

KERALA LIFESCIENCES INDUSTRIES PARKS

PRIVATE LIMITED (KLIP)

(Subsidiary Company of Kerala State Industrial Development Corporation)

Regd. Office: Keston Road, Kowdiar P.O,

Thiruvananthapuram Ph: 0471 2991150, Fax: 04712315893

Website: www.ksidc.org



**Request for Proposal for engaging consultant for preparing Detailed
Project Report for establishing a common STP cum ETP At Life
Sciences Park, Thonnakkal, Thiruvananthapuram District, Kerala**

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NOTICE INVITING BIDS THROUGH E-TENDER

Kerala LifeSciences Industries Parks Private Limited (KLIP), a subsidiary of Kerala state industrial Development Corporation (KSIDC) invites bids through an electronic tendering system from reputed consultancy firms to Prepare Detailed Project Report for the establishment of a common Sewage Treatment cum Effluent Treatment Plants (STP cum ETP) in Life Sciences Park, Thonnakkal, Thiruvananthapuram

Details for bidding for the cited assignment are given below:

RFP No: KSIDC/TVM/KLIP/RFP/0004	
Name of the assignment	Consultancy for Preparing Detailed Project Report (DPR) for establishing a common STP cum ETP at LifeSciences Park, Thonnakkal, Thiruvananthapuram District, Kerala
Type of tender	Lump Sum Amount (Excluding GST)
Earnest Money Deposit	Rs.20,000/-
Last date and time of online submission of technical and Financial bid	07-07-2022 at 3.00 PM
Date and time of technical bid opening	11-07-2022 at 3.30 PM
Date and time of financial bid opening	Date and time will be notified separately to successful bidders.
Time of Completion of assignment	70 days

Bids shall be in a two-cover system - Technical Bid and Financial Bid. The RFP document is available in the e-tender portal of the Government of Kerala (etenders.kerala.gov.in). The technical bid and financial bid shall be uploaded separately. RFP can be accessed through the

e-tender website on payment of a non-refundable tender fee of Rs. 1000/- plus GST@ 18%. As specified for the assignment, the Earnest Money Deposit (EMD, shall also be remitted online through the e-tender website.

The bids can be submitted online till 3.00 pm on 07.07.2022. The technical bids will be opened at 3.30 pm on 11.07.2022 and the date of opening of the financial bid will be intimated to the eligible bidders. The opening of the Technical & Financial bids is scheduled at the registered office of KLIP (Keston Road, Kowdiar, Trivandrum, Kerala – 695003) and prospective bidders who wish to be present for the bid opening shall intimate the same in advance to the email id biju@ksidcmail.org The Financial bid of bidders who fulfill the conditions in the technical bid shall only be opened.

The bidders shall remit an amount of Rs. 20,000/- at the time of submission of the bid as Earnest Money Deposit (EMD) through the provision available in e-tender portal. KLIP is not liable to pay any interest on the EMD. The Earnest Money Deposit of the unsuccessful tenderers will be refunded without any interest soon after the execution of an agreement with the successful tenderer, or after the expiry of the validity period of the tender. The successful bidder to whom the contract is awarded will have to deposit as an initial security deposit, a further amount to make up 5 % of the value of the accepted tender including the Earnest Money. The said amount will be kept as a Performance Guarantee and the amount without any interest shall be refunded after successful completion of the assignment. KLIP reserves the right to accept or reject any or all tenders in part or full without assigning any reason thereof. The security deposit will have to be made within 14 days from the date of acceptance of tender (work order), failing which KLIP at its discretion may revoke the letter of acceptance and forfeit the earnest money deposit furnished along with the tender.

(Sd/-)

Chief Executive Director

1. INTRODUCTION

Kerala State Industrial Development Corporation Limited (KSIDC) is the premier agency of the Government of Kerala for developing and promoting industrial and infrastructure projects in the State of Kerala. Besides attracting domestic and foreign investments to the State, KSIDC plays an important role in stimulating, financing and facilitating the development of medium and large-scale industries in the State.

KSIDC is establishing a state-of-the-art Life Sciences Park, viz., **Bio 360 Life Sciences Park**, in Thiruvananthapuram, the capital of Kerala. This Park has been conceived as a geographic cluster of industries and R&D institutions in the fields of Biotechnology, Biomedical Devices, Pharmaceuticals and other domains of Life Sciences. The Park is being established in two phases in around 206 acres of land and is located on the side of NH66 at Veiloor Village, near Kazhakuttom – one of the fast-emerging economic regions in Thiruvananthapuram. A new company namely “Kerala Lifesciences Industries Park Private Limited (KLIP)” formed for implementing the Life Sciences Park Project.

Phase-I of the Bio 360 Life Sciences Park is currently being developed in 75 acres of land, of which 70 acres of land is taken into possession. An extent of around 29 acres of land has been allotted. An extent of around 29 acres in the balance of land is available for allotment in Phase-I of the Park. Phase-II is conceived in around 123 acres, of which around 86 acres of land currently in possession with KLIP, and acquisition proceedings for the remaining land in Phase-II are going on. Project development activities are in progress in the Phase-I area alone, where the basic infrastructure development has already been created. A Dedicated power cable for the supply of 6 MVA of power to the Life Sciences Park has been drawn from the Pothencode Substation. Water connectivity up to the premises of the Life Sciences Park (Phase-I) has been established through Kerala Water Authority (KWA), for the supply of 1MLD water from the 9MLD dedicated pipeline for the Technocity project.

KLIP intends to engage a consultant for preparing Detailed Project Report (DPR) in connection with setting up a common STP and ETP for the 1st Phase of Bio 360 Life Sciences Park, Thonnakkal, Thiruvananthapuram District and this RFP is invited to select a suitable consultant through a transparent process. The major scope of the assignment includes a review of operations of existing as well as future occupants in the Park and design an appropriate common STP cum ETP to establish the same at the Park. As part of the study, the consultant to identify the ideal location of the Plant, detailed engineering & design of the Plant, and preparation of detailed estimates as per the latest DSoR in price software.

2. Terms of Reference

The responsibility of the Consultant would be both advisory and technical. They shall develop the scheme for the proposed common STP and ETP and prepare Detailed Project Report (DPR), which would inter alia contain the following: -

2.1 Preliminary Assessment

- Data collection and analysis on the amount & type of wastewater and effluent generated by the existing as well as future occupants of the park in 1st phase.
- The consultant shall conduct stakeholder consultations, from time to time as needed for recording the views of the relevant stakeholders and incorporate the essential requirement.
- Estimate on the projected wastewater and effluents likely to be generated in 1st phase after evaluating the operations of the existing occupants, projects under implementation, and future occupants.
- Topographical and other surveys to determine pipeline routes, pumping stations and location of the plant.
- Geotechnical Surveys and various mandatory tests as part of the design of pipelines and their routes including treatment plant.
- Assessment of the requirement of land and proposed location of the plant taking into consideration of capacity addition in the future
- The consultant shall compare the various treatment options and suggest ideal capacity and technology of the plant taking into consideration of the norms & regulations of KPCB, future capacity expansion and change of process.
- Schematic diagram of the treatment process of wastewater and effluents
- Consultant shall elaborate the collection and transportation system, pre- treatment requirements by the occupants, the possibility of utilizing treated water by means of disposal/reuse system, the proposed plan for the overall maintenance of common STP and ETP and calculation of user charges.
- Rough cost estimate for setting up the common STP cum ETP including cost of operation and maintenance for 10 years for the selected technology

2.2 Preparation of Detailed Project Report:

- i. Detailed design & engineering of the treatment plant including designing of all civil, mechanical and electrical components as per the norms & guidelines of Pollution Control Board based on the outcome of the preliminary report. The plant shall be designed taking into consideration of future capacity addition of the plant.
- ii. Preparation of all structural as wells as other engineering drawings including the complete scheme of the treatment process as part of design of common STP cum ETP
- iii. Preparation of detailed estimates based on latest DSoR in PRICE software for all civil, mechanical and electrical components.
- iv. Projected operational and maintenance expenses for 10 years with detailed break up and various assumptions undertaken for arriving the expenses.
- v. Detailed calculation on the user charges i.e amount payable by the occupants to Park for treating the waste water as well as effluents
- vi. Preparation of RFP for selecting PMC to oversee implementation of the project with detailed schedule of implementation

