



**CHHATTISGARH HOUSING BOARD**  
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Website: www.cghb.gov.in

No 1642- 26 / 09 /2022

Raipur, Date: 28/09/2022

**Short Notice - Expression of Interest for  
Selection of 'Transaction Advisor'**

**ADVT NO. 230**

Chhattisgarh Housing Board intends to appoint a suitable Transaction Advisor for the board for its sector wise redevelopment project on PPP module at Shanti Nagar, Raipur.

The interested professional firm fulfilling the criteria mentioned in EOI may download it from the CGHB website.

EOI can be submitted till 07.10.2022 at 3.30 PM at the above address by hand or post/currier, it will be opened on same day at 4 PM.

Commissioner  
Chhattisgarh Housing Board

# CHHATTISGARH HOUSING BOARD

## Selection of 'Transaction Advisor' for Redevelopment of Residential & Commercial Sectors at Shanti Nagar, Raipur on Public Private Partnership

### INFORMATION AND INSTRUCTIONS TO BIDDER

#### 1. Introduction

Chhattisgarh Housing Board intends to develop residential and commercial project in Shanti Nagar area in Raipur on Public Private Partnership mode. The land identified for the project is about 34.82 acres divided in 11 sectors and the project site is located at the heart of the city.

#### 2. Purpose for Selection of Transaction Advisor

The objective of appointment of Transaction Advisor is to facilitate the CGHB in financial feasibility study of the project, preparation of sector-wise tender document and drafting contract agreement, assist in conducting pre-bid meeting and evaluation of bid for the selection of developer who will develop the project which is divided in 11 sectors on Public Private Partnership mode.

#### 3. Eligibility Criteria-

Selection of Transaction Advisor shall be based on following criteria: -

1. Should be a Professional Consultancy Firm older than 15 years.
2. Firm should have appointed as Transaction Advisor/ Financial Advisor / Procurement Consultant/ PPP Consultant/ Consultant by any Central/ State or Semi State Government or parastatal department during last 15 years.
3. Firm should have experience of drafting contract agreement/ concession agreement with any State Government Organization during last 15 years.
4. Consultancy firm should have one associate member or employee having qualification of B.E. (Civil) or B. Arch and one Law Graduate. Name of such associates/employee should be disclosed in the Annexure II. Successful Transaction Advisor will submit their bio data with CGHB before signing of contract agreement. Associates' experts may be changed before signing of contract agreement or after with written intimation to the CGHB.

#### 4. Scope of Work

**Chhattisgarh Housing Board is intending to appoint Transaction Advisor for the following work:**

- Financial Feasibility Assessment.
- CGHB intends to appoint a consultancy firm who has skills and experience of handling public procurement matters specially PPP project in Government sectors.
- Preparation of tender documents and drafting contracts agreement.
- Initiate bid process management for selection of suitable developer on PPP mode.
- Assist board in promoting the project within developers.
- Helping board in related documentation work.

The services being sought from the Transaction Advisors is explained above; however, it is anticipated that they may include: -

- Interaction with the market, or conduct of formal market surrounding, to confirm feasibility assessment, decisions on scope, timing and packaging of the transaction
- Promotion of the project and motivate the investor to invest in the project including managing and responding of queries and clear the doubt.
- Conducting pre-bid meeting and respond clarification to bidders regarding project.
- Monitoring and advice on bidder performance against any conditions precedent to financial clause.

- Management of other advisory inputs, and overall management of the transaction to ensure a successful conclusion.
- In the event the Authority desires the consultancy firm to perform such additional services, which are not within the scope of work as specified. The Firm shall agree to perform such Additional Services on such renegotiated, modified, and new terms and conditions as may be mutually agreed by the Parties.

## **5. Preparation of Proposal**

Transaction Advisors are requested to submit relevant documents in support of eligibility conditions a technical proposal and a Financial Proposal for 11 sectors as specified in the EOI.

### **(a) Technical Proposal**

The exact information on eligibility criteria shall be furnished in a sealed cover with supporting documents. The technical proposals of only those Transaction Advisors will be evaluated who meet the minimum eligibility criteria.

The Transaction Advisors are expected to provide the Technical Proposal as specified in the EOI document. Material deficiencies in providing the information requested may result in rejection of a proposal.

### **(b) Financial Proposal**

Transaction Advisor firm has to submit the fees for 11 (eleven) sectors as per Annexure III. In preparing the Financial Proposal, Transaction Advisors are expected to take into account their requirements of the responsibility of Transaction Advisor will involve, but not limited to, preparing various documents, monitoring the progress of the project and advise CGHB in achieving financial closure from time to time.

This will exclude other reimbursable expenses incurred by the Transaction Advisor for traveling, boarding and lodging for visits outside the station on behalf of CGHB, which will be paid on actual basis.

The lump sum fees, to be quoted by the Transaction Advisor should include all the components pertaining to the scope of work for the entire transaction period.

## **6. Contract Period**

Transaction Advisor will be appointed till the final selection of the developer for all 11 (eleven) sectors. One's selection of successful bidder will be completed for all sectors, contract period will over.

## **7. Submission, Receipt, and Opening of Technical Proposals**

The Envelope 'A' of technical Bid shall be containing Eligibility Documents of qualifying criteria. Envelope 'B' of Financial Bid shall be the financial proposal. Envelope 'A' and 'B' should be kept in a separate envelope and clearly marked as "Selection of 'Transaction Advisor for Shanti Nagar Projects'". Outer envelope will bear the address of the above-mentioned address and the name and address of the bidder. EOI may be submitted through by hand or post/courier at CGHB head office before submission due date. Bid will be outrightly rejected if it will not be received at CGHB head office within time. CGHB will not be responsible for bids lost or delayed in transit.

The proposals shall be evaluated firstly based on the Technical bid scrutinized by a committee. Once the Committee opines that the Transaction Advisor fulfills the eligibility criteria and has an understanding of the assignment then only the financial bid of that Transaction Advisor will be opened for consideration and evaluation otherwise the proposal will be rejected without any liability on CGHB. Subsequently the Envelope 'B' i.e., financial bid is opened in presence of bidders.

## **8. Selection of Transaction Advisor**

### **8.1 Evaluation of Technical Proposals**

In the first stage, the Technical Proposal will be evaluated on the basis of Applicant's academic qualification, experience, skills, and capacity. Only that applicant whom Technical Proposals score 60 points or more out of 100 shall be selected for second round of selection.

The scoring criteria to be used for evaluation shall be as follows.

Sr. No.	Criteria	Particular	Marks	Page No.
1.	Number of years of experience and Academic Qualification of the Applicant	1. Consultancy Firm older than 15 years. 2 marks for each completed year (after 15 years) subject to maximum of 20 marks. 2. Extra qualification of proprietor/ partner/ director in the field of Public Procurement/PPP Contracts from any National or International University.	20 20	
2.	Consultancy Assignment	Engaged by any Government Organization for procurement, management, or financial consultancy during last 15 years. One such assignment will carry 10 marks subject to	20	
3	Consultancy Assignment by Chhattisgarh Government	Engaged by C.G. State / Semi State or Perastatal Organization for DPR preparation/ Feasibility Study/ tender drafting/agreement drafting, feasibility study for their project during last 15 years. One such assignment will carry 5 marks subject to maximum of 20.	20	
4.	HO of the Firm	Head Office of firm situated in Chhattisgarh State	20	
	<b>Grand Total</b>		100	

### 8.2 Short-listing of Applicants

Of the Applicants ranked as aforesaid, all the pre-qualified and short-listed applicants will be selected who got minimum 60 marks in accordance with the tender term & condition under clause 8.1. Qualified Transaction Advisors will be ranked as R1, R2, R3 and so on. If the number of qualified applicants as per this clause is only two, the Authority may, in its sole discretion, may consider the bids for financial evaluation.

