

## **CORRIGENDUM**

**Ref:** NITC/S&P/S3/562/Dean(IACR)/TA/2024-25

**Name of the Bid:** Selection of empanelled agencies to serve as a Transaction Advisor for the planning, structuring, and implementation of a project to develop an International Hall of Residence with Associated Facilities at NIT Calicut on Public Private Partnership Mode.

The various clauses in the bid document shall stand amended as indicated in the table given below.

SL NO	Section / Reference Clause No	Existing Clause	Amendments
1.	Clause 4.1 (viii) of the RFP	Bidders should have been contracted/successfully completed as transaction adviser for at least Two (2) projects on PPP in the past 7 years, ending 31st December 2024. Completion Certificate/ Contract Certificate signed by Statutory Auditor will be submitted along with the bidding documents	Bidders should have been contracted/successfully completed as transaction adviser for at least Two (2) projects on PPP in the past 7 years, ending 31st December 2024. The completion certificate/contract certificate vetted by the statutory auditor will be submitted along with the bidding documents
2.	Clause 6.1 (S no. 1) of the RFP	Empanelled by DoE, MoF, Govt. of India - 20 Marks	Empanelled by DoE, MoF, Govt. of India - No marks awarded  mandatory eligibility criteria
3.	Clause 6.1 (S no. 2) of the RFP	As Transaction advisor to have at least 02 PPP projects under State/Central Government in the past 7yrs- 10 Marks	As Transaction advisor to have at least 02 PPP projects under State/Central Government in the past 7yrs- 25 marks  Rs.50Cr/ project &above – 10 Marks Rs.20Cr to 50Cr – 5 Marks Less than Rs.20Cr – 3 Marks
4.	Clause 6.1 (S no. 3 and 4) of the RFP	Sec.3 Undertaking as per clause (ix) of the Section 4: 10 marks	Delete Sec. 3 and insert Bidder's experience in student housing PPP Project: 10 Marks
		Sec.4 Ability to work in Calicut, Kerala: 10 marks	No Change
5.	Clause 6.1 (Sl no. 6) of the RFP Page no.20, Form1F: Details of key personnel	Requirement of key personnel	The required key personnel as per the sec 6.1 sl.6 modified form 1F, modified tender doc, is enclosed herewith. Potential bidders are requested to submit their bids as per the document

6.	Clause 6.1 (Sl no. 6) of the RFP	<p>Requirement of key personnel</p> <p>b) The minimum qualification of a Finance expert is an MBA/CA</p> <p>The minimum qualification of c) Student Housing Expert is as follows: Minimum qualification: B.Tech/BE Civil Engineering</p>	<p>b) The minimum qualification of a Finance expert is an MBA/CA/CFA/PGDM</p> <p>c) Minimum qualification of Student Housing Expert: B.Tech/BE Civil Engineering/B.Arch.</p>
7.	Clause 5	List of Deliverables, Timelines & Payment Milestones	No changes.
8.	(Section III Terms of Reference Clause 4)	Deliverables timelines and payment terms	The modified RFP document is attached
9.	Clause 6.2 Financial Evaluation	<p>The cost of services will be divided into two components:</p> <p>(i) Pre-feasibility study costs (all-inclusive)</p> <p>(ii) End-to-end transaction advisory services (all-inclusive, excluding the pre-feasibility study)</p> <p>Bidders must submit a fixed lump-sum professional fee that covers all expenses, excluding GST, which will be paid</p>	<p>1. End-to-end transaction advisory services (including all related expenses for the pre-feasibility study costs, project Structuring, Preparation of Bid Documents and support in the VGF process and Bid Process Management).</p> <p>2. Bidders are required to submit a fixed lump-sum professional fee. The fee must cover all expenses, excluding GST.</p> <p>3. Applicable GST will be quoted separately.</p> <p>The updated financial bid form is attached to this document, which will require bidders to use this version to submit their costs.</p>

10.	Clause 6.3	Final Evaluation The final selection of the agency would be based on a combined evaluation of technical (T) and financial (F) scores through the Quality and Cost Based Selection (QCBS) process, with the following weightage allocated to technical and financial scores:  a) Technical–70% b) Financial–30%	No Change
11.	<b>Due dates, Page 4</b>	<b>8. Last Date and Time for Submission of Bid 31.01.2025; 3.00 pm</b>	<b>Last Date and Time for Submission of Bid 14.02.2025; 3.00 pm</b>
12.	(Section III – Terms of Reference Clause 5)	Term/duration of contract	No Change
13.	Clause 9 at page 12	Indemnity	No Change
14.	Clause 8 at page no 2	Insurance	No Change
15.	Point 9 Form 1A at page 15	Declaration regarding a pending investigation by the regulatory authority against the CEO or any of our Directors/Managers. Employees	No Change
16.	Point no x and iii of clause no 4.1 and 4.2 at page no 7, point no 6 at page no 14 of Form 1 A	Non-performance	No change
17.	Form 1 -H page no 23	Power of Attorney	No Change

18.	Point no. 3 at page 9 under clause 6	A score of 10 has been allocated for blacklisting under the technical evaluation criteria	Deleted
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All the points mentioned above have been acknowledged and agreed upon by the firm.

- a. These minutes from the pre-bid meeting will be part of the bid document/agreement.
- b. All other terms, conditions, and specifications in the bid document will remain unchanged.
- c. The amendments and clarifications provided above are issued for the information of all prospective bidders.
- d. The submission of a bid by the firm will be taken as acceptance of the bid document and the amendments/clarifications specified above.

***NOTE: THE MODIFIED TENDER DOCUMENT ENCLOSED HEREWITH POTENTIAL BIDDERS ARE REQUIRED TO SUBMIT THEIR PROPOSALS AS PER THE MODIFIED FORMAT.***

# National Institute of Technology Calicut

Ref: NITC/S&P/S3/562/Dean(IACR)/TA/2024-25

Date: 08/01/2025

## Letter of Invitation

To,

*(Name of the Transaction Advisors)*

**Sub:** Engagement/Selection of Transaction Advisor for the development of International Hall of Residence with Associated Facilities on PPP mode at NIT Calicut, Kerala.

The National Institute of Technology Calicut (NITC), intends to engage a Transaction Advisor for the development of the International Hall of Residence with Associated Facilities on PPP mode. In this regard, NITC invites quotations from Transaction Advisors who are empanelled by the Department of Expenditure, Ministry of Finance undertaking Public Private Partnership Projects.

The tender documents shall include your relevant experience, approach & methodology, management capability, and financial proposal. The scope of services of the transaction advisor along with eligibility & selection criteria are attached herewith.

Sd/-

**Assistant Registrar**

**Stores & Purchase Section**



Ref: NITC/S&P/S3/562/Dean(IACR)/TA/2024-25

Date: 08/01/2025

**REQUEST FOR PROPOSALS**

**SELECTION OF TRANSACTION ADVISER FOR THE PLANNING, STRUCTURING AND IMPLEMENTATION OF A PROJECT TO DEVELOP AN INTERNATIONAL HALL OF RESIDENCE WITH ASSOCIATED FACILITIES AT NIT CALICUT ON PUBLIC PRIVATE PARTNERSHIP MODE.**

**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**

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## DUE DATES

<b>Sl. No.</b>	<b>Particulars</b>	<b>Details</b>
1	Name of the Inviting Authority	The Director, National Institute of Technology Calicut
2	Method of Selection	Selection of DEA Empanelled Transaction Advisor: the planning, structuring, and implementing of a project to develop an international hall of residence with Associated facilities at NIT Calicut in public-private partnership mode through Quality Cost Based Selection
3	Availability of RFP Document	NIT Calicut Website <a href="https://nitc.ac.in/purchase-section/tenders">https://nitc.ac.in/purchase-section/tenders</a>
4	Date of Issue of RFP	08.01.2025
5	Deadline for Submission of Pre-Bid Query	15.01.2025
6	Pre-Bid Meeting	A pre-bid meeting will be held on 20.01.2025 at 11.30 AM in virtual mode. The meeting link will be shared to the bidders on 19.01.2025. All queries should be addressed to the below mentioned email id: purchase@nitc.ac.in & iacroffice@nitc.ac.in
7	Publication of Pre-Bid Clarification in the Institute Website	21.01.2025
8	Last Date and Time for Submission of Bid	14.02.2025; 3.00 pm
9	Date of opening of Technical Proposal	14.02.2025; 3.30 pm
10	Date of Technical Presentation	Will be informed later
11	Date of opening of financial proposal	Will be informed later
12	Expected Date of Commencement of Assignment	Will be informed later
13	Address for Contact	National Institute of Technology Calicut, NIT Campus P.O 673 601, Kozhikode, India.

14	Mode of Submission of Proposal	<p>The bids should be addressed to  Assistant Registrar,  Stores and Purchase Section,  National Institute of Technology Calicut,  NIT Campus PO,  NIT Calicut, Kozhikode – 673601.</p> <p>Submission of bids through any other mode will not be accepted. Late bids will be rejected.</p>
15	Place of Opening of Technical Proposals:	Purchase Section, NIT Calicut

## 1. Overview

### 1.1 Introduction

NIT Calicut intends to develop the construction of the International Hall of Residence in a public-private partnership (PPP) model that offers executive hostel rooms, studio apartments, and various apartment types. This multi-storey building features ground-floor facilities along with associated amenities such as shopping, restaurants, a swimming pool, and a gymnasium.

### 1.2 Project Overview

The Institute aims to achieve a recognised international status of the highest calibre for creating technologies and technologists suitable for industries worldwide. **The project involves comprehensive advisory services provided by the Transaction Advisor, encompassing project feasibility analysis, project structuring, preparation of bid documents, and bid process management for the Development of the International Hall of Residence with Associated Facilities by providing world-class infrastructure to accommodate international and domestic students, enhancing the campus's global appeal.** These services aim to ensure the successful structuring and implementation of a Public-Private Partnership (PPP) model for a student accommodation project.

## 2. Scope of Services of Transaction Advisor

### 2.1 Project feasibility:

- i. Catchment area analysis on supply mapping of student accommodation and rental trends
- ii. Benchmarking of similar facilities across other similar national-level institutions
- iii. Pricing analysis based on inputs and consultation with the client
- iv. Ascertain the revenue and cost heads of the project.
- v. Develop a financial model and calculate financial indicators like the Internal Rate of Return (IRR), Net Present Value (NPV), and Debt Service Coverage Ratio.
- vi. Assess the requirement of Viability Gap Funding (VGF) based on financial viability.

### 2.2 Project Structuring:

- i. Conduct option analysis and recommend the optimum PPP model.
- ii. Finalisation of responsibility allocation and responsibility matrix for project components
- iii. Defining payment mechanism and finalizing payment structure and linkage to performance standards
- iv. Defining the financial convenience of the project contract (grants, cross-subsidisation, concession fees, user charges, etc.)
- v. Based on the recommended PPP option, develop the term sheet, including key terms of bidding and key terms of the concession agreement.

### 2.3 Preparation of Bid Documents and support in the VGF process:

- i. Based on the project structure, prepare bid documents—RFP and draft Concession

- agreement.
- ii. Prepare required documentation for applying for VGF from the Government of India and facilitate securing approval for VGF from the Government of India

## **2.4 Bid Process Management**

- i. Responding to relevant technical/financial queries from various parties in the pre-bid meeting
- ii. Providing services in reviewing essential documents, including bid documents, contracts, bank guarantees, etc., submitted by various parties
- iii. Advice for shortlisting and appointment of the developer for finalization.
- iv. Facilitation in the signing of the Concession Agreement with a selected private partner

## **3. Bids**

Bids must be submitted in two separate parts: a Technical Bid and a Financial Bid. Each submission should clearly state the name of the project, the tender number, and the name and address of the bidder. Duly filled bids shall be submitted in the form of hard copy along with all the supporting documents at the address mentioned:

Assistant Registrar  
Stores and Purchases Section  
National Institute of Technology Calicut  
NIT Campus PO  
Kozhikode - 673601

## **4. Eligibility Conditions for bidders**

### **4.1 Interested firms/individuals must meet the following eligibility criteria:**

- i. Proven track record in transaction advisory for large-scale infrastructure or residential projects.
- ii. Experience in structuring PPP models or similar project frameworks.
- iii. Bidder's Experience in Student housing PPP projects and obtained in-principle approval for VGF.
- iv. Expertise in conducting feasibility studies, market assessments, and financial modelling.
- v. Familiarity with local and international regulations relevant to residential and other associated developments as per government norms.
- vi. For consideration of the proposal's evaluation, the Bidder shall fulfil the certification/Documents shall be submitted as part of the technical bid.
- vii. The Bidder should be an empanelled Transaction Advisor with the Department of Economic Affairs, Ministry of Finance, Government of India, as on the bid due date. ([DEA Notification regarding Empanelled Transaction Advisers for Public Private Partnership Projects.pdf](#) )
- viii. Documentary Evidence to be provided on Empanelment certificate/letter/list from DEA Certificate signed by Statutory Auditor.
- ix. Bidders should have been contracted/successfully completed as transaction adviser for at least Two (2) projects on PPP in the past 7 years, ending 31st December 2024

Completion Certificate/ Contract Certificate signed by Statutory Auditor will be submitted along with the bidding documents.

- x. Any entity that has been barred by the Central Government, any State Government, a statutory authority, or public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the proposal, would not be eligible to submit a proposal—an undertaking in this regard to be provided.
- xi. A bidder should have, during the last three years, neither failed to perform on any agreement, as evidenced by the imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the applicant, nor been expelled from any project or agreement nor had any agreement terminated for breach by such applicant. An undertaking in this regard is to be provided.
- xii. The bidder must comply with all the applicable Govt. Rules including the Make in India Policy & signing of Integrity Pact, if needed

## 5. List of Deliverables, Timelines & Payment Milestones

Sl.No	Deliverables	Timelines	Payment Milestone (% of Total Fee)
1	Submission of the Feasibility Report and PPP Structuring  The project includes market gap, viability, and concession period	Within 2 months from the date of signing the agreement	<b>20%</b> on Final submission of the feasibility and inspection report
2	Submission of Draft Bid Documents	1 month after approval of financial viability & PPP structure	<b>20%</b> on Final submission of the Draft Bid Documents
3	Issue of Bid Documents	Upon receipt of approval of Viability Gap Funding (VGF)	<b>20%</b> on publication of the Final RFP
4	Completion of Bid Evaluation and Issue of Letter of Award (LOA)	2 months after bid submission deadline	<b>30%</b> on completion of bid evaluation and LOA issuance
5	Signing of Concession Agreement with Preferred Bidder	Within 1 month after LOA issuance	<b>10%</b> on signing of the Concession Agreement

*(Table 01)*

*As stated above, it shall not exceed 12 months or as decided by the Competent Authority, NITC*

## 6. Evaluation & Selection Criteria

The Quality and Cost Based Selection (QCBS) method will be used to select a transaction adviser,

For both financial and technical evaluations, the total inclusive costs of services from all shortlisted bidders will be reviewed.

### 6.1 Technical Evaluation:

The technical evaluation shall consist of an examination of the following criteria:

**Empanelled by DoE, MoF, Govt. Of India : Yes - Then Continue Evaluation**

**No - Not Eligible**

S no.	Criteria	Criteria	Yes/No	Maximum Score
1	<p>As Transaction advisor to have at least 02 PPP projects under State/Central Government in the past 7yrs</p> <p>Rs.50Cr/ project &amp;above – 10 Marks</p> <p>Rs.20Cr to 50Cr – 5 Marks</p> <p>Less than Rs.20Cr – 3 Marks</p>			25
2	<p><b>Bidder's experience in student housing in PPP Mode,</b></p> <ul style="list-style-type: none"> <li>• <b>Each project worth Rs.10 Cr &amp;above - 5Marks</b></li> <li>• <b>Rs.5Cr to 10Cr -3 Marks each</b></li> </ul>			15
3	Ability to work at Calicut, Kerala			10
4	<p><b>Technical Presentation consists of credentials approach and methodology and work plan</b></p> <ul style="list-style-type: none"> <li>• Technical approach and methodology Approach and Methodology: <b>10 marks</b></li> <li>• Work Plan, and Organization and Staffing: <b>5 Marks</b></li> <li>• Presentation on understanding of Project context, Appreciation of Project, Sector PPP Experience – <b>5 Marks</b></li> </ul>			20

5	Key Personnel's			20
	<p>a) Team Leader  <b>(Minimum qualification: MBA/CA)</b></p>	<p><u>Years of experience in transaction advisory services for PPP projects (3 marks):</u> 10 years: 1 marks  &lt;10 years &lt;15 years: 2 marks  &gt;15 years:3 marks</p> <p><u>Number of social infrastructure PPP projects undertaken (3 marks):</u>  1 mark for each project subject to a maximum of 3</p> <p><u>Number of Student housing PPP projects undertaken (3 marks):</u>  1 mark for each project subject to a maximum of 3 marks</p>	9	



	<p>b) Finance Expert</p> <p><b>(Minimum qualification: MBA/CA/CFA/PGDM)</b></p>	<p><u>Years of experience in financial modelling (3 marks):</u></p> <p><u>10 years: 1 marks</u></p> <p><u>&gt;10 years &lt;12 years: 2 marks</u></p> <p><u>&gt;12 years:3 marks</u></p> <p><u>Number of PPP projects undertaken (3 marks):</u></p> <p><u>1 mark for each project subject to a maximum mark of 3 marks</u></p>	6	
	<p>c) Student Housing Expert</p> <p><b>(Minimum qualification: B.Tech/BE Civil Engineering/B.Arch)</b></p>	<p><u>Years of experience (3 marks):</u></p> <p>10 years: 1</p> <p>&gt;10 years &lt;12 years: 2</p> <p>&gt;12 years:3</p> <p><u>Number of student housing projects undertaken (2 marks):</u></p> <p>1 mark for each project subject to a maximum of 2</p>	5	
7	<p>Turnover of the firm (in last 03 financial years)</p> <ul style="list-style-type: none"> <li>• More than Rs.100Cr/FY – 5 Marks</li> <li>• Rs.50Cr to Rs.100Cr/FY – 3 Marks</li> <li>• Less than Rs.50Cr/FY – 2 Marks</li> </ul>			10
<b>Total (T)</b>				<b>100</b>

*(Table 02)*

*\* Ongoing projects shall also be considered for the evaluation*

The potential bidders are to be qualified by eligibility criteria; the technical score will consist of marks allocated as per the above table.

## 6.2 Financial Evaluation:

The cost of services will be End-to-end transaction advisory services (including all related expenses for the pre-feasibility study costs, project Structuring, Preparation of Bid Documents, support in the VGF process, and Bid Process Management).

Bidders must submit a fixed lump-sum professional fee that covers all expenses, excluding GST, Applicable GST will be quoted separately.

This fee should be detailed in a separate sealed financial bid and must encompass the scope of services outlined in the Terms of Reference.

When calculating the consultancy fees, please consider the following points:

- a. The Bidders will have to make their arrangements for the transport/accommodation/TA/DA/office space of their personnel assigned to this project.
- b. All duties, taxes, royalties, and other levies payable by the bidder under the contract, or for any other cause, shall be included in the rates, prices, and total Bid price submitted by the Bidder.
- c. The rates and prices quoted by the Bidder shall be fixed for the duration of the Contract and shall not be subject to any adjustment.
- d. The prices shall be quoted by the Bidder entirely in Indian Rupees. All payments shall be made in Indian Rupees (INR).

## 6.3. Final Evaluation:

The final selection of the agency would be based on a combined evaluation of technical (T) and financial (F) scores through the Quality and Cost Based Selection (QCBS) process, with the following weightage allocated to technical and financial scores:

- a) Technical–70%
- b) Financial–30%

An evaluated bid score (B) will be calculated for each responsive bid using the following formula, which permits a comprehensive assessment of the bid price and the technical merits of each bid:

$$B = [(Flow / F) \times 0.30] + [(T / Thigh) \times 0.70]$$

Where

F = Evaluated Bid Price

Flow = the lowest of all evaluated bid prices among responsive bids

T = the total technical score awarded to the bid

Thigh = the technical score achieved by the bid that was scored best among all responsive bids

*Note: In case of tie, i.e two or more bidders obtaining exactly the same marks, final selection will be made as per following criteria. Bidder who has quoted a lower rate in the financial bid shall be declared as the winner.*

*The reference document for QCBS shall be “ Transaction Advisors for PPP Projects Manual for use of the Panel” promulgated by MoF in September 2022(<https://dea.gov.in/sites/default/files/Transation%20Advisors%20for%20PPP%20Projects%20Manual%20for%20the%20use%20of%20Panel.pdf>).*  
*In case of any doubts/clarifications this document shall be referred.*

## **7. Award of Contract:**

The Authority shall issue a Letter of Award (LoA) to the selected Bidder after taking approval from the Competent Authority.

Agreement: The publication of Transaction Advisor PPP Projects: Manual for use of Panel issued by DEA, MoF, GoI & other directives from Govt. in this regard will be taken as reference for Agreement & further provisioning.

The Consultant will sign the contract after fulfilling all the formalities/pre-conditions mentioned in the Agreement and shall submit an order of acceptance letter within 15 days of the issuance of the Letter of Award. The Consultant is expected to commence the Assignment/job on the date and at the location specified in the Agreement for the provision of a Transaction Advisor.

## **8. Insurance :**

The Consultant shall maintain at his own cost personal and accident insurance for all his Personnel and property as considered satisfactory by the Client to cover any risks arising from work and services to be rendered by the Consultant under this Consultancy Agreement. The Consultant shall ensure the same for his sub-Consultants also. NITC(Client) shall not be responsible for any such events or effects thereof. A statement to this effect may be submitted with the offer.

## **9. Indemnity :**

It shall be deemed that by submitting the Bid, the Bidder agrees and releases the Employer, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or future.

## **10. Fraud and Corrupt Practices**

i. Bidders and their officers, employees, agents, and advisers must adhere to the highest ethical standards during the Selection Process, and an Integrity Pact must be signed. The Authority reserves the right to reject any Proposal without liability if it determines that the Bidder has engaged in corrupt, fraudulent, coercive, undesirable, or restrictive practices (collectively "Prohibited Practices").

If a Bidder or Consultant is found by the Authority to have engaged in any prohibited practices during the Selection Process, or after the issuance of the Letter of Award (LOA) or execution

of the Agreement, they will be ineligible to participate in any Request for Proposal (RFP) by the Authority for two years from the date of the finding. This applies to actions taken directly or through an agent.

## **11. Ownership of Document, Copyright and Law**

All the deliverables and study outputs including primary data shall be compiled, classified and submitted by the Consultant to the Authority in hard copies and editable soft copies in addition to the requirements for the reports and deliverables indicated in the Terms of Reference. The study outputs shall remain the property of the NITC and shall not be used for any purpose other than that intended under these Terms of Reference without the prior written permission of the Authority. In the case of any deliverables by the Consultant consisting of any Intellectual Property Rights ("IPR") of the Consultant, the Consultant shall provide the Authority with the necessary irrevocable royalty-free license to use such IPR. Further, for the avoidance of any doubt, it is clarified that any intellectual property developed during the course of, or as a result of, the services rendered in relation to the consultancy, shall be and remain property of the Authority.

Compliance with Statutory Laws: All applicable laws (Central/State/Municipal/Local Laws etc.) including labour laws must be complied with/followed by the Transaction Adviser.

## **12. Other Terms**

i. The Transaction Advisors will work closely with the Asset Owner and its other Advisors. A designated representative of the Asset owner and the PSA will be responsible for the overall coordination. The representative will play a coordinating role in arranging required information, dissemination of the Transaction Advisor's outputs, facilitating discussions, and ensuring required reactions and responses to the Transaction Advisor.

ii. Available data as may be required by the TA will be provided by the PSA/Asset Owner on request. The designated representative shall facilitate handing over of such information to the Transaction Advisor.

iii. The transaction advisor will make presentations of its deliverables to the PSA and Asset Owner for discussions as and when required.

## **13. Completion of Services**

All the deliverables shall be compiled, classified, and submitted by the consultant to the NITC in soft form and hard copies. The documents comprising the deliverables shall remain the property of the NITC and shall not be used by the Consultant for any purpose other than that intended under these Terms of Reference without the permission of NITC. The Assignment shall stand completed on acceptance by the NITC of all the deliverables, as mandated under the Agreement/work order for the Assignment. Unless completed earlier, the Assignment shall be deemed completed and finally accepted by the NITC and final deliverable shall be deemed approved by the NITC as satisfactory upon expiry of 45 (Forty Five) days after receipt of the final deliverable unless the NITC, within such 45 days period, gives written notice to the Consultant specifying in detail, the deficiencies in the services. The Consultant shall thereupon promptly make any necessary corrections and/or additions, and upon completion of such corrections or additions, the foregoing process shall be repeated

**SECTION – I: TECHNICAL PROPOSAL FORMS**

**Form – 1A: Technical Proposal submission form**

(On Applicant's letterhead)

To,

.....  
.....  
.....

Dear Sir,

**Sub: Selection of empanelled agencies to serve as a Transaction Advisor for the planning, structuring, and implementation of a project to develop an International Hall of Residence with Associated Facilities at NIT Calicut on Public Private Partnership Mode as per VGF Scheme.**

1. Concerning your letter invitation Document dated....., I/We, having examined all relevant documents and understood contents, hereby submit our Proposal for selection as Transaction Advisor for Transaction Advisory Services (the "Transaction Advisor") for the development of infrastructure Project of Hostels and shopping complex at NIT Calicut. The proposal is unconditional.
2. I acknowledge that the NIT Calicut will be relying on the information provided in the Proposal and the documents accompanying the proposal for the selection of the transaction Advisor, and we certify that all information provided in the proposal and in the Appendices are true and correct, nothing has been omitted/concealed which renders such information misleading, and all documents accompanying such Proposal are true copies of their respective originals.
3. This statement is made for the express purpose of appointment as the Transaction Advisor for the aforesaid Project.
4. I shall make available to the NIT Calicut any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
5. I acknowledge the right of the NIT Calicut to reject our application without assigning any reason or otherwise, and hereby waive our right to challenge the same on any account whatsoever.
6. I certify that in the last three years, we have neither failed to perform on any contract, as evidenced by the imposition of a penalty by an arbitral or judicial office or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any

project or contract by any public office nor had any contract terminated by any public office for breach on our part.

7. I understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Transaction Advisor, without incurring any liability to the Applicants.
8. I further certify that in regard to matters relating to the security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
9. I further certify that no investigation by a regulatory office is pending either against us or against our CEO or any of our Directors/Managers/employees.
10. I agree and understand that the proposal is subject to the provisions of the Letter of Invitation document.  
  
In no case, shall I/we have any claim or right of whatsoever nature if the Consultancy for the Project is not awarded to me/us or our proposal is not opened or rejected.
11. I agree to keep this offer valid for 120 (One Hundred and Twenty) days from the Bid Submission end date specified in the Letter of Invitation .
12. A Power of Attorney in favour of the authorised signatory to sign and submit this Proposal and documents is attached herewith.
13. I have studied Letter of Invitation and all other documents carefully. we shall have no claim, right or title arising out of any documents or information provided to us by the NIT Calicut or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of Transaction Advisory Services.
14. I agree and undertake to abide by all the terms and conditions of the Letter of Invitation Document.

In witness thereof, I/we submit this Proposal under and in accordance with the terms of the Letter of Invitation Document.

Yours faithfully,

(Signature, name, and designation of the authorised signatory) (Name and seal of the Applicant)

**Form 1B: Bidder Information Sheet**

<b>Bidder Name</b> [Insert full name]
<b>Bidder's Party country of registration</b> [indicate country of registration]
<b>Bidder's year of constitution</b> [indicate the year of the constitution]
<b>Bidder's legal address in the country of the constitution</b> [insert street/number/town or city/country]
<b>Bidder's GST Registration Certificate &amp; PAN card</b> [indicate registration numbers]
<b>Bidder Authorised Representative Information</b> Name: [Insert full name] Address: [insert street/number/town or city/country] Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of the original documents of <ul style="list-style-type: none"><li>▪ Articles of Incorporation (or equivalent documents of constitution or association) and/or registration documents of the legal entity named above</li><li>▪ In the case of a government-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial</li><li>▪ law, and absence of dependent status</li></ul>
2. Included are the organizational chart, a list of the Board of Directors, and the beneficial ownership

Note: This Form shall be supplied with identity proof of the authorized representative.

**Form – 1C: Minimum Turnover of the firm**

<b>S. No.</b>	<b>Financial Year</b>	<b>Annual Turnover (in Rs cr)</b>
1	<b>2023-24</b>	
2	<b>2022-23</b>	
3	<b>2021-22</b>	
	<b>Avg. Annual Turnover for past 3 F.Y.s:</b>	

Certificate from the Statutory Auditor\*

This is to certify that... .. (name of the Applicant) has received the payment shown above against the respective years on account of professional fees.

(Signature, name and designation of the Authorized Signatory)

Date:

Name and Seal of the firm

\*In case the Applicant does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Applicant.

Note: Please do not attach any printed Annual Financial Statement



## Form – 1D: Project-Specific Experience

<To be submitted on letterhead of responding firm>

(Date and Reference)

To,

.....  
 .....

<Name of Assignment>

1.	Name of Applicant:	
2.	Category for which Eligible Assignment submitted	Experience of undertaking PPP projects in <named sector>
3.	Name of the project:	
4.	Type of project	
5.	Project Specifications	
6.	Description of services performed by the Applicant firm:	
7.	Name of client and Address:	
8.	Name, telephone no. of client's representative:	
9.	The estimated capital cost of the project (in Rs crore or US\$ million):	
10.	Payment received by the Applicant as professional fees (in Rs. crore)*:	
11.	State date of the services (month/year):	
12.	Finish date of the services (month/year):	
13.	Brief description of the project:	

Notes:

1. Use a separate sheet for each Eligible Assignment.

\* In the event that the Applicant does not wish to disclose the payment received by it as professional fees for any particular assignment, it may state that it has received more than the amount specified in this statement.

## **Form – 1E: Description of Approach, Methodology and Work Plan for Performing the Assignment**

Technical approach, methodology and work plan are key components of the Technical Proposal. The Applicant will present its Technical Proposal (items a, b and c below) in no more than 40 single sided or 20 double sided printed sheets (A- 4 size, minimum 11 font size). The Page count does not include the Forms.

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

**Technical Approach and Methodology:** In this section the Applicant should explain the understanding of the assignment, approach to the services and methodology for carrying out the activities to accomplish the objectives mentioned. The consultant should highlight any challenges anticipated in delivering a programme of this nature and discuss proposed approaches to overcome the challenges and meet the requirement of the assignment.

**Work Plan:** In this section the Applicant should describe the overall work plan for the activities of the assignment. The work plan must show (i) mobilization details for the Key Personnel (ii) Key tasks and deliverables which form the basis of invoice payment.

**Organization and Staffing:** In this section the Applicant should briefly discuss the structure, composition, roles and responsibility of the integrated team and how the integrated team will drive the assignment. Sub-consultants envisaged to deliver the scope of work must be listed with their role and responsibility noted in the organization chart

**Form – 1F: Details of Key Personnel**

(Refer Clause -19.1)

**Form- 1: Particulars of Key Personnel**

S. No	Designation of Key Personnel	Name	Educational Qualification	Length of Professional Experience	Present Employment		No. of eligible Assignments
					Name of Firm	Employed Since	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Team Leader						
2.	Finance Expert						
3.	Student Housing Expert						

**Form – 1G: Curriculum Vitae (CV) of Key Personnel**

**1. Proposed Position / Designation:**

**2. Name of Firm:**

[Insert name of firm proposing the staff]

**3. Name of Staff: [Insert full name] :**

**4. Date of Birth:**

**5. Nationality:**

**6. Education:**

[Indicate college/university and other specialized education of staff members, giving names of institutions, degrees obtained, and dates of obtainment. In case of foreign degrees, Indian equivalent to be indicated]:

**7. Membership of Professional Associations:**

**8. Other Training:**

**9. Countries of Work Experience:**

[List countries where staff has worked in the last ten years] :

**10. Language Known:**

[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]  
:

**11. Employment Record:**

[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:

**From [Year]:** ..... **To [Year]:** .....

**Employer:** .....

**Positions held:** .....

**12. Detailed Tasks Assigned**

[List all tasks to be performed under this Assignment/Job] :

**13. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned:**

[Among the Assignment/ jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks required.]

**Name of Assignment/Job or project:**

**Year:**

**Location:**

**Employer:**

**Main Project Features Position Held:**

**Activities Performed:**

**Period of deployment:**

**14. Certification:**

I am willing to work on the project and I will be available for the entire duration of the project assignment as required.

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged. I also confirm my availability for the project.

I hereby declare that I have not given my consent to any other Consultant besides.....  
.....(name of bidder) to use my CV for the purpose of bid submission for this project.

**Date:** **[Signature of staff member]**

**[Signature of authorized signatory  
of the firm]**

**Place:.....**

**[Full name of authorized  
representative]**

*Note : A CV shall be summarily rejected if the educational qualification of the Key Personnel proposed does not match with the requirement stipulated in the RFP document.*

**Form – 1H: Power of Attorney**

(To be executed on Non-Judicial Stamp Paper of Rs. 100 and duly notarized)

Know all men by these presents, We,..... (name of organization and address of the registered office) do hereby constitute, nominate, appoint, and authorise Mr. / Ms.....son/ daughter/ wife and presently residing at ..... who is presently employed with/ retained by us and holding the position of as our true and lawful attorney (hereinafter referred to as the "**Authorized Representative**"), with power to sub-delegate to any person, to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for **“Selection of empanelled agencies to serve as a Transaction Advisor for the planning, structuring, and implementation of a project to develop an International Hall of Residence with Associated Facilities at NIT Calicut on Public Private Partnership Mode as per VGF Scheme.”** The selection of Consultant for NIT Calicut (the "**Authority**") including but not limited to signing and submission of all applications, Bids and other documents and writings, participating in pre-bid and other conferences and providing information/responses to the Employer, representing us in all matters before the Employer, signing and execution of all contracts and undertakings consequent to acceptance of our Bid and generally dealing with the Employer in all matters in connection with or relating to or arising out of our Bid for the said Project and/or upon award thereof to us till the entering into of the Contract with the Employer.

AND we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorised Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

**IN WITNESS WHEREOF WE, ..... THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ... DAY OF , 20\_\_**

**(Signature, Name, Designation and Address) Witnesses:**

1.....

2. ....

**Accepted**

**(Signature, name, designation and address of the Attorney)**

**Notes:**

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
2. Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution / power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

**SECTION – II: FINANCIAL PROPOSAL FORMS**

**Form – 2A: Financial Proposal Letter  
<Covering Letter (On Applicant's letter head)>**

(Date and Reference)

To,

.....  
.....

Dear Sir,

**Subject: Selection of empanelled agencies to serve as a Transaction Advisor for the planning, structuring, and implementation of a project to develop an International Hall of Residence with Associated Facilities at NIT Calicut on Public Private Partnership Mode .**

I/We, (Applicant's name) herewith enclose the Financial Proposal for the selection of my/our firm as Consultant for Financial [and Transaction] Advisory Services for above.

I/We agree that this offer shall remain valid for a period of 120 (One Hundred Twenty) days from the Proposal Due Date or such further period as may be mutually agreed upon.

Yours faithfully,

(Signature, name, and designation of the authorized signatory)



**Form – 2B (Schedule – A): Financial Proposal**

<b>S. No.</b>	<b>Description</b>	<b>Amount in Words</b>	<b>Amount in Figures</b>
1.	End-to-End Transaction Advisory Cost (Exclusive of GST)		
2.	Applicable GST		
3.	Grand Total		

Note:

1. End-to-end transaction advisory services (including all related expenses for the pre-feasibility study costs)
2. The financial evaluation shall be based on the Grand Total (as in the table above).
3. All payments shall be made in Indian Rupees and shall be subject to applicable Indian laws, withholding taxes if any.

Signature, name, and designation of the Authorized Signatory Name of

Firm:

Address:

### SECTION III:

#### TERMS OF REFERENCE

**Terms of Reference for Selection of Agencies to serve as a Transaction Advisor for the Planning, Structuring, and Implementation of a Project to Develop an International Hall of Residence with Associated Facilities at NIT Calicut on Public-Private Partnership Mode.**

1. NIT Calicut endeavours to establish a Staff residence project, Multipurpose Hall and AC Hostel for International students & Ph. D. Students (Boys & Girls) at the NITC Campus at Calicut. NIT Calicut has envisaged the development to be taken up through appropriate Public Private Partnership (PPP) model under VGF Scheme.
2. **Project Location:** NIT Calicut, NIT Campus P O, Kozhikode – 673601, Kerala, India
3. Detailed Projection of Work requirement in NIT Calicut is given at Clause No 4 under SECTION-I: INSTRUCTION TO BIDDERS
4. **Deliverables Timelines and Payment Terms**

The Consultant will prepare and submit the following reports to the Client:

S.No	Deliverables/Stage	Time Duration (From the date for the start of services as mentioned in (LoA))
<b>Phase 1: Submission of the Feasibility Report and PPP Structuring The project includes market gap, viability, and concession period</b>		
1	Submission of the Feasibility Report and PPP Structuring The project includes market gap, viability, and concession period	T*+2 Weeks
2	Submission of Site Assessment, Preliminary Sketch Plans,	T*+4 Weeks
3	Concept Plans for entire Project Infrastructure	T*+6 Weeks
4	The project assessment report on market gap, viability funding	T*+8 Weeks
5	Submission of Draft Feasibility Report	2 Weeks from approval of Draft Feasibility Report

<b>Phase 2: Submission of Draft Bid Documents</b>		
1.	Submission of Draft Bid Documents (RFQ cum Letter of Invitation , Concession Agreement)	T <sup>#</sup> +3 Weeks
<b>Phase 3: Issue of Bid Documents</b>		
2.	Submission of Final Bid Documents (RFQ cum Letter of Invitation, Concession Agreement)	T <sup>#</sup> +4 Weeks
3.	Assistance in pre-bid meetings, and drafting pre-bid replies	T <sup>#</sup> +10 Weeks
<b>Phase 4: Completion of Bid Evaluation and Issue of Letter of Award (LOA)</b>		
4.	Submission of Technical Evaluation Report	T <sup>#</sup> +14 Weeks
	Submission of financial	T <sup>#</sup> +16 Weeks
<b>Phase 5: Signing of Concession Agreement with preferred Bidder</b>		
5.	Assistance in Issuance of LoA, Finalization of Concession Agreement	T <sup>#</sup> +18 Weeks
6.	Finalization of Services and Close out	T <sup>#</sup> +20 Weeks

\* T is the date for services as mentioned in the Letter of Award.

# T is the date for the start of services as mentioned in the communication regarding acceptance of the pre-feasibility report.

All the payments shall be made in Indian Rupees only and shall be subject to applicable Indian Laws for withholding taxes, if any.

## 5. Duration of Contract

As stated above and shall not exceed 12 months or as decided by the Competent Authority, NIT Calicut.

---- **THE END** ----