3 FINANCIAL BID

- i. The quoted fee shall be as lump sum amount for performing the scope of works mentioned above
- ii. The amount to be quoted is inclusive of all taxes and levies but exclusive of GST which will be paid as applicable from time to time. The statutory taxes and other deductions as per income tax and relevant Acts will be applicable for the assignment

4 MODE OF PAYMENT:

The deliverables, fees payable and timeline for completion of assignment are given below:

Deliverables	Fees payable(up to)	Timeline (from the date of signing the agreement)
Submission of Preliminary Report containing the preliminary assessment detailed in Para 2.1	20%	21 days
On approval of Preliminary Report	10%	30 days
Submission of draft Project Report	30%	50 days
On approval of Project Report	20%	60 days
On submission of final Detailed Project Report incorporating the comments of client	10%	70 days
On submission of RFP for selecting PMC with detailed schedule of implementation	10%	70 days

5 GENERAL PROVISIONS:

1. The designs shall be created specifically for this project and shall not be replicated in to or partly from any other project.
2. The services under any stage will be treated to be complete only after such services carried out by the Consultants are approved by KLIP. All the stages of work shall be completed by the Consultants according to the schedule as agreed. The works throughout the stipulated period of contract will be carried out with due diligence
3. In the event of the Consultant's firm closing its business or failing to complete balance work within reasonable time, the client will have the power to employ any other agency to complete the work at the cost of the original Consultants.
4. In the event of the failure on the part of consultants to complete their work, committing a breach of any one or more of the terms and conditions of the agreement, the Authority

will be entitled to rescind this agreement without prejudice to its rights to claim damages or remedies under the law.

5. The Consultants shall be solely responsible for the competency and the correctness of the detailed design of the system and shall be fully responsible for the plans, estimates, designs, drawings and specification provided by them for items described in the schedule or BOQ. The drawings, designs etc., shall conform to the statutory provisions and standards laid down by the applicable standards or where no such standards exist, to the standards laid down by any similar body and they shall also be efficient, economical and sound in every manner.
6. The consultant shall take prior approval of KLIP to initiate any activities at any stages of assignment.
7. Five sets of all drawings, specifications, estimates, etc., prepared for all stages along with one set of drawings on reproducible tracings shall be submitted to KLIP on free of cost basis and any payment on actual cost basis will be paid to the Consultant for additional sets if required.
8. The Consultants shall make necessary revisions in the drawings and other documents submitted by them as may be required by KLIP.
9. Sole ownership of the designs, drawings, specifications and documents prepared for the project will be vested with KLIP.
10. KLIP will have liberty to postpone or not execute any work and the Consultants shall not be entitled to any compensation or damage for such postponement or non-execution of the work except the fees which are payable to the Consultants up to the stage of services than in progress.
11. The Consultants shall provide extra services, if any, essential for the successful implementation of the scheme. These shall comprise of works that are not included or covered under this agreement. However, any or all services that are in contravention of the standards, norms or requirements provided by KLIP, local Municipal bye-laws, etc., shall be to the account of consultants, and redoing of all such works services shall not come into the purview of extra work.

12. If at a later date it is found that the consultant has furnished false information in respect of qualification information furnished by them, the bid / Agreement will be summarily rejected and no further payment will be made. Further the EMD submitted by the Consultant shall be forfeited.

13. Any dispute arising out of the provision of this agreement shall be subject to the jurisdictions of the courts in Kerala only and no other courts shall have jurisdiction to entertain any petition, application or suit to resolve such disputes.

6 MINIMUM ELIGIBILITY CRITERIA FOR THE CONSULTANT (WHO CAN APPLY):

The Bidders should satisfy the following minimum eligibility criteria and only the ~~valid~~ bids of those who satisfy the following eligibility criteria will only be further evaluated

- i. Companies/firms/private, public or government owned legal entities having business of providing professional services/consultancy for Environmental/infrastructure works and must have been in operation for the last 3 financial years within India.

The applicant has to submit work order showing the works awarded to the applicant by their clients, its duration, completion certificate, etc. as proof for the above. If the work order/completion certificate is not specifically mentioned the category of works executed, a certificate showing the head of works with its value to be obtained from their client & to be submitted along with the bid.

- ii. The bidder should have experience in undertaking feasibility study OR preparing of Detailed Project Report of STP or ETP with a minimum capacity of 30 KLD in the last **7 years (ending the last date of month previous to the one in which the applications are invited for selection)**.
- iii. The bidder should have a minimum average annual turnover of Rs.50 lakhs in the last three financial years as of 31-03-2022. Certificate duly signed by Statutory Auditor or Company Secretary to be submitted as supporting document.
- iv. The consultant should have not incurred Net loss for the last 3 years ending 31.03.2022. Certificate duly signed by Statutory Auditor or Company Secretary to be submitted as supporting document
- v. Bidder should have the following technical experts(min.) as in-house or empaneled experts

as mentioned below:

Designation	Min. Experience (in Years)	Qualification	Specific Expertise
Sr. Environmental Engineer-1No.	7	ME/M.Tech in Environmental Engineering	Experience in the field of planning, designing of ETP/STP plants including experience in various clearance from the various competent authorities for establishing or operating of STP/ETP plants
Sr. Structural Engineer-1 No.	7	ME/M.Tech in structural Engineering	Experience in the field of structural designing of civil works.
Sr. Mechanical Engineer-1 No.	7	BE/B.Tech in mechanical Engineer	Experience in the field of designing of mechanical functions of ETP/STP plants.
Sr. Electrical Engineer-1No.	5	BE/B.Tech in Electrical Engineer	Experience in providing electrical services.
Jr. Civil Engineer-2 No.	3	BE/B.Tech in Civil Engineer	Experience in providing supervision of civil works.

The specific Experience mentioned above should match with the Bio Data submitted by the bidder as per the annexure VII

*Joint Venture or Consortium constituted for this particular assignment shall not participate in the tender.

7 PREPARATION AND SUBMISSION OF BID

7.1 Pre-Bid Meeting:

In order to clarify any queries and discuss the issues with respect to the Project a pre bid meeting as part of the tender process is scheduled at 3.00 pm on 24.07.2022 via video conferencing. Prospective bidders are requested to submit the queries and doubts in advance to the email id enquiry@ksidcmail.org by 5.00pm on or before 22-07-2022.

7.2 Enquiries Concerning the RFP

All enquiries should be submitted to the following address in writing, by letter or e- mail or facsimile transmission:

**CEO, Kerala Lifesciences Industries Parks Private Limited (KLIP),
Subsidiary Company of Kerala State Industrial Development Corporation Limited (KSIDC),
Regd. Office: Keston Road, Kowdiar, Thiruvananthapuram – 695003, Kerala
Ph: +91 471 2991150, Fax: +91 471 2315893, Email: enquiry@ksidcmail.org
Note: All communication from KLIP will be through email only. Any corrigendum/addendum /clarification to the RFP will be published in the e-tender website and notified in KSIDC's website 'www.ksidc.org' , 'www.bio360.in'**

7.3 Submission of Bid

The Technical Bid and Financial Bid should be submitted by the bidders as per the procedures and guidelines specified in e-tender portal. The technical bid along with the financial bid should be submitted online through e – tender portal by 3 PM on or before 07.07.2022. Hard copy of the **Technical bid alone (Two Sets)** to be submitted to the following address by 4.00 pm on or before 07.07.2022

Chief Executive Officer,
Kerala Lifesciences Industries Parks Private Limited (KLIP),
(Subsidiary Company of Kerala State Industrial Development Corporation Limited),
Keston Road, Kowdiar, Thiruvananthapuram – 695003, Kerala
Ph: +91 471 2991150, Fax: +91 471 2315893, Email: enquiry@ksidcmail.org

7.4 FORMAT AND SIGNING OF BID

The Technical Bids and Financial Bids are to be uploaded in e-tender site as per the

guidelines specified thereon. The bidders are required to quote their fee as lump sum amount towards the consultancy services. The fee quoted by the bidder shall be exclusive of GST but inclusive of all other taxes overheads, travel expenses, incidentals, cost of site visits, liaising with the office of competent authority, printing cost of documents, Reports etc.

7.5 EARNEST MONEY DEPOSIT

- 7.5.1 Bidder shall pay E.M.D. of Rs. 20,000/- online, through the e-tender website.
- 7.5.2 Bids received without EMD shall be summarily rejected.
- 7.5.3 EMD of the unsuccessful bidders will be refunded without any interest at the earliest after selection of the bidder.
- 7.5.4 EMD of the successful bidder shall be retained towards security for fulfilment of the obligations of the Consultant under this RFP
- 7.5.5 The EMD may be forfeited if a bidder withdraws or amends or impairs or derogates its Bid during the period of bid validity.
- 7.5.6 Termination of contract due to breach of any of the terms and condition of the agreement being executed will entail forfeiture of EMD.
- 7.5.7 The EMD shall be refunded to the successful bidder after completion of the project implementation.

7.6 VALIDITY OF BIDS

The bids submitted shall be valid for a period of 90 days.

7.7 SEALING AND MARKING

The Technical Bid and Financial Bid should be uploaded in e-tender site. Hard Copy (Two sets) Technical proposal alone shall be submitted to registered office of KLIP in sealed envelopes to the below address and the same shall reach office of KLIP by 4.00 pm on 07.07.2022. The envelopes shall be super scribed with “TECHNICAL BID” For Consultancy for preparing Detailed Project report for establishing COMMON STP AND ETP in the Bio 360 Life Sciences Park, Thonnakkal, Thiruvananthapuram District, Kerala”.

Chief Executive Officer,
Kerala Lifesciences Industries Parks Private Limited (KLIP),
(Subsidiary Company of Kerala State Industrial Development Corporation Limited),
Keston Road, Kowdiar, Thiruvananthapuram – 695003, Kerala
Ph: +91 471 2991150, Fax: +91 471 2315893, Email: enquiry@ksidcmail.org

i. **Technical Bid**

Technical bid in the format prescribed in Annexure I to VII shall be submitted through e – tender portal. All the documents being submitted along with the technical proposal must be English language. Bidders shall ensure the submission of following documents along with the technical bid.

- i. Covering letter (Annexure I)
- ii. Index (giving list of contents and corresponding page numbers in the proposal document)
- iii. Copy of this RFP document duly signed on each page as a token of acceptance of all the terms & conditions of this bid.
- iv. Company Profile (Annexure II)
- v. Summary of Permanent Key Professionals (Annexure III)
- vi. Summary of Financial Performance (Annexure IV)
- vii. Detailed particulars of feasibility study conducted and detailed project report prepared (Annexure V).
- viii. Detailed particulars of assignments completed/in-progress (Annexure – VI).
- ix. Curriculum Vitae of permanent key professional staff (Annexure - VII)
- x. Audited annual accounts for the last three years
- xi. Work Order / Work completion order/performance letter, etc.
- xii. Undertaking certified by the Company Secretary that the firm has not been blacklisted or debarred by any Central/State Governments/Govt Departments/ Govt Bodies/PSU's.
- xiii. Other documents, if any

7.7.1. The proposal shall be signed by the applicant or duly authorized person (s). The authorization shall be indicated by written power of attorney.

7.7.2. The last date for the receipt of the proposal in hardcopy is 07.07.2022 (4.00 PM).

7.7.3. Proposals received after the specified date and time shall not be considered for evaluation.

7.7.4. Applicants are not permitted to modify, substitute, or withdraw after submission of proposal.

7.7.5. During the evaluation of the proposals, KLIP may, at its discretion, ask applicants for clarifications on their proposals.

7.7.6. The Authority reserves the right to verify all statements, information and documents, submitted by the Applicant in response to the RFP. Any such verification or the lack of such verification by the Authority to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Authority there under.

7.7.7. In case it is found during the evaluation or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the

eligibility conditions have not been met by the Applicant or the Applicant has made material misrepresentation or has given any materially incorrect or false information, or has history of poor performance, the Applicant shall be disqualified forthwith if not yet appointed as the Consultant either by issue of the LOA or entering into the Agreement, and if the Selected Applicant has already been issued the LOA or has entered into the Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by the Client without the Client being liable in any manner whatsoever to the Selected Applicant or Consultant, as the case may be.

7.7.8. In such an event, the Client shall forfeit appropriate Performance Security, if available, as mutually agreed pre-estimated compensation and damages payable to the client for, inter alia, time, cost and effort of the Authority, without prejudice to any other right or remedy that may be available to the client.

ii. **Financial Bid**

Financial bid shall be submitted as lump sum amount for performing the scope of works mentioned in clause 2 of the RFP in the e-tender portal. If the bid is submitted not as per format prescribed, then such bid will be rejected.

8 PROCEDURE FOR OPENING OF BIDS

- i. Bids received on or before 07.07.2022 by 3.00 PM (IST) will only be considered for evaluation. The bid opening authority will not consider any bid received after expiry of time and date specified.
- ii. The bids shall be opened in two stages as technical bid and financial bid. Technical Bid will be opened on 11.07.2022 at 3.30 PM. The authorized representatives of the interested bidders may like to be present during opening of bids.
- iii. The bid inviting authority reserve the right to reject any or all bids or to accept any bid wholly or in part without assigning any reasons whatsoever to anybody
- iv. The successful bidder shall furnish the originals of all the documents/certificates/ statements, furnished by him along with the bid for verification and return before concluding the agreement.
- v. Technical bid will be evaluated as per clause 6 & 7 mentioned in the RFP.
- vi. Work will be awarded to the successful bidder who has quoted lowest amount for the

assignment and the successful bidder must execute an agreement with client and should remit an amount corresponding to 5 % of the total value of work (including the EMD of Rs 20,000 already remitted during bid submission) as a performance grantee of the project within 14 working days. This performance guarantee will be refunded only after three years from the date of final bill submission or after the successful completion of the project whichever is earlier.

vii. For any further details/clarifications please contact:

Biju.B. G
Assistant General Manager,
Life Sciences Park
Bio 360 Life Science Park,
16th Mile, Thonnakkal, Thiruvananthapuram
Telephone - +919847936409
Pin:695317

9 EVALUATION OF BIDS

xiv. Technical Bid

The Technical Bids received from the Bidders would be short-listed based on the Min. Eligibility criteria mentioned in clause 6. All the particulars as per annexure I to VII should be included in the technical bid. The financial bid of the bids meeting the pre-qualification criteria will be opened.

xv. Financial bid

Consultancy firms must quote the rate for this assignment on Lump sum rate quoting in INR (excluding GST) and the firm which quotes the lowest amount will be awarded the assignment.

10 JURISDICTION

All disputes or differences of any kind whatsoever which shall at any time arise between the parties hereto touching or concerning the works or the execution or maintenance thereof of this contract or the rights touching or concerning the works or the execution of maintenance thereof of this contract or the construction remaining operation or effect thereof or to the rights or liabilities of the parties or arising out of or in relation thereto whether during or after determination foreclosure or branch of the contract hereinafter mentioned shall be subject to the jurisdiction of Courts in Ernakulum.

**Annexures:
Annexure I**

APPLICATION

Date.....

**To,
The Chief Executive Director,
Kerala Lifesciences Industries Parks Private Limited (KLIP),
Subsidiary company of Kerala State Industrial Development Corporation,
Keston Road, Vellayambalum,
Thiruvananthapuram**

Sub: Appointment of consultant for establishment of COMMON STP AND ETP at Bio 360 Life Sciences Park, Thonnakkal, Thiruvananthapuram District.

Ref: RFP Dated _____

Dear Sir,

Having examined the RFP document indicating scope of works, I/We here by submit our proposal here with all the necessary information and relevant documents for **Consultancy for preparing detailed project report for establishment of COMMON STP AND ETP at Bio 360 Life Sciences Park, Thonnakkal, Thiruvananthapuram District.**

The proposal is made by me/us on behalf of.....
(Company/Firm/Association of individuals) in the capacity of..... duly authorized to submit the proposal.

