

## मेरठ

# विकास

# प्राधिकरण



अक्रमेणानुपायेन कर्मारम्भो न सिध्यति

पत्रांक :- MeDA/24-25/P/1718-4

दिनांक :- 03/10/2024

## निविदा सूचना (NIT) (ई-टेन्डर)

# Engagement of Consultant for preparation of Detailed Project Report (DPR) for establishment of a Gems and Jewellery Flatted Factory Complex at Vedvyaspuri, Meerut

एतद् द्वारा मेरठ विकास प्राधिकरण द्वारा वेदव्यासपुरी योजना के अर्न्तगत जैम्स एण्ड ज्वैलरी फ्लैटेड फैक्ट्री काम्पलेक्स की स्थापना किये जाने हेतु डी.पी.आर. तैयार किये जाने के सम्बन्ध में कन्सलटेन्ट चयन हेतु टू-बिड पद्धित पर निविदाये आमंत्रित की जा रही है। उक्त निविदा कंसलटेन्ट से टू-बिड पद्धित में निम्नांकित विवरण के अनुसार आमत्रित है :-

ACCOUNT TO THE POST OF THE POS		
निविदा से सम्बन्धित विवरण	तिथि एवं समय	
Document Download Start Date	03-10-2024, 12:00 hrs	
Bid Submission Start Date	03-10-2024, 17:00 hrs	
Last date of receiving query	14-10-2024, 17:00 hrs	
Pre-Bid Meeting Date	15-10-2024, 12:00 hrs, MDA Meeting Hall	
Document Download End Date	02-11-2024, 17:00 hrs	
Bid Submission End Date	04-11-2024, 15:00 hrs	
Technical Bid Opening Date	04-11-2024, 17:00 hrs	
Date of Technical Evaluation	05-11-2024	
Financial Bid Opening Date	10-11-2024, 12:00 hrs	

अ- ई-निविदा हेतु निविदा से सम्बन्धित प्रपत्र का मूल्य व धरोहर धनराशि अलग-अलग एन.ई.एफ.टी./आर.टी.जी.एस. के माध्यम से निम्नलिखित विवरण के अनुसार निविदा खुलने की तिथि से एक कार्यदिवस पूर्व दिनांक 03.11.2024 को अपरान्ह 03.00 बजे तक प्राधिकरण के खाते मे जमा किया जाना होगा। वाछित धनराशि कार्यालय मे जमा होने के पृष्टि के उपरान्त ही निविदा पर विचार किया जायेगा। कार्यालय का पता व खाते का विवरण निम्नवत् है:-

पता- मेरठ विकास प्राधिकरण, सिविल लाईन, विकास भवन मेरठ-250001

खाते का विवररण- बैंक का नाम : इण्डियन बैंक

शाखा : मेरठ विकास प्राधिकरण परिसर

खाता संख्या : 50296325916

आई.एफ.एस.सी. कोड : ірівооом679

- ब- निविदा प्रपत्र/धरोहर धनराशि के मूल्य से सम्बन्धित एन.ई.एफ.टी/आर.टी.जी.एस. के यू.टी.आर. नम्बर की छायाप्रति निविदा प्रपत्र के साथ अपलोड भी किया जाना होगा।
- स- निविदा सूचना प्राधिकरण की वेबसाईट www.mdameerut.in पर भी देखी जा सकती है। डिजीटल सिग्नेचर धारक कंसलटेन्ट द्वारा ही ऑनलाईन निविदा डाली जा सकती है। अतः निविदा डालने के पूर्व कंसलटेन्ट अपना डिजिटल सिग्नेचर सुनिश्चित करा ले।
- द- निविदा सम्बन्धित सभी सूचनायें एवं प्रक्रिया एन.आई.सी. की ई-टेण्डर वेबसाईट www.etender.up.nic.in द्वारा सम्पन्न की जायेगी।

Vijay Kumar Singh मुख्य नगर नियोजक Digitally Signed 03/10/2024 11:05 AM

## **NOTICE INVITING TENDER (NIT)**

#### **FOR**

Engagement of Consultant for preparation of Detailed Project Report (DPR) for establishment of a Gems and Jewellery Flatted Factory Complex at Vedvyaspuri, Meerut.

October, 2024

Issued by
MEERUT DEVELOPMENT AUTHORITY
Civil Lines, Vikas Bhawan, Meerut



## Disclaimer

The information contained in this Request for Proposal ("RFP") document or subsequently provided to Bidder/s, whether verbally or in documentary form by or on behalf of the MEERUT Development Authority ("Client"), or any of their representatives, employees or advisors (collectively referred to as "Client Representatives"), is provided to Bidder(s) on the terms and conditions set out in this RFP Document and any other terms and conditions subject to which such information is provided. This RFP Document is not an agreement and is neither an offer nor an invitation by the Client Representatives to any other party. The purpose of this RFP Document is to provide interested parties with information to assist the formulation of their Application. This RFP Document includes statements, which reflect various assumptions and assessments arrived at by Client in relation to the Project. Such assumptions and statements, in this RFP Document do not purport to contain all the information that each Bidder may require. This RFP Document may not be appropriate for all persons, and it is not possible Client Representatives to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP Document. The assumptions, assessments, information and statements contained in this RFP Document may not be accurate, adequate and complete and each Bidder should conduct its own enquiries and analyses, and should check the accuracy, reliability and completeness of the assumptions, assessments, information and statements in this RFP Document, and obtain independent advice from appropriate sources.

Client Representatives make no representation or warranty and shall incur no liability to any person, including any Bidder or Bidder, under any law, statute, rule or regulation or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP Document or otherwise, including the accuracy, reliability or completeness of the RFP Document and any assessment, assumption or information contained therein or deemed to form part of this RFPI Document or arising in any way with qualification of Bidders for participation in the Bidding Process. The Client Representatives may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP Document.



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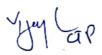


## 1 Data Sheet

	Jaca Sileet		
1	Name of Bid	Engagement of Consultant for preparation of Detailed Project	
		Report (DPR) for establishment of a Gems and Jewellery	
		Flatted Factory Complex at Vedvyaspuri, Meerut	
2	Time Period	24 weeks	
3	Method of Selection	Quality-cum-Cost Based Selection (QCBS)	
4	Bid Processing Fee	Non-refundable/Nonadjustable fee of INR 2,000 + GST (INR	
		Ten Thousand Only + GST)	
		· · · · · · · · · · · · · · · · · · ·	
		The payments to be made in the form of RTGS/NEFT from any	
		nationalised bank to the account details as mentioned below;	
	·		
		NAME OF BANK - INDIAN BANK	
		Beneficiary Name: Vice Chairman, Meerut	
		Development Authority, Meerut	
		A/c No – 50296325916	
		IFS code – IDIB000M679	
5	Earnest Money Deposit	Earnest Money Deposit (EMD) Refundable amount of INR	
	Lamest Money Deposit		
		10,000. The payments to be made in the form of RTGS/NEFT	
		from any nationalised bank to the account details as	
		mentioned below;	
		NAME OF BANK, INDIAN BANK	
		NAME OF BANK - INDIAN BANK	
		Beneficiary Name: Vice Chairman, Meerut	
	,	Development Authority, Meerut	
		A/c No – 50296325916 IFS code – IDIB000M679	
		IFS code	
		Alternatively, Bank Guarantee (BG) from a scheduled	
		commercial bank in India and drawn in favour of Vice	
		Chairman, Meerut Development Authority, Meerut is also	
		allowed.	
6	Name of the Authority's	"The Vice Chairman"	
	official for addressing	Meerut Development Authority, Civil Lines, Vikas Bhawan,	
	queries and clarifications	Meerut (U.P.) 250003	
		Name of the Contact Person: VIJAY KUMAR SINGH	
		Designation: TOWN PLANNER	
		Mobile No.: 9410534222	
		Email: mdameerut@rediffmail.com	
7	Proposal Validity Period	90 Days from Proposal Due Date	



8	Schedule of Bidding	
	Process	
	Date of issue	3/10/2024
	Last date for receiving	14/10/2024
	queries	
	Pre bid meeting	15/10/2024
09	Evaluation of Technical	5/11/2024
	Proposal	,
10	Date of opening of financial	10/11/2024
	proposal	
11	Consortium to be allowed	Yes



#### 2 Instruction to bidder

#### 2.1 General instructions

## 2.1.1 Number of Proposals and respondents

- 1. No Bidder shall submit more than one (1) Proposal, in response to this RFP.
- 2. The RFP is non-transferable, and Proposals shall be submitted only by the respective Bidders to whom the RFP has been issued by Authority.
- 3. A Bidder applying individually shall not be entitled to submit another Proposal.
- 4. If a consultant considers that it may enhance its expertise for the assignment by associating with other consultants in the form of a Joint Venture/Consortium, it may do so with eligible Consultants. The members of the Consortium shall enter into a MoU for Joint Bidding and Power of Attorney on the name of All partner for the purpose of making the Application and submitting a Bid.
- 5. A Bidder shall not be entitled to submit another application either individually or as a member of any Consortium, as the case may be.

### 2.1.2 Proposal preparation cost

- The Bidders shall bear all costs associated with the preparation and submission of the Proposal. Authority will not be responsible and liable for any costs, regardless of the conduct or outcome of the Proposal/process.
- Bidders are encouraged to submit their respective Proposals after visiting the office of the Client and
  ascertaining for themselves the availability of documents and other data with the Client, Applicable
  Laws and regulations or any other matter considered relevant by them.
- 3. All papers submitted with the Proposal are neither returnable nor claimable.

#### 2.1.3 Right to accept and reject any or all the Proposals

- Notwithstanding anything contained in this RFP, Authority reserves the right to accept or reject any Proposal and to annul the bidding process and reject all the Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reason.
- 2. Authority reserves the right to reject any Proposal if:
  - i. At any time, a material misrepresentation is made or discovered, or
  - ii. The Bidder/s do/does not respond promptly and diligently to requests for supplemental information required for the evaluation of Proposals, or
  - iii. The Bidder does not adhere to the formats provided in the Annexure A to the RFP while furnishing the required information/details.

#### 2.1.4 Clarifications

- 1. During evaluation of Bid, the Client may, at its discretion, ask the Bidder for a clarification of his/her Bid. The request for clarification shall be in writing.
- 2. Bidders are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Proposal by paying a visit to the Authority and the Project site, sending written queries to the Authority, and attending a Pre-Proposal/Pre-Bid Conference on 15/10/2024 at 12:30 pm in the office premises of Meerut Development Authority. In case the Bidder seeks for any queries, he shall send letter or e-mail to the correspondence address given in Data Sheet
- However, the Client shall not entertain any correspondence from the Bidders during the period of Bid
  opening to selection of the successful Bidder. Any wrong practice shall be dealt in accordance with the
  Corrupt and Fraudulent Practices.

#### 2.1.5 Data identification and collection

 It is desirable that the Bidders submit their Proposal/s after verifying the availability of the data,information and/or any other matter considered relevant.



- 2. It would be deemed that by submitting the Proposal, the Bidder has:
  - Made a complete and careful examination and accepted the RFP in totality;
  - ii. Received all relevant information requested from Authority and:
  - Made a complete and careful examination of the various aspects of the indicative Scope of Work.
- Authority shall not be liable for any mistake or error on the part of the Bidder in respect of the above.
- 2.2 Preparation, submission, opening & acceptance of Proposals/Bids

#### 2.2.1 Language and currency

- The Proposal and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by the Bidders with the Proposal may be in any other language provided that they are accompanied by appropriate translations of the pertinent passages in the English language. Supporting materials, which are not translated into English, may not be considered for evaluation. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail.
- 2. The currency for the purpose of the Proposal shall be the Indian National Rupee (INR).

#### 2.2.2 Proposal validity period and extension

- Proposals shall remain valid for a period of as mentioned in the data sheet from the Proposal Due Date("Proposal Validity Period") and Authority may solicit the Bidder's consent for extension of the period ofvalidity, if required. Authority reserves the right to reject any Proposal, which does not meet this requirement.
- In exceptional circumstances, prior to expiry of the original Proposal Validity Period, