

**Expression of Interest (EOI) for consultancy services of
ROAD SECTOR POLICY & INSTITUTIONAL DEVELOPMENT
STUDIES & ACTION PLANNING**

**Gujarat State Highway Project- II
Physical**

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ROAD SECTOR POLICY & INSTITUTIONAL DEVELOPMENT
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For
Gujarat State Highway Project- II.**

1. The Government of India on behalf of Government of Gujarat (hereinafter called "Borrower") has applied for financing from the International Bank for Reconstruction and Development (IBRD) (hereinafter called "WB") in the form of a ("loan") (hereinafter called "loan") toward the cost of Gujarat State Highway Project - II. The Borrower intends to apply part of the proceeds for consulting services.

Background

1. The state Government of Gujarat (GOG) through the Government of India (GOI) is seeking funding assistance from the World Bank (WB) for implementation of the new Second Gujarat State Roads Project (GSHP-II), to be managed primarily by the GOG Roads & Buildings Department (R&BD). It is intended that a portion of this WB funding will be used to finance consultancy, advisory and technical services required for implementation of various important activities during the Project which are aimed at further developing and strengthening the road sector institutional and policy framework and capacities to meet the growing challenges in the sector through the state's economic development and increasing demand for road transport infrastructure quality, capacity and connectivity.
2. The groundwork for policy reform and institutional strengthening in the state's roads sector was put in place over 1999-2007 under the first GSHP, also implemented with World Bank assistance. The new GSHP-II will enable the GOG to build on that via its Sector Policy & Institutional Development Component, comprising a range of 'second-stage' roads sector institutional and capacity-development initiatives combined in a new GOG-endorsed Institutional Development Action Plan (IDAP) covering the period 2013 - 2019.
3. The 2013 – 2019 IDAP will be an integral part of the overall Project strategy and shares linkages with - and will be implemented in parallel with - a new sector-level multi-year Governance & Accountability Action Plan (GAAP). The IDAP in 'summary matrix' format will be used between the GOG, the R&BD and the World Bank to guide and monitor the IDAP implementation process and its results relative to a range of clear monitor able targets and milestones in three major fields, viz.
 - **Road Sector Policy & Planning** (roads policy/strategy/planning, safety, governance)
 - **R&BD – centered Capacity Development** (rules, standards, business processes, operations equipment & technology, Information Technology & MIS, staff HRD)
 - **Road Sector Knowledge & Capacity Development** (enhancing sector entities, new centers of excellence, collaborative sector knowledge/skills advancement programs)
4. The GSHP-II funding will support external assistance in the form of consultancy services, technical expertise, acquisition of advanced / specialist equipment including IT hardware and software, and other miscellaneous services, materials and/or consumables needed to undertake the IDAP implementation program. In this particular instance, it has been decided that the R&BD shall engage consulting

services for a combination of policy-based studies, preparatory and planning initiatives, and facilitation of any required GOG-level decision-making. The overall assignment, its specific elements and the expected deliverables involved in these particular consultancy services are the subject of these TOR and are presented in detail below.

The consulting services (“Services”) include:

1. The main objective of the **Road Sector Policy & Institutional Development** consultancy services is to assist the GOG and the R&BD to update and strengthen selected key elements of sector policy and strategy, planning, governance, institutional responsibilities and frameworks for technical and ‘services’ capabilities, with the overall aim of achieving sustainable enhancements in GOG effectiveness in planning, financing, provision and management of major road network infrastructure, in accordance with the R&BD-centered IDAP.
2. The assignment is comprised of a set of seven (7) distinct Tasks combined as one overall ‘package’. While the respective Tasks share the over-arching sectoral aim of enhancing institutional capacity and performance, it is expected that the various Tasks will generally be tackled as separate ‘stand-alone’ activities by the selected consultants (hereafter referred to simply as ‘the Consultant’). Each individual Task is expected to require an initial Study (of varying length, complexity and/or methodology) to identify and ‘scope’ the initiatives / changes required and to provide an effective basis for the requisite GOG and/or R&BD decision-making, plus assistance (where deemed necessary) with preparations for possible implementation action. The overall services ‘package’ shall therefore also include broadly-based ‘decision-making facilitation and support’ services and in selected cases, assistance with preparation of statutory and/or legislative documentation and notices.
3. The major specific Tasks to be engaged under these services are as follows.

Task 1. State Road Sector Policy

Task.2 Performance Management in R&BD

Task.3 PPP (Roads Sector) Policy - ‘Nodal’ Capacity

Task.4 Road Network Master Planning

Task.5 Development Strategy for R&BD Wings

Task.6 Development Study for Gujarat Engineering Research Institute (GERI)

Task.7 Development Study for Engineering Staff College (ESC)

The detailed Terms of Reference (TOR) are available on www.gshp2.gov.in

- 4 The Superintending Engineer, Project Implementation Unit, Gujarat State Highway Project -II, On behalf Governor Of Gujarat, now invites eligible consulting firms to submit their interest to provide "Consultancy Services for Road Sector Policy & Institutional Development Studies & Action Planning"

(herein after called “Service”) -. Consultant interested in providing the Service should provide information demonstrating that he has the required qualifications and relevant experience to perform the Services. Consultant may form Joint Venture of not exceeding 3 members to enhance their qualifications or have a sub consultancy agreement. Interested Consultant may apply for the above project based on their eligibility as per eligibility

criteria mentioned in Section-IV.

Expression of Interest should be submitted in sealed cover and delivered at the office of Executive Engineer SRP Division Vadodara on or before by 12:00 Hours(IST) on - Date:01/07/2013 and it shall be clearly marked "Expression of interest for consultancy services for Road Sector Policy & Institutional Development Studies & Action Planning" Office Of The Executive Engineer,
State Road Project Division, Vadodara,
Block-E, 7th floor, Kuber Bhavan,
Kothi Char Rasta,
Vadodara, 390 001

5. R&BD now invites eligible engineering firms / companies / joint ventures to indicate their interest in providing the services

6. Particulars of Expression of interest Document:

ii)	Last date for submission of EOI	01/07/2013 up to 12:00 Hours(IST).
iii)	Opening of EOI	01/07/2013 up to 12:30 Hours(IST). Office Of The Executive Engineer State Road Project Division, Vadodara, Block-E, 7 th floor, Kuber Bhavan, Kothi Char Rasta, Vadodara, 390 001 In the presence of Representatives of applicants who wish to remain present.

7. A Firm for an individual Debarred by the World Bank in accordance with the anticorruption guidelines shall be ineligible for this Assignment in any form or way. A list of debarred firms and individuals is available at the Banks external website: www.worldbank.org/debarr

8. Interested Consultant may obtain further information at following address:

Superintending Engineer,
Project Implementation Unit,
Ground Floor, Nirman Bhavan, Sector-10/A
Gandhinagar-382010
Gujarat.

Tel.: + 91 07923252986

Fax: + 91 07923251915

E-mail: se-piu-rnb@gujarat.gov.in

Tele: +91 70 23252986

Fax: +91 7923251915

e-mail: se-piu- rnb@gujarat.gov.in

GOVERNMENT OF GUJARAT
GUJARAT STATE HIGHWAY PROJECT-II(GSHP-II)

(Roads & Buildings Department)

RFP No.....

LOAN NO.....

OFFICE OF THE SUPERINTENDING ENGINEER
PROJECT IMPLEMENTATION UNIT
Ground Floor, Nirman Bhavan, Sector-10/A
Gandhinagar –382010.
Gujarat.

Date: 28/05/2013

Section - 1

Request for submission of Expression of Interest To:

Dear Mr./Ms.:

1. The Government of India on behalf of Government of Gujarat (hereinafter called "Borrower") has applied for financing from the International Bank for Reconstruction and Development (IBRD) (hereinafter called "WB") in the form of a ("loan") (hereinafter called "loan") toward the cost of Gujarat State Highway Project - II. The Borrower intends to apply a portion of the proceeds of this loan to eligible payments under the contract for which this Request for Expression of Interest is issued..

The Superintending Engineer, On behalf Governor Of Gujarat, Project Implementation Unit, Gujarat State Highway Project -II, invites expression of interest to provide the Service from the eligible Consultant. More details of the Service in the form of TOR will be available on website www.gshp2.gov.in

3. Short listing of eligible Consultant will be as per criteria described in this EOI, in accordance with the policies of the International Bank for Reconstruction and Development (IBRD) detailed in the Guidelines - Selection and Employment of Consultants by World Bank Borrowers- which can be found at the following website: www.worldbank.org/
4. The EOI includes the following documents:
Section I - Request for submission of Expression of Interest
Section II - Instructions for submission of Expression of Interest:
Section III – Guidelines for Preparation of Expression of Interest
Section IV – Eligibility and short listing Criteria
Annexure -I to VII
5. Details of the EOI's submission date, time and address is as mentioned above.

Yours Sincerely,
Superintending Engineer,
Project Implementation Unit,
Ground Floor, Nirman Bhavan,
Sector-10/A Gandhinagar-382010
Gujarat.
Tel.: + 91 07923252986
Fax: + 91 07923251915
E-mail: se-piu-rnb@gujarat.gov.in

Section-II

Instructions for submission of Expression of Interest:

1. Consultant shall go through the guidelines provided under section III and IV before preparing EOI.
2. Consultant who the meet shortlisting criteria given in section IV shall prepare EOI as per the guidelines given in section III. If the Consultant feels to submit certain information not covered in the guidelines would be in his interest, he may submit such information.
3. Accomplished Expression of Interest (Application) must be submitted together with a Letter of Intent not later than **12.00 Hours(IST) on 01/07/2013**. Documents in support of all qualification information shall be submitted with application. EOI with qualification information shall be furnished on/before the due date of submission at the address shown under para 15 here below.
4. The Application shall be basis of drawing up a shortlist of eligible consultants who will be invited to submit EOI for services required.
5. All Applications shall be submitted in English.
6. Power of attorney (on stamp paper duly notarized) of the person submitting the Expression of Interest on behalf of the Applicant shall be attached. Joint Venture (JV) shall not have more than 3 members. One of the members should be a Lead Member.
7. The Consultant (including the individual members of any Join Venture) shall submit only one EOI, either in its own name of as part of a Joint Venture member in another EOI, if a Consultant, including any joint Venture member, submits or participates in more than one EOI, all such EOIs shall be disqualified and rejected.
8. The Application and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by Applicant with the Application may be in any other language provided that they are accompanied with translations in the English language. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Application, the English language translation shall prevail.
9. R&BD reserves the right to reject any Applications, without assigning any reasons thereof.
10. The Applicant shall provide all the information sought under this Qualification Document. R&BD would evaluate only those Applications that are received in the required format and complete in all respects. Incomplete and / or conditional Applications shall be liable to rejection.
11. Detailed TOR will be available on website www.gshp2.gov.in
12. No claims whatsoever will be entertained if submission is not received by due date and time.

13. Any submission must be addressed to the following:
Office Of The Executive Engineer,
State Road Project Division, Vadodara,
Block-E, 7th floor, Kuber Bhavan,
Kothi Char Rasta,
Vadodara, 390 001
14. The EOI must be submitted no later than:
Date:01/07/2013
Time:12:00 Hours(IST)
15. Opening of the EOI,
Procedure of opening shall be:- EOIs will be opened by SE PIU on pre decided date and time specified in presence of member of opening committee and consultant or their authorised representative who have offered the EOI may choose to remain present.
16. The opening shall take place at:
Office Of The Executive Engineer,
State Road Project Division, Vadodara,
Block-E, 7th floor, Kuber Bhavan,
Kothi Char Rasta,
Vadodara, 390 001
Date: 01/07/2013
Time: 12:30 Hours(IST)
19. The Consultant shall submit a signed and complete EOI comprising the documents and forms in accordance with EOI documents.
20. An authorized representative of the Consultant shall sign the original submission letters in the required format for EOI submission and shall initial all pages. The authorization shall be in the form of a written power of attorney attached to the EOI .
21. The signed EOI shall be marked "ORIGINAL", and its one copy marked "COPY" as appropriate. Copy shall be made from the signed original. If there are discrepancies between the original and the copy, the original shall prevail.
22. The original and the copy of the EOI submission shall be placed inside of a sealed envelope clearly marked "EOI", to provide "Consultancy Services for Road Sector Policy & Institutional Development Studies & Action Planning" reference number, name and address of the Consultant, and with a warning "**DO NOT OPEN UNTIL [INSERT THE DATE AND THE TIME OF THE EOI SUBMISSION DEADLINE].**"
23. The sealed envelopes containing the EOI submission original and copy shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, -reference number, the name of the assignment, Consultant's name and the address, and shall be clearly marked "**DO NOT OPEN BEFORE DATE 01/07/2013 HOURS (IST) 12:30**".

- 24 If the envelopes and packages with the EOI are not sealed and marked as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the EOI.
- 25 **Any submission must be addressed to the following:**
Office of The Executive Engineer ,
State Road Project Division, Vadodara,
Block-E, 7th floor, Kuber Bhavan,
Kothi Char Rasta,
Vadodara, 390 001

Section - III

Guidelines for Preparation of Expression of Interest

Following information shall be submitted using given formats and where no formats are specified, free format can be used..

1. Complete name of firm, date of establishment and type of organization whether individual, proprietorship, partnership, private limited company, public limited company etc. (Annexure I).
2. Exact and complete corporate/registered/home office address, business address, telephone numbers, fax numbers, E-mail and cable address. For consultant of foreign registry, indicate if there is any branch office(s) established in India with details in aforesaid manner. Information is to be furnished by sole applicant or members of JV individually (Annexure I).
3. If present firm is the successor to or outgrowth of one or more predecessor firms, fresh name(s) of former entity (ties) and year(s) of their original establishment with details in aforesaid manner. Information is to be furnished by sole applicant or members of JV individually (Annexure I).
4. Present a brief narrative description of the firms. Information is to be furnished by sole applicant or members of JV individually (Annexure I).
5. List of not more than two (2) principals who may be contacted by this Office. Listed principals must be empowered to speak for him or for the firm on policy and contractual matters. Information is to be furnished by sole applicant or members of JV individually.(Annexure I)
6. Under this item, indicate financial figures from consultancy business for past 5 (five) financial years. (Annexure II)
7. (i) Organizational strength of consultant and its constituents in case of a JV shall be given.
(Annexure III)

(ii) Office logistics for consultant and its constituents in case of JV in terms of office space, Engineering software. Availability of engineering software which are web enabled and have less than 10 concurrent user license shall be mentioned (Annexure IV).
8. Consultant's experience shall be given under four categories.
 - A. Assignment involving developing afresh/ editing/ revising the road sector policy for any developing country
 - B. Assignment involving study of and recommending functional/structural/improvement for a road sector institution in a developing country.
 - C. Assignment involving network planning for any developing country.
 - D. Other institutional works
(Annexure V)
9. As many references from employers as the consultant (for each member in case of JV) may choose shall be submitted Annexure-VI.

10. An undertaking for supply of true information shall be given as per Annexure VII.

Section - IV

Short Listing Criteria

a. Annual Turn over

1. Annual turnover of any one of the last five financial years i.e. from 2007 -2008 to 2011-2012 updated to the current financial year shall be more than Rs 25 crores. In case of JV, the lead member shall have more than Rs 20 Crores of annual turn-over (updated) of any one of the last five financial years. This threshold for each other member shall be Rs 10 crores.
2. For arriving at updated value, turnover of any financial year shall be multiplied by the enhancement factor corresponding to that year.

b. Experience

- 1) Must have completed at least one Assignment involving developing afresh/ editing/ revising the road sector policy for any developing country
- 2) Must have completed at least one Assignment involving study of and recommending functional/structural/improvement for a road sector institution in a developing country
- 3) Must have completed at least one Assignment involving network planning for any developing country.

For JV, Prime Consultant must have completed at least two types of assignments out of the three mentioned above and the JV partner must have done the remaining type of assignment. For sole consultant, he must have completed each of the above three types of assignments. All the assignments must have been funded by World Bank or by any other mutly donor banks in any developing country.

Annexure-I

Expression of Interest Form for Consulting Engineering Firm or Joint Venture (To be filled up by each of the constituent in case of a Joint Venture)

1.

Consultant	Date of Establishment	Country	Type of organization			
			Individual	Partnership	Corporation	Other
Name						

2. Corporate/registered Office / Business Address / Telephone Nos. / Cable Address/ Email address of consultant and its branch offices for Consultant (including members in case of JV)
3. Consultant's former name and year of establishment (including that of members in case of JV)
4. Narrative description of Consultant firms if any (Use other sheet, if necessary)
5. Name of, not more than two (2) principals who may be contacted with title, telephone number/ fax number, E mail address.

Annexure II

Financial Statement of the last five financial years.

Rupees in cr.

Sr. No.	Particulars		2012-2013	2011-2012	2010-2011	2009-2010	2008-2009
1.	Annual turnover from Consulting business	Lead member					
		other member(1)					
		other member(2)					
2	Net Profit.	Lead member					
		other member(1)					
		other member(2)					

Notes:

- i) Values should be duly certified by statutory body like Chartered Accountant or Independent Auditors who are competent to do so as recognized by the State concerned.
- (ii) The amount shall be stated in Indian Rupees (INR).
- (iii) For the purpose of short listing, conversion to Indian Rupees shall be based average of the buying and selling rates of Reserve Bank of India as on the EOI submission date.
- (iv) In case the exchange rate for any currency is not available as per the provision of this section, then R&BD reserves the right to use the rate available from an alternative source at its sole discretion.

Sr no.	Year	Updating factor
1	2012-2013	1.00
2	2011-2012	1.10
3	2010-2011	1.21
4	2009-2010	1.33
5	2008-2009	1.46

Annexure III

Organizational strength:

Name	Total Strength	Engineers and institutional expert on payroll and having over 15 years experience	Engineers and institutional expert continuously on payroll for over 10 years	Engineers and institutional expert working only in road sector	Engineers and institutional expert having				Remarks
					Doctorates	Post Graduates	Graduates	Diploma	
						MBA	OTHERS		

Annexure IV

Office Logistics and software availability

(A) Office space in sq. m. and ownership status

(A) List of software

Name of software	Whether web enabled?	Number of concurrent users permitted	cost of purchase in Rs.	Year of purchase	Utility and functions of the software

Details of Experience

Annexure V

Sr No	Projects Name / Year	Type of services rendered including (A, B,C and D)@	<i>Cost of the assignment of category A Rs. In cr.</i>	<i>Cost of the assignment of category B Rs. In cr</i>	<i>Cost of the assignment of category C Rs. In cr</i>	<i>Cost of the assignment of category D Rs. In cr</i>	Client (With complete address, contact person, telephone No. Fax No and E mail address)	Fee in INR (Applicant's share in case of JV)	Duration in months	International Funding Agency
1	2	3	4	5	6	7	8	9	10	11
1	Sole Consultant or for each of the members									
	(a) Funded by WB									
	(b) Funded by Multi Doner bank (other than									
	(c) India									

A. Assignment involving developing afresh/ editing/ revising the road sector policy for any developing country

B. Assignment involving study of and recommending functional/structural/improvement for a road sector institution in a developing country.

C. Assignment involving network planning for any developing country.

D. Other institutional works

Note: **only those assignments shall be considered for which consultant has provided services as lead member in case that work is done by a JV.**

Each assignment shall be supported by following details:

Name of Overall assignment: _____

Location of Overall assignment: _____

Owner's Name and Address: _____

Completion (Actual/Estimated vis-à-vis Stipulated): _____

Description of assignment: _____

Description of Services provided by the firm: _____

Authorized Signatory

Name of Client

Annexure-VI
Employer's references

Annexure VII

Undertaking

I certify that the information in the above Expression of Interest forms is true to the best of my knowledge. I also understand that any misleading or wrong information will disqualified this application straightaway.

President / Managing Director
or
Authorized Signatory of Applicant