

**Government of India**  
**Ministry of Food Processing Industries**  
**Panchsheel Bhawan, August Kranti Marg**  
**New Delhi-110049**

**Notice Inviting Expression of Interest for empanelment of Zone-wise Programme Management Agencies (PMAs) for the scheme of “Modernization of existing Abattoirs/Setting up of new Modern Abattoirs” to be implemented in the country.**

Ministry of Food Processing Industries (MFPI) is implementing to launch a comprehensive scheme for Modernization of Abattoirs across the country. Hygienic and scientific slaughtering is an important issue in meat industry. The qualitative and quantitative capacities of abattoirs need to be upgraded and these are required to be linked with commercial processing of meat both for domestic markets and exports. The scheme aims at providing facilities for scientific and less painful slaughtering, chilling, Cold chain maintenance facilities, rendering plants, effluent treatment plant, drainage, by-product utilization, water and power with required sanitary/phyto-sanitary conditions for modernization of abattoirs. Modernization of abattoirs will also augment essential supply base of hygienic raw material to the meat processing industry, both for domestic consumption and exports, besides discouraging unauthorized slaughtering. Projects based on sound and viable Business Models for Setting up/Modernization of Abattoirs are proposed to be identified with definite measurable outputs.

In order to ensure successful implementation of the proposed scheme/projects in the country, the Ministry had empanelled professional and technically competent agencies who works as the Programme Management Agencies (PMAs), to assist the MFPI for developing and implementing the projects under the scheme and hand hold them from concept to commissioning. Now the Ministry has desires to prepare a fresh panel of Zone-wise PMAs. The five zones and the States/Union Territories falling in each zone is as under-

North Zone:- Jammu & Kashmir, Himachal Pradesh, Punjab, Haryana, Uttarakhand, Uttar Pradesh.

South Zone:-Andhra Pradesh, Tamilnadu, Kerela, Karnataka.

East Zone:- Orissa, Bihar, West Bengal, Jharkhand.

West Zone:-Rajasthan, Madhya Pradesh, Chhattisgarh, Gujarat, Maharashtra, Goa.

North-East Zone:- Arunachal Pradesh, Assam, Manipur, Meghalaya, Nagaland, Mizoram, Tripura, Sikkim.

The role of PMA is envisaged as under:

The PMA would be an independent professional & technically competent agency with multi disciplinary skills positioned for developing the projects under the scheme and hand hold these projects through the entire life cycle from concept to commissioning. In other words, PMA will be the extended arm of MFPI providing need

based technical support to ensure that the projects are identified and implemented in accordance with the guidelines of the scheme. Such technical support to the Ministry, through a specialized agency, will enable the convergence of the interests of the industry, Government and all other stakeholders. The responsibilities of PMA would include evaluation of pre-feasibility studies submitted by different Agencies for various zone and assisting MFPI to finalize the detailed components of the scheme; evaluation of Detailed Project Reports submitted by the Urban Local Bodies (ULBs) and advising the MFPI on technical and financial viability of the projects; assistance to the ULBs in structuring of SPVs/Private partners for project implementation; assistance in achieving financial closure; guidance to SPVs in project execution and supply chain management; coordination with State Governments / other Institutions; post execution monitoring etc.

The interested agencies may obtain the application form along with other details from Ms. Rupali Banerjee Singh, Deputy Secretary to the Government of India, MFPI by depositing a non-refundable Bank Draft of Rs. 100,000/- (Rupees One Lakh only) favoring, "Pay and Accounts Officer, Ministry of Food Processing Industries" payable at New Delhi. The sale of application starts from the date of publication in the newspaper and will end at 5 PM on 29.01.2010. Details may also be seen at website [www.mofpi.nic.in](http://www.mofpi.nic.in). In case the downloaded proforma is used, an amount of Rs. 100,000/- (Rupees One Lakh only) may be deposited before the day of pre-bid meeting. The agencies which are already empanelled as PMA with the Ministry will also have to apply again indicating their choice of the zone and quoting the zone wise rates of fees.

The date of submission of Expression of Interests will be decided in the pre-bid meeting, with the agencies bidding for the PMA, to be held in the Ministry at 11.30 AM on 02.02.2010. Only those agencies who have purchased the bid documents after depositing the bid processing fee of Rs. 1.00 lakh (Rupees One Lakh only) by Demand Draft, or deposited the bid processing fee by Demand Draft before the day of pre-bid meeting, will be eligible to attend the pre-bid meeting."

Sd/-  
(Ajit Kumar)  
Joint Secretary, MFPI  
Panchsheel Bhawan, August Kranti Marg  
New Delhi – 110049  
FAX: 26497641  
Tel: 26492475/26492216/26492174/26493227  
Website:<http://mofpi.nic.in/>

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**1. BACKGROUND:**

1.1 The meat industry in India has a vast scope for growth and development. Although India contributes 13% of world milk production, the meat production is very low. Meat production is estimated at 4.9 million tones, standing eighth in rank in the world. Buffalo in India contributes about 30% of total meat production. The contribution by cattle, sheep, goats and poultry is 5%, 10%, 10.2% and 11.5%, respectively. The share of bovine meat in the total meat production in India is about 60% as against small ruminants (15%), pigs (10%) and poultry (12%). The compound average annual growth rate during the last two decades works out to 4.6% as against 21% during the last 5 years, and it is now the fastest growing segment of livestock sector. India is the 5<sup>th</sup> largest exporter of bovine meat in the world. Indian buffalo meat exports have the potential to grow further significantly. India exports more than 500,000 MT of meats of which major share is of buffalo meat. Indian buffalo meat is witnessing strong demand in international markets due to its lean character and its near organic nature. Due to emerging health threats of the diseases communicable to human beings through meat, the meat consumers are more vigilant towards the wholesomeness of the meat and demand poultry products processed in clean and sanitary environment. In metros and urban areas there are upcoming demands for “convenience items” such as semi cooked, ready-to-eat, ready-to-cook, chilled/frozen meat food products etc. Hygienic and scientific slaughtering and optimum utilization of by products are the most important issues in the meat industry today. Quality and hygiene levels in the wet market are low due to imperfect bleeding, primitive and crude slaughtering and defeathering techniques, lack of infrastructure facilities like water, electricity and facilities for hanging carcass/flaying, cross contamination in slaughter and improper handling during carriage. These result in tremendous waste of meat, contamination/ deterioration of meat and also avoidable cruelty to the animals during the whole process. The qualitative and quantitative capacities of the abattoirs need to be upgraded and these are required to be linked with commercial processing of meat, both for domestic consumption and exports besides discouraging unauthorized slaughtering.

1.2 Based on extensive consultation with various stakeholders, the Ministry of Food Processing Industries (MFPI) has launched a comprehensive scheme for Modernization of existing Abattoirs and construction of new modern Abattoirs across the country. The scheme aims at providing facilities for scientific and less

painful slaughtering, chilling, effluent treatment plant drainage, by-product utilization, water and power with required sanitary/phyto sanitary conditions for modernization of abattoirs. Modernization of abattoirs will also augment essential supply base of hygienic raw material to the meat processing industry, both for domestic consumption and exports, besides discouraging unauthorized slaughtering. Projects based on sound and viable Business Models of Setting up/ Modernization of Abattoirs are proposed to be identified with definite measurable outputs.

- 1.3 The abattoirs are generally under the control of local bodies. With a view to modernize these projects the benefit of infusion of capital, modern technology/management and commercial sustainability, taking up such projects in PPP mode under various arrangements such as BOO/BOT/JV etc. needs to be considered. Viable projects under a sustainable framework to be implemented by local authorities can also be considered. The regulatory functions will continue to be discharged through local bodies.
- 1.4 In order to identify abattoirs to be taken up for modernization/setting up all over the country, the MFPI now intends to prepare a fresh panel of professionally and technically competent agency who could assume the role of National Programme Management Agency (PMA), assist the MPFI as well as the local authorities for developing and implementing the projects under the scheme and hand hold them from concept to commissioning. The primary role of PMA is to assist the MFPI on pan India basis, in effective implementation of the scheme. In other words, PMA will be the extended arm of MFPI providing need based technical and managerial support to ensure that the projects are identified and implemented in keeping with the guidelines of the scheme. Such technical support to the Ministry, through a specialized agency, will enable the convergence of the interests of the industry, Government and all other stakeholders.
- 1.5 Now, therefore, the Ministry invites bids from agencies for empanelment of zone-wise Programme Management Agencies (PMA) in the five zones for the proposed scheme of 'Modernization of existing Abattoirs/Setting up of Modern Abattoirs' to be implemented in the whole country. Agencies who are already working as PMAs in the Ministry, also need to apply afresh.

## **2. THE ROLES AND RESPONSIBILITIES OF PMA:**

### **2.1 Evaluation of Pre-feasibility Studies**

PMA would evaluate the pre-feasibility studies in various zones to assess the prospects of implementation of the proposed abattoir projects in the potential locations.

### **2.2 Project identification**

Based on the feasibility studies, the potential projects in terms of users/stake holders/ partners/linkages, the locations, the detailed supply chain and the broad business plan of the proposed projects would be identified.

**2.3 Guidance for Preparation of Detailed Project Reports to various ULBs and evaluation of submitted DPRs.**

Once the potential projects are identified and given the clearance form the Ministry, assistance/guidance will be provided to ULBs for preparation of Detailed Project Reports (DPRs) and DPRs submitted by them will be evaluated for each of the projects. Such DPRs would provide technical, financial, commercial, and institutional O&M details of each of the project elements. The DPRs would also be appraised by the PMA with respect to its financial viability, commercial sustainability and socio economic impacts. Technical review of such DPRs with analysis of deliverables alongwith project scope will be submitted with appraisal report to MFPI for approving their implementation.

**2.4 Structuring the implementing agency or Institutional Arrangement in PPP.**

Each of the identified projects will need to be owned, executed and managed by the concerned local bodies or by private entrepreneurs. PMA will assist such local bodies/Project Implementing Agencies (PIA) in developing/structuring appropriate institutional mechanism/ framework on PPP mode in the form of project specific arrangement. This would include assistance for incorporation of the institutional arrangement, selection of Private partners through competitive bidding process, execution of shareholder agreements and other project related agreements. PMA will also advise the implementing agency in meeting the legal and regulatory compliances in accordance with company law, other relevant acts and financial closure of the project. PMA will ensure smooth & fair communication flow between project proponents (i.e. MFPI, State Government, ULBs, Govt. Agencies, Financial institutions, consultants, intended project beneficiaries etc.)

**2.5 Approval of the projects by MFPI**

PMA shall appraise the DPRs of the identified projects and facilitate the decision making process for approvals by the Ministry.

**2.6 Financial closure**

Once the projects are approved by MFPI, PMA will assist the ULB/PIA in achieving financial closure.

**2.7 Assistance to implementing agency in Project Execution.**

Once the financial closure is achieved, the concerned project implementing agency (PIA) will take up the execution / implementation of the approved projects by engaging consultants/service providers for various components of the projects.

PMA will provide advisory overview to the implementing agency/ULBs in execution of the project. Such assistance to implementing agency would include: procurement of project specific consultancy services, need based engineering activities, technology sourcing, market linkages etc. PMA would also assist in competitively selecting the investors, based on parameters and procedures approved by the Ministry/ULBs.

## **2.8 Release and Utilization of GoI grant.**

PMA will assist/advise MFPI in release of grant to implementing agency and also oversee proper utilization of such released funds. A suitable framework in the form of a dedicated project account maintained by implementing agency with designated banks for the Government grant will also be developed for this purpose.

## **2.9 Coordination with State Governments and Institutions.**

The role of State Governments is very critical in successful execution of the projects. PMA, therefore, would coordinate, on behalf of MFPI with the concerned State Governments for the purpose of land, infrastructure, supply chain etc. PMA would also liaison with specialized Institutions/Agencies that are relevant to the projects.

## **3. ELIGIBILITY OF THE PROJECT MANAGEMENT AGENCY:**

The Agencies submitting the Bids should fulfill the following eligibility conditions:-

- a. Shall be an Institution, Corporate House, NGO/Cooperating Society/Federation or Consulting firm or a group/Consortium of individuals & Firms having minimum 5 years experience in planning and/or execution of similar infrastructure projects on PPP basis or otherwise with BOT/BOO/JV etc. arrangements.
- b. Should have proven financial services capabilities, particularly in tying up/sourcing of finance for infrastructure development programmes.
- c. Should have experience in managing the projects for infrastructure development.
- d. Should have experience in or skills available for planning and/or execution/operation of at least 2 Modern abattoirs preferably with BIS, HACCP, ISO, GMP compliance.
- e. Should have planned and/ or executed infrastructure development work of at least Rs. 10 crores in last 5 years.
- f. Should have an average annual turn over of Rs. 50.00 lakhs during last three years.
- g. Should have a Pan Indian Network or associates to oversee projects in various States.

- h. The PMA allotted a particular zone will not be eligible to bid for/participate as PMC in that region and even take up advisory/consultancy/supplier services to projects in that region.
- i. The applicants and those who became PMAs will have to abide by the 'Full Disclosure Principle' in which they will have to disclose any kind of direct/indirect interest they may have in any company/organization working as a consultant/service provider in meat sector. After their selection for being appointed as a PMA for any zone also, they will have to submit an affidavit of full disclosure on the above lines.

The Ministry will deal with the principal applicant who will be free to engage external experts and agencies. The credentials of both principal applicant & co-applicant will be evaluated for working out the eligibility.

#### **4. SUBMISSION OF EOI & BIDDING PROCEDURE:**

The agency qualifying the above criteria may submit the bids (both technical and financial bids) in separate covers. The cover (a) would include the technical bid i.e. documents in support of the eligibility conditions as mentioned above in prescribed Forms (Form-I to Form VII). The cover (b) would include the financial bid. The fee quoted by the agency should be in the form of percentage of the total project cost i.e. inclusive of professional cost, out of pocket expenses etc. However, the applicable taxes like service tax would be extra. Both these covers would be put into a big envelope and shall be submitted with a forwarding letter to the Ministry.

#### **5. THE APPLICATIONS SHOULD BE COMPLETE WITH THE FOLLOWING DOCUMENTS:**

- Expression of Interest proforma in Form-I.
- Statement of Applicant in Form-II.
- Details of Joint Venture / Consortium data in Form-III.
- Details of similar projects done by the Consortium in Form-IV.
- Details of Financial status of the applicant in Form-V.
- Details of Methodology and Work Plan proposed by the applicant in Form-VI.
- Details of educational qualification and experience details of permanent technical personnel in Form-VII.
- Bio-data of the main Directors/partners/functionaries.
- Memorandum of Association/Articles of Associations/Trust deed/Constitution of the organization.
- Authenticated copy of the Certificate of Incorporation/registration of the organization.
- Last 3 year's balance sheet/audited Statements of Accounts.
- Income tax registration and income tax clearance.
- Service tax registration certificate.

- Details of the team, which is proposed to handle the assignments, work with their Bio-Data in brief mentioning their experience in similar work done earlier. Details of external experts/agencies with complete qualification and experience profile.

The applicant, in addition to furnishing complete information in the Forms appended with the documents, shall furnish a complete document on the proposed approach; methodology & work plan for rendering the requisite services. The work plan shall include full justification for procedures to be adopted. A time schedule for carrying out each component of the assignment is also to be indicated.

Every sheet and all forms complete in all respect shall be signed by the person/persons duly authorized to sign on behalf of the applicants affixing the applicant's rubber stamp. The Power (s) of Attorney in support of authorized signatory shall be enclosed with the offer. Any/all correction(s) made in the offer shall be duly authenticated by the signature of the authorized signatory.

## 6. EVALUATION OF BIDS:

80% weightage would be given to the technical compliance and 20% weightage would be given the financial quote. The technical bids would first be opened and evaluated. Financial bid would be opened only of those bidders who receive minimum 60% marks in Technical evaluation. The technical evaluation will be carried out in respect of the below mentioned parameters. The technical bid will carry maximum marks of 100. The maximum marks for each activity of technical bid are as under:

S. No.	Technical Parameters	Max.Marks
1	Experience in Planning & or execution of similar projects on PPP basis or otherwise with BOT/BOO/JV etc. arrangement	15
2	Organization's presence in India and the zones bid by them (through regular offices/Branches)	10
3	Domain knowledge in Modernization of Abattoirs.	25
4	Financial services capabilities, particularly in tying up/sourcing finance for infrastructure development programmes.	15
5	Experience in management of projects for infrastructure development and implementing them.	15
6	Demonstrated capabilities of the team proposed to execute the work of PMA.	20
	Total	100

The Ministry will identify the suitable bidders based on an evaluation of the technical bid and if considered necessary, may also call for technical presentations from the identified bidders at a short notice. Based on the presentations and other technical factors, the final bidders would be short listed and graded.

## **7. BID PROCESSING FEE & AVAILABILITY OF EOI.**

The application of EOI and other documents could be obtained from Ms. Rupali Banerjee Singh, Deputy Secretary to the Government of India, MFPI with a non-refundable payment of Rs. 100,000/- by DD payable at New Delhi in favour of “Pay & Account Office, Ministry of Food Processing Industries”. Alternatively, the document may be directly downloaded from the Ministry’s website <http://MFPI.nic.in>. In the event the document is downloaded from the website the prospective agency shall furnish a Demand Draft/Banker’s cheque for Rs. 100,000/- only drawn in favour of “Pay & Account Office, Ministry of Food Processing Industries” before the day of pre-bid meeting without which its proposal will not be considered.

## **8. SECURITY DEPOSIT:**

Bidders finally selected will have to furnish a security deposit in the form of a bank guarantee having validity of five years equivalent to the bid amount towards performance guarantee.

## **9. PENALTY CLAUSE:**

Non-performance/ delayed performance shall result in forfeiture of security.

## **10. CRITICAL INFORMATION**

The schedule for opening & closure of Expression of Interest in forfeiture of security.

Date of commencement of sale of EOI document from Ms. Rupali Banerjee Singh, Deputy Secretary to the Government of India, MFPI (Room No. 115)	
Availability of EOI document on website <a href="http://mofpi.nic.in">http://mofpi.nic.in</a>	
Date of Pre-bid meeting	

If the last date of receipt & opening of bid documents happens to be a holiday, the offer will be received and opened on the next working day at the same time.

## **11. AMENDMENT TO EOI**

At any time prior to the last date for receipt of bids, the Ministry, may for any reason, whether on its own initiative or in response to a clarification requested by a prospective PMA, modify the EOI Document by an amendment. In order to provide prospective PMAs reasonable time in which to take the amendment into account in preparing their bids, the Ministry may, at its discretion, extend the last date for the receipt of Bids and/or make other changes in the requirements set out in the invitation to EOI/TOR.

## **12. REJECTION OF EOI**

The application for empanelment of PMA is liable to be rejected if:

- a) The application is not submitted in proper sealed cover with superscription as indicated in Para 4 above.
- b) The application is not in prescribed form and not containing all required details.
- c) The application is not properly signed.
- d) The application is received after the expiry of due date and time.
- e) Offer is received by telex, fax, telegram or e-mail.
- f) Bid is received without cost of bid processing fees if downloaded from Ministry's website.

### **13. DISCLAIMER**

The Ministry shall not be responsible for late receipt for any reasons whatsoever. The applications received late will not be considered and will be returned unopened to the applicant.

### **14. THE MINISTRY RESERVES THE RIGHTS:**

- a) To reject any/all applications without assigning any reasons thereof.
- b) To relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the Ministry and the objective of the scheme without assigning any reasons thereof.
- c) To include any other item in the Scope of work at any time after consultation in the pre-bid meeting or otherwise.

### **15. CLARIFICATIONS:**

Clarification, if any may be sought from Ms. Rupali Banerjee Singh, Deputy Secretary to the Government of India. The bid documents completed in all respect may be submitted as per the date to be decided in Pre-bid meeting, to the undersigned at Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi-110049. In case the above date is a holiday, the last date shall be the next working day. The technical bids shall be opened on the last date of the submission of the bids at 4 p.m.

(Ajit Kumar)  
Joint Secretary, MFPI  
Panchsheel Bhawan, August Kranti Marg  
New Delhi – 110049  
FAX : 26497641  
Tel: 26492475/26492216/26492174/26493227  
**Website:<http://mofpi.nic.in/>**



## **PRE QUALIFICATION CRITERIA**

### **1. Preliminary examination for the applications**

1.1 The Ministry shall examine the applications to determine whether they are complete, whether the documents have been signed as indicated in this document, where all Forms as asked for have been filled in properly, whether applications are generally in order and all information as indicated under various clauses have been furnished.

1.2 The Ministry reserves the right to waive minor deviations in the Empanelment application if they do not materially affect the capability of the bidder to perform the contract.

1.3 Prior to detailed evaluation formalities, the Ministry shall determine the substantial responsiveness of each application to the Invitation Documents. A substantial responsive bid is one, which conforms to all the terms and conditions of the Invitation document without any material deviation. A material deviation is one, which limits in any way responsibilities and liabilities of the bidder or any right of the employer as required in this document. The Ministry may waive any minor infirmity or non conformity in an application which does not constitute material deviation. Non-responsiveness shall run the risk of rejection.

1.4 The evaluation shall be carried out on the basis of data available in the application documents received from the applicants in the first instance. No document will be taken care of any further documents or clarifications or any such additional information furnished subsequently by the applicants. However, the Ministry reserves the right to call for such clarifications confined in scope to the contents of the application, should such a clarification becomes necessary for proper judgment in evaluation.

## **2. Screening of the Bids.**

The technical bids will be screened on the basis of the following essential eligibility criteria taking into consideration the credentials of both principal applicant and co-applicants:-

The applicant agency should have an average annual turnover of at least Rs Fifty (50) lakhs during the last three years.

The applicant agency should have planned and / or executed infrastructure development project work of at least Rs 10 crores in last 5 years.

The firm shall submit a bid processing fees by Demand Draft of Rs 100,000.00 (Rupees One lakh only) non refundable in favour of Pay & Accounts Officer, Ministry of Food Processing Industries.

Last three year's Balance Sheet / Audited Statement of Accounts shall need to be submitted.

## FORM –1

### EOI Letter of Proforma

To

Ms. Rupali Banerjee Singh  
Deputy Secretary to the Government of India  
Ministry of Food Processing Industries  
Panchsheel Bhawan, August Kranti Marg  
New Delhi 110049

Sub: Expression of Interest (EOI) for Empanelment of Programme Management Agencies (PMA) for the proposed scheme of ‘Modernisation of existing Abattoirs / Setting up of Modern Abattoirs’ to be implemented in the country

Sir,

The undersigned agency, having read and examined in detail all the EOI documents for Empanelment of Agencies to prepare feasibility report of proposed “Scheme for Modernization of Existing Abattoirs / Setting up of Modern Abattoirs” in the country.

#### 2. Correspondence details:

1	Name of the Principal Applicant	
2	Address	
3	Name of the contact person to whom all references shall be made regarding this Bid	
4	Designation of the person to whom all references shall be made regarding this Bid	
5	Address of the person to whom all references all be made regarding this Bid	
6	Telephone (with STD Code)	
7	Mobile No. of the contact person	
8	E mail address of the contact person & the organization	
9	Fax No. (with STD Code)	

3. Documents forming part of EOI

We have enclosed the following:-

- j. Statement of Applicant in Form II
- k. Details of Joint Venture / Consortium Data in Form III
- l. Details of similar projects done by the Consortium in Form IV
- m. Details of financial status of the applicant in Form V
- n. Details of methodology and work plant, timeline for all activities proposed by the applicant in Form VI
- o. Bio data of the main Directors / Partners / Functionaries
- p. Memorandum of Association / Articles of Association / Trust Deed / Constitution of the Organisation
- q. Authenticated copy of the Certificate of Incorporation / Registration of the Organisation
- r. Last 3 year's Balance Sheet / Audited Statements of Accounts
- s. Other information sought in the scope of work
- t. Bid Processing Fee by Demand Draft No..... dated ..... drawn on ..... (name of bank & branch).

We hereby declare that EOI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Thanking you,

Yours faithfully

(Signature of the Principal Applicant)

Name:

Designation:

Seal:

Date:

Place:

Witness:

Signature:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

**Form No. II**  
**STATEMENT OF APPLICANT**

1	Name of the Applicant	
2	Address of Head Office: Telephone No: Fax No: Email address:	
3	Branch Office Address (if any) Telephone No: Fax No: Email address:	
4	Legal Status:	
5	Place & Date of Establishment	
6	Applying as an Individual Applicant Applying as Joint Venture Applicant	
7	Branch of specialization: Main line of business:	a) ..... since..... b) ..... since..... c) ..... since..... d) ..... since..... e) ..... since.....
8	Name and Address of Lead Member	
9	Name and Address (s) of the other Constituent Member(s)	a) ..... ..... b) ..... ..... c) ..... .....
10	Copy of the Joint Venture Agreement attached	Yes / No
11	Total Number and Category of Permanent Employees	
11.1	Total Number of Employees	
11.2	Total Number of Technical Persons	
11.3	Total Number of Specialists	
11.4	Total Number of Labourers	
11.5	Total Number of Others	

Place:  
Date:

Name & Signature of Representative

### Form III

#### JOINT VENTURE / CONSORTIUM DATA

- 1 Name of the Joint Venture / Consortium
- 2 Address of Joint Venture / Consortium  
  
Telephone No:  
Fax No:  
Email address:
- 3 Name of Partners:
  - (a)
  - (b)
  - (c)
- 4 Name of the Principal Consultant:
- 5 Address of Principal Consultant:  
  
Telephone No:  
Fax No:  
Email address:
- 6 Address (s) of other Partner(s)  
  
Telephone No:  
Fax No:  
Email address:
- 7 Joint Venture / Consortium Agreement
  - (a) Date of Agreement
  - (b) Place
  - (c) Proposed distribution of responsibilities among Partners
- 8 Indicate how the responsibilities of day to day management will be handled by Partners

Place:  
Date:

Name & Signature of Authorized  
Representative

## FORM IV

### DETAILS OF EXPERIENCE IN THE FIELD OF PREPARING, DPRS AND IMPLEMENTATION OF SIMILAR SUCH PROJECTS

A. Project for which the applicant has prepared DPRs and implemented similar projects:

SI No	Name of the Project with Project Location	Name & Address of the Client	Contact No. & Date	Value of the Contract	Date of start of the work	Whether the Project has been implemented	Description of the Project	Any other information
1								
2								
3								
4								

B. Project under execution / commissioned by the Applicant:

SI No.	Name of the Project with Project Location	Name & Address of the Client	Contact No. & Date	Date of completion of the Project	Whether the project is		Description	Any other information
					Under implementation	Commissioned		
1								
2								
3								
4								

Place:  
Date:

Signature of Applicant

## **FORM V**

Fill in the blanks for each of the last three fiscal years, duly certified by Chartered Accountant or Public Accountant or Chamber of Commerce or Banks:

Sl No.	Particulars	2006-07	2007-08	2008-09
1.	Share Capital (INR)			
2.	Paid Up Capital (INR)			
3.	Free Reserve (INR) Gross			
4.	Unallocated Balance Surplus (INR)			
5.	Expenses not written off (INR)			
6.	Total Current Assets (INR)			
6.1	Total Cash & Cash Deposits (INR)			
62.1	Deposits with Bids or otherwise as Guarantees (due within 90 days)			
6.3	Amount Receivable from completed contracts (INR) (due within 90 days)			
6.4	Amount Receivable from incomplete contracts after deducting Retention Fees (INR) (due within 90 days)			
7.	Stocks & Bonds at Present Market Value (INR)			
7.1	Any other Current Assets (INR) (due within 90 days)			
7.2	Closing Stock, if any (INR)			
7.3	Total Current Liabilities (INR) (give details)			
8.	Total Assets (INR)			
9.	Total Liabilities (INR)			
10.	Current Credit Resources (INR)			
11.	Contingent Liability (INR) (give details)			
12.	Total Profit before Tax (INR)			
13.	Total Profit after Tax (INR)			
14.	Total Loss (INR) (Gross)			
15.	Turnover from contracting during the financial year (INR)			
16.	Amount of balance (INR)			

17 Date of Balance (Day) (Month) (Year)

18 Bank Reference and Address

19 Credit Line (list names of institutions & maximum Credit Line; attach respective letters from Sureties)

Institutions	Maximum amount in INR
_____	_____
_____	_____
_____	_____

**Notes:**

Item 1: The amount for share capital shall include retained earnings

Item 2: Attach respective letters from Banks (Bank Credit Letter)

Signature & Date:

Name & Signature of Authorized Representative

**FORM VI**

**DETAILS OF METHODOLOGY AND DETAILED WORK PLAN / TIME  
SCHEDULE**

**FOR VII**

**DETAILS OF EDUCATIONAL QUALIFICATIONS AND EXPERIENCE DETAILS  
OF PERMANENT TECHNICAL PERSONNEL**

Sl No	Name	Date of Birth	Profession	Nationality	No. of Service (year) with the Applicant	Key Qualification <sup>1</sup>	Experience Record <sup>2</sup>	Any other important information

<sup>1</sup>Under Key Qualification, outline the person's academic qualifications and other special education training etc.

<sup>2</sup>List all position held by the person since Graduation, giving dates, name of employing Organization, position held.

Date:  
Place:

(Signature of Applicant)

**DETAILS OF EXPERIENCE IN THE FIELD OF PREPARING DPRs AND  
IMPLMENTATION OF SIMILAR SUCH PROJECTS**

A. Project for which the applicant has prepared DPRs / Feasibility Reports and implemented similar projects

S.No.	Name of the Project with Project Location	Name & Address of the Client	Contact No. & Date	Value of the Contract	Date of start of the work	Date of completion of work	Whether the project has been implemented	Description of the project	Any other information
1									
2									
3									
4									

B. Project under execution /commissioned by the Applicant

S.No.	Name of the Project with Project Location	Name & Address of the Client	Contact No. & Date	Date of completion of the Project	Whether the Project is		Description of the Project	Any other information
					Under Execution	Commissioned		
1								
2								
3								
4								

Date:  
Place:

(Signature of Applicant)