





The Gujarat State Disaster Management Authority

Government of Gujarat

Block No.11 , 5th Floor, Udyog Bhavan , Sector-11,

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Date: 20th Sept. 2018

REQUEST FOR EXPRESSION OF INTEREST

Project Title: Appointment of Knowledge Partner for implementation of Early Warning Dissemination System under National Cyclone Risk Mitigation Project (II) in Gujarat

Credit No. P144726, Reference: : IN-GSDMA-57129-CS-QCBS

Gujarat State Disaster Management Authority (“GSDMA”) is the State Project Implementing Unit (SPIU) for the National Cyclone Mitigation Project (NCRMP) Phase II in Gujarat and intends to engage a consulting firm as a Knowledge partner for implementation of Early Warning Dissemination System (EWDS) in the state.

GSDMA invites eligible Consultants to indicate their interest in providing the aforementioned services. A Consultant will be selected in accordance with the procedures set out in the World Bank guidelines: Selection of Employment of Consultants by the World Bank Borrower (January 2011 Revised July 2014 edition). Relevant details of the project and the terms of reference can be downloaded from: www.gsdma.org.

Interested Consultancy firm may submit 'Expression Of Interest' in sealed envelopes clearly superscripted as "Expression of Interest for **Appointment of Knowledge Partner for implementation of Early Warning Dissemination System under National Cyclone Risk Mitigation Project (II) in Gujarat** to Deputy Director, Gujarat State Disaster Management Authority, Block No.11, 5th Floor, Udyog Bhavan, Sector-11, Gandhinagar – 382011 within 15 days from the date of publishing.

More information along with the Terms of Reference is available at at www.gsdma.org

The last date for submission of EoI is 5th Oct. 2018 up to 2:30 pm.

Deputy Director
Gujarat State Disaster Management Authority
Government of Gujarat

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2. General information & Instructions to the Consultant

Request for Expressions of Interest (Consulting Services Firm Selection)

Country: India

Name of the Project: National Cyclone Risk Mitigation Project II (NCRMP II)

Assignment Title: Knowledge Partner for implementation of Early Warning Dissemination System under National Cyclone Risk Mitigation Project (II) in Gujarat

Credit No: P144726

Reference No. IN-GSDMA-57129-CS-QCBS

Government of India has applied for financing from the World Bank towards the cost of NCRMP II and intends to apply part of the proceeds for consulting services.

Gujarat State Disaster Management Authority ("GSDMA") is the State Project Implementation Unit (SPIU) for this project in Gujarat. GSDMA now invites eligible Consulting firms ("Consultants") to indicate their interest in providing the above-mentioned services. Interested Consultants should provide information demonstrating that they have required qualifications and relevant experience to perform the services. The shortlisting criteria is mentioned below:

1. Specific experience of the Consultant (as a firm) relevant to the assignment:

- The firm (bidder) should have been in operation in India for at least 10 years. The bidder should be legal entity registered in India under India Companies Act 1956 or Partnership Act 1932 or LLP Act 2008.
- Average Financial Turnover of the firm for last 3 years from consultancy services must be at least INR 200 crore (or equivalent USD)
- The firm should have experience of consultancy services in disaster management domain (minimum 2 Projects)
- The firm should have supported relevant projects in telecommunication sector in India, in areas of Managed services/ System Design/ Partner Selection / Bid Management / Procurement Design (minimum 2 project)

- The firm should have supported relevant projects in telecommunication sector in India, in areas of Managed services/ System Design/ Partner Selection / Bid Management / Procurement Design (minimum 2 project)
- The firm should demonstrate that they have relevant capacity (including personnel) in handling the assignment as specified in EoI.
- Experience in handling relevant externally aided/funded projects will be an advantage (minimum 2 Projects)
- Consultants may associate with other firms in the form of a joint venture (JV) or a sub-consultancy to enhance their qualifications. The submission should clearly state the nature of Association (JV or sub-consultant) and the Lead Bidder, where applicable

Expressions of interest (EOI) must include:

