

**OFFICE OF THE PROJECT DIRECTOR ,
DISTRICT URBAN DEVELOPMENT AGENCY (DUDA),
CUTTACK**



Plot No: B/39, Sector 9
CDA, Cuttack-753014
Email - dudacuttack@gmail.com

RFP No:... 895

Date: 23.12.2020

Request For Proposal (RFP) invited from "Government Agencies for development of **Smart Parks and Model Crematoriums** in designated NAC's and Municipality"

District Urban Development Agency (DUDA), Cuttack (herein also referred as Authority) invites applications in the form of Request for Proposal from "Government Agencies for development of **Smart Parks and Model Crematoriums** in designated NAC's and Municipality" from Dt: 23/12/2020 to Dt: 8/1/2021. The detailed document is available in the website of Cuttack District i.e. <https://cuttack.nic.in>.

The RfP shall be submitted in the prescribed format along with all relevant documents duly signed and sealed. The RfP should reach the Office of Project Director, DUDA, Cuttack by Dt: 8/1/2021 by 03.00 P.M. either by Courier/ Speed post/ Registered post. (No hand delivery is acceptable). The Office of Project Director, DUDA, Cuttack shall not be responsible for any delay in postal delivery and similar reasons. |

Brief Description of application process:

The selection shall be based on the capability and experience of the applicants. The bidders are requested to make themselves aware with the site conditions before submitting the RfP. For any assistance in this regard or for any clarification w.r.t. this project, the prospective applicants may contact: -

**Akshay Kumar Mishra
Team Lead cum Nodal Officer
DUDA, Cuttack**

RfP Schedule:

Application due date: 8/1/2021 up to 3:00 p.m.

*Bidders shall have to make their own arrangements for site visit to designated NAC's and Municipality, Cuttack, Odisha.

DUDA, Cuttack reserves right to accept or reject any application and to annul the selection process at any time, without incurring any liability and without assigning any reason thereof.

RfP No:

Date:

**Request for Proposal(RfP) for Selection of Government
Agency for**

**Development of Smart Parks and Model
Crematoriums in designated NAC's and
Municipality**



Office of Project Director, DUDA, Cuttack

At/Po- Plot No: B/39, Sector 9, CDA, Cuttack

Pin-753014,

Phone no. - 0671-2956711

Email - dudacuttack@gmail.com

Schedule of Bidding Process

Period of availability of RFP document:	Dt. 23/12/2020 to Dt. 8/1/2021 Downloadable from Website https://cuttack.nic.in
Last date for receipt of Queries	Dt. 1/1/2021 by 3.00 PM on dudacuttack@gmail.com
Last date for receipt of RFP:	Dt. 8/1/2021 by 3.00 PM Through Courier/Registered Post/ Speed post. No drop box facility available and Hand delivery is not allowed.
Place of submission of RFP:	Office of Project Director, DUDA, , Cuttack At/Po- Plot No.- B/39, SECTOR-9, CDA Pin- 753014, Odisha.
Date and Time of opening of Technical Proposal	Dt. 8/1/2021 at 4.00 pm.
Presentation by Bidders	To be intimated later
Date and Time of opening of Financial Proposal	To be intimated later
For further information:	Office of Project Director, DUDA, , Cuttack At/Po- Plot No.- B/39, SECTOR-9, CDA Pin- 753014, Odisha. Phone: 0671-2956711, Email- dudacuttack@gmail.com Mobile: +91-9338882121

PROJECT INFORMATION AND GENERAL CONDITION OF CONTRACT

A. PROJECT INFORMATION

1. District Urban Development Agency

Rapid urbanization has led to basic infrastructural issues in urban areas. To mitigate these problems and facilitate urban populace with superior quality of Infrastructure as well as to materialize the Dream of “Development in Urban Area” – The Integration & coordination of various urban development polices and schemes were quite essential. Various schemes which are implemented by DUDA are AAHAR, UNNATI, NULM, Swaccha Bharat Mission etc.

Some of the key functions of DUDA:

- Ensure quality standards in Infrastructural works in ULBs Areas under different scheme.
- Monitoring and supervision of all Developmental works implemented by ULBs.
- Regular Review of various urban development schemes and works at district level in every month.
- Liasioning with the State Nodal Agencies for urban development, District Administration, ULB administration and H&UD Deptt. Govt. of Odisha.
- Innovations in the work culture and data updating through Google services (Google Docs).
- To ensure effective and efficient utilization of allocated Grants & resources in achieving desired outcome with respect to various urban development schemes.
- Organize various training workshop in district for capacity building.

2. Designated NAC's and Municipality

- NAC Banki
- NAC Athagarh
- Choudwar Municipality

3. Project Objective

The main objectives of the assignment is development of **Smart Parks and Model Crematoriums** in designated NAC's and Municipality as mentioned in Clause 2. DUDA, Cuttack intends to develop new crematorium or refurbish existing crematorium since they lack basic facilities like sitting place, changing rooms, bathrooms, toilets, electricity, running water supply, greenery etc. and poor maintenance. Similarly, parks are an integral part of urban life and play an important role in maintaining the ecological balance in cities, offer good recreational space to the citizens and is seen as the lungs of the locality. Hence, DUDA Cuttack intends to develop smart parks which will provide space for outing recreation and enjoyment to citizens in a lush green environment.

B. GENERAL CONDITION OF CONTRACT

4. Detailed Scope of Services

The following broad scope of work has been earmarked for the Agency:

The scope of work is divided into 2 parts;

Part-1: Preparation of Detail Project Report (DPR)

Part-2: Bid Process Management and Technical & Financial Supervision

Part-1:

Project Conceptualization- The agency is expected to conceptualize the idea of setting up Smart Park and Model Crematorium as per clause 5 and clause 6 at the identified site. The Concept should clearly earmark the elements that could be developed on the given land parcel and detail out the same in the DPR.

In-Principle Approval- The agency to submit a short proposal as required by Project Director, DUDA, Cuttack for taking in-principle approval.

Detailed Project Report - A detailed techno-economic feasibility study needs to be carried out by the agency to understand the cost of development and the assets that need to be created within the Smart Park and Model Crematorium. The scope of such a study could be as follows:

- Preparation of Master plan of the project
- Cost Estimates and Financial Aspects etc.
- Bar Chart for Schedule of implementation of works
- An Operation & Maintenance structure for the proposed Smart Park and Model Crematorium
- Facilities to be considered as per Scheme requirement along with following minimum infrastructure:
 - Common facility building
 - Roads
 - Storm water drainage system
 - Illumination
 - 33/11 KV Substation with distribution network
 - Gate & gatehouses
- Technical and financial feasibility for the project
- Project Structuring - The basis on which the project would be developed
- Assist Project Director, DUDA for clarifying the queries raised on the DPR.
- Necessary follow-ups on behalf of DUDA for final approval of the Project from H&UD, Odisha till the receipt of final grant-in-aid and closure of the project.

Note: A draft DPR should be submitted prior to final approval from Collector, Cuttack. Later, final DPR in five hard copies, A0 size Master Plan 5 copies along with 1 No. of Soft Copy (Pen drive) should be submitted.

Part 2:

Bid Process Management-

- After successful completion of preparation, submission of DPR and final approval of the Project from the Collector, Cuttack the execution for the work of Bid Process Management will be awarded through separate Work Order. However, DUDA reserves the right to cancel/ reject the selected bidder for execution of the work of Bid Process Management and supervision of works if at any time the bidder is found to be unreliable, or the project is abandoned for the reason not within the Control of DUDA. Performance security of the bidder will be forfeited if at any time the bidder is found to be unreliable. However, 50% of Performance security will be returned otherwise will be adjusted with the progress of works of running bill in case the project is abandoned for the reason not within the Control of DUDA as detailed in Force Majeure.
- Agency can select private contractors based on the BOQ prepared by them. A transparent selection procedure would be undertaken to select the private sector contractor/s. The evaluation of the submitted proposals shall be undertaken by an Evaluation Committee formed for the purpose by DUDA. The agency shall assist DUDA in the process of selection of the Private sector contractor/s.
- Preparation of Bid documents for the above assignment.
- Preparation of EOI/Request for Qualification/Request for Proposal documents - The agency is required to prepare a detailed EOI/RFQ/RFP document as the case may be for selecting a private sector contractor/s to undertake the construction of various facilities as approved by DUDA. The documents should ensure transparency and incorporate all provisions of bid process as prescribed by the Government of India and/or Government of Odisha.
- Preparation of contractual document - The agency will be required to prepare the contractual document for signing with the selected private sector contractor/s who would undertake the construction works for Smart Park and Model Crematorium.
- Preparing the Notice Inviting Tender

Technical & Financial Supervision of works:

The agency shall be required to work during the construction phase till the completion of all works, testing and commissioning of various facilities, equipment,

machineries etc. till commissioning of the project including obtaining approvals from various authorities regarding norms & standards adopted during construction phase.