### 8.3 Opening of Financial Bid

Financial bid will be opened only of those applicants who have been shortlisted in first stage of selection process. Selected Transaction Advisors will be informed for the opening of financial proposal. Opening of financial proposal will be made in front of bidders or their representative and financial quote in the financial proposal will be considered for the final selection of the firm.

The CGHB will determine whether the Financial Proposals are complete, qualified, and unconditional. The fees quoted in the Financial Proposal shall be deemed as final and reflecting the total cost of assignment exclusive GST.

### 8.4 Final Selection

The Financial Proposals of the technically shortlisted Bidders as per clause 8.2 shall be only opened. After opening of financial proposal, the first ranked bidder i.e. R1 should be selected as successful bidder if financial bid of the bidder found to be lowest. In case of any other bidder found to be lowest, in this condition R1 shall be offered to match the lowest proposal as quoted by other bidders. In case of denial by R1 to undertake the assignment, offer shall be given to R2 then R3 and so on.

## 9. Payment to the Transaction Advisor:

Following will be the payment schedule: -

Fees quoted by Transaction Advisor as part of their financial proposal will be paid. No other tax will be paid except GST, which will be paid in addition of fees as per law. Fees will be paid as per following schedule after submission of bill.

S No.	Work to perform	Fees Payable
1	Feasibility Study Assessment of Project & Submission of Report	20% of total fees
2	Submission of draft RFP document	15% of total fees
3	Submission of final RFP document	15% of total fees
4	Submission of draft contract agreement	15% of total fees
5	Submission of final contract agreement	15% of total fees
6	Assist in pre bid meet	10% of total fees
7	Assist in final evaluation of bid for selection of developer(In proportionate of sectors)	10% of total fees

Cost of travelling and halting charges on actual basis will be paid in case of travelling outside station on behalf of Board and approved by MD CGHB.

## 10. Modify / Cancel

The CGHB reserves the right to modify / cancel the whole process or part thereof at any stage without assigning any reasons thereof. Any such decision will be communicated through website.

## 11. Other Term & Condition

- a) Proprietor/ partner/director of the professional firm shall be responsible for the coordinated, timely, and efficient functioning of the services and to report at Raipur CGHB head office.
- b) The proprietor/ partner /director /authorized signatory of the firm will sign the bid document.
- c) Documents prepared by the Transaction Advisor will be the property of the Authority – All reports and other documents (collectively referred to as “Consultancy Documents”) prepared by the advisor in performing the Services shall become and remain the property of the CGHB, and all intellectual property rights in such Consultancy Documents shall vest with the Authority.
- d) The Transaction Advisor undertakes to act in good faith and to adopt all reasonable measures to ensure the realization of the objectives of this EOI.
- e) Offers with deviations in commercial terms & conditions like payment term, validity etc. are liable to be rejected out rightly.
- f) Tender which is incomplete or obscure is liable for rejection.
- g) In case of ambiguities or self-contradictory terms and conditions mentioned in the bid, interpretations as may be advantageous to the CGHB may be taken without any reference to the Consultancy Firms.
- h) The Authority shall provide to the Transaction Advisor all such documents/ information/ reports as may be required by the Transaction Advisor to enable it to provide the services. The Authority undertakes and agrees to furnish to the Transaction Advisor from time to time such other documents/ reports/ information in its possession and/or knowledge as it may consider relevant to perform the Services, as and when such information is received by/available with the Authority.

## 12. Arbitration

In case of any dispute it shall be referred to Commissioner CGHB. If however the disputes remain unsolved it will be settled under the rules of Arbitration by one or more arbitrators appointed in accordance with the Arbitration & Counselling Act 1996.

## 13. Jurisdiction:

Any dispute or difference, arising under, out of, or about this work order shall be subject to exclusive jurisdiction of the competent court at Raipur (CG) only.