- Introductory letter on letter head (with complete contact details, name of contact person, mailing address, telephone, fax, email etc.) explaining how the firm is best to deliver the task.
- Organization Profile
- Annual audited Financial Statement for the last 3 years
- Short note on the consultancy services provided for projects in disaster management domain, implemented by the firm pertaining to the shortlisting criteria along with the contact details of past clients. Separate section should be made for each of the specific experience asked for above
- Sufficient supporting document to substantiate the claim of the Consultant towards their qualification as per the shortlisting criteria. Supporting documents should include Clients' Completion Certificates and Work Orders for all completed projects and Work Orders for all the on-going projects stating clearly the duration of the projects, the funding agency (if applicable) and the value of the projects
- Approach and Methodology of how the consultant plans to perform the engagement
- Curriculum Vitae of the Key Experts
- Undertaking Certifying that Consultancy/Organization is not black-listed/ under litigation.

The contract period will be cover 16 months of providing technical service/support for supply and installation of equipment including training, quality check & user acceptance testing for the

successful commissioning of the complete system. Apart from that consultant will also be required to provide Operations & Monitoring (O&M) support 2 years with a contract period of 3 man-months per year.

The Terms of Reference (“ToR”) will be available on the website <http://www.gsdma.org>

The attention of interested consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants (under IBRD Loans and IDA Credits and Grants) by World Bank Borrowers, July 2014 setting forth the World Bank's policy of conflict of interest.

(Link:<http://pubdocs.worldbank.org/en/894361459190142673/ProcurementConsultantHiringGuidelinesEngJuly2014.pdf>)

A Consultant will be selected in accordance with the Qualifying marks based selection method set out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours i.e. 10:30 AM to 6:00 PM on or before **29th September, 2018**.

Expressions of Interest must be delivered in the written format to the address below on or before 5th October, 2018 by 14:30 hours. Copy of the EoI response in PDF format also needs to be sent through email to ceo@gsdma.org The opening of EoI responses will take place on 5th October, 2018 at 15:00 hours at GSDMA Conference Room.

Gujarat State Disaster Management Authority (GSDMA)

Deputy Director

5th Floor, Block No. 11, Udyog Bhavan,

Sector 11, Gandhinagar - 382011,

Gujarat, India

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ceo@gsdma.org

3. Terms of Reference

3.1 Background:-

The National Cyclone Risk Mitigation Project Phase-II (NCRMP-II) has been drawn up with a view to address the cyclone risks in the country, with World Bank Assistance. The Project Development Objective is to reduce vulnerability to cyclone and other hydro-meteorological hazards of coastal communities in project States and increase the capacity of the State entities to effectively plan for and respond to disasters. The Government of India has initiated a number of initiatives to reconcile the aims of protection of life and livelihood of coastal communities; conservation of ecological resources in the coastal and marine areas; and promotion of economic activities that have necessarily to be located in the coastal regions. As one of the different initiatives, the Government of India along with the respective State Governments is implementing a World Bank financed project called the “National Cyclone Risk Mitigation Project” (NCRMP-II). The Project aims at building national capacity for implementation of National Cyclone Risk Mitigation approach in coastal states of India. The Project focuses on expanding the institutional capacity and knowledge base needed for Cyclone Risk Mitigation. The State Components include capacity building, preparation of investment plans, and a range of complementary local pilot investments on cyclone risk mitigation infrastructure.

In the State of Gujarat, a State Project Implementation Unit (SPIU) has been set up. The Chief Executive Officer (CEO), Gujarat State Disaster Management Authority (GSDMA), heads the SPIU. The SPIU is responsible for coordinating and monitoring the implementation of the Project. In Gujarat, the project is being implemented in 39 blocks of fifteen coastal districts as given below.

List of Coastal Districts and Talukas in the state:

Sr. No.	The District	Names of Talukas	Number of Blocks
1	Ahmedabad	Dhandhuka	1
2	Amreli	Jafrabad, Rajula	2
3	Anand	Khambhat	1
4	Bharuch	Hansot, Jambusar and Vagra	3
5	Bhavnagar	Mahuva, Talaja, Bhavnagar, Ghogha	4
6	Devbhumi Dwarika	Khambhalia, Kalyanpur, Okhamandal	3
7	Gir – Somnath	Patan Veraval, Sutrapada, Kodinar, Una	4
8	Jamnagar	Jodiya, Jamnagar, Lalpur	3
9	Junagadh	Mangrol, Malia,	2
10	Kachchh	Abdasa, Anjar, Bhachau, Gandhidham, Lakhpat, Mandvi, Mundra	7
11	Navsari	Gandevi and Jalalpur	2
12	Porbandar	Porbandar	1
13	Morbi	Maliya	1
14	Surat	Olpad, Chorasi	2
15	Valsad	Valsad, Pardi, Umbergaon	3
	Total		39

The Project has four principal components as mentioned below (with budget allocated for the State of Gujarat):

- A. Early Warning Dissemination System (EWDS) - Last Mile Connectivity
- B. Cyclone Risk Mitigation Infrastructure
- C. Technical Assistance for Capacity Building on Disaster Risk Management (component managed by NDMA)
- D. Project Management and Implementation Assistance

The present request for Expression of Interest pertains to Component A: Early Warning Dissemination System (EWDS)

3.2 The Objective

The objective of this component is to reduce the vulnerability of coastal communities by addressing the existing gap in dissemination of alerts and warning to the communities. In turn the component will support:

- a) Installation and operation of EWDS allowing the State, District and Block level control centers to send warning text messages directly to people in vulnerable areas using short messaging service (SMS) of Global System for Mobile Communications (GSM) and siren / audio warning messages. The component also envisages setting up/ strengthening emergency operation centers (EOC) to channelize the warning through different communication modes. In addition, the component would also provide for redundancy in communication using satellite phones and other similar technology that could be provided to key officials for communicating with vulnerable people and first responders prior and during disaster situations. The aim is to establish a fool proof Early Warning Dissemination System;
- b) It also aims at strengthening capacity of stake holders in:
 - i. operating, maintaining and regular use of the EWDS equipment by officials and village representatives, and
 - ii. disaster preparedness and quality of response of communities by preparing disaster management plans and arranging mock drills etc.

3.3 Scope of work: -

The objective of the consultancy assignment is to assist the SPIU in Gujarat in implementation of EWDS and Last Mile Connectivity (LMC) components under NCRMP and the scope of work of consultants will include:

The EWDS and LMC project will include:

- a) Upgrading of Emergency Operations Centers (EOC) by adding IT and office equipment systems, satellite-based communication equipment (handheld phones. Voice and data terminals and Very Small Aperture Terminals. and remote monitoring of control system for EWDS, at state headquarters (Gandhinagar) and , headquarters of coastal districts and blocks (Taluka)
- b) Setting of Short Messaging based group and location-based warning system using cell phone network

- c) Internet links at all EOCs with Network Monitoring System (NMS) at SEOC and
- d) Very Small Aperture Terminal (VSAT) network at all EOCs and EWDS sites

3.3.1 Agreement / Contract signing:

- a) Assist SPIU in finalizing Service Level Agreement (SLA) based on RFB and any changes made based on feedback received from bidders and accepted by concerned authorities (GSDMA, NDMA and World Bank)
- b) Assist SPIU in signing of contract with selected vendor

The consultant will be responsible to perform functions of Performance Quality Check during various stages of the project as described below:

3.3.2 Activities prior to supply of equipment and systems to sites

- a) Draw out acceptance testing and commissioning test plan in consultation with SPIU and the vendor / contractor
- b) Carry out factory acceptance testing of various sub-systems if necessary, along with representatives of customer
- c) Assist SPIU and other State Agencies and suppliers/vendors in obtaining necessary regulatory/statutory clearances.
- d) Follow-up with state agencies to ensure availability of:
 - i. Rooms/ adequate space at State , all District and Block headquarters for installation of Emergency Operations Center (EOC)
 - ii. Adequate mains power supply at all proposed EOC locations
 - iii. Required level of vacant space and mains power supply at all proposed EWDS locations for installation of siren towers and VSAT equipment
- e) Carry out physical check of equipment supply as per Bill of Quantities (BoQ) prior to installation at final locations and inform SPIU in case of any short supply / discrepancies
- f) Ensure that hardware and software supplies are provided in accordance with agreed specifications and service standards.

3.3.3 Activities during installation stage

- a) Coordinate with state agencies for smooth and timely installation of the EWDS infrastructure
- b) Supervision of installation activities of the vendor / contractor at all EOC and EWDS locations
- c) Checking of quality of installation of equipment and software to ensure that every item meets required specifications and performance
- d) Checking of installation of wiring, air-conditioning, generators, electrical distribution system etc. for their quality and performance

3.3.4 Activities during acceptance testing and commissioning stage

- a) Carry out acceptance testing of all equipment and services as per RFB specifications and applicable Indian and International standards
- b) Update SPIU regarding any shortcomings in performance of any equipment, software or services

- c) Taking follow-up action with vendor / contractor to ensure that all defects in performance are rectified within shortest possible time
- d) Prepare test reports in approved formats and help SPIU in certification of equipment and services for operationability.
- e) Supervise commissioning and operationalization of all systems and services
- f) Submit approval document to SPIU for final payment to suppliers/vendors.

3.3.5 Training activities:

- a) Prepare an Operation Manual and a Training Manuals with the assistance of suppliers / vendors
- b) Prepare qualification requirements for government staff for selection for training
- c) Help and assist the SPIU in completion of training of all stake holders

3.3.6 Activities during 2 years of Operations and Maintenance (O&M) stage

- a) Continue to monitor the O&M of the system by the supplier/vendors and suggest improvement on shortcomings if any as well as requirement for upgradation of systems if essential
- b) Monitor performance of state agencies for a period of two years and suggest actions for betterment of their performance if required
- c) Provide continuous support to SPIU for strengthening of community capacity in maintaining and operating the early warning communication infrastructure as well as in community mobilization / evacuation during an emergency.
- d) Submit quarterly performance reports on O&M activities of contractor and approve release of quarterly payments against invoice for O&M support, after deductions of applicable penalties if any

The consultant is expected to undertake each of above mentioned activities only after detailed consultations and approval of GSDMA.

3.4 Timelines and Deliverables:

Total consultancy contract deliverables are as detailed below:

- a. Consultant shall complete entire work of supervision, testing and commissioning within Twelve (12) months from signing of contract with SPIU.
- b. The consultant shall complete training and preparation of operation manuals within 16 months from signing of contract with SPIU
- c. The site supervision and project management team shall be mobilized keeping in view the progress of the installation

3.5 Deliverables:

The job of supervision during installation to ensure that it meets required level of quality standards, performance check and acceptance testing of installed systems and services is to be completed in 16 months' timeframe after signing of contract. The scope of work also includes training with the specific time lines with respect to signing of consultancy contract and corresponding deliverables are given in the table below:

S. No.	Activities	Timeline post date of contract signing	Conditions	Deliverables
1	Finalization of Service Level Agreements (SLA) and terms of contract with vendor / contractor	Before the end of 1 st month		Contract document including SLA
2	Getting approval of GSDMA / NDMA and World Bank and Signing of agreement with the vendor / contractor	Before the end of 2 nd month	Only after approval of GSDMA, NDMA and World bank	Agreement with Vendor / contractor
3	Supply, installation of equipment and systems as per terms and conditions of the contract	Before the end of 11 th month	Adequate space EOC and EWDS installation is available	Complete installation of hardware and software at all EOC and EWDS locations
4	Acceptance testing of all installations and services	Before end of 12 th month		Acceptance test results and certificate of satisfactory completion of EOC and EWDS systems
5	Preparation of training manuals and operation manuals Suggest qualifications of operational staff suitable for undergoing training	Before end of 12 th Month		Training and operations manuals Submission of qualification criteria for operational staff
6	Training of operational staff	Before end of 13 th Month		Training and issuance of certification of suitability of operational staff
7	Training of other stake holders	Before end of 16 th Month		Training of community and local functionaries for utilizing the services

Monitoring of O & M of the installed system during operational period

The monitoring will be done for 2 years with a contract period of 3 man months per year aft the successful commissioning of the complete system. The activities proposed are as follows:

- a) Continue to monitor the O&M of the system by the supplier/vendors and state agencies for a period of two years using Network Monitoring Services (NMS) equipment and availability and uptime reports from VSAT service provider
- b) It shall conduct Quality check of the other equipment and systems and the functionality of the equipment so installed.
- c) It shall also ensure proper/continuous supervision of maintenance of the equipment during the warranty period as per the Service Level Agreement for two years at least and
- d) Provide advice on shortcomings, additional actions etc.

4.Provision of services of expert and support staff to fulfill requirements of the contract

The Consultant will engage the minimum key experts of required qualification and experience as outlined below. The Consultants shall make its own assessment for the requirement of any additional key or non-key expert, which it feels is required for the successful and satisfactory completion of the services; and shall submit financial proposal accordingly

REQUIRED QUALIFICATIONS AND EXPERIENCE OF EXPERT STAFF (During implementation, acceptance testing, commissioning and training activities)

Sr. No.	Designation of the Team Member	Maximum Number of Positions	Professional profile	Indicative Per Man Month	Total Man Months
A	Key Expert- Project management, Quality Assurance and Acceptance Testing				
1	Team Leader	1	Graduate degree in Electronics & communications or in related fields with minimum of 15 years of experience. The Team Leader must have experience in managing projects related to Satellite technology (e.g. Inmarsat), Design & management of network operations, installations, configurations & commissioning. The team leader must have experience in project planning & team management for delivering services of comparable nature.	16	16

2	Sr. Communication system expert	1	Graduate in Electronics & communications or in related fields with relevant experience in the field of disaster management domain will be required. The expert must have minimum 15 years of design & implementation experience in IT/ Communication networks and e governance applications. Experience in managing projects funded by World Bank/other IFIs will be required	16	16
3	IT System expert	1	Graduate in Information Technology with minimum 10 years of experience in design, procurement, and implementation of Information & Communication Technology (ICT) projects. The IT expert should be preferably PMP certified.	16	16
4	Civil/ Construction Expert	1	Post graduate in Civil Engineering / Construction management or equivalent with minimum 8 years' experience in designing and construction supervision of buildings, public infrastructure works/self - supporting towers	16	16
5	IT/ Communications Engineers	1	Graduate in IT or communications engineering with a minimum of 5 years of experience in setting-up / User Acceptance operations of Computer applications. Experience in communication networks including Cell phones, Internet and VSAT would be preferred.	6	6
6	Technical Training Expert	1	Post graduate with specialization in HRD/Training. At least 5 years of experience of designing training manuals, imparting training / capacity building workshops for organization/projects of similar nature.	6	6
Total Man Months of Key Experts					76

REQUIRED QUALIFICATIONS AND EXPERIENCE OF SUPPORTING STAFF

(For supervision, monitoring activities during operations phase)

B	Support professionals (Installation supervision and acceptance testing)				
	(They will work under the close guidance and supervision of team leader and domain experts)				
Sr. No.	Designation of the Team Member	Maximum Number of Positions	Professional profile	Indicative Per Man Month	Total Man Months
1	Site Engineers/ IT and Communications Engineers	2	Graduate/Diploma in IT or Electronics Communication engineering with a 5 years of experience in setting-up / operations of Computer applications, communication networks and other related areas	16	32
2	Construction Supervisors /Civil Engineers	3	Graduate/ Diploma in civil engineering with 5 years' relevant experience in construction site supervision	12	36
Total man months of support staff					68

REQUIRED QUALIFICATIONS AND EXPERIENCE OF SUPPORTING STAFF

(For period of 3 man months per year during 24 months of O&M phase)

C	Support professionals (During Operations and Maintenance Period)				
	O&M Period will for 2 years with a contract period of 3 Man Months per year				
Sr. No.	Designation of the Team Member	Maximum Number of Positions	Professional profile	Indicative Per Man Month	Total Man Months
1	Team Leader	1	Graduate with relevant experience in the field of IT or Communications with minimum 5 years of experience in operations and maintenance of communication networks and web-based applications	3	3
2	IT & Communication Engineer	1	Graduate/Diploma in IT or Electronics Communication engineering with a 5 years of experience in setting-up / operations of Computer applications, communication networks and other related areas	3	3
Total man months of support staff					6
Total Indicative Man Months (A+B+C)					150

5.Data and Services to be provided by the Client (GSDMA)

The Consultant will be provided access to all such information as is necessary to plan and execute the assignment. It shall include:

- a) Project documents available in public domain such as procurement plan, procurement manual, etc.
- b) World Bank Standard Bidding Documents.
- c) Access to sites, and support of the nodal departments

6.Review and monitoring of Consultants work

Consultant's performance and quality of work will be reviewed by a committee set up by GSDMA

7. Annexures

7.1 Form A: Basic Information

a) APPLICANT DETAILS

Name of the Agency making this application

b) CONTACT PERSON (for this application)

Name	
Organization	
Address	
Telephone	
Fax	
e-mail	

c) REGISTERED ADDRESS

--

d) YEARS IN BUSINESS AND NATIONALITY

Years of Establishment	Country of Registration

e) Registration Number of the Firm (attach true copy of registration certificate) :

f) GST Registration Number (attach true copy):

Certified that the above information is correct to the best of our knowledge and no relevant information is concealed. If at any time during or after the Short listing. If, it is proved that

the information furnished by us is wrong, then GSDMA reserves the right to take necessary action against our agency as per applicable Laws/ Rules of the land.

Date:

Place:

Name:

Designation:

Tele No. :

Mobile No :

E-mail ID :

Seal/Stamp of the Firm :

7.2 Form B : Short note on the consultancy services projects in disaster management domain

a) NAME OF THE PROJECT

--

b) DESCRIPTION OF SERVICES

--

c) NAME OF THE CLIENT

Name :

Note: Please attach a proof of engagement document

7.3 Form C: Details of Joint venture or sub-consultancy (if applicable)

a) CONSULTANT NAME (LEAD BIDDER) :

--

b) ASSOCIATION DETAILS:

S. No.	Consultant	Country of Incorporation	Joint Venture (JV) or Sub-consultant

I confirm that:

☐

Documentation regarding our corporate structure including beneficial ownership has been attached.

☐

A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.

Once a Lead Bidder is shortlisted and invited for submission of the Proposal, it is not permissible to transfer the invitation to any other firm, such as Consultant's parent companies, subsidiaries and affiliates.

Date:

Place:

Name:

Designation:

Tele No. :

Mobile No :

E-mail ID :

Seal/Stamp of the Firm :

7.4 Form D : Financial Strength of Consultant

The organization's Total annual turnover, profit for the last three financial years duly certified by the Chartered Accountant.

	FY 2014-15	FY 2015-16	FY 2016-17
Turnover			

Signature of Chartered Accountant
with Seal

Signature of Consultant

Annual audited Financial Statement for the mentioned financial years to be attached

7.5 Form E : Undertaking Certifying that Consultancy/Organization is not black-listed

UNDERTAKING

I M/s....., (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter/director/s are not barred or blacklisted or under litigation by any state government or central government/ department/ agency/ PSU in India from participating I Project/s, either individually or as member of a Consortium as on _____.

We further confirm that we are aware that our Application for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of EOI mentioned above during stage of Short listing/selection process.

Dated this..... Day of..... 201.....

Name of the Applicant

.....

Signature of the Person
Authorized

.....

Name of the Authorized Person

8. Qualification Criteria

8.1 Criteria for Prequalification

- a) Introductory letter on letter head (with complete contact details, name of contact person, mailing address, telephone, fax, email etc.) explaining how the firm is best to deliver the task.
- b) Organization Profile
- c) Annual audited Financial Statement for the last 3 years. Average Financial Turnover of the bidders (lead bidders in case of sub consultancy/ JV bidding) for mentioned 3 years from consultancy services must be at least INR 200 crore (or equivalent USD)
- d) Short note on the consultancy services provided for projects in disaster management domain, implemented by the firm pertaining to the shortlisting criteria along with the contact details of past clients. Separate section should be made for each of the specific experience asked for above (minimum 2 project)
- e) Consultant should have supported relevant projects in telecommunication sector in India, in areas of Managed services/ System Design/ Partner Selection / Bid Management / Procurement Design (minimum 2 project)
- f) Undertaking Certifying that Consultancy/Organization is not black-listed or under litigation