The services of agency shall inter-alia include:

- Detailed engineering for specific works contracts to be determined by DUDA
- Preparation of Master Plan, Detailed Designs & Drawings for the works contract and preparation of Bid Documents.
- Checking layout at site for all facilities.
- Ensure implementation of the Quality Assurance/ Quality Control Plan.
- To take measurement and approve Running Account Bill of Contractors.
- Monitoring, attending meetings as per DUDA.
- Preparation of Monthly progress review Power Point Presentation (PPT) as required by DUDA.
- Attending Pre-Delivery Inspection (PDI) for release of machinery by the agency along with DUDA. The necessary expenses of out-station to be borne by the agency.
- Preparation of weekly, monthly and Quarterly progress reports and submission of reports to DUDA.
- Supervision of work on regular basis.
- Attending progress review meetings.
- Preparation of Work wise specification and bar chart for micro/macro planning.
- Dealing with problems relating to site conditions, specifications and drawings.
- Witnessing various field tests on completion of construction and issuing completion / provisional certificates.
- Preparation of manual for review, inspection and monitoring of O&M.
- Preparation of as-built drawings after completion and commissioning of project within 30 days. As-built drawing submission should be A0 size/readable size of 5color copies of each drawing to Project Director, DUDA, Cuttack.

Closure of the Project:

The agency shall discharge its duties in a fair, impartial and efficient manner, consistent with the highest standards of professional integrity and good industry practice and submit necessary Project Closure Report after completion each activity as per approved DPR.

5. Smart Parks:

Smart Parks shall have the following:

- Gardens and vegetation
- Fruit and flower bearing trees and bushes
- Adequate drainage
- Low pressure rotating water sprinklers
- Paved walking paths
- Seating areas

- Parking facilities
- Ramps for disabled friendly
- Open air gyms
- Yoga & aerobic platform
- Child friendly equipment
- Energy efficient LED lights- Both lawn lights and general illumination
- Free Wi-Fi
- Drinking water
- Toilet and first aid centres
- Fountain

6. Model Crematorium:

Crematorium will have the following:

- Office cum care taker room
- Wood room
- Locker room
- Running water room
- Vehicle access
- Bathing
- Wash & changing room
- Store room
- Sitting space with chairs
- Music system with speaker
- Proper sanitisation
- Waste disposal arrangements
- Landscaping with greenery
- LED lighting of the entire area

7. Period of Service

The contract shall be for a period of 8 months from issuance of Letter of Award (LOA). However, the authority may extend the period of contract at its discretion. In case the authority extends the duration of contract, the validity of the Performance Security shall be extended to cover the duration of the contract.

8. Schedule for submission of reports and documents

Submission Time shall be w.e.f. the Date of Commencement (DoC)/Work order (WO) of Executing Agency for "Engagement of Agency for Preparation of Detailed Project Report, Bid Process Management and Supervision for Development of Smart Parks and Crematoriums in designated NAC's and Municipality".

Stage No.	Deliverables	Due Date / Time
Part-1: Preparation of DPR		
1	Submission of a short proposal to Project Director, DUDA, Cuttack, for in-principle approval for Development of Smart Parks and Model Crematorium Draft Submission of Detail Project Report (DPR) including Master Plan, after taking consent from Project Director, DUDA for Development of Smart Parks and Model Crematorium	15 days from DoC/Work Order/LOA
2	Modification/ Correction of Draft Detailed Design and Estimate for Development of Smart Parks and Model Crematorium	7 days from Draft Submission of Detail Project Report (DPR)
3	Final Detailed Project Report submission to Project Director, DUDA for Development of Smart Parks and Model Crematorium	7 days from Modification/ Correction
Part-2: Bid Process Management and Supervision of works		
4	<ul style="list-style-type: none"> • Floating of works tender with necessary Detailed Engineering Drawing, Plan & Estimates • Tender Evaluation • Finalization of Agency and execution of contract agreement with successful bidder • Supervision of Works for Development of Smart Parks and Model Crematorium 	180 days approval of final DPR from Approval of Collector, Cuttack

9. Payment Schedule

The quoted fees as per financial bid i.e. Annexure D, shall be paid at the end of the contract i.e. after issuance of completion certificate. The payment shall be released within 15 days of submission of invoice.

In case of unsatisfactory performance or inordinate delay by the selected agency, Authority reserves the right to impound a portion of the fees, not exceeding 5% of the total fees payable. The fees shall be inclusive of all other contingency expenses, out of pocket expenses, payment to any third party and profit. It shall be only exclusive of applicable GST.

10. Bid Security

Not applicable.

11. Performance Security

Successful agency shall have to furnish within 7 (Seven) days of award of contract notice, a Performance Security amounting to 25% of the quoted fee in the form of an irrevocable and unconditional Bank Guarantee from any Nationalised/Scheduled Bank of India till the duration of the contract. The validity of the Performance Security shall cover the entire contract period and shall be extended as per the contract extension period. However, in case of Government Agencies exemption or waiver on performance security shall be as per the guidelines of State Government.

12. Site Visit & Verification of Information

The interested bidders are encouraged to submit their proposal after visiting the Project site and ascertaining themselves the site conditions, project area i.e. NAC Banki, NAC Athagarh and Choudwar Municipality, location, surroundings, climate, access to the site, applicable laws, guidelines, regulations or any other matter considered relevant by the them.

13. Default of service

Deviation and/ or Refusal and/ or non-Performance towards in any of the obligations described in the Scope of Services would be treated as default of service of the selected agency. Upon default of service, Authority would reserve the right to forfeit the Performance Security and the payment outstanding for the said job. In addition, Authority would also have the right to terminate the agreement with the selected agency.

SUBMISSION FORMALITIES & BID EVALUATION METHODOLOGY

Submission Formalities

14. Format and Signing of Proposal

The proposal shall be submitted in two parts -

- Part A - Technical**
- Proposal Part B - Financial**
- Proposal**

The proposal shall be typed or written in indelible ink and shall be signed by the applicant or a person or persons duly authorized. Any interlineations, erasures or overwriting shall be valid only if they are initialled by the person or persons signing the proposal prior to opening of the same.

15. Submission of Proposal - Packing, Sealing and Marking

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with applicant's name and address in the left hand corner of the envelope and superscribed in the following manner.

Part-A- Properly sealed Technical Proposal as per the Format attached in the Annexures- A,B,C) of this RfP

Part-B- Properly sealed Financial Proposal in the specified format as per Annexure D

Both the envelopes i.e. Envelope for Part-A and Envelope for Part-B must be packed in a separate sealed outer cover and clearly super scribed with the following:

“Selection of Government Agency for development of Smart Parks and Model Crematoriums in designated NAC's and Municipality”

The Applicant's Name & address shall be mentioned in the left hand corner of the outer envelope. The inner and outer envelopes shall be addressed to the Office of Project Director, DUDA, Cuttack at the following address:

The Project Director,

DUDA, Cuttack

At/Po- Plot No.- B/39, SECTOR-9, CDA

Pin- 753014, Odisha.

If the outer envelope and the financial proposal envelope is not sealed and marked as mentioned above, then Authority will assume no responsibility for the tender's misplacement or premature opening. Telex, cable or facsimile tenders will be rejected.

The opening of the Financial Proposal shall be made after evaluation of technical proposal and as per the scheduled dates which shall be intimated by Authority to the eligible applicants. In case of any discrepancy between figures and words in the financial proposal, the one described in words shall be adopted.

16. Eligibility Criteria

The minimum eligibility criteria, in terms of Experience & Performance and Annual average turnover is as given below. The sole applicant shall fulfil all the requirements given in the table below.

Sl. No.	Minimum Experience & Performance (Technical Capacity)	Maximum Marks
1.	Agency must be a Government Body like Corporation, ULB, Line Departments or Development Authority	10
2.	Participating Agency must have executed or presently executing minimum 5 projects of Park and/or Crematorium in last 5 years from bid submission date - 10 marks Each additional project for Park and Crematorium shall be awarded additional 2.5 marks	20
3.	Minimum of 10 years of proven experience in providing consultation for preparation of Concept Report, Feasibility Report, DPR/Estimates etc.(Certificate of incorporation or registration to be provided) Weightage will be given to those bidders having experience / completing at least in line one project of value of Rs. 100.00 Crores or two projects of value of Rs. 50.00 Crores as per scope of work	15
4.	Average minimum annual turnover in last 3 years from bid submission date should be not less than 100 Crores per year.	10
5.	Completion certificate/work order for all the work orders to be submitted	15
6.	Technical Presentation - Innovative comments on scope of work, Quality Check, Timely completion, Bid process management etc.	30

The format of submission of Agency Experience and Performance (Technical Capacity) and Average Annual Turnover (Financial Capacity) is as given in Annexure.

Note: Work order and/or Completion Certificate shall be submitted for each individual projects mentioned. Bidders not scoring the above minimum eligibility criteria will be awarded zero marks.

17. Number of Proposals

An agency is eligible to submit only one proposal for this project.

18. Validity of Bid

Proposal shall remain valid for 180 days from the last date of submission of Proposal. A Proposal valid for a shorter period shall be rejected as non-responsive.

19. Disputes

All legal disputes are subject to the jurisdiction of Cuttack court only.

20. Addendum / Corrigendum / Notice

Any Addendum / Corrigendum / Notice etc. for this assignment issued by DUDACuttack will be hosted only on the website <https://cuttack.nic.in>.

21. Acknowledgement by Bidder

It shall be deemed that by submitting the Proposal, the agency has:

- a. made a complete and careful examination of the RfP, general condition of contract, submission formalities and evaluation mechanism;
- b. received all relevant information requested from Authority;
- c. acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in this invitation document or furnished by or on behalf of Authority;
- d. satisfied itself about all matters, things and information necessary and required for submitting the proposal and performance of all of its obligations there under;
- e. acknowledged that it does not have a conflict of interest with any other agency; and
- f. agreed to be bound by the undertaking provided by it under and in terms hereof.

Authority shall not be liable for any omission, mistake or error on the part of the firm in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to this invitation document or the selection process, including any error or mistake therein or in any information or data given by the Authority.

22. Right to reject any or all Proposals

Notwithstanding anything contained in this invitation document, Authority reserves the right to accept or reject any Proposal and to annul this selection Process and reject all proposals, at any time without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.

Authority, also, reserves the right to reject any Proposal if:

- a. at any time, a material misrepresentation is made or uncovered, or
- b. the firm does not submit sufficient information as being asked for

23. Amendment / Modification

At any time prior to the deadline for submission of Proposal, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify any of the terms mentioned in this invitation document by the issuance of Addendum/ Amendment. All such amendments/ addendum will be circulated to the

bidders and will be binding on all. In order to abide by the issuance of the amendment or allow the bidder for giving a reasonable time for considering an amendment into their proposal, or for any other reason, the Authority may, in its sole discretion, extend the Proposal Due Date.

24. Penalty

In the event of delay in stage wise execution of work, specified in this Contract / furnishing deliverables due to negligence or in-efficiency attributable to the selected bidder, the selected bidder shall be liable to a penalty up to a maximum of 5% (Five percent) of the contract value.

25. Language

The Proposal and all communications in relation to or concerning the Selection Process shall be in English language and strictly on the formats provided in this invitation document.

26. Bid Opening Date

Authority will open all technical bids, in the presence of authorized representatives who choose to attend, at the date and time mentioned and in the following location:

Office of Project Director, DUDA, Cuttack

At/Po- Plot No.- B/39, SECTOR-9, CDA

Pin- 753014, Odisha.

The representatives of bidders who are present shall sign a register evidencing their attendance. In the event of the specified date being declared a holiday for Authority, the proposal shall be opened at the appointed time and location on the next working day. The authorized representative of the bidding firm with the letter of authorization shall be allowed in the meeting for the said project.

27. Bid Evaluation Methodology:

Evaluation of the proposals for “**Selection of Agency for development of Smart Parks and Model Crematoriums in designated NAC’s and Municipality**” will be based on **QCBS (Quality cum Cost Based Selection) mode.**

28. Evaluation of Technical Bid

In the first stage, the Technical Proposal will be evaluated on the basis of technical proposal

submitted by the firm and the presentation of the firm before Authority for showing capability to handle the similar type of project.

The total maximum score for evaluation of technical proposal is 100 marks. This score shall be based on an assessment of the technical proposal which shall be assessed through rating of various parameters set out in the table in Clause 16 i.e. eligibility criteria.

Technical Presentation:

All bidders shall be required to make presentations up to 20 minutes to demonstrate their relevant credentials before the Technical Committee of Authority and to submit 5 hard copies during the presentation. The presentation shall broadly cover the following aspects:

- A. Project Concept
- B. Approach and methodology
- C. Deliverables & Time Schedule
- D. Description of minimum 2 projects similar to this project

The Technical scoring (Ts) of participants shall be as per the point scoring methodology. Authority may include a panel of experts to evaluate the technical presentation. The bidders shall be invited for a PowerPoint presentation in front of the committee.

29. Opening of Financial Proposal

The financial proposal of the participants would be opened on the scheduled date. The score shall be computed as follow;

Financial Score(Fs): The lowest financial proposal will be given a financial score of 100 points. The financial scores of other proposals will be computed as follows;

$$Fs = 100 \times FM1/F1$$

(F1 = amount of Financial Proposal as proposed by the applicant; FM1 = Lowest financial quote)

30. Combined and Final Evaluation

Proposals will finally be ranked according to their combined technical (Ts) and financial (Fs) scores as follows;

$$S = Ts \times Tw + Fs \times Fw$$

(Where S is the combined score, and Tw and Fw are weights assigned to Technical Proposal and Financial Proposal that shall be 0.80 and 0.20 respectively).

The Selected Applicant shall be the First Ranked Applicant (having the highest combined score). The Second Ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked Applicant withdraws, or fails to comply with the requirements specified in the RfP document.

31. Award of Consultancy

After selection, a Letter of Award (the "LOA") shall be issued, in duplicate, by Authority to the selected bidder and the bidder shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the selected agency is not received by the stipulated date, unless it consents to extension of time for submission thereof, the right to signing of the agreement would be forfeited by Authority and the next eligible firm may be considered for the project.

Upon receipt of Letter of Award (LOA) from Authority, the selected bidder should submit the Performance security in favour of Authority.

32. Execution of Work

After acknowledgement of the LOA as aforesaid by the selected firm, it shall start executing the work as per the milestone detailed in Clause 8.

33. Force Majeure

A Force Majeure Event means any act, event or circumstance or a combination of acts, events or circumstances or the consequence(s) thereof occurring after the date of Letter of Award. A Force Majeure Event means the following events and circumstances:

- acts of God including storm, tempest, cyclone, hurricane, tsunami, flood, whirlwind, lightning, earthquake, washout, landslide, soil erosion, volcanic eruption, or extreme adverse weather or environmental conditions or actions of the elements;
- fire or explosion caused by reasons not attributable to the Agency or any Agency Related Parties;
- chemical or radioactive contamination or ionising radiation;
- epidemic, plague or quarantine;
- accidents of navigation, air crash, shipwreck, train wreck or other similar failures of transportation of equipment and/or material necessary for construction of the assets in park and crematorium;
- unavailability, late delivery or changes in cost of plant, machinery, equipment, materials or spare parts required for undertaking the Project;

- a delay in the performance of any Subcontractor;
- non-performance resulting from normal wear and tear; or
- non-performance caused by the non-performing Party's (I) negligent or intentional acts, errors or omissions, (II) failure to comply with the Applicable Laws or Applicable Permits, or (III) breach of, or default under, this Agreement, as the case may be;
- hostilities (whether declared as war or not), riot, civil disturbance, revolution, rebellion, insurrection, act of terrorism, in each case involving the GoI or the GoO or occurring in Odisha;
- invasion, armed conflict, coup d'état, act of foreign enemy, blockade, embargo, revolution, insurgency, nuclear blast/explosion, politically motivated sabotage, religious strife or civil commotion, in each case involving the GoI or the GoO or occurring in Odisha;
- strikes, lockout, boycotts or other industrial;
- any orders issued by the relevant Government Authority, which require the Agency to suspend the construction or maintenance of the Project in compliance with Applicable Laws, provided that, such orders are not attributable to the Agency's breach or violation of any Applicable Laws or Applicable Permits; and
- delay or failure by the relevant Government Authorities in renewing or granting any Applicable Permit, despite the Agency having applied for such Applicable Permit expeditiously and complied with the requirements of Applicable Laws in making such application or the unlawful revocation of any Applicable Permit

Covering Letter

(On the Letterhead of the applicant)

To,
The Project Director
District Urban Development Agency (DUDA)
Cuttack-753014

Date: _____

Ref: Request for Proposal (RfP) For Selection of Government Agency for development of Smart Parks and Model Crematoriums in designated NAC's and Municipality

Being duly authorised to represent and act on behalf of (hereinafter referred to as "the Applicant"), and having reviewed and fully understood all of the Proposal requirements and information provided and collected, the undersigned hereby submits the Proposal on behalf of _____ (*Name of Applicant*) for the captioned Project with the details as per the requirements of the RFP, for your evaluation. We confirm that our Proposal is valid for a period of 180 days from the last date of submission of proposal.

We also hereby agree and undertake as under:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unconditional in all respects and we agree to the terms and conditions of the Request for Proposal.

We hereby certify and confirm that in the preparation and submission of our Proposal, we have not acted in concert or in collusion with any other applicant or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

Yours faithfully,
For and on behalf of (*Name of Applicant*)

**Duly signed by the Authorised Signatory of the Applicant
(Name, Title and Address of the Authorised Signatory)**

Details of Applicant

(On the Letter Head of the Applicant)

- (a) Name of the Government Body :
- (b) Name of the contact person :
- (c) Designation :
- (d) Corporation/Development Authority etc. :
- (e) Address :
- (f) Telephone number :
- (g) E-mail address :
- (h) Fax number :
- (i) Mobile number:
- (j) Turnover:

Sl No.	Financial Year	Amount in INR
1	2019-20	Rs. _____/-
2	2018-19	Rs. _____/-
3	2017-18	Rs. _____/-

*In case Financial Year 2019-20 is not available then bidder is advised to submit Turnover for 2016-17, 2017-18 and 2018-19

Duly signed by the Authorised Signatory of the Applicant

(Name, Title and Address of the Authorised Signatory)

(Signed and sealed by a Chartered Accountant) Membership No. _____

Date: _____

Format for Project Data Sheet

Sl.No.	Parameters	Remarks
1	Project Title	
2	Project Description (Smart Park/Crematorium)	
3	Location	
4	Name of Client	
5	Total Project Cost (In Indian Rupees)	
7	Period of Services rendered by the Applicant (Start date and End date)	
8	Consultancy Fees of the Applicant (In Indian Rupees)	
9	Present Status of the Project (Completed/ongoing)	
10	Other Information relating to Project	
11	Copy of work orders and	
12	Completion certificate issued by the client	

Note: The work order along with the completion certificates shall be attached with every project.

**Duly signed by the Authorised Signatory of the Applicant
(Name, Title and Address of the Authorised Signatory)**

FINANCIAL PROPOSAL

To,
The Project Director
District Urban Development Agency (DUDA)
Cuttack-753014

NAME OF PROJECT: Selection of Government Agency for development of Smart Parks and Model Crematoriums in designated NAC's and Municipality

We, the undersigned, offer to provide the consulting services as **an Agency** for the above scope of services in accordance with your RfP. Our total financial quote is as given below,

Name of the Project	Financial Quote
NAC Banki Smart Park	Rs. _____ (both in words and figures) exclusive of applicable GST.
NAC Athagarh Smart Park	Rs. _____ (both in words and figures) exclusive of applicable GST.
Choudwar Municipality Smart Park	Rs. _____ (both in words and figures) exclusive of applicable GST.
NAC Banki Crematorium	Rs. _____ (both in words and figures) exclusive of applicable GST.
NAC Athagarh Crematorium	Rs. _____ (both in words and figures) exclusive of applicable GST.
Choudwar Municipality Crematorium	Rs. _____ (both in words and figures) exclusive of applicable GST.
Selection of Agency for development of 3 (three) Smart Parks and 3 (three) Model Crematoriums in designated NAC's and Municipality	Total: Rs. _____ (both in words and figures) exclusive of applicable GST.

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 180 days from the last date of submission of proposal.

This financial proposal covers remuneration for all personnel cost, all incidental manpower expenses and out of pocket expenses. The Financial Proposal is without any condition.

Yours faithfully,

For and on behalf of *(Name of Applicant)*

Duly signed by the Authorised Signatory of the Applicant

(Name, Title and Address of the Authorised Signatory)