

**SOUTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE EXECUTIVE ENGINEER
(PROJECT-II) WEST ZONE
UNDER DABRI FLYOVER
(FROM SPAN NO.3 TO 5), PANKHA ROAD
NEW DELHI-110058
Ph: No. 011-25554096**



**PUBLIC NOTICE INVITING REQUEST FOR
PROPOSAL**

FOR THE WORK OF

**ENGAGING CONSULTANT FOR
TRAFFIC CIRCULATION AND PARKING
MANAGEMENT SOLUTION FOR TILAK
NAGAR AREA IN WEST ZONE.**

**ENGAGING CONSULTANT FOR TRAFFIC CIRCULATION
AND PARKING MANAGEMENT SOLUTION FOR TILAK
NAGAR AREA IN WEST ZONE.**

INDEX

S.NO.	Particulars	Pages
1	Public Notice	2 to 3
2	Introduction & Eligibility criteria	4 to 7
3	Data Sheet	8
4	Bid Submission Form	9
5	Covering letter for Bid Submission	10
6	Format for Power Attorney	11
7	Anti Collusion certificate	12
8	Format for Financial Bid	13

SOUTH DELHI MUNICIPAL CORPORATION
OFFICE OF THE EXECUTIVE ENGINEER (PROJECT-II) WEST ZONE
UNDER DABRI FLYOVER, DABRI (FROM SPAN NO.3 TO 5), NEW DELHI-110058
Ph: No. 011-25554096

Public Notice Inviting Request for Proposal

NIT No.: EE-Project-II/WZ/TC/2016-17/37

Dated: 13.02.2017

South Delhi Municipal Corporation proposes to carry out thorough study of entire traffic situation in a comprehensive manner for parking management in and around Rajouri Garden and Tilak Nagar Area. Accordingly, it is proposed to engage a qualified consultant for the work.

The Executive Engineer (Project-II) West Zone on behalf of Commissioner, SDMC invites Proposals/Bids **ON SHORT NOTICE BASIS** from the consultants/firms/professionals empanelled with UTTIPEC and Ministry of Road Transport and Highways in the category of Transport Planning/Traffic and Transportation studies to provide the necessary services to the Corporation. The Form for submission of the proposal/bid and its conditions can be downloaded from the Corporation's web-site **mcdonline.gov.in**. Downloaded tender document can be used and the proposal/bid can be submitted along with bid document fees. The details are as under:-

Name of Project	Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone.	Engaging consultant for traffic circulation and parking management solution for Rajouri Garden Area in West Zone.
Estimated Cost	Rs.23,00,000/-	Rs.23,00,000/-
Head of Account	K-154-3018	K-154-3018
Time of Completion	03 Months	03 Months
EMD Amount and Manner	Rs.46,000/- in the form of a Demand Draft/fixed deposit receipt from a Nationalised/Scheduled Bank in favour of the Commissioner, South Delhi Municipal Corporation, payable at New Delhi having validity of atleast 2 months at the time of submission.	Rs.46,000/- in the form of a Demand Draft/fixed deposit receipt from a Nationalised/Scheduled Bank in favour of the Commissioner, South Delhi Municipal Corporation, payable at New Delhi having validity of atleast 2 months at the time of submission.
Cost of Tender Document	Rs.500/- (Rupees Five Hundred only) non-refundable, in the form of demand draft/ pay order in favour of Commissioner, South Delhi Municipal Corporation having validity of atleast 2 months at the time of submission.	Rs.500/- (Rupees Five Hundred only) non-refundable, in the form of demand draft/ pay order in favour of Commissioner, South Delhi Municipal Corporation having validity of atleast 2 months at the time of submission.
Last date of receipt of applications for issue of RFP	16.2.2017	
Last date of issue of RFP document	16.2.2017	
Last date of submission of tenders	17.2.2017 upto 3.00 pm	
Date of opening of Technical Bids	17.2.2017 at 3.30 pm	
Opening of Financial Bids	20.2.2017 at 3.00 pm	
Corrigendum, if any will be placed on website	www.mcdonline.gov.in	
Address for submission of Proposal/Bid	Executive Engineer (Pr-II)/West Zone South Delhi Municipal Corporation Under Dabri Flyover (from span no. 3 to 5) New Delhi-110058. Tel: 011-25554096 E-mail: eeproject2wz@gmail.com	
Proposal Validity Period	180 days (from the proposal due date)	

Format and Signing of Proposal

1. Bidders would provide all the information as per this RFP and in the specified format. SDMC would evaluate only those Proposals that are received in the required format and complete in all respects.
2. The Bidder shall prepare one original of the documents comprising the Proposal, (the Technical Bid in one envelope and the Financial Bid in a separate envelope duly marked as "TECHNICAL BID" and

“FINANCIAL BID” respectively in another sealed envelope, both these envelopes contained in a larger envelope.

3. The Proposal shall be typed or written in indelible ink and the Bidder **shall sign each page**. The person signing the Proposal shall initial all the alterations, omissions, additions, or any other amendments made to the Proposal.

Sealing and Marking of Proposals

1. The Bidder shall seal the Financial Bid and Technical Bid in separate envelopes, duly marking the envelopes as “Financial Bid” and “Technical Bid”. The envelopes shall then be sealed in an outer envelope. The Technical Bid Envelope should contain Tender Cost (for downloaded RFP) and Earnest Money alongwith all the requisite Technical Data Forms.
2. Each envelope shall clearly bear the following identification
“Engaging consultant for traffic circulation and parking management solution for Rajouri Garden and Tilak Nagar Area in West Zone”
Name of the Bidder

Note :-In case bidder intends to apply for both the projects, the bids should not be clubbed but applied separately.

Detailed NIT/ eligibility conditions/ RFP document may also be downloaded from the website of MCD i.e. www.mcdonline.gov.in.



**Executive Engineer (Pr-II)/West Zone
South Delhi Municipal Corporation
Under Dabri Flyover (from span no. 3 to 5)
Pankha Road, New Delhi-110058.
Tel: 011-25554096
E-mail: eeproject2wz@gmail.com**

INTRODUCTION

1.1 Invitation for Request for Proposal

The South Delhi Municipal Corporation (SDMC) (Hereafter referred to as the Nodal Agency) invites Proposals from qualified consultants for the assignment of **Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone** (hereafter referred as the assignment). The applicant consultant should be primarily engaged in the business of providing the consultancy services in the field of Transportation/ Traffic Study/Planning. As a part of the Proposal submissions, the Bidders are required to submit their Technical and Financial Bid in accordance with this RFP.

A. General

2.1 Issue of RFP and Cost of Bid Document

The RFP document may be obtained from the office/address mentioned in the data sheet against payment of bid document fees by way of demand draft in favour of Commissioner, SDMC. The tender/RFP documents may also be downloaded from the Corporation's website mcdonline.gov.in. Downloaded tender documents can be used and the proposal/bid can be submitted along with bid document fees. All subsequent notifications, changes and amendments in the RFP document will be communicated by SDMC to the said Bidders/put up on SDMC website www.mcd.gov.in.

2.2 Right to Accept or Reject any of the Proposals

- (i) Without prejudice to whatsoever is contained in this RFP, SDMC reserves the right to accept or reject any Proposal or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons.
- (ii) SDMC reserves the right to reject any Proposal if:
 - a. at any time, a material misrepresentation and/or concealment of any facts / materials is made or discovered, or
 - b. The Bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.
- (iii) Rejection of the Proposal by SDMC as aforesaid would lead to the disqualification of the Bidder. If such disqualification / rejection occur after the bids have been opened and the best bidder gets disqualified / rejected, then SDMC reserves the right to:
 - a. either invite the Bidder with the next best offer for negotiations, or
 - b. Take any such measure as may be deemed fit in the sole discretion of SDMC, including annulment of the bidding process.

B. Documents

2.3 Amendment of RFP

- 2.3.1 At any time prior to the Proposal Due Date, SDMC may, for any reason whatsoever, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP Document by the issuance of Addenda/clarification/modification/corrigendum. The same shall be uploaded on SDMC website as mentioned in Data Sheet.
- 2.3.2 In order to provide the Bidders a reasonable time to examine the Addendum, or for any other reason, SDMC may, at its sole discretion, extend the Proposal Due Date.
- 2.3.3 Any such Addendum/Corrigendum shall be deemed to be part of the RFP.

2.4 Scope of Work

1. The agency will conduct: -
 - a. Category and direction wise traffic volume survey for 12/16 hrs on an average day at the major intersections around the market area.

- b. Category wise parking survey for 12/16 hrs at all the pockets through registration plate method for the purpose of determining short term and long term parking demands witnessed in each individual pocket (as well as in an aggregate manner).
- c. For better results and, for providing a base for stakeholders consultations, an opinion survey for sampled parkers/ traders (and trade association officials) towards elucidating the views, aspirations, reservations and considerations of the users of the area. This shall be done through a well-designed questionnaire. Opinions of pedestrians shall also be gathered.
- d. Pedestrian volume survey at the important locations of pedestrian activity in and around the market area.
- And On the basis of outcome of different survey provide the following: -
- (i) Traffic management options and selection of preferred option (implementable). This will include management of arrivals and dispersals to/from the parking facility.
 - (ii) Parking management scheme along with parking restrictions if any (system to meet short term and long term parking demands) for on-street parking.
 - (iii) Plan to be in conformity with user preferences including differential parking fee acceptable to different categories of users.
 - (iv) Traffic signage scheme.
 - (v) Pavement marking scheme (including types of markings of parking lots etc.)
 - (vi) Organized pedestrian facilities.
 - (vii) Presentation of data, findings and recommendations in the form of a report.
 - (viii) Providing to the scale drawings showing all the details.
 - (ix) Getting clearance from the UTTIPEC including necessary documentation and presentation before the UTTIPEC as per the requirement.

2.5 Duration and Time Schedule of the Study

S.No	Activity	Time Period from Date of Award
1.	Inspection report	1 weeks
2.	Data collection, survey plan, traffic survey, setting up of a base simulation model.	2 weeks
3.	Calibration, validation of base modal and testing traffic management options.	4 weeks
4.	Draft project report	2 weeks
5.	Final project report	Within 2 week from receiving comments from SDMC

2.6 Payment Schedule

- 15% on submission of inception report
- 50% on submission of draft report
- 35% on submission & acceptance of final technical report by SDMC after clearance from UTTIPEC

2.7 Bid Security/ EMD

The Proposal needs to be accompanied by bid security amounting to **Rs.46,000/-** in the form of a Demand Draft/fixed deposit receipt from a Nationalised/Scheduled Bank in favour of the Commissioner, West Delhi Municipal Corporation, payable at New Delhi.

2.8 Validity of Proposal

The Proposal shall indicate that it would remain valid for a period not less than 180 (One hundred and eighty) days from the Proposal Due Date "Proposal Validity Period". SDMC reserves the right to reject any Proposal, which does not meet the said requirement.

2.9 Format and Signing of Proposal

- 2.9.1 Bidders would provide all the information as per this RFP and in the specified format. SDMC would evaluate only those Proposals that are received in the required format and complete in all respects.

2.9.2 The Bidder shall prepare one original of the documents comprising the Proposal, (the Technical Bid in one envelope and the Financial Bid in a separate envelope duly marked as “TECHNICAL BID” and “FINANCIAL BID” respectively in another sealed envelope, both these envelopes contained in a larger envelope.

2.9.3 The Proposal shall be typed or written in indelible ink and the Bidder **shall sign each page**. The person signing the Proposal shall initial all the alterations, omissions, additions, or any other amendments made to the Proposal.

2.10 Sealing and Marking of Proposals

2.10.1 The Bidder shall seal the Financial Bid and Technical Bid in separate envelopes, duly marking the envelopes as “Financial Bid” and “Technical Bid”. The envelopes shall then be sealed in an outer envelope.

2.10.2 Each envelope shall clearly bear the following identification

“Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone”

Name of the Bidder

2.11 Proposal Due Date

2.11.1 Proposals shall be submitted before 1500 hours IST on the Proposal Due Date mentioned in the Schedule of Bidding Process, at the address provided in data sheet in the manner and form as detailed in this RFP.

a. SDMC may, in exceptional circumstances, and at its sole discretion, extend the Proposal Due Date by issuing an Addendum uniformly for all Bidders.

b. Any proposal received by the Nodal Agency after the above deadline shall be rejected.

c. The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.

d. Nodal Agency shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.

e. Nodal Agency reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

2.12 Late Proposals

Any Proposal received by SDMC after the Proposal Due Date as provided for in data sheet will be returned unopened to the Bidder by Regd. Post.

2.13 ELIGIBILITY OF APPLICANTS

a) The Consultants/firms/Professional empanelled with UTTIPEC **OR** Ministry of Road Transport and Highways in the category of Transport Planning/Traffic and Transportation Studies shall be eligible for submission of bid/offer

b) Other Requirements

The Applicant should submit a Power of Attorney as per the format enclosed in this document authorizing the signatory of the Application to commit the Applicant.

2.14 Negotiations

2.14.1 SDMC may either choose to accept the Proposal of the Lowest Bidder or invite him for negotiations.

2.14.2 Upon acceptance of the Proposal of the lowest Bidder with or without negotiations, SDMC shall declare the lowest Bidder as the Successful Bidder

2.15 Confidentiality

Information relating to the examination, clarification, evaluation, and recommendation for the Bidders shall not be disclosed to any person not officially concerned with the process. SDMC will treat all information submitted as part of Proposal in confidence and would require all those who have access to such material to treat the same in confidence. SDMC will not divulge any such information unless it is ordered to do so by any authority pursuant to applicable law or order of a competent court or tribunal, which requires its disclosure.

2.16 SDMC's Right to Accept or Reject Proposal

- 2.16.1 SDMC reserves the right to accept or reject any or all of the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to signing of the Concession Agreement, without liability or any obligation for such acceptance, rejection or annulment.
- 2.16.2 SDMC reserves the right to invite revised Proposals from Bidders with or without amendment of the RFP at any stage, without liability or any obligation for such invitation and without assigning any reason.

2.17 Conflict of Interest

Applicants shall not have a conflict of interest (the “Conflict of Interest”) that affects the RFP Process. Any Applicant found to have a Conflict of Interest will be disqualified. An Applicant may be considered to have a Conflict of Interest that affects the RFP Process, if:

- (a) Such Applicant (or any constituent thereof) and any other Applicant (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this qualification shall not apply in cases where the direct or indirect shareholding in a Applicant or a constituent thereof in the other Applicant(s) (or any of its constituents) is less than 1% of its paid up and subscribed capital; or
- (b) A constituent of such Applicant is also a constituent of another Applicant; or
- (c) Such Applicant receives or has received any direct or indirect subsidy from any other Applicant, or has provided any such subsidy to any other Applicant; or
- (d) Such Applicant has the same legal representative for purposes of this Proposal as any other Applicant; or
- (e) Such Applicant has a relationship with another Applicant, directly or through common third parties, that puts them in a position to have access to each other’s information about, or to influence the Proposal of either or each of the other Applicant; or such Applicant has participated as a consultant to SDMC in the preparation of any documents, design or technical specifications of the Project.

Data Sheet

Particulars	Details
Project Name	Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone
Nodal Agency	South Delhi Municipal Corporation (SDMC)
Estimated Cost	Rs.23,00,000/-
Head of account	K-154-3018
Time of completion	03 months
Date / time of start of manual sale/ downloading of tender documents.	13.02.2017 to 16.02.2017
Cost of Tender Document	Rs.500/- (Rupees Five Hundred only) non-refundable, in the form of demand draft/ pay order in favour of Commissioner, South Delhi Municipal Corporation having validity of atleast 2 months at the time of submission.
Corrigendum, if any will be placed on website	www.mcdonline.gov.in
Last date and time for Proposal/Bid Submission	17.2.2017 upto 3.00 pm
Address for submission of Proposal/Bid	Executive Engineer (Pr-II)/West Zone South Delhi Municipal Corporation Under Dabri Flyover (from span no. 3 to 5) Pankha Road, New Delhi-110058. Tel: 011-25554096 E-mail: eeproject2wz@gmail.com
EMD Amount and Manner	Rs.46,000/- in the form of a Demand Draft/fixed deposit receipt from a Nationalised/Scheduled Bank in favour of the Commissioner, South Delhi Municipal Corporation, payable at New Delhi having validity of atleast 2 months at the time of submission.

Tender document may be purchased from the office of Executive Engineer (Pr-II) West Zone at address as stated above.

Detailed NIT/ eligibility conditions/ tender document may also be downloaded from the website of MCD i.e. www.mcdonline.gov.in.

Bid Submission forms

The consultants are expected to respond to the RFP using the forms given in this section and all documents supporting Qualification Criteria.

Proposal / Bid shall comprise of following forms:

Envelope (1) Technical Bid

i) Tender cost & Earnest Money

ii) Technical data forms

Form 1: Covering Letter with Correspondence Details

Form 2: Power of Attorney for Signing of Proposal

Form 3: Copy of the enlistment with the appropriate authority i.e. UTTIPEC/Ministry of Road Transport and Highways

Envelope (2) Financial Bid

Form 1: Format for Covering Letter for Bid submission

(On the Letterhead of the Bidder)

To
**Executive Engineer (Pr-II), West Zone
South Delhi Municipal Corporation
Under Dabri Flyover (from span no. 3 to 5)
Pankha Road, New Delhi-110058.**

Sir,

Reference: Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone.

Being duly authorized to represent and act on behalf of..... (hereinafter referred to as “the Bidder”), and having reviewed and fully understood all the information provided in the Request for Proposal (RFP) document provided to us by SDMC in respect of the captioned consultancy assignment, the undersigned hereby submits the Proposal for consideration of SDMC in response to the RFP for the aforesaid assignment.

For your evaluation, we are enclosing our Proposal in one (1) original and one (1) copy, with the details as per the requirements of the RFP.

We confirm that our Proposal is valid for a period of One hundred Eighty (180) days from _____ (Proposal Due Date).

We also hereby agree and undertake as under:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unqualified and unconditional in all respects and we agree to the terms of the proposed Concession Agreement, a draft of which also forms a part of the RFP document provided to us.

We further represent that the Bidder has not been barred by SDMC, Govt. Of NCT of Delhi, any other State Government in India (SG) or Government of India (GoI), or any of the agencies of GNCTD/SG/GoI from participating in Public Sector assignments/projects and such bar does not subsist as on the Proposal Due Date.

We, M/s. (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s / director/s are not barred/blacklisted by Govt. Of NCT of Delhi or barred/blacklisted by any state government or central government / department / agency in India from participating in Project/s

We further undertake that we have not left any project incomplete and have also not surrendered any project before the completion of period of the contract.

We further confirm and state that no dues are recoverable from us by any Government agency.

We hereby submit that we are enlisted with UTTIPEC/Ministry of Road Transport and Highways in category.....vide _____ Order/Letter No.....dated.....,valid upto.....(copy enclosed)

The details of the earnest money and the tender cost are as under:

1. Earnest money.....
2. Tender Cost

We are aware that our Proposal for **Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone** would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of this RFP Document at any stage of the Bidding Process or thereafter during the Concession Agreement period.

.....
Signature of the Authorised Person

.....
Name of the Authorised Person

Date

Form 2: Format for Power of Attorney for Signing of Proposal

(On a Rs. 100 Stamp Paper duly attested by Notary Public)

POWER OF ATTORNEY

Know all men by these presents, We.....(name and address of the registered office) do hereby constitute, appoint and authorise Mr / Ms.....(name and residential address) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal/bid for **“Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone”** for submission to West Delhi Municipal Corporation, (hereinafter referred to as SDMC) for consideration of SDMC including signing and submission of all documents and providing information/responses in all matters in connection with our Proposal for the Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this the _____ Day of _____ 2017

For _____

(Name and designation of the person(s)

signing on behalf of the Bidder)

Accepted

_____Signature)

(Name, Title and Address of the Attorney)

Date :

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. Also, wherever required, the Bidder 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 Bidder.
3. In case the Proposal is signed by an authorised Director, a certified copy of the appropriate resolution/ document conveying such authority may be enclosed in lieu of the Power of Attorney.

Certificate

To,

Executive Engineer (Pr-II), West Zone
South Delhi Municipal Corporation
Under Dabri Flyover (from span no. 3 to 5)
Pankha Road, New Delhi-110058.

Anti-Collusion Certificate

We hereby certify and confirm that in the preparation and submission of our proposal/bid for **Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone**, we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Proposal.

Dated thisDay of, 2017

.....

(Name of the Bidder)

.....

(Signature of the Authorised Person)

.....

(Name of the Authorised Person)

Note:

1. To be submitted on the Letterhead of the Bidder

Format for Financial Bid

(On the letterhead of the Bidder)

Date:

To,
Executive Engineer (Pr-II), West Zone
South Delhi Municipal Corporation
Under Dabri Flyover (from span no. 3 to 5)
Pankha Road, New Delhi-110058.

Ref : Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone

Sir,

Having gone through this RFP document and having fully understood the scope of work for the Project as set out in this RFP, we are pleased to submit our quote/offer for providing consultancy services for the project of **“Engaging consultant for traffic circulation and parking management solution for Tilak Nagar Area in West Zone”** amounting to Rs./- (Rs. in words.....), exclusive of service tax as per the payment schedule in the RFP document

We have reviewed all the terms and conditions of the RFP and undertake to abide by all the terms and conditions contained therein. We hereby declare that there are, and shall be, no deviations from the stated terms in the RFP Document.

Yours faithfully,

For and on behalf of

.....
(Name of the Bidder)

(Signature of Authorised Signatory)