

Request for Proposal

Credit Rating of Development Authorities of Uttar Pradesh

**Housing & Urban Planning Department,
Government of Uttar Pradesh
&**

**Regional Centre for Urban and Environmental Studies (Resource Centre)
(Estd. By Ministry of Housing & Urban Affairs, Government of India)**

Housing & Urban Planning Department, Government of Uttar Pradesh
&
Regional Centre for Urban and Environmental Studies
Adjacent Registrar's Office, Lucknow University Campus, Lucknow-226007
Office: (0522)-2740165, 2740108
Email: rcueslucknow@gmail.com

Assignment Title: Credit Rating of Development Authorities of Uttar Pradesh.

Request for Proposals (RFP)

Annexure -1	
Credit Rating of Development Authorities of (Uttar Pradesh)	
S.No	Name of the Development Authorities
1-	Kanpur
2-	Agra
3-	Varanasi
4-	Allahabad
5-	Lucknow
6-	Ghaziabad
7-	Meerut

1. The Regional Centre for Urban and Environmental Studies,(RCUES) Lucknow (On behalf of Housing & Urban Planning Department , *Government of Uttar Pradesh*) invites sealed bids from shortlisted firms for Credit Rating under AMRUT Mission for **Credit Rating of Development Authorities of Uttar Pradesh as per Annexure 1.**
2. **This Request for Proposals (RFP) has been addressed to the following shortlisted Credit rating agencies by Ministry of Housing & Urban Affairs, Government of India.**

S.No.	Firm	Country of Incorporation
1	CRISIL Limited	India
2	India Ratings and Research Pvt. Ltd.	India
3	ICRA Limited	India
4	Credit Analysis & Research Ltd. (CARE)	India
5	Brickwork Ratings India Private Limited	India
6	SME Rating Agency of India Ltd. (SMERA)	India
7	Infomeries Valuation and Rating Pvt. Ltd.	India

1. Interested shortlisted firms under Bidders may obtain further information from Regional Centre for Urban and Environmental Studies,(RCUES) Lucknow (On behalf of Housing & Urban Planning Department , *Government of Uttar Pradesh*) and inspect the bidding documents from *10:00AM to 5:00PM.* at the address given below from
Administrative Officer, Regional Centre for Urban and Environmental Studies,

Adjacent Registrar's Office, Lucknow University Campus, Lucknow-226007, Office: (0522)-2740165, 2740108 ,Email: rcueslucknow@gmail.com

2. A complete set of bidding documents in English Language may be downloaded from THE TENDER APPLICATION SHALL BE UPLOADED ON THE WEB PORTAL WWW.EPROCURE.GOV.IN .

3. The key dates are as follows:

Last Date / Time for Receipt of Sealed Proposals: 12.12..2018/ 03:00 PM

Opening Technical Bid : DATE -15:12:2018 /12:00 PM

Address: **Regional Centre for Urban and Environmental Studies**

adjacent Registrar's Office, Lucknow University Campus,Lucknow-226007

Office: (0522)-2740165, 2740108

4. Bids must be submit online to the address mentioned on or before *the specified date and time in the Bid Data Sheet*. Late bids will be rejected. Bids will be opened in the presence of Bidders' representatives who choose to attend at the address mentioned immediately after the closing time of submission of Bids.

5. Bidder has to submit Tender processing fee **Non Refundable** will **Rs 5000/-** INR (Five Thousand only) online /NEFT per city

Bank Name: Axis bank Ltd Branch Name: Aliganj, Lucknow

Account Name: Regional centre for Urban & Environmental Studies Lucknow

Account No.: 914010033522336 • IFSC: UTIB0001692

6. The Tender Fee should be submitted along **with the Technical Proposal** ON THE WEB PORTAL WWW.EPROCURE.GOV.IN online only
7. The final assignment to the firm will be decided by the tender committee.

SELECTION OF CONSULTANTS

REQUEST FOR PROPOSALS

**Project Name: Credit Rating of Selected Development Authorities
of Uttar Pradesh**

**Revised _after pre bid:
Date:05/12/2018**

Preface

TABLE OF CLAUSES

PART I.....	8
Section 1. Letter of Invitation.....	8
A. General Provisions.....	11
1. Definitions.....	11
2. Introduction.....	12
3. Conflict of Interest.....	13
4. Unfair Competitive Advantage.....	13
5. Corrupt and Fraudulent Practices.....	14
6. Eligibility.....	14
B. Preparation of Proposals.....	15
7. General Considerations.....	15
8. Cost of Preparation of Proposal.....	15
9. Language.....	15
10. Documents Comprising the Proposal.....	15
11. Only One Proposal.....	15
12. Proposal Validity.....	16
13. Clarification and Amendment of RFP.....	16
14. Preparation of Proposals – Specific Considerations.....	17
15. Technical Proposal Format and Content.....	17
16. Financial Proposal.....	18
C. Submission, Opening and Evaluation.....	18
17. Submission of Proposals.....	18
18. Confidentiality.....	19
19. Opening of Technical Proposals.....	20
20. Proposals Evaluation.....	20
21. Evaluation of Technical Proposals.....	20
22. Financial Proposals for QBS.....	20
23. Public Opening of Financial Proposals (for QCBS, FBS, and LCS methods).....	20
24. Correction of Errors.....	21
25. Taxes.....	22
26. Conversion to Single Currency.....	22
27. Combined Quality and Cost Evaluation.....	22
D. Negotiations and Award.....	23
28. Negotiations.....	23
29. Conclusion of Negotiations.....	24
30. Award of Contract.....	24

E. Data Sheet.....	25
Section 3. Technical Proposal – Standard Forms	31
1.....	
Checklist of Required Forms	31
2.....	
Form TECH-1	32
3.....	
Form TECH-2.....	34
4.....	
Form TECH-3	36
5.....	
Form TECH-4	37
6.....	
TECH-5.....	38
7.....	
Form TECH-6.....	39
Section 4. Financial Proposal - Standard Forms.....	43
Section 5: Terms of Reference.....	47
Section 5: Terms of Reference	47
5.1 Background	47
5.2 Objectives of this Assignment.....	47
5.3 Description of Task.....	48
1. Credit Scoring.....	48
2. Provide information for National Credit database:	50
Deliverables and Outputs.....	50
7.1 Qualification Requirements:.....	51
Section 6:	54
STANDARD FORM OF CONTRACT	54
Preface.....	57
I. Form of Contract.....	59
II. General Conditions of Contract	61
A. GENERAL PROVISIONS.....	61
2. Relationship between the Parties	62
3. Law Governing Contract.....	62
4. Language.....	62
5. Headings	62
6. Communications	62
7. Location	63
8. Authority of Member in Charge	63

9. Authorized Representatives	63
10. Corrupt and Fraudulent Practices.....	63
B. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT.....	63
11. Effectiveness of Contract.....	63
12. Termination of Contract for Failure to Become Effective.....	63
13. Commencement of Services	63
14. Expiration of Contract.....	63
15. Entire Agreement.....	64
16. Modifications or Variations	64
17. Force Majeure	64
18. Suspension	65
19. Termination.....	65
C. OBLIGATIONS OF THE CONSULTANT	67
20. General.....	67
21. Conflict of Interests.....	68
22. Confidentiality	69
23. Liability of the Consultant	69
24. Insurance to be Taken out by the Consultant.....	69
25. Accounting, Inspection and Auditing	69
26. Reporting Obligations.....	69
27. Proprietary Rights of the Client in Reports and Records.....	69
28. Equipment, Vehicles and Materials	70
D. CONSULTANT’S EXPERTS AND SUB-CONSULTANTS	70
29. Description of Key Experts.....	70
30. Replacement of Key Experts	70
31. Removal of Experts or Sub-consultants.....	70
E. OBLIGATIONS OF THE CLIENT	71
32. Assistance and Exemptions.....	71
33. Access to Project Site.....	71
34. Change in the Applicable Law Related to Taxes and Duties	72
35. Services, Facilities and Property of the Client.....	72
36. Counterpart Personnel.....	72
37. Payment Obligation	72

F. PAYMENTS TO THE CONSULTANT	72
38. Contract Price.....	72
39. Taxes and Duties.....	72
40. Currency of Payment	73
41. Mode of Billing and Payment.....	73
42. Interest on Delayed Payments.....	73
G. FAIRNESS AND GOOD FAITH.....	74
43. Good Faith	74
H. SETTLEMENT OF DISPUTES	74
44. Amicable Settlement.....	74
45. Dispute Resolution.....	74
III. Special Conditions of Contract	75
IV. Appendices.....	83
Appendix A – Terms of Reference	83
Appendix B - Key Experts.....	83
Appendix C – Breakdown of Contract Price	83
Appendix D - Form of Advance Payments Guarantee	84

PART I

Section 1. Letter of Invitation

S.No.	Firm
1	CRISIL Limited CRISIL House Central Avenue Hiranandani Business Park Powai Mumbai 400 076 Tel :+ 91 (22) 33423000 Fax : + 91 (22) 33423810 Email: info@crisil.com.
2	India Ratings and Research Pvt. Ltd. (formerly Fitch Ratings India Pvt. Ltd.) Wockhardt Towers, 4th Floor, West Wing BandraKurla Complex, Bandra East Mumbai 400 051 Tel : + 91 (022) 40001700 Fax : + 91 (022) 40001701 Email : investor.services@indiaratings.co.in Website : www.indiaratings.co.in
3	ICRA Limited 1105, Kailash Building, 11th Floor 26, Kasturba Gandhi Marg New Delhi 110 001 Tel : + 91 (11) 23357940 – 50 Fax : + 91 (11) 23357014 Website : www.icra.in Email :info@icraindia.com
4	Credit Analysis & Research Ltd. (CARE) 4th Floor, Godrej Coliseum Somaiya Hospital Road Behind Everard Nagar Off Eastern Express Highway, Sion (E) Mumbai 400 022 Tel : + 91 (22) 566 02871/ 72/73 Fax : + 91 (22) 566 02876 Email: care@careratings.com
5	Brickwork Ratings India Pvt. Ltd. 3rd Floor, Raj Alkaa Park 29/3 & 32/2, KalenaAgrahara Bannerghatta Road, Bangalore – 560 076

	Tel: +91 (80) 4040 9940 Fax: +91 (80) 4040 9941 Website: www.brickworkratings.com Email: info@brickworkratings.com
6	SMERA Ratings Limited Unit No.102, 1st Floor, Sumer Plaza MarolMaroshi Road, Marol Andheri (East) Mumbai 400 059 Tel: + 91 (22) 67141144/45 Fax: + 91 (22) 67141142 Website www.smera.in.
7	Infomerics Valuation and Rating Pvt. Ltd. Flat No. 104/108, 1st Floor Golf Apartments Sujan Singh Park New Delhi – 110003. Tel No.:+ 91 (11) 24601142, 24611910, 24649428 Fax No.:+ 91 (11) 24627549 E-mail:vma@infomerics.com Website:www.infomerics.com

Dear Mr./Ms.:

The Director, RCUES, Lucknow , on behalf of Housing & Urban Planning Department , Government of Uttar Pradesh)an implementing agency of the Client, intends to apply a portion of the proceeds of this credit to eligible payments under the contract for which this Request for Proposals is issued.

- The Client now invites proposals to provide the following consulting services (hereinafter called “Services”): **“Credit Rating of Selected Development Authorities of Uttar Pradesh.** More details on the Services are provided in the Terms of Reference (Section 5).

Annexure -1	
Credit Rating of Development Authorities of (Uttar Pradesh)	
S.No	Name of the Development Authorities
1-	Kanpur
2-	Agra
3-	Varanasi
4-	Allahabad
5-	Lucknow
6-	Ghaziabad
7-	Meerut

2. This Request for Proposals (RFP) has been addressed to the following shortlisted credit rating agencies:

S.No.	Firm	Country of Incorporation
1	CRISIL Limited	India
2	India Ratings and Research Pvt. Ltd.	India
3	ICRA Limited	India
4	Credit Analysis & Research Ltd. (CARE)	India
5	Brickwork Ratings India Private Limited	India
6	SME Rating Agency of India Ltd. (SMERA)	India
7	Infomerics Valuation and Rating Pvt. Ltd.	India

3. It is not permissible to transfer this invitation to any other firm.
4. A firm will be selected under Least Cost procedures and in a Technical Proposal (STP) format as described in this RFP, in accordance with the policies of the eprocure detailed in the Consultants' Guidelines which can be found at the following website: e/procure.WWW.EPROCURE.GOV.IN
5. **Bidder has to submit Tender processing fee Non Refundable wills Rs 5000/- INR (Five Thousand only) per City. Only Online TENDER APPLICATION SHALL BE UPLOADED ON THE WEB PORTAL WWW.EPROCURE.GOV.IN**
6. The Tender Fee. **Bidder has to submit Tender processing fee Non Refundable will Rs 5000/- INR (Five Thousand only) online /NEFT**
Bank Name: Axis bank Ltd Branch Name: Aliganj, Lucknow
Account Name: Regional centre for Urban & Environmental Studies Lucknow
Account No.: 914010033522336 • IFSC: UTIB0001692
7. The RFP includes the following documents:
Section 1 - Letter of Invitation
Section 2 - Instructions to Consultants and Data Sheet
Section 3 - Technical Proposal (STP) - Standard Forms
Section 4 - Financial Proposal - Standard Forms
Section 5 - Terms of Reference
Section 6 - Standard Forms of Contract
8. Details on the proposal's submission date, time and address are provided in Clauses 17.7 and 17.9 of the ITC.

..... Yours sincerely,

Mr. A.K. Gupta

Section 2. Instructions to Consultants and Data Sheet

A. General Provisions

1. Definitions	<p>(a) “Affiliate(s)” means an individual or an entity that directly or indirectly controls, is controlled by, or is under common control with the Consultant.</p> <p>(b) “Applicable Guidelines” means the policies of the Client governing the selection and Contract award process as set forth in this RFP.</p> <p>(c) “Applicable Law” means the laws and any other instruments having the force of law in the Client’s country, or in such other country as may be specified in the Data Sheet, as they may be issued and in force from time to time.</p> <p>(d) “Client” means the implementing agency that signs the Contract for the Services with the selected Consultant.</p> <p>(e) “Consultant” means a legally-established professional consulting firm or an entity that may provide or provides the Services to the Client under the Contract.</p> <p>(f) “Contract” means a legally binding written agreement signed between the Client and the Consultant and includes all the attached documents listed in its Clause 1 (the General Conditions of Contract (GCC), the Special Conditions of Contract (SCC), and the Appendices).</p> <p>(g) “Data Sheet” means an integral part of the Instructions to Consultants (ITC) Section 2 that is used to reflect specific country and assignment conditions to supplement, but not to over-write, the provisions of the ITC.</p> <p>(h) “Day” means a calendar day.</p> <p>(i) “Experts” means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant, Sub-consultant or Joint Venture member(s).</p> <p>(j) “Government” means the government of the Client’s country.</p> <p>(k) “Joint Venture (JV)” means an association with or without a legal personality distinct from that of its members, of more than one Consultant where one member has the authority to conduct all business for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Client for the performance of the Contract.</p> <p>(l) “Key Expert(s)” means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance</p>
-----------------------	---

	<p>of the Services under the Contract and whose CV is taken into account in the technical evaluation of the Consultant’s proposal.</p> <p>(m) “ITC” (this Section 2 of the RFP) means the Instructions to Consultants that provides—the shortlisted Consultants with all information needed to prepare their Proposals.</p> <p>(n) “LOI” (this Section 1 of the RFP) means the Letter of Invitation being sent by the Client to the shortlisted Consultants.</p> <p>(o) “Non-Key Expert(s)” means an individual professional provided by the Consultant or its Sub-consultant and who is assigned to perform the Services or any part thereof under the Contract and whose CVs are not evaluated individually.</p> <p>(p) “Proposal” means the Technical Proposal and the Financial Proposal of the Consultant.</p> <p>(q) “RFP” means the Request for Proposals to be prepared by the Client for the selection of Consultants, based on the SRFP.</p> <p>(r) “SRFP” means the Standard Request for Proposals, which must be used by the Client as the basis for the preparation of the RFP.</p> <p>(s) “Services” means the work to be performed by the Consultant pursuant to the Contract.</p> <p>(t) “Sub-consultant” means an entity to whom the Consultant intends to subcontract any part of the Services while remaining responsible to the Client during the performance of the Contract.</p> <p>(u) “TORs” (this Section 5 of the RFP) means the Terms of Reference that explain the objectives, scope of work, activities, and tasks to be performed, respective responsibilities of the Client and the Consultant, and expected results and deliverables of the assignment.</p>
<p>2. Introduction</p>	<p>2.1 The Client named in the Data Sheet intends to select a Consultant from those listed in the Letter of Invitation, in accordance with the method of selection specified in the Data Sheet.</p> <p>2.2 The shortlisted Consultants are invited to submit a Technical Proposal and a Financial Proposal, or a Technical Proposal only, as specified in the Data Sheet, for consulting services required for the assignment named in the Data Sheet. The Proposal will be the basis for negotiating and ultimately signing the Contract with the selected Consultant.</p> <p>2.3 The Consultants should familiarize themselves with the local conditions and take them into account in preparing their Proposals, including attending a pre-proposal conference if one is specified in the Data Sheet. Attending any such pre-proposal conference is optional and is at the Consultants’ expense.</p>

	<p>2.4 The Client will timely provide, at no cost to the Consultants, the inputs, relevant project data, and reports required for the preparation of the Consultant’s Proposal as specified in the Data Sheet.</p>
<p>3. Conflict of Interest</p>	<p>3.1 The Consultant is required to provide professional, objective, and impartial advice, at all times holding the Client’s interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.</p> <p>3.2 The Consultant has an obligation to disclose to the Client any situation of actual or potential conflict that impacts its capacity to serve the best interest of its Client. Failure to disclose such situations may lead to the disqualification of the Consultant or the termination of its Contract and/or sanctions by the Bank.</p> <p>3.2.1 Without limitation on the generality of the foregoing, and unless stated otherwise in the Data Sheet, the Consultant shall not be hired under the circumstances set forth below:</p>
<p>a. Conflicting activities</p>	<p>(i) <u>Conflict between consulting activities and procurement of goods, works or non-consulting services:</u> a firm that has been engaged by the Client to provide goods, works, or non-consulting services for a project, or any of its Affiliates, shall be disqualified from providing consulting services resulting from or directly related to those goods, works, or non-consulting services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, or any of its Affiliates, shall be disqualified from subsequently providing goods or works or non-consulting services resulting from or directly related to the consulting services for such preparation or implementation.</p>
<p>b. Conflicting assignments</p>	<p>(ii) <u>Conflict among consulting assignments:</u> a Consultant (including its Experts and Sub-consultants) or any of its Affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant for the same or for another Client.</p>
<p>c. Conflicting relationships</p>	<p>(iii) <u>Relationship with the Client’s staff:</u> a Consultant (including its Experts and Sub-consultants) that has a close business or family relationship with a professional staff of the Borrower (or of the Client, or of implementing agency, or of a recipient of a part of the Bank’s financing) who are directly or indirectly involved in any part of (i) the preparation of the Terms of Reference for the assignment, (ii) the selection process for the Contract, or (iii) the supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Client throughout the selection process and the execution of the Contract.</p>
<p>4. Unfair Competitive Advantage</p>	<p>4.1 Fairness and transparency in the selection process require that the Consultants or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services</p>

	related to the assignment in question. To that end, the Client shall indicate in the Data Sheet and make available to all shortlisted Consultants together with this RFP all information that would in that respect give such Consultant any unfair competitive advantage over competing Consultants.
5. Corrupt and Fraudulent Practices	<p>5.1 The Client requires compliance with its policy in regard to corrupt and fraudulent practices as set forth in Section 6.</p> <p>5.2 In further pursuance of this policy, Consultant shall permit and shall cause its agents, Experts, Sub-consultants, sub-contractors, services providers, or suppliers to permit the Bank to inspect all accounts, records, and other documents relating to the submission of the Proposal and contract performance (in case of an award), and to have them audited by auditors appointed by the Client.</p>
6. Eligibility	<p>6.1 The Client permits consultants (individuals and firms, including Joint Ventures and their individual members) from all countries to offer consulting services for Bank-financed projects.</p> <p>6.2 Furthermore, it is the Consultant's responsibility to ensure that its Experts, joint venture members, Sub-consultants, agents (declared or not), sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by the Bank in the Applicable Guidelines.</p> <p>6.3 As an exception to the foregoing Clauses 6.1 and 6.2 above:</p>
a. Sanctions	6.4 A firm or an individual sanctioned by the Client in accordance with the above Clause 5.1.
c. Restrictions for Government-owned Enterprises	<p>6.3.3 Government-owned enterprises or institutions in the Borrower's country shall be eligible only if they can establish that they (i) are legally and financially autonomous, (ii) operate under commercial law, and (iii) that they are not dependent agencies of the Client</p> <p>To establish eligibility, the government-owned enterprise or institution should provide all relevant documents (including its charter) sufficient to demonstrate that it is a legal entity separate from the government; it does not currently receive any substantial subsidies or budget support; it is not obligated to pass on its surplus to the government; it can acquire rights and liabilities, borrow funds, and can be liable for repayment of debts and be declared bankrupt; and it is not competing for a contract to be awarded by the government department or agency which, under the applicable laws or regulations, is its reporting or supervisory authority or has the ability to exercise influence or control over it.</p>
d. Restrictions for public employees	6.3.4 Government officials and civil servants of the Borrower's country are not eligible to be included as Experts in the Consultant's Proposal unless such engagement does not conflict with any employment or other laws, regulations, or policies of the Borrower's country, and they

	<p>(i) are on leave of absence without pay, or have resigned or retired;</p> <p>(ii) are not being hired by the same agency they were working for before going on leave of absence without pay, resigning, or retiring</p> <p>(in case of resignation or retirement, for a period of at least 6 (six) months, or the period established by statutory provisions applying to civil servants or government employees in the Borrower’s country, whichever is longer. Experts who are employed by the government-owned universities, educational or research institutions are not eligible unless they have been full time employees of their institutions for a year or more prior to being included in Consultant’s Proposal.; and</p> <p>(iii) their hiring would not create a conflict of interest.</p>
<p>B. Preparation of Proposals</p>	
<p>7. General Considerations</p>	<p>7.1. In preparing the Proposal, the Consultant is expected to examine the RFP in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the Proposal.</p>
<p>8. Cost of Preparation of Proposal</p>	<p>8.1. The Consultant shall bear all costs associated with the preparation and submission of its Proposal, and the Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process. The Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Consultant.</p>
<p>9. Language</p>	<p>9.1. The Proposal, as well as all correspondence and documents relating to the Proposal exchanged between the Consultant and the Client, shall be written in the language(s) specified in the Data Sheet.</p>
<p>10. Documents Comprising the Proposal</p>	<p>10.1. The Proposal shall comprise the documents and forms listed in the Data Sheet.</p> <p>10.2. If specified in the Data Sheet, the Consultant shall include a statement of an undertaking of the Consultant to observe, in competing for and executing a contract, the Client country’s laws against fraud and corruption (including bribery).</p> <p>10.3. The Consultant shall furnish information on commissions, gratuities, and fees, if any, paid or to be paid to agents or any other party relating to this Proposal and, if awarded, Contract execution, as requested in the Financial Proposal submission form (Section 4).</p>
<p>11. Only One Proposal</p>	<p>11.1. The Consultant (including the individual members of any Joint Venture) shall submit only one Proposal, either in its own name or as part of a Joint Venture in another Proposal. If a Consultant, including any Joint Venture member, submits or participates in more than one proposal, all such proposals shall be disqualified and rejected. This does not, however, preclude a Sub-consultant, or the Consultant’s staff from participating as</p>

	Key Experts and Non-Key Experts in more than one Proposal when circumstances justify and if stated in the Data Sheet .
12. Proposal Validity	<p>12.1. The Data Sheet indicates the period during which the Consultant’s Proposal must remain valid after the Proposal submission deadline.</p> <p>12.2. During this period, the Consultant shall maintain its original Proposal without any change, including the availability of the Key Experts, the proposed rates and the total price.</p> <p>12.3. If it is established that any Key Expert nominated in the Consultant’s Proposal was not available at the time of Proposal submission or was included in the Proposal without his/her confirmation, such Proposal shall be disqualified and rejected for further evaluation, and may be subject to sanctions in accordance with Clause 5 of this ITC.</p>
a. Extension of Validity Period	<p>12.4. The Client will make its best effort to complete the negotiations within the proposal’s validity period. However, should the need arise, the Client may request, by notifying all Consultants who submitted Proposals prior to the submission deadline to extend the Proposals’ validity. Mode of notifications is specified in the Data Sheet.</p> <p>12.5. If the Consultant agrees to extend the validity of its Proposal, it shall be done without any change in the original Proposal and with the confirmation of the availability of the Key Experts.</p> <p>12.6. The Consultant has the right to refuse to extend the validity of its Proposal in which case such Proposal will not be further evaluated.</p>
b. Substitution of Key Experts at Validity Extension	<p>12.7. If any of the Key Experts become unavailable for the extended validity period, the Consultant shall provide a written adequate justification and evidence satisfactory to the Client together with the substitution request. In such case, a replacement Key Expert shall have equal or better qualifications and experience than those of the originally proposed Key Expert. The technical evaluation score, however, will remain to be based on the evaluation of the CV of the original Key Expert.</p> <p>12.8. If the Consultant fails to provide a replacement Key Expert with equal or better qualifications, or if the provided reasons for the replacement or justification are unacceptable to the Client, such Proposal will be rejected with the prior Bank’s no objection.</p>
c. Sub-Contracting	12.9. The Consultant shall not subcontract the whole of the Services.
13. Clarification and Amendment of RFP	13.1. The Consultant may request an clarification of any part of the RFP during the period and in accordance with the procedure indicated in the Data Sheet before the Proposals’ submission deadline. The Client will respond for information of all shortlisted Consultants. Should the Client deem it necessary to amend the RFP as a result of a clarification, it shall do so following the procedure described below:

	<p>13.1.1. At any time before the proposal submission deadline, the Client may amend the RFP by issuing an amendment online in accordance with procedure described in Data Sheet. The amendment shall be binding on all shortlisted Consultants.</p> <p>13.1.2. If the amendment is substantial, the Client may extend the proposal submission deadline to give the shortlisted Consultants reasonable time to take an amendment into account in their Proposals.</p> <p>13.2. The Consultant may submit a modified Proposal or a modification to any part of it at any time prior to the proposal submission deadline, in accordance with the procedure described in the Data Sheet. No modifications to the Technical or Financial Proposal shall be accepted after the deadline.</p>
<p>14. Preparation of Proposals – Specific Considerations</p>	<p>14.1. While preparing the Proposal, the Consultant must give particular attention to the following:</p> <p>14.1.1. If a shortlisted Consultant considers that it may enhance its expertise for the assignment by associating with other consultants in the form of a Joint Venture or as Sub-consultants, it may do so with either (a) non-shortlisted Consultant(s), or (b) shortlisted Consultants if permitted in the Data Sheet. In all such cases a shortlisted Consultant must obtain the written approval of the Client prior to the submission of the Proposal. When associating with non-shortlisted firms in the form of a joint venture or a sub-consultancy, the shortlisted Consultant shall be a lead member. If shortlisted Consultants associate with each other, any of them can be a lead member.</p> <p>14.1.2. The Client may indicate in the Data Sheet the estimated Key Experts’ time input (expressed in person-month) or the Client’s estimated total cost of the assignment, but not both. This estimate is indicative and the Proposal shall be based on the Consultant’s own estimates for the same.</p> <p>14.1.3. If stated in the Data Sheet, the Consultant shall include in its Proposal at least the same time input (in the same unit as indicated in the Data Sheet) of Key Experts, failing which the Financial Proposal will be adjusted for the purpose of comparison of proposals and decision for award in accordance with the procedure in the Data Sheet.</p> <p>14.1.4. For assignments under the Fixed-Budget selection method, the estimated Key Experts’ time input is not disclosed. Total available budget, with an indication whether it is inclusive or exclusive of taxes, is given in the Data Sheet, and the Financial Proposal shall not exceed this budget.</p>
<p>15. Technical Proposal Format and Content</p>	<p>15.1. The Technical Proposal shall not include any financial information. A Technical Proposal containing material financial information shall be declared non-responsive.</p> <p>15.1.1 Consultant shall not propose alternative Key Experts. Only one CV shall be submitted for each Key Expert position. Failure to comply with this requirement will make the Proposal non-responsive.</p> <p>15.2. Depending on the nature of the assignment, the Consultant is</p>

	required to submit a Full Technical Proposal (FTP), or a Simplified Technical Proposal (STP) as indicated in the Data Sheet and using the Standard Forms provided in Section 3 of the RFP.
16. Financial Proposal	16.1. The Financial Proposal shall be prepared using the Standard Forms provided in Section 4 of the RFP. It shall list all costs associated with the assignment, including (a) remuneration for Key Experts and Non-Key Experts, (b) reimbursable expenses indicated in the Data Sheet .
a. Price Adjustment	16.2. For assignments with a duration exceeding 18 months, a price adjustment provision for foreign and/or local inflation for remuneration rates applies if so stated in the Data Sheet .
b. Taxes	16.3. The Consultant and its Sub-consultants and Experts are responsible for meeting all tax liabilities arising out of the Contract unless stated otherwise in the Data Sheet . Information on taxes in the Client’s country is provided in the Data Sheet .
c. Currency of Proposal	16.4. The Consultant may express the price for its Services in the currency or currencies as stated in the Data Sheet . If indicated in the Data Sheet , the portion of the price representing local cost shall be stated in the national currency.
d. Currency of Payment	16.5. Payment under the Contract shall be made in the currency or currencies in which the payment is requested in the Proposal.
C. Submission, Opening and Evaluation	
17. Submission of Proposals	<p>17.1 The Consultant shall submit a signed and complete Proposal comprising the documents and forms in accordance with Clause 10 (Documents Comprising Proposal). The submission can be done by mail or by hand. If specified in the Data Sheet, the Consultant has the option of submitting its Proposals electronically.</p> <p>17.2 An authorized representative of the Consultant shall sign the original submission letters in the required format for both the Technical Proposal and, if applicable, the Financial Proposal and shall initial all pages of both. The authorization shall be in the form of a written power of attorney attached to the Technical Proposal.</p> <p>17.2.1 A Proposal submitted by a Joint Venture shall be signed by all members so as to be legally binding on all members, or by an authorized representative who has a written power of attorney signed by each member’s authorized representative.</p> <p>17.3 Any modifications, revisions, interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Proposal.</p> <p>17.4 The signed Proposal shall be marked “ORIGINAL”, and its copies marked “COPY” as appropriate. The number of copies is indicated in the</p>