Format for Covering Letter to be submitted by the firms

To

**The Commissioner**

Chhattisgarh Housing Board(CGHB)  
Paryawas Bhawan, NawaRaipur-492002

Sub: - Submission of proposal for Selection of “Transaction Advisor”for Redevelopment of Residential & Commercial Sectors at Shanti Nagar, Raipur on Public Private Partnership mode.”

Sir,

In response to the EOI, dated \_\_\_\_\_ by CGHB, we offer proposal in response to bid. In the capacity of the Applicant for the services, we declare that we are willing to carry the services (as mentioned in the invitation), should the CGHB select us for this purpose.

We are submitting this proposal on our own. If selected, we understand that it would be on the basis of the organizational, technical, financial capabilities and experience as specified in the EOI. We understand that the basis for our qualification will be our proposal, and that any circumstance affecting our continued eligibility under the inquiry, or any circumstance which would lead or have led to our disqualification under the inquiry, shall result in our disqualification under this process.

We understand that you are not bound to accept any or all proposals you receive.

We declare that we have neither entered into nor are party to (whether by conduct or by acquiescence) any restrictive trade practice or sub-contracting arrangement or collective arrangement with any other person or entity including the other Applicants for the Project, in connection with the preparation and/or submission of our PROPOSAL for the Work, or preparation of the bidding documents.

We declare that we are not facing any enquiry or investigation under Prevention of Corruption Act in India or similar enactment in any other country.

We undertake that, in competing for (and, if we are selected, in executing) the services, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act 1988”.

We acknowledge and understand that in the event that the CGHB discovers anything contrary to our above declarations it is empowered to forthwith disqualify us and our proposal from further participation in the process.

Yours faithfully,

Consultant Signature

Name & Title of Signatory

Address:

## DETAILS OF CONSULTANCY FIRM

1. Full Name of the Consultancy Firm :
2. Office Address :
3. Telephone Nos / Mobile No. :
4. E-mail address. :
5. Date of commencement of firm :
6. Name of Associates / Employee having qualification of B.E. (Civil) or B. Arch
7. Name of LLP - Associate / Employee :

### **List of the documents enclosed:**

Documents Required	Page No.
1) Covering Letter as annexure – I	
2) Annexure II	
3) Certificate of constitution/registration of Firm / certificate of practice (as per clause no. 8.1 table no 1.1 & 4	
4) PAN of Firm	
5) Resume of Firm.	
6) Income Tax Returns of last three financial years i.e., 18-19, 19-20 & 20-21	
7) Certificate of qualification of proprietor/ partner/ director in Public Procurement/PPP as mentioned in 8.1 table sr. no. 1.2	
8) Documents of as per 8.1 table sr. no. 2 (work order/copy of agreement of each project)	
9) Documents as per 8.1 table sr. no. 3(work order/copy of agreement of each project)	
10) Signed copy of EOI	

**NOTE:** -Relevant documentary proofs in respect of all the above requirements need to be submitted along with the bid. Without sufficient documentary proof about qualifying criteria, the bid is likely to be rejected.

Signature:

Name of Firm:

## FINANCIAL PROPOSAL

**Fees for Transaction Advisory for Redevelopment of Residential & Commercial Sectors at Shanti Nagar,  
Raipur on Public Private Partnership mode under Chhattisgarh Housing Board(CGHB)**

**(Fee on lump sum basis Inclusive of all taxes & duties except GST)**

S No.	Particular	Fees per sector	Total sector	Total Fees
1	2	3	4	3 x 4
1	Financial Feasibility Assessment			
2	Fees (Sector Wise)		11 (Eleven)	
	Total Fees			
	Total Fees in Words			

Note :

1. The above-mentioned total fees include total fees as per scope of work excluding GST, which will be paid extra as per the law.

Signature:

Name of Transaction Advisor Firm: