



छत्तीसगढ़ गृह निर्माण मण्डल

**OFFICE OF THE EXECUTIVE ENGINEER
CHHATTISGARH HOUSING BOARD, DIVISION - 2**
Commercial Complex, 2nd Floor, Moulshree Vihar, Purena
VIP Road, Raipur (Chhattisgarh) 492001
Mail: cghbdivision02@gmail.com
Website: www.cghb.gov.in

**2nd Short Notice - Expression of Interest for
Selection of 'Transaction Advisor'**

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

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

EOI can be submitted till 31.10.2022 at 3.30 PM at the above address by hand or post/currier along with document charges and EMD it will be opened on same day at 4 PM

Executive Engineer
Division-2, MoulshreeVihar,
Chhattisgarh Housing Board

CHHATTISGARH HOUSING BOARD

Selection of 'Transaction Advisor' for Redevelopment of Residential & Commercial Project 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 having total project cost is about Rs. 500 Crores.

2. Purpose for Selection of Transaction Advisor

The objective of appointment of Transaction Advisor is to facilitate the CGHB in preparation of 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 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 by any Central/ State / Semi State Government or parastatal department during last 15 years.
3. Consultancy firm should have one associate member or employee having qualification of B.E. (Civil) or B. Arch and one Legal Expert (LLB). Name of such associates/employee should be disclosed in the Annexure II. Associates' experts/employee may be changed with written intimation to the CGHB.

4. Scope of Work

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

- 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.

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 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.
- Assist the department in conducting pre-bid meeting and respond clarification to bidders regarding project.
- In the event the Authority desires the consultancy firm to perform any related 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 as specified in the EOI.

In case of any clarification, contact may be made to Executive Engineer on his phone no. 9827175003.

(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 is 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 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 in preparing documents, and advise CGHB in achieving financial closure.

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 total fees, to be quoted by the Transaction Advisor should include all the components pertaining to the scope of work for the entire transaction period as defined in clause no. 6.

6. Contract Period

Transaction Advisor will be appointed till the final selection of the developer or 6 months whichever is earlier.

7. Document Fees

Document fees is Rs. 2000/- in the form of DD in favor of Executive Engineer, Division – II, Chhattisgarh Housing Board, Raipur which will be paid along with technical bid at the time of submission of bid.

8. EMD (Earnest Money Deposit)

EMD of Rs. 20000/- in the form of DD in favor of Executive Engineer, Division – II, Chhattisgarh Housing Board, Raipur shall be submitted along with technical bid. EMD of unsuccessful participant will be returned after selection of successful participant. EMD of successful consultant will be converted into security deposit as per clause 9 of this tender document.

9. Performance Guarantee / Security Deposit

EMD of successful consultant will be converted into performance guarantee/ security deposit and will return (without interest) after completion of contract period as mentioned in clause no. 6.

10. Submission, Receipt, and Opening of Technical Proposals

The Envelop 'A' of technical Bid shall be containing Eligibility Documents of qualifying criteria. Envelope 'B' of Financial Bid shall be the financial proposal. Envelop 'A' and 'B' should be kept in a separate envelope and clearly marked as "Selection of 'Transaction Advisor for Shanti Nagar Redevelopment Projects on PPP mode". 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/currier at following office address before submission due date.

Office of Executive Engineer,
Chhattisgarh Housing Board, Division II,
Commercial Complex, 2nd Floor, Moulshree Vihar,
VIP Road, Raipur (C.G.) 492001

Bid will be out rightly rejected if it will not be received at above 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 fulfils 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 Envelop 'B' i.e., financial bid is opened in presence of bidders.

11. Selection of Transaction Advisor

11.1 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. Master or Doctorate degree of proprietor/partner/ director of the firm (who have held such position for more than 5 years) on the subject of Commerce /Finance/Economics having specialization in Public Procurement/Public Private Partnership.	20 20	
2.	Consultancy Experience	Engaged by any Government/ Semi Government or Perastatal Organization for PPP. procurement, management, or financial consultancy/ DPR development/ Feasibility Study/ tender drafting/agreement drafting /bid process management for their project during last 15 years. One such assignment will carry 10 marks subject to maximum of 50.	50	
3.	HO of the Firm	Head Office of firm situated in Chhattisgarh State	10	
	Grand Total		100	

11.2 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 11.1. Qualified Transaction Advisors will be ranked as R1, R2, R3 and so on, on the basis of their score. Higher scorer bidder will be ranked as R1 and then 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.

11.3 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.

10.4 Final Selection

The Financial Proposals of the technically short listed Bidders as per clause 11.2 shall be only opened. After opening of financial proposal, the highest 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.

12. 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	Submission of RFP document	50% of total fees
2	Submission of contact agreement	30% of total fees
3	After pre bid meet	10% of total fees
4	After selection of developer	10% of total fees

Fees will be paid after submission of bill.

13. Modify / Cancel

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

14. 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.

15. 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.

16. 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

Office of Executive Engineer,
Chhattisgarh Housing Board, Division II,
Commercial Complex, 2nd Floor, MoulshreeVihar,
VIP Road, Raipur (C.G.) 492001

Sub: - Submission of proposal for Selection of “Transaction Advisor’for Redevelopment of Residential & Commercial Project 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 LLB/Legal Expert - :

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. 3 and 11.1 table no 1.1.	
4) PAN of Firm	
5) Document fees of Rs. 2000/- in DD	
6) EMD of Rs. 20000/- in DD	
7) Resume of Firm.	
8) Income Tax Returns of last three financial years i.e., 19-20, 20-21& 21-22	
9) Certificate of qualification of proprietor/ partner/ director in Public Procurement/PPP as mentioned in 11.1 table sr. no. 1.2	
10) Documents of as per 11.1 table sr. no. 2 (work order/copy of agreement of each project)	
11) 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 Project at Shanti Nagar,
Raipur on Public Private Partnership mode under Chhattisgarh Housing Board(CGHB)**

(Lump - sum Fee Inclusive of all taxes & duties except GST)

Particular	Total Fees (Rupees)
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: