

APPENDICES

Expression of Interest Document

FOR APPOINTMENT OF

INTEGRATED PROJECT CONSULTANT

FOR

KANNUR INTERNATIONAL AIRPORT

June 2010

APPENDICES

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APPENDIX-I
TECHNICAL PROPOSAL

Form-1

Letter of Proposal

(On Applicant's letter head)

(Date and Reference)

To,

Managing Director,
Kannur International Airport Limited
Vellayambalam
Trivandrum 695010

Dear Sir,

Sub: Proposal for Integrated Project Consultancy for Kannur airport

With reference to your RFP Document refereed above, We, (name of the applicant or consortium) having examined all relevant documents and understood their contents, hereby submit our Proposal for selection as Integrated Project Consultant for the Kannur Airport Project and state that:

1. All information provided in the Proposal and in the Appendices are true and correct and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of getting selected as the Technical Consultant.
3. We shall make available to KIAL or GoK any additional information it may find necessary or require to supplement or authenticate the Proposal.
4. We acknowledge the right of KIAL or GoK to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.

6. We declare that:
 - (a) We have examined and have no reservations to the RFP Documents.
 - (b) We do not have any conflict of interest in accordance with the RFP Document;
 - (c) We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any tender or request for proposal issued by or any agreement entered into with GOK / KIAL or any other public sector enterprise or any government, Central or State; and
 - (d) We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt, fraudulent, coercive, undesirable or restrictive practices.
7. We understand that you may cancel the Selection Process at any time without incurring any liability to the Applicant and that you are neither bound to accept any Proposal that you may receive nor to select the Applicant, without incurring any liability whatsoever.
8. We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
9. We further certify that in regard to matters relating to 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.
10. We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.
11. We hereby irrevocably waive any right it has at any stage at law or howsoever otherwise arising to challenge or question any decision taken by GOK / KIAL in connection with the selection of Applicant, or in connection with the Selection Process itself in respect of the above mentioned Project and the terms and implementation thereof.
12. A Power of attorney in favour of the authorised signatory to sign and submit this Proposal and documents is also attached herewith .

Appendices

13. In the event of my/our being declared as the selected Applicant, I/We agree to enter into an Agreement with GOK / KIAL
14. We have studied all the relevant documents carefully and also surveyed the project site. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by GOK / KIAL or in respect of any matter arising out of or concerning or relating to the Agreement including the award of Consultancy.
15. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.
16. We agree and understand the Application is subject to the provisions of the RFP. In no case, We shall have any claim or right of whatsoever nature if the Consultancy is not awarded to me/us or our Application is not opened.
17. We agree to keep this offer valid for 180 (one hundred and eighty) days from the Application Due Date specified in the RFP.
18. We agree and undertake to abide by all the terms and conditions of the RFP Document. In witness thereof, we submit this Proposal under and in accordance with the terms of the RFP Document.

Thanking you,

Yours faithfully,

(Signature of the Authorised Representative)

(Name and designation of the Authorised Representative)

(Name of the Applicant / Consortium leader)

Note:

The cost of RFP document Rs15,000/- has been remitted through Demand Draft no _____ dated _____ drawn on _____ (Name of Bank) in favour of KIAL, payable at Trivandrum.

APPENDIX-I

Form-2

Particulars of the Applicant

(To be provided for each of the consortium members)

1.1 Title of Consultancy : Integrated Project Consultant

1.2 Title of Project : Kannur Airport Project

1.3 State the following:

Name of Company or Firm :

Technical status :
(e.g. incorporated private
company, unincorporated
business, partnership etc.)

Country of incorporation :

Registered address :

Year of Incorporation :

Year of commencement of business :

Principal place of business :

Brief description of the :
Company including details
of its main lines of business

Particulars of individual(s) who will serve as the point of contact/ communication with
GOK / KIAL:

(a) Name :

(b) Designation :

(c) Company :

(d) Address :

(e) Telephone Number :

(f) E-Mail Address :

(g) Fax Number :

Name, Designation, Address and Phone Numbers of Authorized Signatory of the Applicant:

Name :

Designation :

Company :

Address:

Phone No. :

Fax No. :

Appendices

1.4 For the Applicant state the following information:

i) In case of non - Indian company, does the company have business presence in India?

Yes/No

If so, provide the office address(es) in India.

ii) Has the Applicant been penalized by any organization for the poor quality of work in the last five years?

Yes/No

iii) Has the Applicant ever failed, in last five years, to complete any work awarded to it by any public authority/ entity in last five years?

Yes/No

iv) Has the Applicant been blacklisted by any Govt. department/Public Sector Undertaking in the last five years?

Yes/No

v) Has the Applicant suffered bankruptcy/insolvency in the last five years?

Yes/No

Note: If answer to any of the questions at ii) to v) is yes, the Applicant is not eligible for this consultancy assignment.

1.5 Does the Applicant's firm/company combine functions as a Consultant along with the functions as a contractor and/or a manufacturer?

Yes/No

If yes, then for this work does the Applicant agree to limit the Applicant's role only to that of a Consultant and to disqualify themselves, their associates/ affiliates and/or parent organization subsequently from work on this project in any other capacity (including tendering relating to any goods or services for any part of this project) other than that of Consultant for GOK / KIAL?

Yes/No

1.6 Does the Applicant intend to borrow or hire temporarily, personnel from contractors, manufacturers or suppliers for performance of the Consultancy Services?

Yes/No

If yes, does the Applicant agree that it will only be acceptable as Consultant, if those contractors, manufacturers and suppliers disqualify themselves from subsequent execution of work on this project (including tendering relating to any goods or services for any other part of the project) other than that of the Consultant?

Yes/No

If yes, have any undertakings been obtained (and annexed) from such contractors, manufacturers, etc. that they agree to disqualify themselves from subsequent execution of work on this project and they agree to limit their role to that of Consultant for GOK / KIAL only?

Yes/No

APPENDIX-I

Form-3

Statement of Technical Capacity

(To be forwarded on the letter head of the Applicant)

Ref. Date:

To,
Managing Director,
Kannur International Airport Private Limited,
Vellayambalam
Trivandrum 695010

Dear Sir,

Sub: Proposal for appointment as Integrated Project Consultant for Kannur Airport Project

We hereby confirm that we, the Applicant satisfy the terms and conditions laid out in the RFP document..

We have agreed that _____ (insert individual's name) will act as our Authorised Representative on our behalf and has been duly authorized to submit our Proposal. Further, the authorised signatory is vested with requisite powers to furnish such letter and authenticate the same.

Yours faithfully,

Authorised Signatory

For and on behalf of _____

APPENDIX-I

Form-4

Power of Attorney

Know all men by these presents, We, _____ (name of firm 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 us and holding the position of _____ as our true and lawful attorney (hereinafter referred to as the "Authorised Representative") 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 and selection as the Project Consultant for Providing total Advisory Services for the Kannur Airport project , proposed to be developed by GOK / KIAL, including but not limited to signing and submission of all applications, proposals and other documents and writings, participate in pre-bid and other conferences and providing information/ responses to GOK / KIAL, representing us in all matters before GOK / KIAL, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with GOK / KIAL in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with GOK / KIAL.

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.

Appendices

IN WITNESS WHEREOF WE, _____ THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____, 2010*For _____

(Signature)

(Name, Title and Address)

Witnesses:

1.

Notarised

2.

Accepted

(Signature)

(Name, Title and Address of the Attorney)

Notes:

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.

Also, wherever required, the Applicant should submit for verification the extract of the charter documents and 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 :

For a Power of Attorney executed and issued overseas, the document will also have to be Financialised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued.

APPENDIX-I

Form-5

Technical Capacity of the Applicant

S. No.	Financial Year	Annual Revenue (Rs. in million)
1.		
2.		
3.		

Certificate from the Statutory Auditors

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

Name of Authorised Signatory:

Designation:

Name of firm:

(Signature of the Authorised Signatory)

Seal of firm

Note:

1. Please do not attach any printed Annual Financial Statements.

APPENDIX-I

Form-6
Particulars of Experts

Name	Educational Qualification	Length of Professional Experience	Employment History	No. of Eligible Assignments
			Name of Firm	Employed Since

APPENDIX-I

Form-7

Experience of the Applicant

S.No	Name of Project*	Estimated capital cost in million Rs. For eligible projects	Other projects
(1)	(2)	(3)	(4)
1			
2			
3			
4			
5			
6			
7			

- The Applicant should provide details of only those projects that have been undertaken by it under its own name.
- The names and chronology of Eligible Projects included here should conform to the project-wise details submitted in Form-9 of Appendix-I.

APPENDIX-I

Form-8

Experience of experts

Name of Technical Experts:

Sl.No	Name of Project	Estimated capital cost (for eligible Project only) in million Rs	Other projects	Name of firm for which the Expert worked	Designation of the Expert on the project	Date of completion of project assignment	Man days spent
(1)	(2)	(3)	(4)	(6)	(7)	(8)	(9)
1							
2							
3							
4							
5							
6							
7							

Aggregate No. of Eligible Projects:

Certificate from the Expert

I, the undersigned, certify that to the best of my knowledge and belief, the information given above is correct.

(Signature of the Technical Expert)

Countersigned by Employer

I, **** (name and designation), acting on behalf of **** (name of the Applicant firm) certify that the information furnished above is true to the best of my knowledge and belief.

(Signature name and designation)
Name & Address of the Firm

@The Applicant should provide details of only those projects that have been undertaken by the Technical Expert as team leader.

APPENDIX-I

Form-9

Eligible Assignments of Applicant

Name of Applicant:	
Name of the Project:	
Description of services performed by the Applicant firm:	
Name of client and Address:	
Name, telephone no. and fax no. of client's representative:	
Estimated capital cost (for eligible Projects only) in million Rs	
Other projects:	
Start date and finish date of the services (month/ year):	
Brief description of the project:	

Notes:

Use separate sheet for each Eligible Project. Attach a single page summary containing the brief particulars of each project.

APPENDIX-I

Form-10

Eligible Assignments of Experts

Name of Experts:	
Name of the project:	
Name of Consulting Firm where employed:	
Designation of the Personnel on the project	
Description of services performed by Experts	
Name of client and Address:	
Name, telephone no. and fax no. of client's representative:	
Estimated capital cost (for eligible project only) in million Rs.	
Other projects	
Start date and finish date of the services (month/year)	
Brief description of the project:	

Notes:

Use separate sheet for each Eligible Project. Attach a single page summary containing the brief particulars of each project.

APPENDIX-I

Form -11

Curriculum Vitae (CV) of Experts

1. Proposed Position :
2. Name of Personnel :
3. Date of Birth :
4. Nationality :
5. Educational Qualification :
6. Employment Record :

(Starting with present position, list in reverse order, every employment held.)

7. List of projects on which the Personnel has worked

Project Name	Description of assignment performed

Appendices

8. Details of the current assignment and the time duration for which services are required for the current assignment.

Certification:

- (a) I am willing to work on the project and I will be available for entire duration of the project assignment as required.
- (b) I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications and my experience.

Signature of the Professional _____

Place _____

Date _____

Counter signature of the Authorised Representative

of the firm _____

Place _____

Date _____

Notes:

Use separate form for each Professional Personnel

Each page of the CV shall be signed in ink by both the Personnel concerned and by the Authorised Representative of the Applicant firm. Photocopies will not be considered for evaluation.

APPENDIX-II
TECHNICAL PROPOSAL

Form - 1

Covering Letter
(On Applicant's letter head)

(Date and Reference)

To,

Managing Director,
KIAL, Trivandrum

Dear Sir,

Sub: Appointment of Integrated Project Consultant for Kannur Airport Project.

I/We, ***** (Applicant's name) herewith enclose the Technical Proposal for selection of my/our firm as Project Consultant for above.

Our offer is unconditional and conforms to the requirements of RFP for appointment of Project Consultant for providing the Services as per the RFP document for the Kannur airport Project.

I/We agree that this offer shall remain valid for a period of 180 (One hundred and eighty) days from the Proposal Due Date or such further period as may be mutually agreed upon.

Yours faithfully,

(Authorised Representative)

Name:
Address:

Designation:

APPENDIX - II

Form - 2

Financial Proposal

Item No.	Description	Rate (Rs.)	Amount (Rs.)
A.	Lump sum fees		
	Taxes and Duties		
	Service Tax		
B	<p>TOTAL COST OF THE CONSULTANCY</p> <p>In Indian Rupees in Figures</p> <p>In Words _____</p>		

Note:

1. No escalation on any account will be payable on the above amounts.
2. Any other charges not shown here are considered included in the offer.
3. All payments shall be made in Indian Rupees and shall be subject to applicable Indian withholding taxes if any.