an indication for acceptance of the offer made by the bidder and to commencement of work.</p>
13	Technical Bid Documents to be submitted	<p>(i) Details of Party including proof of registration of firm such as Certification of Incorporation of Company OR GST Registration</p> <p>(ii) Details of office in Ahmedabad,</p> <p>(iii) Firm profile/capability statement.</p> <p>(iv) Work Orders to showcase experience of similar assignments</p> <p>(v) Audited Annual Reports for last two financial years</p> <p>(vi) CA certificate showing average annual turnover form last 3 years from consulting work</p> <p>(vii) Any other document/information which enhance credentials</p> <p>(viii) Copy of this EOI signed on all pages.</p> <p>Authority retains right to call for any clarification or missing documents from any proposer. All documents should be signed by the Authorised signatory.</p>
14	Pre-bid Meeting	<p>Pre-bid meeting shall be held on <u>06/04/2022</u> at 3:30 PM at Conference Room, 2nd floor, Dr. Shyama Prasad Mukharjee Bhavan, South Zone Office, Ahmedabad Municipal Corporation, Rambaug, Maninagar, Ahmedabad - 380008.</p>
15	Last Date of receipt of EOI	<p><b>Technical Bid</b> shall be submitted in hard copy from <u>Dt:14/04/2022</u> to Dt: <u>18/04/2022</u> till 14:00 hrs to following address. The Office of Tender Officer, Central Record Office, Ahmedabad Municipal Corporation, 1st floor, Sardar Patel Bhavan, Danapith, Ahmedabad -380001, by Speed Post / RPAD / Hand Delivery / Courier only.</p> <p><b>Price Bid</b> shall be submitted online only on <a href="https://www.amc.nprocure.com">https://www.amc.nprocure.com</a> by <u>13/04/2022</u> till 18:00 hrs</p>
16	Date of Opening of Technical Bid	<p>Technical Bids shall be opened on <u>Dt:18/04/2022</u> at 15:00 hrs at The Office of Tender Officer, Central Record Office, Ahmedabad Municipal Corporation, 1st floor, Sardar Patel Bhavan, Danapith, Ahmedabad -380001.</p>
17	Date of Opening of Price Bid	<p>Date of opening of price bids shall be intimated at later stage to Qualified Bidders.</p>
18	Appointment	<p>The appointment shall be for a period of two years and the</p>

<b>No.</b>	<b>Particular</b>	<b>Description</b>
		agency will have to carry out bid process at the rates accepted for maximum four bid process assignments annually. Period of contract shall be extendable by additional one year with escalation of 5% in the rates.

## Annexure 1: Format of Price Proposal

### Price Proposal

(To be submitted online only on <https://www.amc.nprocure.com>)

Date:

To,

Dy Commissioner (KLF)

Ahmedabad Municipal Corporation

**Ahmedabad**

**Sub: Expression of Interest (EOI) for Transaction Advisory / Bid Process Management Consultant for selection of various agencies**

Dear Sir,

We have examined the EOI conditions. Our Consultancy fees for the captioned assignment shall be as under:

#### Rates for Primary Scope of Work

Work	Amount per Bid Process Assignment (In figures )	Amount per Bid process Assignment (In Words)
Consultancy Fees Amount per Transaction Advisory / Bid Process Work for selection of one agency		

#### Notes:

- 1) Evaluation shall be based only on Primary Scope of Work provided above.
- 2) The above Consultancy fees is exclusive of GST. The applicable GST shall be paid over and above this amount at the prevailing GST rates.

Assuring best of our services,

Yours Sincerely,

**Sign of Authorised signatory**



## Annexure 2: List of Approved Bank to AMC

List of Approved Banks for the Purpose of Providing Bid Security / Performance Security/ RFP Fee.  
**Finance Department, Government of Gujarat's GR No: EMD /10/2021/7729/DMO dated 12/04/2021 specified list of Approved Banks as follows.**

Acceptance of Bank Guarantee as  
Security Deposit and Earnest Money  
Deposit.

### Government of Gujarat

#### Finance Department

Corrigendum No.: EMD/10/2021/7729/DMO Date: 28/06/2021

Read: FD GR, No.: EMD/10/2021/7729/DMO Date: 12/04/2021

### CORRIGENDUM

The following corrigendum is issued to the above Government Resolution dated 12th April, 2021 for the addition of Yes Bank in Annexure-1 for the Acceptance of EMD/SD till 31<sup>st</sup> March, 2022

From the date of issuance of this Corrigendum, in pursuance of the above cited GR, Government of Gujarat has decided to add Yes Bank in Annexure-1 for the Acceptance of EMD/SD till 31<sup>st</sup> March, 2022

In view of the above modification revised Annexure-1 attached with this corrigendum should be taken into consideration for Acceptance of Bank Guarantee as EMD/SD.

By order and in the name of the Governor of Gujarat.



(S. Chhakehuak)  
Additional Secretary (B)  
Finance Department

To,

The Secretary to His Excellency Governor of Gujarat, Raj Bhavan, Gandhinagar  
Principal Secretary to Hon. Chief Minister  
PS to Hon. Deputy Chief Minister /Finance Minister  
PS to all Hon. Ministers, State Ministers and Deputy Ministers.  
PS to Hon'ble Leader of Opposition Party  
The Secretary, Gujarat Legislative Assembly, Secretariat, Gandhinagar  
PS to Chief Secretary  
PS to Additional Chief Secretary, Finance Department  
PS to Secretary (EA), Finance Department  
PS to Secretary (Expenditure), Finance Department  
PS to Joint Secretary (B), Finance Department  
All Administrative Departments, Sachivalaya, Gandhinagar  
All Heads of Department  
All Public Enterprises of the State  
All State's Boards/Corporations/Societies  
Accountant General-I (Audit) Gujarat, Ahmedabad  
Accountant General (A&E) Gujarat, Ahmedabad  
Accountant General-II (Audit) Gujarat, Rajkot  
Accountant General (A&E) Gujarat, Rajkot  
Pay and Accounts Office (Gandhinagar/Ahmedabad)  
Chief Information Officer, Finance Department  
All Add. Secy./Joint Secy./Dep. Secy./Under Secy. Finance Department  
All Branches, Finance Department  
System Manager, Finance Department for put up on GSWAN website  
Select File DMO-Finance Department

## Annexure I.

Finance Department, Corrigendum No.: EMD/10/2021/7729/DMO

Date: 28/06/2021

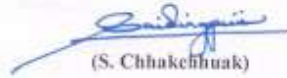
A) Guarantees issued by the following banks will be accepted as SD/EMD on permanent basis:

- ❖ All Nationalized Banks

(B) Guarantees issued by the following Banks will be accepted as SD/EMD for the period up to March 31, 2022. The validity cut-off date in the GR is with respect to the date of issue of Bank Guarantee irrespective of the date of termination of Bank Guarantee.

- ❖ The Mehsana Urban Co-operative bank Limited
- ❖ Ahmedabad Mercantile Co-Operative Bank Limited
- ❖ Nutan Nagrik Sahakari Bank Limited
- ❖ Kalapur Commercial Co-Operative Bank Limited
- ❖ RBL Bank
- ❖ Axis Bank
- ❖ ICICI Bank
- ❖ HDFC Bank
- ❖ Kotak Mahindra Bank
- ❖ IndusInd Bank
- ❖ Rajkot Nagarik Sahakari Bank Limited
- ❖ The Gujarat State Co-Operative Bank
- ❖ Saraswat Bank
- ❖ Saurashtra Gramin Bank
- ❖ DCB Bank
- ❖ Tamilnadu Mercantile Bank
- ❖ Ujjivan Small Finance Bank
- ❖ A U Small Finance Bank
- ❖ Federal Bank
- ❖ Equitas Small Finance Bank
- ❖ Bandhan Bank
- ❖ Standard Chartered Bank
- ❖ City Union Bank
- ❖ Yes Bank

All the eligible banks are instructed to collect the original documents/papers of guarantee from the concerned tendering authority.



(S. Chhakechhuak)  
Additional Secretary (B)  
Finance Department

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