	<p>Data Sheet. All copies shall be made from the signed original. If there are discrepancies between the original and the copies, the original shall prevail.</p> <p>17.5 The original and all the copies of the Technical Proposal shall be placed inside of a sealed envelope clearly marked “TECHNICAL PROPOSAL”, “[Name of the Assignment]“, reference number, name and address of the Consultant, and with a warning “DO NOT OPEN UNTIL [INSERT THE DATE AND THE TIME OF THE TECHNICAL PROPOSAL SUBMISSION DEADLINE].”</p> <p>17.6 Similarly, the original Financial Proposal (if required for the applicable selection method) shall be placed inside of a sealed envelope clearly marked “FINANCIAL PROPOSAL” followed by the name of the assignment, reference number, name and address of the Consultant, and with a warning “DO NOT OPEN WITH THE TECHNICAL PROPOSAL.”</p> <p>17.7 The sealed envelopes containing the Technical and Financial Proposals shall be placed into one outer envelope and sealed. This outer envelope shall bear the submission address, RFP reference number, the name of the assignment, Consultant’s name and the address, and shall be clearly marked “DO NOT OPEN BEFORE[insert the time and date of the submission deadline indicated in the Data Sheet]”.</p> <p>17.8 If the envelopes and packages with the Proposal are not sealed and marked as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the Proposal.</p> <p>17.9 The Proposal or its modifications must be sent to the address indicated in the Data Sheet and received by the Client no later than the deadline indicated in the Data Sheet, or any extension to this deadline. Any Proposal or its modification received by the Client after the deadline shall be declared late and rejected, and promptly returned unopened.</p>
<p>18. Confidentiality</p>	<p>18.1 From the time the Proposals are opened to the time the Contract is awarded, the Consultant should not contact the Client on any matter related to its Technical and/or Financial Proposal. Information relating to the evaluation of Proposals and award recommendations shall not be disclosed to the Consultants who submitted the Proposals or to any other party not officially concerned with the process, until the publication of the Contract award information.</p> <p>18.2 Any attempt by shortlisted Consultants or anyone on behalf of the Consultant to influence improperly the Client in the evaluation of the Proposals or Contract award decisions may result in the rejection of its Proposal, and may be subject to the application of prevailing Bank’s sanctions procedures.</p> <p>18.3 Notwithstanding the above provisions, from the time of the Proposals’ opening to the time of Contract award publication, if a Consultant wishes to contact the Client or the Bank on any matter related</p>

	to the selection process, it should do so only in writing.
19. Opening of Technical Proposals	<p>19.1 The Client’s evaluation committee shall conduct the opening of the Technical Proposals in the presence of the shortlisted Consultants’ authorized representatives who choose to attend (in person, or online if this option is offered in the Data Sheet). The opening date, time and the address are stated in the Data Sheet. The envelopes with the Financial Proposal shall remain sealed and shall be securely stored with a reputable public auditor or independent authority until they are opened in accordance with Clause 23 of the ITC.</p> <p>19.2 At the opening of the Technical Proposals the following shall be read out: (i) the name and the country of the Consultant or, in case of a Joint Venture, the name of the Joint Venture, the name of the lead member and the names and the countries of all members; (ii) the presence or absence of a duly sealed envelope with the Financial Proposal; (iii) any modifications to the Proposal submitted prior to proposal submission deadline; and (iv) any other information deemed appropriate or as indicated in the Data Sheet.</p>
20. Proposals Evaluation	<p>20.1 Subject to provision of Clause 15.1 of the ITC, the evaluators of the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded and the Bank issues its “no objection”, if applicable.</p> <p>20.2 The Consultant is not permitted to alter or modify its Proposal in any way after the proposal submission deadline except as permitted under Clause 12.7 of this ITC. While evaluating the Proposals, the Client will conduct the evaluation solely on the basis of the submitted Technical and Financial Proposals.</p>
21. Evaluation of Technical Proposals	<p>21.1 The Client’s evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and the RFP, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score indicated in the Data Sheet.</p>
22. Financial Proposals for QBS	<p>22.1 Following the ranking of the Technical Proposals, when the selection is based on quality only (QBS), the top-ranked Consultant is invited to negotiate the Contract.</p> <p>22.2 If Financial Proposals were invited together with the Technical Proposals, only the Financial Proposal of the technically top-ranked Consultant is opened by the Client’s evaluation committee. All other Financial Proposals are returned unopened after the Contract negotiations are successfully concluded and the Contract is signed.</p>
23. Public Opening of Financial Proposals (for QCBS, FBS, and	<p>23.1 After the technical evaluation is completed and the Bank has issued its no objection (if applicable), the Client shall notify those Consultants whose Proposals were considered non-responsive to the RFP</p>

<p>LCS methods)</p>	<p>and TOR or did not meet the minimum qualifying technical score (and shall provide information relating to the Consultant’s overall technical score, as well as scores obtained for each criterion and sub-criterion) that their Financial Proposals will be returned unopened after completing the selection process and Contract signing. The Client shall simultaneously notify in writing those Consultants that have achieved the minimum overall technical score and inform them of the date, time and location for the opening of the Financial Proposals. The opening date should allow the Consultants sufficient time to make arrangements for attending the opening. The Consultant’s attendance at the opening of the Financial Proposals (in person, or online if such option is indicated in the Data Sheet) is optional and is at the Consultant’s choice.</p> <p>23.2 The Financial Proposals shall be opened by the Client’s evaluation committee in the presence of the representatives of those Consultants whose proposals have passed the minimum technical score. At the opening, the names of the Consultants, and the overall technical scores, including the break-down by criterion, shall be read aloud. The Financial Proposals will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded.</p>
<p>24. Correction of Errors</p>	<p>24.1 Activities and items described in the Technical Proposal but not priced in the Financial Proposal, shall be assumed to be included in the prices of other activities or items, and no corrections are made to the Financial Proposal.</p>
<p>a. Time-Based Contracts</p>	<p>24.1.1 If a Time-Based contract form is included in the RFP, the e-procurement system automatically calculates the amount in words from the amount in figures and automatically calculates the total amount. In case of discrepancy between (i) a partial amount (sub-total) and the total amount, or (ii) between the amount derived by multiplication of unit price with quantity and the total price, or (iii) between words and figures, the former will prevail. In case of discrepancy between the Technical and Financial Proposals in indicating quantities of input, the Technical Proposal prevails and the Client’s evaluation committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity, and correct the total Proposal cost. The evaluation committee will also adjust the prices if they fail to reflect all inputs included for the respective activities or items in the Technical Proposal.</p>
<p>b. Lump-Sum Contracts</p>	<p>24.2 If a Lump-Sum contract form is included in the RFP, the Consultant is deemed to have included all prices in the Financial Proposal, so neither arithmetical corrections nor price adjustments shall be made. The total price, net of taxes understood as per Clause ITC25 below, specified in the Financial Proposal (Form FIN-1) shall be considered as the offered price.</p>

25. Taxes	25.1 The Client’s evaluation of the Consultant’s Financial Proposal shall exclude taxes and duties in the Client’s country in accordance with the instructions in the Data Sheet .
26. Conversion to Single Currency	26.1. For the evaluation purposes, prices shall be converted to a single currency using the selling rates of exchange, source and date indicated in the Data Sheet .
27. Combined Quality and Cost Evaluation	
a. Quality- and Cost-Based Selection (QCBS)	27.1. In the case of QCBS, the total score is calculated by weighting the technical and financial scores and adding them as per the formula and instructions in the Data Sheet. The Consultant achieving the highest combined technical and financial score will be invited for negotiations.
b. Fixed-Budget Selection(FBS)	<p>27.2. In the case of FBS, those Proposals that exceed the budget indicated in Clause14.1.4 of the Data Sheet shall be rejected.</p> <p>27.3. The Client will select the Consultant that submitted the highest-ranked Technical Proposal that does not exceed the budget indicated in the RFP, and invite such Consultant to negotiate the Contract.</p>

<p>c. Least-Cost Selection</p>	<p>27.4. In the case of Least-Cost Selection (LCS), the Client will select the Consultant with the lowest evaluated total price among those consultants that achieved the minimum technical score, and invite such Consultant to negotiate the Contract. However a consultant (firm) shall not awarded assignment for than 1(one) package. In case the lowest evaluated consultant (firm) has been awarded assignment in 2 (Two) package, the client will select the consultant (firm) with next responsive lowest evaluated price.</p>
<p>D. Negotiations and Award</p>	
<p>28. Negotiations</p>	<p>28.1. The negotiations will be held at the date and address indicated in the Data Sheet with the Consultant’s representative(s) who must have written power of attorney to negotiate and sign a Contract on behalf of the Consultant.</p> <p>28.2. The Client shall prepare minutes of negotiations that are signed by the Client and the Consultant’s authorized representative.</p>
<p>a. Availability of Key Experts</p>	<p>28.3. The invited Consultant shall confirm the availability of all Key Experts included in the Proposal as a pre-requisite to the negotiations, or, if applicable, a replacement in accordance with Clause 12 of the ITC. Failure to confirm the Key Experts’ availability may result in the rejection of the Consultant’s Proposal and the Client proceeding to negotiate the Contract with the next-ranked Consultant.</p> <p>28.4. Notwithstanding the above, the substitution of Key Experts at the negotiations may be considered if due solely to circumstances outside the reasonable control of and not foreseeable by the Consultant, including but not limited to death or medical incapacity. In such case, the Consultant shall offer a substitute Key Expert within the period of time specified in the letter of invitation to negotiate the Contract, who shall have equivalent or better qualifications and experience than the original candidate.</p>
<p>b. Technical negotiations</p>	<p>28.5. The negotiations include discussions of the Terms of Reference (TORs), the proposed methodology, the Client’s inputs, the special conditions of the Contract, and finalizing the “Description of Services” part of the Contract. These discussions shall not substantially alter the original scope of services under the TOR or the terms of the contract, lest the quality of the final product, its price, or the relevance of the initial evaluation be affected.</p>
<p>c. Financial negotiations</p>	<p>28.6. The negotiations include the clarification of the Consultant’s tax liability in the Client’s country and how it should be reflected in the Contract.</p> <p>28.7. If the selection method included cost as a factor in the evaluation, the total price stated in the Financial Proposal for a Lump-</p>

	<p>Sum contract shall not be negotiated.</p> <p>28.8. In the case of a Time-Based contract, unit rates negotiations shall not take place, except when the offered Key Experts and Non-Key Experts' remuneration rates are much higher than the typically charged rates by consultants in similar contracts. In such case, the Client may ask for clarifications and, if the fees are very high, ask to change the rates after consultation with the Bank.</p> <p>The format for (i) providing information on remuneration rates in the case of Quality Based Selection; and (ii) clarifying remuneration rates' structure under Clause 28.8 above, is provided in Appendix A to the Financial Form FIN-3: Financial Negotiations – Breakdown of Remuneration Rates.</p>
<p>29. Conclusion of Negotiations</p>	<p>29.1. The negotiations are concluded with a review of the finalized draft Contract, which then shall be initialed by the Client and the Consultant's authorized representative.</p> <p>29.2. If the negotiations fail, the Client shall inform the Consultant in writing of all pending issues and disagreements and provide a final opportunity to the Consultant to respond. If disagreement persists, the Client shall terminate the negotiations informing the Consultant of the reasons for doing so. After having obtained the Bank's no objection, the Client will invite the next-ranked Consultant to negotiate a Contract. Once the Client commences negotiations with the next-ranked Consultant, the Client shall not reopen the earlier negotiations.</p>
<p>30. Award of Contract</p>	<p>30.1. After completing the negotiations the Client shall obtain the Bank's no objection to the negotiated draft Contract, if applicable; sign the Contract; promptly notify the other shortlisted Consultants and publish the award as per the instructions in the Data Sheet.</p> <p>30.2. The Consultant is expected to commence the assignment on the date and at the location specified in the Data Sheet.</p>

Instructions to Consultants

E. Data Sheet

A. General																					
ITC Clause Reference																					
1 (c)	<i>INDIA</i>																				
2.1	<p>Name of the Client: Development Authority.</p> <p>Method of selection: Least Cost as per the RFP (LCS)</p>																				
2.2	<p>Financial Proposal to be submitted together with Technical Proposal: Yes <input checked="" type="checkbox"/></p> <p>The name of the assignment is: Credit Rating of Selected Development Authority of Uttar Pradesh</p> <p>Name of Cities:</p> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th colspan="2" style="text-align: center;">Annexure -1</th> </tr> <tr> <th colspan="2" style="text-align: center;">Credit Rating of Development Authorities of (Uttar Pradesh)</th> </tr> <tr> <th style="text-align: center;">S.No</th> <th style="text-align: center;">Name of the DA</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1-</td> <td>Kanpur</td> </tr> <tr> <td style="text-align: center;">2-</td> <td>Agra</td> </tr> <tr> <td style="text-align: center;">3-</td> <td>Varanasi</td> </tr> <tr> <td style="text-align: center;">4-</td> <td>Allahabad</td> </tr> <tr> <td style="text-align: center;">5-</td> <td>Lucknow</td> </tr> <tr> <td style="text-align: center;">6-</td> <td>Ghaziabad</td> </tr> <tr> <td style="text-align: center;">7-</td> <td>Meerut</td> </tr> </tbody> </table>	Annexure -1		Credit Rating of Development Authorities of (Uttar Pradesh)		S.No	Name of the DA	1-	Kanpur	2-	Agra	3-	Varanasi	4-	Allahabad	5-	Lucknow	6-	Ghaziabad	7-	Meerut
Annexure -1																					
Credit Rating of Development Authorities of (Uttar Pradesh)																					
S.No	Name of the DA																				
1-	Kanpur																				
2-	Agra																				
3-	Varanasi																				
4-	Allahabad																				
5-	Lucknow																				
6-	Ghaziabad																				
7-	Meerut																				
2.3	<p>A pre-proposal conference will be held: YES [If “Yes”, fill in the following:] Date of pre-proposal conference 15/11/2018 Time: 12:00 Hrs Contact person/conference coordinator: Mr. A.K. Gupta Regional Centre for Urban and Environmental Studies Adjacent Registrar's Office, Lucknow University Campus, Lucknow-226007 Office: (0522)-2740165, 2740108, Email: ad.rcueslko@gmail.com Website: www.rcueslucknow.org</p>																				
2.4	<p>The Client will provide the following inputs, project data, reports, etc. to facilitate the preparation of the Proposals: “N/A”</p>																				
B. Preparation of Proposals																					
9.1	This RFP has been issued in the _English language.																				

	<p>Proposals shall be submitted Online only in English</p> <p>All correspondence exchange shall be in English language.</p>
10.1	<p>The Proposal shall comprise the following:</p> <p><u>For FULL TECHNICAL PROPOSAL (STP):</u></p> <p>(1) Power of Attorney to sign the Proposal</p> <p>(2) TECH-1</p> <p>(3) TECH-4</p> <p>(4) TECH-5</p> <p>(5) TECH-6</p> <p>AND</p> <p>Financial Proposal:</p> <p>A) Financial Proposal for Credit Rating Report</p> <p>B) Financial Proposal for Credit Rating Scoring</p> <p>((5)Statement of Undertaking (if required under Data Sheet 10.2 below)</p>
10.2	<p>Statement of Undertaking is required</p> <p>Yes ✓</p>
11.1	<p>Participation of Sub-consultants, Key Experts and Non-Key Experts in more than one Proposal is permissible</p> <p>Yes ✓</p>
12.1	<p>Proposals must remain valid <i>90 days</i> after the submission date, i.e. until date: [.....]</p>
12.4	<p>The Consultants shall be notified about validity extensions by email/other means. The Consultant responses and/or confirmations shall be through email/other means indicated at LOI.</p>
13.1	<p>Clarifications may be requested no later than 15 days prior to the submission deadline.</p> <p>The contact information for requesting clarifications is : Mr A.K Gupta, Additional Director RCUES,Lucknow_ Fascimile:(0522)-2740108 Email ad.rcueslko@gmail.com</p>
14.1.1	<p>Shortlisted Consultants may associate with</p>

	(a) non-shortlisted consultant(s): Yes
14.1.2	Estimated input of Key Experts' time-input: 18 person-months for Key Professionals. One Team Leader and two executives per DA for a period of 6 months.]
14.1.3	<i>Not Applicable</i>
15.2	The format of the Technical Proposal to be submitted is: STP Submission of the Technical Proposal in a wrong format may lead to the Proposal being deemed non-responsive to the RFP requirements.
16.1	Reimbursable expenses: (1) cost of applicable international or local communications such as the use of telephone and facsimile required for the purpose of the Services; (2) cost, rental and freight of any instruments or equipment required to be provided by the Consultants for the purposes of the Services; (3) cost of printing and dispatching of the reports to be produced for the Services; (4) other allowances where applicable and provisional or fixed sums (if any); and (5) cost of such further items required for purposes of the Services not covered in the foregoing.
16.2	A price adjustment provision applies to remuneration rates: No
16.3	Amounts payable by the Client to the Consultant under the contract to be subject to local taxation: Yes The Client will -reimburse the Consultant for indirect local taxes (including GST) and duties as per SCC Clause 39.1, 39.2 and 39.3 – Yes -reimburse the Consultant income tax paid in India on the remuneration for services provided by the non-resident staff of the consultant – No
16.4	The Financial Proposal shall be stated in the following currencies: Consultant may express the price for their Services INR.

C. Submission, Opening and Evaluation																					
17.1	<i>Proposals will be submitted through Online e procure</i> WWW.EPROCURE.GOV.IN																				
17.4	The Consultant must submit: Online only (a) Technical Proposal (b) Financial Proposal A and B																				
17.7 and 17.9	The Proposals must be submitted online no later than: Date: [12/12/2018) Time: 03:00PM <i>[“Do not open....”] in the national language to the outer sealed envelope]</i> The Proposal submission address is: Online www.eppure.gov.in																				
19.1	An online option of the opening of the Technical Proposals is offered <i>[If yes, insert “The online opening procedure shall be: [describe the procedure for online opening of Technical Proposals.]</i> WWW.EPROCURE.GOV.IN The opening shall take place at: <i>[at RCUES, Lucknow</i> Date: same as the submission deadline indicated in 17.7. Time: 15/12/2018 ; 12:00 PM. <i>[The time should be immediately after the time for the submission deadline stated in 17.7]</i>																				
19.2	In addition, the following information will be read aloud at the opening of the Technical Proposals : N/A																				
21.1 (for FTP)	Criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right; width: 20%;"><u>Points</u></th> </tr> </thead> <tbody> <tr> <td>(i) Specific experience of the Consultants relevant to the assignment: <i>(having done credit rating of Das/ULBs)</i></td> <td style="text-align: right;">10</td> </tr> <tr> <td>(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">a) Technical approach and methodology</td> <td style="text-align: right;">15</td> </tr> <tr> <td style="padding-left: 20px;">b) Work plan</td> <td style="text-align: right;">15</td> </tr> <tr> <td style="padding-left: 20px;">c) Organization and staffing</td> <td style="text-align: right;">10</td> </tr> <tr> <td style="text-align: right; padding-right: 20px;">Total points for criterion (ii):</td> <td style="text-align: right;">40</td> </tr> <tr> <td>(iii) Key professional staff qualifications and competence for the assignment:</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">a) Team Leader</td> <td style="text-align: right;">30</td> </tr> <tr> <td style="padding-left: 20px;">b) Executives/Credit Analysts 1</td> <td style="text-align: right;">10</td> </tr> </tbody> </table>		<u>Points</u>	(i) Specific experience of the Consultants relevant to the assignment: <i>(having done credit rating of Das/ULBs)</i>	10	(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:		a) Technical approach and methodology	15	b) Work plan	15	c) Organization and staffing	10	Total points for criterion (ii):	40	(iii) Key professional staff qualifications and competence for the assignment:		a) Team Leader	30	b) Executives/Credit Analysts 1	10
	<u>Points</u>																				
(i) Specific experience of the Consultants relevant to the assignment: <i>(having done credit rating of Das/ULBs)</i>	10																				
(ii) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:																					
a) Technical approach and methodology	15																				
b) Work plan	15																				
c) Organization and staffing	10																				
Total points for criterion (ii):	40																				
(iii) Key professional staff qualifications and competence for the assignment:																					
a) Team Leader	30																				
b) Executives/Credit Analysts 1	10																				

	<p>b) Executives/Credit Analysts 2 10</p> <p style="text-align: right;">Total points for criterion (ii): 50</p> <p>The number of points to be assigned to each of the above positions or disciplines shall be determined considering the following three sub-criteria and relevant percentage weights:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">1) General qualifications</td> <td style="text-align: right;">30%</td> </tr> <tr> <td>2) Adequacy for the assignment</td> <td style="text-align: right;">70%</td> </tr> <tr> <td style="text-align: right;">Total weight:</td> <td style="text-align: right;">100%</td> </tr> <tr> <td style="text-align: right;">Total points for the two criteria:</td> <td style="text-align: right;">100</td> </tr> </table> <p>The minimum technical score (St) required to pass is: 80 Points [Eighty points]</p>	1) General qualifications	30%	2) Adequacy for the assignment	70%	Total weight:	100%	Total points for the two criteria:	100
1) General qualifications	30%								
2) Adequacy for the assignment	70%								
Total weight:	100%								
Total points for the two criteria:	100								
23.1	<p>Notifications to the Consultants will be sent as following:</p> <p>(a) Consultants whose Proposals were considered non responsive or did not meet the minimum qualifying technical score shall be notified through their e-mail</p> <p>(b) Consultants who have passed the minimum technical score and are invited to the opening of the Financial Proposal shall be notified through e-mail on the date and time of the opening of the Financial Proposals. The Consultant will also have option to participate in the opening in person at Regional Centre for Urban and Environmental Studies,(RCUES) Lucknow Adjacent Registrar’s Officer, Lucknow University Campus, Lucknow-226007</p>								
25.1	<p>For the purpose of the evaluation, the Client will exclude: (a) all local identifiable indirect taxes such as sales tax, excise tax, GST, or similar taxes levied on the contract’s invoices; and (b) all additional local indirect tax on the remuneration of services rendered by non-resident experts in the Client’s country. If a Contract is awarded, at Contract negotiations, all such taxes will be discussed, finalized (using the itemized list as a guidance but not limiting to it) and added to the Contract amount as a separate line, also indicating which taxes shall be paid by the Consultant and which taxes are withheld and paid by the Client on behalf of the Consultant.</p>								
26.1	<p>The single currency for the conversion of all prices expressed in various currencies into a single one is: <u>Indian Rupees</u></p>								
27.1	<i>Not Applicable</i>								
	D. Negotiations and Award								
28.1	<p>Expected date and address for contract negotiations: Date: [insert date] Address:</p>								

	The Administrative Officer, Regional Centre for Urban & Environmental Studies, Adjacent Registrar's Officer, Lucknow University Campus, Lucknow-226007.[insert address]
30.1	The publication of the contract award information following the completion of the contract negotiations and contract signing will be done as following: <i>www.rcueslucknow.org/ WWW.EPROCURE.GOV.IN.....]</i> The publication will be done immediately after the contract signing.
30.2	Expected date for the commencement of the Services (date): [01/12/2018]

Section 3. Technical Proposal – Standard Forms

{Notes to Consultant shown in brackets { } throughout Section 3 provide guidance to the Consultant to prepare the Technical Proposal; they should not appear on the Proposals to be submitted.}

CHECKLIST OF REQUIRED FORMS

Required for FTP or STP (v)		FORM	DESCRIPTION	Page Limit
FTP	STP			
	v	TECH-1	Technical Proposal Submission Form.	
	“v” If applicable	TECH-1 Attachment	If the Proposal is submitted by a joint venture, attach a letter of intent or a copy of an existing agreement.	
	“v” If applicable	Power of Attorney	No pre-set format/form. In the case of a Joint Venture, several are required: a power of attorney for the authorized representative of each JV member, and a power of attorney for the representative of the lead member to represent all JV members	
		TECH-2	Consultant’s Organization and Experience.	
		TECH-2A	A. Consultant’s Organization	
		TECH-2B	B. Consultant’s Experience	
		TECH-3	Comments or Suggestions on the Terms of Reference and on Counterpart Staff and Facilities to be provided by the Client.	
		TECH-3A	A. On the Terms of Reference	
		TECH-3B	B. On the Counterpart Staff and Facilities	
	v	TECH-4	Description of the Approach, Methodology, and Work Plan for Performing the Assignment	
	v	TECH-5	Work Schedule and Planning for Deliverables	
	v	TECH-6	Team Composition, Key Experts Inputs, and attached Curriculum Vitae (CV)	

All pages of the original Technical and Financial Proposal shall be initialed by the same authorized representative of the Consultant who signs the Proposal.

FORM TECH-1

TECHNICAL PROPOSAL SUBMISSION FORM

{Location, Date}

To:

[Insert name and address of the concerned person].

Dear Sirs:

We, the undersigned, offer to provide the consulting services for **Credit Rating of Selected Development Authorities in the State of Uttar Pradesh** in accordance with your Request for Proposals dated (insert date) and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed in a separate envelope.

{If the Consultant is a joint venture, insert the following: We are submitting our Proposal a joint venture with: {Insert a list with full name and the legal address of each member, and indicate the lead member}. We have attached a copy {insert: "of our letter of intent to form a joint venture" or, if a JV is already formed, "of the JV agreement"} signed by every participating member, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture.

{OR

If the Consultant's Proposal includes Sub-consultants, insert the following: We are submitting our Proposal with the following firms as Sub-consultants: {Insert a list with full name and address of each Sub-consultant.}

We hereby declare that:

- (a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Client and/or may be sanctioned by the Bank.
- (b) Our Proposal shall be valid and remain binding upon us for the period of time specified in the Data Sheet, Clause 12.1.
- (c) We have no conflict of interest in accordance with ITC 3.

-
- (d) We meet the eligibility requirements as stated in ITC 6, and we confirm our understanding of our obligation to abide by the Bank’s policy in regard to corrupt and fraudulent practices as per ITC 5.
 - (e) In competing for (and, if the award is made to us, in executing) the Contract, we undertake to observe the laws against fraud and corruption, including bribery, in force in the country of the Client.]
 - (f) Except as stated in the Data Sheet, Clause 12.1, we undertake to negotiate a Contract on the basis of the proposed Key Experts. We accept that the substitution of Key Experts for reasons other than those stated in ITC Clause 12 and ITC Clause 28.4 may lead to the termination of Contract negotiations.
 - (g) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the date indicated in Clause 30.2 of the Data Sheet.

We understand that the Client is not bound to accept any Proposal that the Client receives.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

Name of Consultant (company’s name or JV’s name):

In the capacity of: _____

Address: _____

Contact information (phone and e-mail): _____

{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached}

FORM TECH-2(FOR FULL TECHNICAL PROPOSAL ONLY)

CONSULTANT'S ORGANIZATION AND EXPERIENCE

Form TECH-2: a brief description of the Consultant's organization and an outline of the recent experience of the Consultant that is most relevant to the assignment. In the case of a joint venture, information on similar assignments shall be provided for each partner. For each assignment, the outline should indicate the names of the Consultant's Key Experts and Sub-consultants who participated, the duration of the assignment, the contract amount (total and, if it was done in a form of a joint venture or a sub-consultancy, the amount paid to the Consultant), and the Consultant's role/involvement.

A - Consultant's Organization

1. Provide here a brief description of the background and organization of your company, and – in case of a joint venture – of each member for this assignment.
2. Include organizational chart, a list of Board of Directors, and beneficial ownership

B - Consultant's Experience

1. List only previous similar assignments successfully completed in the last 3 years.
2. List only those assignments for which the Consultant was legally contracted by the Client as a company or was one of the joint venture partners. Assignments completed by the Consultant's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant, or that of the Consultant's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by the Client.

Duration	Assignment name/& brief description of main deliverables/outputs	Name of Client & Country of Assignment	Approx. Contract value (INR equivalent)/ Amount paid to your firm	Role on the Assignment
{e.g., Jan.2009–Apr.2010}	{e.g., “Improvement quality of.....”: designed master plan for rationalization of; }	{e.g., Ministry of, country}		{e.g., Lead partner in a JV A&B&C}
{e.g., Jan-May 2008}	{e.g., “Support to sub-national government.....” : drafted secondary level regulations on.....}	{e.g., DA of....., country}		{e.g., sole Consultant}

FORM TECH-3 (FOR FULL TECHNICAL PROPOSAL)

COMMENTS AND SUGGESTIONS ON THE TERMS OF REFERENCE, COUNTERPART STAFF, AND FACILITIES TO BE PROVIDED BY THE CLIENT

Form TECH-3: comments and suggestions on the Terms of Reference that could improve the quality/effectiveness of the assignment; and on requirements for counterpart staff and facilities, which are provided by the Client, including: administrative support, office space, local transportation, equipment, data, etc.

A - On the Terms of Reference

{improvements to the Terms of Reference, if any}

B - On Counterpart Staff and Facilities

{comments on counterpart staff and facilities to be provided by the Client. For example, administrative support, office space, local transportation, equipment, data, background reports, etc., if any}

FORM TECH-4 (FOR FULL TECHNICAL PROPOSAL ONLY)

DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN IN RESPONDING TO THE TERMS OF REFERENCE

Form TECH-4: a description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment.

{Suggested structure of your Technical Proposal (in FTP format):

- a) Technical Approach and Methodology
- b) Work Plan
- c) Organization and Staffing}

- a) **Technical Approach and Methodology.**{Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.}
- b) **Work Plan.**{Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}
- c) **Organization and Staffing.**{Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.}

TECH-5(FOR FTP AND STP)

WORK SCHEDULE AND PLANNING FOR DELIVERABLES



N°	Deliverables ¹ (D-..)	Months												
		1	2	3	4	5	6	F	8	9	n	TOTAL	
D-1	{e.g., Deliverable #1: Report A													
	1) data collection													
	2) drafting													
	3) inception report													
	4) incorporating comments													
	5)													
	6) delivery of final report to Client}													
D-2	{e.g., Deliverable #2:.....}													
n														

- 1 List the deliverables with the breakdown for activities required to produce them and other benchmarks such as the Client’s approvals. For phased assignments, indicate the activities, delivery of reports, and benchmarks separately for each phase.
- 2 Duration of activities shall be indicated in a form of a bar chart.
3. Include a legend, if necessary, to help read the chart.

**FORM TECH-6 (FOR FTP AND STP)
TEAM COMPOSITION, ASSIGNMENT, AND KEY EXPERTS' INPUTS**

N°	Name	Expert's input (in person/month) per each Deliverable (listed in TECH-5)										Total time-input (in Months)			
		Position		D-1		D-2		D-3		D-...		Home	Field	Total
KEY EXPERTS															
K-1	{e.g.,Mr.Abbbb}	[Team Leader]	[Home]	[2 month]	[1.0]	[1.0]									
			[Field]	[0.5 m]	[2.5]	[0]									
K-2															
K-3															
n															
											Subtotal				
NON-KEY EXPERTS															
N-1			[Home]												
			[Field]												
N-2															
n															
											Subtotal				

- 1 For Key Experts, the input should be indicated individually for the same positions as required under the Data Sheet ITC21.1.
- 2 Months are counted from the start of the assignment/mobilization. One (1) month equals twenty two (22) working (billable) days. One working (billable) day shall be not less than eight (8) working (billable) hours.
- 3 "Home" means work in the office in the expert's country of residence. "Field" work means work carried out in the Client's country or any other country outside the expert's country of residence.

Full time input 
 Part time input 

**FORM TECH-6
(CONTINUED)**

CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbb, deputy minister]		

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work): _____

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant’s Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{List all deliverables/tasks as in TECH- 5 in which the Expert will be involved)	

Expert’s contact information: (e-mail....., phone.....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client, and/or sanctions by the Bank.

{day/month/year}

Name of Expert	Signature	Date
----------------	-----------	------

{day/month/year}

Name of authorized Representative of the Consultant (thesame who signs the Proposal)	Signature	Date
--	-----------	------

Section 4. Financial Proposal - Standard Forms

{*Notes to Consultant* shown in brackets { } provide guidance to the Consultant to prepare the Financial Proposals; they should not appear on the Financial Proposals to be submitted.}

Financial Proposal Standard Forms shall be used for the preparation of the Financial Proposal according to the instructions provided in Section 2.

- a. Financial Proposal for Credit Rating Report
- b. Financial Proposal for Credit Rating Scoring

FORM FIN-1
FINANCIAL PROPOSAL SUBMISSION FORM-A
(CREDIT RATING REPORT)

{Location, Date}

To:

[insert name and address of the Nodal Officer]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for ‘**Credit Rating of Selected Development Authorities**’ in accordance with your Request for Proposal datedand our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) currency(ies)} {Insert amount(s) in words and figures}, *[Insert “including”] of all indirect local taxes in accordance with Clause 25.1 in the Data Sheet.* The estimated amount of local indirect taxes is {Insert currency} {Insert amount in words and figures} which shall be confirmed or adjusted, if needed, during negotiations. {Please note that all amounts shall be the same as in Form FIN-2}.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Clause 12.1 of the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

In the capacity of: _____

Address: _____

E-mail: _____

{For a joint venture, either all members shall sign or only the lead member/consultant, in which case the power of attorney to sign on behalf of all members shall be attached}

FORM FIN-1
FINANCIAL PROPOSAL SUBMISSION FORM-B
(CREDIT SCORING)

{Location, Date}

To:
[insert name and address of the Nodal Officer]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for ‘**Credit Rating of Selected Development Authorities**’ in accordance with your Request for Proposal datedand our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) currency(ies)} {Insert amount(s) in words and figures}, *[Insert “including”] of all indirect local taxes in accordance with Clause 25.1 in the Data Sheet.* The estimated amount of local indirect taxes is {Insert currency} {Insert amount in words and figures} which shall be confirmed or adjusted, if needed, during negotiations. {Please note that all amounts shall be the same as in Form FIN-2}.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Clause 12.1 of the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

In the capacity of: _____

Address: _____

E-mail: _____

{For a joint venture, either all members shall sign or only the lead member/consultant, in which case the power of attorney to sign on behalf of all members shall be attached}

Section 5: Terms of Reference

Credit Rating of Selected Development Authorities

Section 5: Terms of Reference

5.1 Background

Uttar Pradesh is the most populous State of India with a total population of 19.96 crore according to Census, 2011 out of which 15.51 crore live in rural areas and 4.45 crore in urban areas. There has been a net addition of about 1.09 crore persons in the urban areas between 2001-2011. Thus, about 16.50% of the total population and 11.80% of the urban population of India reside in Uttar Pradesh. Out of 4041 statutory towns of India 648 (i.e. 16%) exist in Uttar Pradesh. Percentage of urban population to total population of the State stands at 22.28 as per 2011 Census whereas, this percentage was 20.78 in 2001. Thus, an increase of 1.50 percentage points has been recorded in the urban population during 2001-2011. However, the level of urbanization (22.28%) in the State is quite low as compared to all India figure of 31.16%. The decadal growth of urban population during 2001-2011 has been 28.75 per cent as against 31.80 per cent during 1991-2001. By 2021 the urban population of the State is estimated to be 5.83 crore which would mean an increase of 1.38 crore as against 1.09 crore during 2001-2011.

Established in 1974 under the Uttar Pradesh Urban Planning & Development Act 1973, DA has progressed from small beginnings to embrace an overreaching authority in the development scenario of Uttar Pradesh.

The Housing & Urban Planning Department, Government of Uttar Pradesh intends to engage Credit Rating Agencies for assigning credit ratings, credit scores and providing credit assessment reports including financial information and projections which will be used to create the National Credit database. In this context, the Housing & Urban Planning Department, Government of Uttar Pradesh invites Expression of Interest from SEBI registered credit rating agencies.

5.2 Objectives of this Assignment

Over-arching objective of this assignment is to facilitate leveraging by DAs from multiple sources including the capital markets, the commercial term loan market and private sector through creation of National Credit database, which may be used by lenders and investors in DA debt and in DA PPP projects. The other objectives include:

- To undertake a detailed credit assessment of the DA in order to assign credit rating for their proposed General Obligation Debt to facilitate issuance of DA bonds where feasible.

- To assign credit scores to DAs based on agreed common indicators (in consultation with credit rating agencies) to enable DAs understand the impact of their managerial decisions and performance on their credit quality and facilitate credit decision by lenders to DAs / DA projects (both public and PPP).
- Provide financial, project and other information regarding DA in standard format to facilitate creation of National Credit database for use by policy makers, lenders and other stake-holders.

5.3 Description of Task

Detailed Credit Assessment Report And Credit Rating

- The SEBI accredited Credit Rating Agency (CRA) will assign a credit rating (compliant with SEBI regulations and in accordance with SEBI approved credit rating scale) to “general obligation” debt / bond of the DA and provide the standard rationale for the same covering the key credit issues impacting / influencing the final credit rating.
- The CRA will also submit a detailed credit assessment report on the DA covering the macro-economic situation in the state, level and diversity of economic activity in the city / town, socio-economic profile of population, the legal framework governing DA functioning, existing institutional structure and service delivery arrangements, administrative set-up and DA leadership, current quality of urban services, proposed projects under “any scheme” and other schemes and their likely impact on service levels, accounting guidelines, assessment of past financial performance (previous five years) and debt profile. In addition, the CRA will have to submit financial projections under a realistic base case scenario and assess level of sustainable borrowing by each DA to support their investment other programs. The CRA will also have to prepare a Financial Improvement Action Plan in consultation with the DA and assess likely impact of proposed investments and reforms on DA finances and borrowing capacity and submit separate financial projections for the same.

1. Credit Scoring

While bonds may have restricted volumes on account of high credit quality requirements of capital market investors, there is potential for developing a commercial term loan market supported by credit enhancements for those DAs which have borrowing capacity but not necessarily a high credit rating. The credit scoring model will be based on largely quantitative and measurable parameters which will capture DA credit performance on a more minute level and enable comparison of DA

performance with respect to other DAs of the same and/or different credit categories. Therefore, this will capture improvements in performance with implementation of reforms which may not be significant to warrant a rating change, as credit rating takes into account qualitative risk factors of material importance apart from quantitative factors. The credit scoring model will be finalized in consultation with the empanelled rating agencies. Suggested parameters for the DA credit scoring model include:

- i. Legal Framework
 - a. Functional Domain
 - b. Taxing Powers
 - c. Borrowing Powers
- ii. Economic Base & Demographics
 - a. Level of Economic Activity
 - b. Socio-economic Profile
 - c. Other Drivers for Economic growth (diversity of economic activities)
- iii. Service Delivery
 - a. Current Service Levels
 - b. Proposed Investment Plans and Impact on Service Levels
- iv. Managerial Assessment
 - a. Track Record in:
 - i. Revising user charges (extent of cost recovery)
 - ii. Expenditure Management
 - iii. Use of Technology to Improve Service Delivery
 - iv. Leveraging Resources
- v. Financial Performance
 - a. Revenue: Growth trends and diversity
 - i. Own tax sources:
 1. Sale of Land
 2. Tax on deeds of immovable property
 3. Development fee (includes external and internal development charges)
 4. City development charges
 5. Land conversion charges
 6. Purchasable FAR charges
 7. Compounding charges
 8. Development license fee
 9. Map fee

- 10. Impact fee
- 11. Stacking charges
- 12. Permission fee
- 13. Free hold charges
- 14. Sub-divisional charges
- ii. Grants / Fiscal transfers (level of dependence on State Government)
- iii. User Charges and other Non-Tax Revenues
- b. Quality of Expenditure (Establishment expenditure, O&M expenditure)
- c. Performance on Revenue Account: Operating surplus, revenue surplus, overall surplus, liquidity
- d. Surplus/deficit vis-a-vis the Capital Investments
- e. Debt Management
 - i. Debt servicing in proportion to revenue receipts
 - ii. Interest cover
- f. Collection Efficiencies
 - i. User charges
- g. DAs Assets valuation

The exact credit scoring model will be developed in consultation with the concern Development Authority /agencies.

(An illustrative format for capturing financial information is annexed to the TOR)

2. Provide information for National Credit database:

Provide financial, project and other information about DA in standard format for uploading it to National DA Credit database.

Deliverables and Outputs

Deliverable	Time Frame	Contents	Remarks
Information Required from DA	1 week from signing of contract		DA to revert with information in 3 weeks.
Credit Rating with Rationale, Draft Credit Assessment Report, Draft Credit Score Report	30 days from date of start	<ul style="list-style-type: none"> • All the details as mentioned as Task 1 given under section will be included in the Credit Assessment Report. • Draft Report will be submitted for each DA 	A presentation shall be made to the Housing & Urban Planning Department, Government of Uttar Pradesh on the report.

Final Credit Assessment Report, Credit Score Report and Information Required to be uploaded on National Credit Database	45 days from date of start	Final Report	Incorporating comments, if any on the draft report
---	----------------------------	--------------	--

Besides above, a monthly Progress report shall also be submitted to the Housing & Urban Planning Department, Government of Uttar Pradesh and RCUES Lucknow during the contract period.

7.1 Qualification Requirements:

Credit rating agencies are requested to submit a copy of their rating methodology for credit rating of DA debt along with their credentials in credit rating of Bonds and DA Credit Assessment. CRA's are also required to share their experience in developing scoring models for other government agencies. In addition they are required to share their CV of the senior staff member who will be interfacing with Housing & Urban Planning Department, Government of Uttar Pradesh for developing the Credit Scoring model.

Sample Illustration: Recast accounts

Part I - Revenue Account					
I	Revenue Income				
A	Own Sources				
	Tax Revenue				
1	Sale of Land				
2	Tax on deeds of immovable property				
3	Development fee (includes external and internal development charges)				
4	City development charges				
5	Land conversion charges				
6	Purchasable FAR charges				
7	Compounding charges				
8	Development licence fee				
9	Map fee				
10	Impact fee				
11	Stacking charges				
12	Permission fee				
13	Free hold charges				
14	Sub-divisional charges				
	Sub-Total (Tax Revenue)				
	Non Tax Revenue				
	Rent from Civic Amenities				
	Rent from Lease Lands				
	Other Rent				
	Empanelment & Registration Charges				
	Licensing Fess				
	Fees for Grant of Permit				
	Fees for Certificate or Extract				
	Development Charges				
	Regularization Fees				
	Penalties and Fines				
	Other Fees				
	User Charges				
	Entry Fees				
	Recovery Charges for damages to Roads				
	Sale & hire charges				
	Income from Investments				
	Interest Earned				
	Other Income				
	Sub-Total (Non Tax Revenue)				
	Tax + Non-Tax Revenue				
B	Rev, Grants & Contributions				
	Stamp Duty on Transfer of Properties				
	Compensation in Lieu of Octroi				
	Compensation in Lieu of Pilgrim Tax				
	Basic services programme				
	State Finance Commission				
	Road Maintenance Grant				

		State Finance Commission Grant				
		Central Finance Commission Grant				
		Other Grants				
		Total Grants & Contributions				
		Total Revenue Income				
		Revenue Expenditure				
	A	Establishment expenses				
		Salaries/ Wages				
		Pension & retirement benefits				
		Total Salary Expenses				
	B	Operation & Maintenance				
		Power & Fuel				
		Consumption of Stores				
		Hire Charges				
		Repairs & Maintenance- Infrastructure Assets				
		Repairs & Maintenance- Civic Amenities				
		Repairs & Maintenance- Buildings				
		Repairs & Maintenance- Vehicles				
		Repairs & Maintenance- Furniture				
		Repairs & Maintenance- Office Equipment				
		Repairs & Maintenance Electrical Appliances				
		Repairs & Maintenance Others				
		Other Operating & Maintenance Expenses				
		Total O&M Expenses				
	C	Debt Servicing				
		Interest & finance charges				
		Total Debt Servicing				
		Total Revenue Expenditure				
		Part II - Capital Account				
	I	Capital Income				
	A	Own Sources				
		Sale				
	B	Loans				
	C	Grants & Contributions				
	1	State Grants				
		Central Grants				
		Other Grants				
		Total Capital Income				
	II	Capital Expenditure				
		XYZ Project- Consolidated Expenses				
		ABC -Consolidated Expenses				
		Other programme expenses				
		Total Capital Expenditure				

Section 6:

STANDARD FORM OF CONTRACT

Consultant's Services

Lump-Sum

Contents

Preface	57
I. Form of Contract	59
II. General Conditions of Contract	61
A. General Provisions	61
1. Definitions.....	61
2. Relationship Between the Parties.....	62
3. Law Governing Contract.....	62
4. Language.....	62
5. Headings.....	62
6. Communications	62
7. Location.....	63
8. Authority of Member in Charge.....	63
9. Authorized Representatives	63
10. Corrupt and Fraudulent Practices.....	63
B. Commencement, Completion, Modification and Termination of Contract	63
11. Effectiveness of Contract.....	63
12. Termination of Contract for Failure to Become Effective.....	63
13. Commencement of Services.....	63
14. Expiration of Contract.....	63
15. Entire Agreement	64
16. Modifications or Variations	64
17. Force Majeure	64
18. Suspension	65
19. Termination.....	65
C. Obligations of the Consultant	67
20. General	67
21. Conflict of Interests.....	68
22. Confidentiality	69
23. Liability of the Consultant	69
24. Insurance to be Taken out by the Consultant.....	69
25. Accounting, Inspection and Auditing	69
26. Reporting Obligations.....	69
27. Proprietary Rights of the Client in Reports and Records.....	69
28. Equipment, Vehicles and Materials	70
D. Consultant's Experts and Sub-Consultants	70
29. Description of Key Experts.....	70
30. Replacement of Key Experts.....	70

31. Removal of Experts or Sub-consultants.....	70
E. Obligations of the Client	71
32. Assistance and Exemptions.....	71
33. Access to Project Site.....	71
34. Change in the Applicable Law Related to Taxes and Duties	72
35. Services, Facilities and Property of the Client.....	72
36. Counterpart Personnel.....	72
37. Payment Obligation	72
F. Payments to the Consultant	72
38. Contract Price.....	72
39. Taxes and Duties.....	72
40. Currency of Payment	73
41. Mode of Billing and Payment	73
42. Interest on Delayed Payments.....	73
G. Fairness and Good Faith	74
43. Good Faith	74
H. Settlement of Disputes.....	74
44. Amicable Settlement.....	74
45. Dispute Resolution.....	74
Attachment 1: Bank's Policy – Corrupt and Fraudulent PracticesError! Bookmark not defined.	
III. Special Conditions of Contract	75
IV. Appendices	83
Appendix A – Terms of Reference	83
Appendix B - Key Experts.....	83
Appendix C – Breakdown of Contract Price	83
Appendix D - Form of Advance Payments Guarantee	84

Preface

1. The standard Contract form consists of four parts: the Form of Contract to be signed by the Client and the Consultant, the General Conditions of Contract (GCC), including Attachment 1 (Bank's Policy – Corrupt and Fraudulent Practices); the Special Conditions of Contract (SCC); and the Appendices.
2. The General Conditions of Contract, including Attachment 1, shall not be modified. The Special Conditions of Contract that contain clauses specific to each Contract intend to supplement, but not over-write or otherwise contradict, the General Conditions.

CONTRACT FOR CONSULTANT'S SERVICES

Project Name: Credit Rating of Development Authorities of Uttar Pradesh

Contract No.....

between

[Insert Name of the Client]

and

[Name of the Credit rating agencies]

Dated: _____

I. Form of Contract

LUMP-SUM

(Text in brackets [] is optional; all notes should be deleted in the final text)

This CONTRACT (hereinafter called the “Contract”) is made the [number] day of the month of [month], [year], between, on the one hand, [Insert name of the State] (hereinafter called the “Client”) and, on the other hand, [name of Consultant] (hereinafter called the “Consultant”).

[If the Consultant consist of more than one entity, the above should be partially amended to read as follows: “...(hereinafter called the “Client”) and, on the other hand, a Joint Venture (name of the JV) consisting of the following entities, each member of which will be jointly and severally liable to the Client for all the Consultant’s obligations under this Contract, namely, [name of member] and [name of member] (hereinafter called the “Consultant”).]

WHEREAS

- (a) the Client has requested the Consultant to provide certain consulting services as defined in this Contract (hereinafter called the “Services”);
- (b) the Consultant, having represented to the Client that it has the required professional skills, expertise and technical resources, has agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
 - (a) The General Conditions of Contract ;
 - (b) The Special Conditions of Contract;
 - (c) Appendices:

- Appendix A: Terms of Reference
- Appendix B: Key Experts
- Appendix C: Breakdown of Contract Price
- Appendix D: Form of Advance Payments Guarantee

In the event of any inconsistency between the documents, the following order of precedence shall prevail: the Special Conditions of Contract; the General Conditions of Contract, including Attachment 1; Appendix A; Appendix B; Appendix C; Appendix D. Any reference to this Contract shall include, where the context permits, a reference to its Appendices.

2. The mutual rights and obligations of the Client and the Consultant shall be as set forth in the Contract, in particular:

- (a) the Consultant shall carry out the Services in accordance with the provisions of the Contract; and
- (b) the Client shall make payments to the Consultant in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of Housing & Urban Planning Department, Government of Uttar Pradesh

(VC, Development Authority)

[Authorized Representative]

For and on behalf of *[Name of Credit rating agencies or Name of a Joint Venture]*

[Authorized Representative of the Credit rating agencies – name and signature]

[For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached.]

For and on behalf of each of the members of the Credit rating agencies *[insert the Name of the Joint Venture]*

[Name of the lead member]

[Authorized Representative on behalf of a Joint Venture]

[add signature blocks for each member if all are signing]

II. General Conditions of Contract

A. GENERAL PROVISIONS

1. Definitions

- 1.1. Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:
- (a) “Applicable Law” means the laws and any other instruments having the force of law in the Client’s country, or in such other country as may be specified in the **Special Conditions of Contract (SCC)**, as they may be issued and in force from time to time.
 - (b) “Client” means the implementing agency that signs the Contract for the Services with the Selected Consultant.
 - (c) “Consultant” means a legally-established professional consulting firm or entity selected by the Client to provide the Services under the signed Contract.
 - (d) “Contract” means the legally binding written agreement signed between the Client and the Consultant and which includes all the attached documents listed in its paragraph 1 of the Form of Contract (the General Conditions (GCC), the Special Conditions (SCC), and the Appendices).
 - (e) “Day” means a working day unless indicated otherwise.
 - (f) “Effective Date” means the date on which this Contract comes into force and effect pursuant to Clause GCC 11.
 - (g) “Experts” means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Consultant, Sub-consultant or JV member(s) assigned by the Consultant to perform the Services or any part thereof under the Contract.
 - (h) “Foreign Currency” means any currency other than the currency of the Client’s country.
 - (i) “GCC” means these General Conditions of Contract.
 - (j) “Government” means the government of the Client’s country.
 - (k) “Joint Venture (JV)” means an association with or without a legal personality distinct from that of its members, of more than one entity where one member has the authority to conduct all businesses for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Client for the performance of the Contract.
 - (l) “Key Expert(s)” means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose Curricula

Vitae (CV) was taken into account in the technical evaluation of the Consultant's proposal.

- (m) "Local Currency" means the currency of the Client's country.
- (n) "Non-Key Expert(s)" means an individual professional provided by the Consultant or its Sub-consultant to perform the Services or any part thereof under the Contract.
- (o) "Party" means the Client or the Consultant, as the case may be, and "Parties" means both of them.
- (p) "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented but not over-written.
- (q) "Services" means the work to be performed by the Consultant pursuant to this Contract, as described in Appendix A hereto.
- (r) "Sub-consultants" means an entity to whom/which the Consultant subcontracts any part of the Services while remaining solely liable for the execution of the Contract.
- (s) "Third Party" means any person or entity other than the Government, the Client, the Consultant or a Sub-consultant.

2. Relationship between the Parties

2.1. Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as between the Client and the Consultant. The Consultant, subject to this Contract, has complete charge of the Experts and Sub-consultants, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

3. Law Governing Contract

3.1. This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

4. Language

4.1. This Contract has been executed in the language specified in the SCC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

5. Headings

5.1. The headings shall not limit, alter or affect the meaning of this Contract.

6. Communications

6.1. Any communication required or permitted to be given or made pursuant to this Contract shall be in writing in the language specified in Clause GCC 4. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the SCC.

6.2. A Party may change its address for notice hereunder by giving the other Party any communication of such change to the address specified in the SCC.

- 7. Location** 7.1. The Services shall be performed at such locations as are specified in **Appendix A** hereto and, where the location of a particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the Client may approve.
- 8. Authority of Member in Charge** 8.1. In case the Consultant is a Joint Venture, the members hereby authorize the member specified in the **SCC** to act on their behalf in exercising all the Consultant's rights and obligations towards the Client under this Contract, including without limitation the receiving of instructions and payments from the Client.
- 9. Authorized Representatives** 9.1. Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the Client or the Consultant may be taken or executed by the officials specified in the **SCC**.
- 10. Corrupt and Fraudulent Practices** 10.1. The Client requires compliance with its policy in regard to corrupt and fraudulent practices as set forth in **Attachment 1** to the GCC.
- a. Commissions and Fees** 10.2. The Client requires the Consultant to disclose any commissions, gratuities or fees that may have been paid or are to be paid to agents or any other party with respect to the selection process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee. Failure to disclose such commissions, gratuities or fees may result in termination of the Contract and/or sanctions by the Bank.

B. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT

- 11. Effectiveness of Contract** 11.1. This Contract shall come into force and effect on the date (the "Effective Date") of the Client's notice to the Consultant instructing the Consultant to begin carrying out the Services. This notice shall confirm that the effectiveness conditions, if any, listed in the **SCC** have been met.
- 12. Termination of Contract for Failure to Become Effective** 12.1. If this Contract has not become effective within such time period after the date of Contract signature as specified in the **SCC**, either Party may, by not less than twenty two (22) days written notice to the other Party, declare this Contract to be null and void, and in the event of such a declaration by either Party, neither Party shall have any claim against the other Party with respect hereto.
- 13. Commencement of Services** 13.1. The Consultant shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the **SCC**.
- 14. Expiration of Contract** 14.1. Unless terminated earlier pursuant to Clause GCC 19 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the **SCC**.

- 15. Entire Agreement** 15.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.
- 16. Modifications or Variations** 16.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.
- 16.2. In cases of substantial modifications or variations, the prior written consent of the Bank is required.
- 17. Force Majeure**
- a. Définition** 17.1. For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible under the circumstances, and subject to those requirements, includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action confiscation or any other action by Government agencies.
- 17.2. Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or such Party’s Experts, Sub-consultants or agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Contract, and avoid or overcome in the carrying out of its obligations hereunder.
- 17.3. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.
- b. No Breach of Contract** 17.4. The failure of a Party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.
- c. Measures to be Taken** 17.5. A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.
- 17.6. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) calendar days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as

soon as possible.

17.7. Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

17.8. During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant, upon instructions by the Client, shall either:

- (a) demobilize, in which case the Consultant shall be reimbursed for additional costs they reasonably and necessarily incurred, and, if required by the Client, in reactivating the Services; or
- (b) continue with the Services to the extent reasonably possible, in which case the Consultant shall continue to be paid under the terms of this Contract and be reimbursed for additional costs reasonably and necessarily incurred.

17.9. In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to Clauses GCC 44 & 45.

18. Suspension

18.1. The Client may, by written notice of suspension to the Consultant, suspend all payments to the Consultant hereunder if the Consultant fails to perform any of its obligations under this Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Consultant to remedy such failure within a period not exceeding thirty (30) calendar days after receipt by the Consultant of such notice of suspension.

19. Termination

19.1. This Contract may be terminated by either Party as per provisions set up below:

a. By the Client

19.1.1. The Client may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause. In such an occurrence the Client shall give at least thirty (30) calendar days' written notice of termination to the Consultant in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e); and at least five (5) calendar days' written notice in case of the event referred to in (f):

- (a) If the Consultant fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Clause GCC 18;
- (b) If the Consultant becomes (or, if the Consultant consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether

compulsory or voluntary;

- (c) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GCC 45.1;
- (d) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
- (e) If the Client, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;
- (f) If the Consultant fails to confirm availability of Key Experts as required in Clause GCC 13.

19.1.2. Furthermore, if the Client determines that the Consultant has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Client may, after giving fourteen (14) calendar days written notice to the Consultant, terminate the Consultant's employment under the Contract.

b. By the Consultant

19.1.3. The Consultant may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Client, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

- (a) If the Client fails to pay any money due to the Consultant pursuant to this Contract and not subject to dispute pursuant to Clause GCC 45.1 within forty-five (45) calendar days after receiving written notice from the Consultant that such payment is overdue.
- (b) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
- (c) If the Client fails to comply with any final decision reached as a result of arbitration pursuant to Clause GCC 45.1.
- (d) If the Client is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Consultant may have subsequently approved in writing) following the receipt by the Client of the Consultant's notice specifying such breach.

c. Cessation of Rights and Obligations

19.1.4. Upon termination of this Contract pursuant to Clauses GCC 12 or GCC 19 hereof, or upon expiration of this Contract pursuant to Clause GCC 14, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth in Clause GCC 22, (iii) the

Consultant's obligation to permit inspection, copying and auditing of their accounts and records set forth in Clause GCC 25, and (iv) any right which a Party may have under the Applicable Law.

d. Cessation of Services

19.1.5. Upon termination of this Contract by notice of either Party to the other pursuant to Clauses GCC 19a or GCC 19b, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant and equipment and materials furnished by the Client, the Consultant shall proceed as provided, respectively, by Clauses GCC 27 or GCC 28.

e. Payment upon Termination

19.1.6. Upon termination of this Contract, the Client shall make the following payments to the Consultant:

- (a) payment for Services satisfactorily performed prior to the effective date of termination; and
- (b) in the case of termination pursuant to paragraphs (d) and (e) of Clause GCC19.1.1, reimbursement of any reasonable cost incidental to the prompt and orderly termination of this Contract, including the cost of the return travel of the Experts.

C. OBLIGATIONS OF THE CONSULTANT

20. General

a. Standard of Performance

20.1 The Consultant shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Client, and shall at all times support and safeguard the Client's legitimate interests in any dealings with the third parties.

20.2. The Consultant shall employ and provide such qualified and experienced Experts and Sub-consultants as are required to carry out the Services.

20.3. The Consultant may subcontract part of the Services to an extent and with such Key Experts and Sub-consultants as may be approved in advance by the Client. Notwithstanding such approval, the Consultant shall retain full responsibility for the Services.

b. Law Applicable to Services

20.4. The Consultant shall perform the Services in accordance with the Contract and the Applicable Law and shall take all practicable steps to ensure that any of its Experts and Sub-consultants, comply with the

Applicable Law.

20.5. Throughout the execution of the Contract, the Consultant shall comply with the import of goods and services prohibitions in the Client's country when

- (a) as a matter of law or official regulations, the Borrower's country prohibits commercial relations with that country; or

20.6. The Client shall notify the Consultant in writing of relevant local customs, and the Consultant shall, after such notification, respect such customs.

21. Conflict of Interests

21.1. The Consultant shall hold the Client's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

**a. Consultant
Not to Benefit
from
Commissions,
Discounts, etc.**

21.1.1 The payment of the Consultant pursuant to GCC F (Clauses GCC 38 through 42) shall constitute the Consultant's only payment in connection with this Contract and, subject to Clause GCC 21.1.3, the Consultant shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or in the discharge of its obligations hereunder, and the Consultant shall use its best efforts to ensure that any Sub-consultants, as well as the Experts and agents of either of them, similarly shall not receive any such additional payment.

21.1.2 Furthermore, if the Consultant, as part of the Services, has the responsibility of advising the Client on the procurement of goods, works or services, the Consultant shall comply with the Bank's Applicable Guidelines, and shall at all times exercise such responsibility in the best interest of the Client. Any discounts or commissions obtained by the Consultant in the exercise of such procurement responsibility shall be for the account of the Client.

**b. Consultant
and Affiliates
Not to Engage
in Certain
Activities**

21.1.3 The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, as well as any Sub-consultants and any entity affiliated with such Sub-consultants, shall be disqualified from providing goods, works or non-consulting services resulting from or directly related to the Consultant's Services for the preparation or implementation of the project, unless otherwise indicated in the SCC.

**c. Prohibition of
Conflicting
Activities**

21.1.4 The Consultant shall not engage, and shall cause its Experts as well as its Sub-consultants not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.

**d. Strict Duty to
Disclose
Conflicting
Activities**

21.1.5 The Consultant has an obligation and shall ensure that its Experts and Sub-consultants shall have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Client, or that may reasonably be perceived as having this effect. Failure to disclose said situations

may lead to the disqualification of the Consultant or the termination of its Contract.

- 22. Confidentiality** 22.1 Except with the prior written consent of the Client, the Consultant and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Experts make public the recommendations formulated in the course of, or as a result of, the Services.
- 23. Liability of the Consultant** 23.1 Subject to additional provisions, if any, set forth in the SCC, the Consultant's liability under this Contract shall be provided by the Applicable Law.
- 24. Insurance to be Taken out by the Consultant** 24.1 The Consultant (i) shall take out and maintain, and shall cause any Sub-consultants to take out and maintain, at its (or the Sub-consultants', as the case may be) own cost but on terms and conditions approved by the Client, insurance against the risks, and for the coverage specified in the SCC, and (ii) at the Client's request, shall provide evidence to the Client showing that such insurance has been taken out and maintained and that the current premiums therefore have been paid. The Consultant shall ensure that such insurance is in place prior to commencing the Services as stated in Clause GCC 13.
- 25. Accounting, Inspection and Auditing** 25.1 The Consultant shall keep, and shall make all reasonable efforts to cause its Sub-consultants to keep, accurate and systematic accounts and records in respect of the Services and in such form and detail as will clearly identify relevant time changes and costs.
- 25.2 The Consultant shall permit and shall cause its Sub-consultants to permit, the Client and/or persons appointed by the Client to inspect the Site and/or all accounts and records relating to the performance of the Contract and the submission of the Proposal to provide the Services, and to have such accounts and records audited by auditors appointed by the Client.
- 26. Reporting Obligations** 26.1 The Consultant shall submit to the Client the reports and documents specified in **Appendix A**, in the form, in the numbers and within the time periods set forth in the said Appendix.
- 27. Proprietary Rights of the Client in Reports and Records** 27.1 Unless otherwise indicated in the SCC, all reports and relevant data and information such as maps, diagrams, plans, databases, other documents and software, supporting records or material compiled or prepared by the Consultant for the Client in the course of the Services shall be confidential and become and remain the absolute property of the Client. The Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the Client, together with a detailed inventory thereof. The Consultant may retain a copy of such documents, data and/or software but shall not use the same for purposes unrelated to this Contract without prior written approval of the Client.
- 27.2 If license agreements are necessary or appropriate between the Consultant and third parties for purposes of development of the plans, drawings, specifications, designs, databases, other documents and software,

the Consultant shall obtain the Client's prior written approval to such agreements, and the Client shall be entitled at its discretion to require recovering the expenses related to the development of the program(s) concerned. Other restrictions about the future use of these documents and software, if any, shall be specified in the **SCC**.

28. Equipment, Vehicles and Materials

28.1 Equipment, vehicles and materials made available to the Consultant by the Client, or purchased by the Consultant wholly or partly with funds provided by the Client, shall be the property of the Client and shall be marked accordingly. Upon termination or expiration of this Contract, the Consultant shall make available to the Client an inventory of such equipment, vehicles and materials and shall dispose of such equipment, vehicles and materials in accordance with the Client's instructions. While in possession of such equipment, vehicles and materials, the Consultant, unless otherwise instructed by the Client in writing, shall insure them at the expense of the Client in an amount equal to their full replacement value.

28.2 Any equipment or materials brought by the Consultant or its Experts into the Client's country for the use either for the project or personal use shall remain the property of the Consultant or the Experts concerned, as applicable.

D. CONSULTANT'S EXPERTS AND SUB-CONSULTANTS

29. Description of Key Experts

29.1 The title, agreed job description, minimum qualification and estimated period of engagement to carry out the Services of each of the Consultant's Key Experts are described in **Appendix B**.

30. Replacement of Key Experts

30.1 Except as the Client may otherwise agree in writing, no changes shall be made in the Key Experts.

30.2 Notwithstanding the above, the substitution of Key Experts during Contract execution may be considered only based on the Consultant's written request and due to circumstances outside the reasonable control of the Consultant, including but not limited to death or medical incapacity. In such case, the Consultant shall forthwith provide as a replacement, a person of equivalent or better qualifications and experience, and at the same rate of remuneration.

31. Removal of Experts or Sub-consultants

31.1 If the Client finds that any of the Experts or Sub-consultant has committed serious misconduct or has been charged with having committed a criminal action, or shall the Client determine that Consultant's Expert of Sub-consultant have engaged in corrupt, fraudulent, collusive, coercive or obstructive practice while performing the Services, the Consultant shall, at the Client's written request, provide a replacement.

31.2 In the event that any of Key Experts, Non-Key Experts or Sub-consultants is found by the Client to be incompetent or incapable in discharging assigned duties, the Client, specifying the grounds therefore, may request the Consultant to provide a replacement.

31.3 Any replacement of the removed Experts or Sub-consultants shall

possess better qualifications and experience and shall be acceptable to the Client.

31.4 The Consultant shall bear all costs arising out of or incidental to any removal and/or replacement of such Experts.

E. OBLIGATIONS OF THE CLIENT

32. Assistance and Exemptions

32.1 Unless otherwise specified in the **SCC**, the Client shall use its best efforts to:

- (a) Assist the Consultant with obtaining work permits and such other documents as shall be necessary to enable the Consultant to perform the Services.
- (b) Assist the Consultant with promptly obtaining, for the Experts and, if appropriate, their eligible dependents, all necessary entry and exit visas, residence permits, exchange permits and any other documents required for their stay in the Client's country while carrying out the Services under the Contract.
- (c) Facilitate prompt clearance through customs of any property required for the Services and of the personal effects of the Experts and their eligible dependents.
- (c) Issue to officials, agents and representatives of the Government all such instructions and information as may be necessary or appropriate for the prompt and effective implementation of the Services.
- (d) Assist the Consultant and the Experts and any Sub-consultants employed by the Consultant for the Services with obtaining exemption from any requirement to register or obtain any permit to practice their profession or to establish themselves either individually or as a corporate entity in the Client's country according to the applicable law in the Client's country.
- (e) Assist the Consultant, any Sub-consultants and the Experts of either of them with obtaining the privilege, pursuant to the applicable law in the Client's country, of bringing into the Client's country reasonable amounts of foreign currency for the purposes of the Services or for the personal use of the Experts and of withdrawing any such amounts as may be earned therein by the Experts in the execution of the Services.
- (f) Provide to the Consultant any such other assistance as may be specified in the **SCC**.

33. Access to Project Site

33.1 The Client warrants that the Consultant shall have, free of charge, unimpeded access to the project site in respect of which access is required for the performance of the Services. The Client will be responsible for any damage to the project site or any property thereon resulting from such access and will indemnify the Consultant and each of the experts in respect

of liability for any such damage, unless such damage is caused by the willful default or negligence of the Consultant or any Sub-consultants or the Experts of either of them.

34. Change in the Applicable Law Related to Taxes and Duties

34.1 If, after the date of this Contract, there is any change in the applicable law in the Client's country with respect to taxes and duties which increases or decreases the cost incurred by the Consultant in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the Parties hereto, and corresponding adjustments shall be made to the Contract price amount specified in Clause GCC 38.1

35. Services, Facilities and Property of the Client

35.1 The Client shall make available to the Consultant and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference (**Appendix A**) at the times and in the manner specified in said **Appendix A**.

36. Counterpart Personnel

36.1 The Client shall make available to the Consultant free of charge such professional and support counterpart personnel, to be nominated by the Client with the Consultant's advice, if specified in **Appendix A**.

36.2 Professional and support counterpart personnel, excluding Client's liaison personnel, shall work under the exclusive direction of the Consultant. If any member of the counterpart personnel fails to perform adequately any work assigned to such member by the Consultant that is consistent with the position occupied by such member, the Consultant may request the replacement of such member, and the Client shall not unreasonably refuse to act upon such request.

37. Payment Obligation

37.1 In consideration of the Services performed by the Consultant under this Contract, the Client shall make such payments to the Consultant for the deliverables specified in **Appendix A** and in such manner as is provided by GCC F below.

F. PAYMENTS TO THE CONSULTANT

38. Contract Price

38.1 The Contract price is fixed and is set forth in the **SCC**. The Contract price breakdown is provided in **Appendix C**.

38.2 Any change to the Contract price specified in Clause 38.1 can be made only if the Parties have agreed to the revised scope of Services pursuant to Clause GCC 16 and have amended in writing the Terms of Reference in **Appendix A**.

39. Taxes and Duties

39.1 The Consultant, Sub-consultants and Experts are responsible for meeting any and all tax liabilities arising out of the Contract unless it is stated otherwise in the **SCC**.

39.2 As an exception to the above and as stated in the **SCC**, all local identifiable indirect taxes (itemized and finalized at Contract negotiations)

are reimbursed to the Consultant or are paid by the Client on behalf of the Consultant.

40. Currency of Payment

40.1 Any payment under this Contract shall be made in the currency(ies) of the Contract.

41. Mode of Billing and Payment

41.1 The total payments under this Contract shall not exceed the Contract price set forth in Clause GCC 38.1.

41.2 The payments under this Contract shall be made in lump-sum installments against deliverables specified in **Appendix A**. The payments will be made according to the payment schedule stated in the **SCC**.

41.2.1 Advance payment: Unless otherwise indicated in the **SCC**, an advance payment shall be made against an advance payment bank guarantee acceptable to the Client in an amount (or amounts) and in a currency (or currencies) specified in the **SCC**. Such guarantee (i) is to remain effective until the advance payment has been fully set off, and (ii) is to be in the form set forth in **Appendix D**, or in such other form as the Client shall have approved in writing. The advance payments will be set off by the Client in equal portions against the lump-sum installments specified in the **SCC** until said advance payments have been fully set off.

41.2.2 The Lump-Sum Installment Payments. The Client shall pay the Consultant within sixty (60) days after the receipt by the Client of the deliverable(s) and the cover invoice for the related lump-sum installment payment. The payment can be withheld if the Client does not approve the submitted deliverable(s) as satisfactory in which case the Client shall provide comments to the Consultant within the same sixty (60) days period. The Consultant shall thereupon promptly make any necessary corrections, and thereafter the foregoing process shall be repeated.

41.2.3 The Final Payment. The final payment under this Clause shall be made only after the final report have been submitted by the Consultant and approved as satisfactory by the Client. The Services shall then be deemed completed and finally accepted by the Client. The last lump-sum installment shall be deemed approved for payment by the Client within ninety (90) calendar days after receipt of the final report by the Client unless the Client, within such ninety (90) calendar day period, gives written notice to the Consultant specifying in detail deficiencies in the Services, the final report. The Consultant shall thereupon promptly make any necessary corrections, and thereafter the foregoing process shall be repeated. 41.2.4 All payments under this Contract shall be made to the accounts of the Consultant specified in the **SCC**.

41.2.4 With the exception of the final payment under 41.2.3 above, payments do not constitute acceptance of the whole Services nor relieve the Consultant of any obligations hereunder.

42. Interest on Delayed Payments

42.1 If the Client had delayed payments beyond fifteen (15) days after the due date stated in Clause GCC 41.2.2, interest shall be paid to the Consultant on any amount due by, not paid on, such due date for each day

of delay at the annual rate stated in the **SCC**.

G. FAIRNESS AND GOOD FAITH

43. Good Faith

43.1 The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

H. SETTLEMENT OF DISPUTES

44. Amicable Settlement

44.1 The Parties shall seek to resolve any dispute amicably by mutual consultation.

44.2 If either Party objects to any action or inaction of the other Party, the objecting Party may file a written Notice of Dispute to the other Party providing in detail the basis of the dispute. The Party receiving the Notice of Dispute will consider it and respond in writing within fourteen (14) days after receipt. If that Party fails to respond within fourteen (14) days, or the dispute cannot be amicably settled within fourteen (14) days following the response of that Party, Clause GCC 49.1 shall apply.

45. Dispute Resolution

45.1 Any dispute between the Parties arising under or related to this Contract that cannot be settled amicably may be referred to by either Party to the adjudication/arbitration in accordance with the provisions specified in the **SCC**.

III. Special Conditions of Contract

[Notes in brackets are for guidance purposes only and should be deleted in the final text of the signed contract]

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1(b) and 3.1	The Contract shall be construed in accordance with the law of INDIA
4.1	The language is: English
6.1 and 6.2	<p>The addresses are:</p> <p>Client :Development Authority</p> <p>[Name and address of Contracting Officer]</p> <p>Attention : [Insert Name]</p> <p>Facsimile : -----</p> <p>Email: -----</p> <p>Credit rating agencies :</p> <p>Attention :</p> <p>Facsimile :</p> <p>E-mail:</p>
8.1	<p><i>[If the Consultant consists only of one entity, state "N/A";</i></p> <p><i>OR</i></p> <p><i>If the Consultant is a Joint Venture consisting of more than one entity, the name of the JV member whose address is specified in Clause SCC6.1 should be inserted here.]</i></p> <p>The Lead Member on behalf of the JV is _____</p> <p style="text-align: right;"><i>[insert name of the member]</i></p>
9.1	<p>The Authorized Representatives are:</p> <p>For the Client: [insert name address of contracting officer]</p> <p>For the Credit rating agencies</p> <p>: <i>[name, title]</i> _____</p>
11.1	

	The effectiveness conditions are the following: approval of the Contract by the Bank
12.1	Termination of Contract for Failure to Become Effective: The time period shall be : One Month
13.1	Commencement of Services: The number of days shall be : Fifteen Confirmation of Key Experts' availability to start the Assignment shall be submitted to the Client in writing as a written statement signed by each Key Expert.
14.1	Expiration of Contract: The time period shall be : Six Months
21 b.	The Client reserves the right to determine on a case-by-case basis whether the Consultant should be disqualified from providing goods, works or non-consulting services due to a conflict of a nature described in Clause GCC 21.1.3 Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<p>23.1</p>	<p>The following limitation of the Consultant's Liability towards the Client can be subject to the Contract's negotiations:</p> <p>"Limitation of the Consultant's Liability towards the Client:</p> <p>(a) Except in the case of gross negligence or willful misconduct on the part of the Consultant or on the part of any person or a firm acting on behalf of the Consultant in carrying out the Services, the Consultant, with respect to damage caused by the Consultant to the Client's property, shall not be liable to the Client:</p> <p>(i) for any indirect or consequential loss or damage; and</p> <p>(ii) for any direct loss or damage that exceeds three times the total value of the Contract;</p> <p>(b) This limitation of liability shall not</p> <p>(i) affect the Consultant's liability, if any, for damage to Third Parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the Services;</p> <p>(ii) be construed as providing the Consultant with any limitation or exclusion from liability which is prohibited by the Applicable Law</p>
<p>24.1</p>	<p>The insurance coverage against the risks shall be as follows:</p> <p><i>[Delete what is not applicable except (a)].</i></p> <p>(a) Professional liability insurance, with a minimum coverage of equal to the value of Contract Price;</p> <p>(b) Third Party motor vehicle liability insurance in respect of motor vehicles operated in the Client's country by the Consultant or its Experts or Sub-consultants, with a minimum coverage as per Indian Motor Vehicle Act 1988;</p> <p>(c) Third Party liability insurance, with a minimum coverage of <i>Indian Rupees One (1) million;</i></p> <p>(d) employer's liability and workers' compensation insurance in respect of the experts and Sub-consultants in accordance with the relevant provisions of the applicable law in the Client's country, as well as, with respect to such Experts, any such life, health, accident, travel or other insurance as may be appropriate; and</p> <p>(e) insurance against loss of or damage to (i) equipment purchased in whole or in part with funds provided under this Contract, (ii) the Consultant's property used in the performance of the Services, and (iii) any documents prepared by the Consultant in the performance of the Services.</p>

<p>27.2</p>	<p>The Consultant shall not use these documents and software for purposes unrelated to this Contract without the prior written approval of the Client.]</p>
<p>32.1 (f)</p>	<p>The Client will provide the following inputs and facilities: Introducing the Consultant to the relevant Urban Local Body (DA) and State-level Department.</p> <p>The Development Authority will: The concerned cities DA (Client Representative) will make best efforts in providing relevant data, information, and reports deemed necessary for the assignment.</p>
<p>38.1</p>	<p>The Contract price is: _____ [insert amount and currency for each currency as applicable] [indicate: inclusive] of local indirect taxes.</p> <p>Any indirect local taxes chargeable in respect of this Contract for the Services provided by the Consultant shall [insert as appropriate: “be paid” or “reimbursed”] by the Client [insert as appropriate: “for“ or “to”]the Consultant.</p> <p>The amount of such taxes is _____ [insert the amount as finalized at the Contract’s negotiations on the basis of the estimates provided by the Consultant in Form FIN-2 of the Consultant’s Financial Proposal.</p>
<p>39.1 and 39.2</p>	<p><u>For domestic consultants/sub-consultants / personnel and foreign consultants/personnel who are permanent residents in India</u></p> <p>The consultants, Sub-consultants and the Personnel shall pay the taxes, duties, fees, levies and other impositions levied under the existing, amended or enacted laws during life of this contract and the client shall perform such duties in regard to the deduction of such tax as may be lawfully imposed.</p> <p><u>For foreign Consultancy firms</u></p> <p>The Client warrants that the Client shall reimburse the Consultant, the Sub-Consultants and the Personnel for any indirect taxes, duties, fees, levies and other impositions imposed, under the Applicable Law, on the Consultant, the Sub-Consultants and the Personnel in respect of:</p>

	<p>(a) any payments whatsoever made by the client directly to the Consultant, Sub-Consultants and the Personnel (other than nationals or permanent residents of the Government’s country), in connection with the carrying out of the Services;</p> <p>(b) any equipment, materials and supplies brought into the Government’s country by the Consultant or Sub-Consultants for the purpose of carrying out the Services and which, after having been brought into such territories, will be subsequently withdrawn there from by them;</p> <p>(c) any equipment imported for the purpose of carrying out the Services and paid for out of funds provided by the Client and which is treated as property of the Client;</p> <p>(d) any property brought into the Government’s country by the Consultant, any Sub-Consultants or the Personnel (other than nationals or permanent residents of the Government’s country), or the eligible dependents of such Personnel for their personal use and which will subsequently be withdrawn there from by them upon their respective departure from the Government’s country, provided that:</p> <ol style="list-style-type: none"> (1) the Consultant, Sub-Consultants and Personnel, and their eligible dependents, shall follow the usual customs procedures of the Government’s country in importing property into the Government’s country; and (2) if the Consultant, Sub-Consultants or Personnel, or their eligible dependents, do not withdraw but dispose of any property in the Government’s country upon which customs duties and taxes have been exempted, the Consultant, Sub-Consultants or Personnel, as the case may be, (i) shall bear such customs duties and taxes in conformity with the regulations of the Government’s country, or (ii) shall reimburse them to the Client if they were paid by the Client at the time the property in question was brought into the Government’s country. <p>39.3</p> <p>(a) The client shall reimburse Service Tax payable in India as per Applicable Law. The consultant shall register itself for service tax with appropriate authority in India & shall provide the registration Number to the client.</p> <p>b) Tax will be deducted at source as per the prevailing Income Tax Rules.</p>
<p>41.2</p>	<p>The accounts are:</p> <p>for foreign currency or currencies: <i>[insert account]</i></p>

	<p>for local currency: <i>[insert account]</i></p> <ol style="list-style-type: none"> 1. The payment will be city linked. The Contract Price will be averaged out for each city by dividing the total contract price by the number of cities under this assignment. 2. The payment will be released by the client for that city on submission and approval of deliverable for concerned DA 3. Payments shall be made according to the following schedule: <p><u>Payment Arrangement</u></p> <p>The Concerned Development Authority along with RCUES Lucknow shall monitor and review the progress of the assignment. The recommendations of Housing & Urban Planning Department, Government of Uttar Pradesh for payment as per contract. Based on Concerned Development Authority recommendations, the payment shall be made to Credit rating agencies by the concerned Development Authority.</p> <p><u>Payment Schedule</u></p> <p>Twenty Percent (20%) of the contract price shall be paid on submission of Inception report to Development Authority and approval by DA / Housing & Urban Planning Department, Government of Uttar Pradesh.</p> <p>Forty percent (40%) of the contract price will be paid on submission of Draft Final report to Development Authority and approval by DA / Housing & Urban Planning Department, Government of Uttar Pradesh.</p> <p>Forty Percent (40%) of the contract price will be paid on acceptance of Credit assessment report by the to Development Authority and approval by DA / Housing & Urban Planning Department, Government of Uttar Pradesh.</p> <p>The due date for payment shall be 15 days after the receipt of bills/ invoice.</p>
<p>41.2.1</p>	<p>The following provisions shall apply to the advance payment and the advance bank payment guarantee:</p> <ol style="list-style-type: none"> (1) An advance payment as indicated in SCC 41.2 (a) shall be made within 45 days after the receipt of an advance bank payment guarantee by the Client. (2) The advance bank payment guarantee shall be in the amount and in the currency(ies) of the advance payment.

	(3) The demand guarantee shall be released when the total payments reach fifty (50) percent of the total contract price.
41.2.4	The accounts are: for foreign currency: <i>[insert account]</i> . for local currency: <i>[insert account]</i> .
42.1	The interest rate is: London Inter-Bank Offered Rate [LIBOR] plus 2% for foreign currency and 6% for local currency.
45.1	Disputes shall be settled by arbitration in accordance with the following provisions: 1. <u>Selection of Arbitrators.</u> Each dispute submitted by a Party to arbitration shall be heard by a sole arbitrator or an arbitration panel composed of three (3) arbitrators, in accordance with the following provisions: (a) Where the Parties agree that the dispute concerns a technical matter, they may agree to appoint a sole arbitrator or, failing agreement on the identity of such sole arbitrator within thirty (30) days after receipt by the other Party of the proposal of a name for such an appointment by the Party who initiated the proceedings, either Party may apply to <i>[Chairman (Delhi State Centre), The Institution of Engineers (India), New Delhi]</i> for a list of not fewer than five (5) nominees and, on receipt of such list, the Parties shall alternately strike names therefrom, and the last remaining nominee on the list shall be the sole arbitrator for the matter in dispute. If the last remaining nominee has not been determined in this manner within sixty (60) days of the date of the list, <i>Chairman (Delhi State Centre), The Institution of Engineers (India), New Delhi</i> shall appoint, upon the request of either Party and from such list or otherwise, a sole arbitrator for the matter in dispute. (b) Where the Parties do not agree that the dispute concerns a technical matter, the Client and the Consultant shall each appoint one (1) arbitrator, and these two arbitrators shall jointly appoint a third arbitrator, who shall chair the arbitration panel. If the arbitrators named by the Parties do not succeed in appointing a third arbitrator within thirty (30) days after the latter of the two (2) arbitrators named by the Parties has been appointed, the third arbitrator shall, at the request of either Party, be appointed by <i>Registrar, The Indian Council of Arbitration, New Delhi</i> . (c) If, in a dispute subject to paragraph (b) above, one Party fails to appoint its arbitrator within thirty (30) days after the other Party has appointed its arbitrator, the Party which has named an

	<p>arbitrator may apply to the <i>Registrar, The Indian Council of Arbitration, New Delhi</i>. to appoint a sole arbitrator for the matter in dispute, and the arbitrator appointed pursuant to such application shall be the sole arbitrator for that dispute.</p>
	<p>2. <u>Rules of Procedure</u>. Except as otherwise stated herein, arbitration proceedings shall be conducted in accordance with the rules of procedure for arbitration.</p> <p>3. <u>Substitute Arbitrators</u>. If for any reason an arbitrator is unable to perform his/her function, a substitute shall be appointed in the same manner as the original arbitrator.</p> <p>4. <u>Nationality and Qualifications of Arbitrators</u>. The sole arbitrator or the third arbitrator appointed pursuant to paragraphs 1(a) through 1(c) above shall be an internationally recognized legal or technical expert with extensive experience in relation to the matter in dispute and shall not be a national of the Consultant’s home country <i>[If the Consultant consists of more than one entity, add: or of the home country of any of their members or Parties]</i> or of the Government’s country. For the purposes of this Clause, “home country” means any of:</p> <p>(a) the country of incorporation of the Consultant <i>[If the Consultant consists of more than one entity, add: or of any of their members or Parties]</i>; or</p> <p>(b) the country in which the Consultant’s [or any of their members’ or Parties’] principal place of business is located; or</p> <p>(c) the country of nationality of a majority of the Consultant’s [or of any members’ or Parties’] shareholders; or</p> <p>(d) the country of nationality of the Sub-consultants concerned, where the dispute involves a subcontract.</p>
	<p>5. <u>Miscellaneous</u>. In any arbitration proceeding hereunder:</p> <p>(a) proceedings shall, unless otherwise agreed by the Parties, be held in <i>[select a country which is neither the Client’s country nor the Consultant’s country]</i>;</p> <p>(b) the <i>English</i> language shall be the official language for all purposes; and</p> <p>(c) the decision of the sole arbitrator or of a majority of the arbitrators (or of the third arbitrator if there is no such majority) shall be final and binding and shall be enforceable in any court of competent jurisdiction, and the Parties hereby waive any objections to or claims of immunity in respect of such enforcement.</p>

IV. Appendices

APPENDIX A – TERMS OF REFERENCE

[This Appendix shall include the final Terms of Reference (TORs) worked out by the Client and the Consultant during the negotiations; dates for completion of various tasks; location of performance for different tasks; detailed reporting requirements and list of deliverables against which the payments to the Consultant will be made; Client's input, including counterpart personnel assigned by the Client to work on the Consultant's team; specific tasks or actions that require prior approval by the Client.]

Insert the text based on the Section 5 (Terms of Reference) of the ITC in the RFP and modified based on the Forms TECH-1 through TECH-5 of the Consultant's Proposal. Highlight the changes to Section 6 of the RFP]

.....

APPENDIX B - KEY EXPERTS

[Insert a table based on Form TECH-6 of the Consultant's Technical Proposal and finalized at the Contract's negotiations. Attach the CVs (updated and signed by the respective Key Experts) demonstrating the qualifications of Key Experts.]

.....

APPENDIX C – BREAKDOWN OF CONTRACT PRICE

[Insert the table with the unit rates to arrive at the breakdown of the lump-sum price. The table shall be based on [Form FIN-3 and FIN-4] of the Consultant's Proposal and reflect any changes agreed at the Contract negotiations, if any. The footnote shall list such changes made to [Form FIN-3 and FIN-4] at the negotiations or state that none has been made.]

APPENDIX D - FORM OF ADVANCE PAYMENTS GUARANTEE

[See Clause GCC 41.2.1 and SCC 41.2.1]

Bank Guarantee for Advance Payment

_____ [Bank's Name, and Address of Issuing Branch or Office]

Beneficiary: _____ [Name and Address of Client]

Date: _____

ADVANCE PAYMENT GUARANTEE No.: _____

We have been informed that _____ [name of Consultant or a name of the Joint Venture, same as appears on the signed Contract] (hereinafter called "the Consultant") has entered into Contract No. _____ [reference number of the contract] dated _____ with you, for the provision of _____ [brief description of Services] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum of _____ [amount in figures] () [amount in words] is to be made against an advance payment guarantee.

At the request of the Consultant, we _____ [name of bank] hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of _____ [amount in figures] () [amount in words]¹ upon receipt by us of your first demand in writing accompanied by a written statement stating that the Consultant are in breach of their obligation under the Contract because the Consultant have used the advance payment for purposes other than toward providing the Services under the Contract.

It is a condition for any claim and payment under this guarantee to be made that the advance payment referred to above must have been received by the Consultant on their account number _____ at _____ [name and address of bank].

The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Consultant as indicated in copies of certified monthly statements which shall be presented to us. This guarantee shall expire, at the latest when total payment reach 50% of the lump sum amount, or on the ___ day of _____,

¹ The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency(ies) of the advance payment as specified in the Contract, or in a freely convertible currency acceptable to the Client.

2 ____,² whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

[signature(s)]

Note: All italicized text is for indicative purposes only to assist in preparing this form and shall be deleted from the final product.

² Insert the expected expiration date. In the event of an extension of the time for completion of the Contract, the Client would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Client might consider adding the following text to the form, at the end of the penultimate paragraph: "The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months][one year], in response to the Client's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

³ The Bank guarantee shall be of Schedule Bank only