I/We understand that The Authority reserves the right to reject any proposal without assigning any reason. I/We undertake that all the information furnished by me/us in the proposal is true to the best of me/our knowledge and belief. If any of the information is found to be false on subsequent verification, I/We understand that our bid/agreement shall be rejected/terminated and take that I/We may be debarred from submission of bid to this Authority in future.

Encl: As above

AUTHORISED SIGNATORY
(Name and Designation)
Name of Firm:
Address:

Annexure II

Company Profile

1	Name of the Applicant Firm	
2	Ownership (Government/ PSU/ Private)	
3	Type of Organization: Proprietary firm/Partnership firm/Public Limited Company/Pvt. Limited Company/ Others (please specify and attach proof)	
4	(i) PAN Number (ii) Service Tax Registration Number	
5	Name and Designation of Key Management Person(s)	
6	Date & Year of establishment of firm	
7	Number of years of experience in Consultancy Services	
8	Number of Permanent Employees	
9	Number of Permanent Employees for Consultancy Services	
10	Areas of Consultancy	
11	Core Competency	
12	Any other important information about the organization	

Signature with seal

Annexure III

Summary of Permanent Key Professionals

Sl. No.	Name and Designation	Experience In completed Years	Educational/ Professional Qualifications	Number of Years with the Present Employer	Areas of specialization
(1)	(2)	(3)	(4)	(5)	(6)

Signature with seal

Annexure IV

Summary of Financial Performance

Year	Turnover from all sources (In Rs. Lakh)	Turnover from consultancy assignments (InRs.Lakh)	Percentage Share of revenue from consultancy assignments	Net profit (in Rs. Lakh)
(1)	(2)	(3)	(4)	(5)
2019-2020				
2020-2021				
2021-2022				

Note: 1. Financial performance for three consecutive latest financial years for which audited accounts are available should be given.

2. Audited annual accounts for the three years for which information is given in the statement above should be provided.

3. Figures given in columns (2) and (3) above must match with those given in the Audited Accounts.

Signature with seal

Annexure V

Details of Feasibility study or Detailed Project report prepared for Industrial project for the construction of STP and ETP plant

S. No.*	Nature of assignment with detailed scope of services	Client Organization	Period of Assignment	Total capacity of the plant
(1)	(2)	(3)	(4)	(5)

*Should be consistent with the Sl.No. given in the Proforma for detailed particulars of the assignment.

*Should furnish the completion certificate issued by the client corresponding to each assignment in which the scope of work is clearly mentioned.

Signature with seal

Annexure VI

Detailed Particulars of Assignments completed/ In-progress

1.	Title of the Survey/ Investigations/ Assignment:	2.	COMMON STP AND ETP details with capacity a) Project cost in Rs.	
3.	Geographical Coverage (States/ districts covered in the survey):	3.	Client Organization:	
4.	No. of Professional Staff employed:	5.	Start Date:(Month/Year)	
6.	Completion Date:(Month/Year)	7.	Duration of Assignment:	8. No. of Man months provided by firm:
9.	Sample details:	10.	Remuneration received by your firm for Professional Services (in Rs. lakh):	
11.	Names of associated firms, if any:	12.	No. of man-months provided by associated firms:	
13.	Name of senior professionals associated with the Survey/Study/Assignment:			
14.	Brief Description of Survey/ Investigations / Assignment:			
15.	Exact Nature of services provided by your firm:			

Note: 1) Please use separate sheet for each assignment

Signature with seal

Annexure VII

Format of Curriculum Vitae (CV) of Permanent Key Professional Staff

1.	SL. No. <i>(should be consistent with the Summary of Key Professionals in Annexure III)</i>	
2.	Name of Staff	
3.	Position	
4.	Date of Birth	
5.	Nationality	
6.	Education <i>[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]</i>	
7.	Membership of Professional Associations	
8.	Training <i>[Indicate significant training since completion of education]</i>	
9.	Employment Record <i>[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment period of employment, name of employing organization, positions held.]</i>	
10.	Work Undertaken in which the staff has made significant contribution	
11.	Certification:	
<p>I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. Date: <i>[Signature of staff member or authorized representative of the staff]</i></p>		
12.	Name of authorized representative	
13.	Designation of authorized representative	

Note: Please provide separate CVs for each key profession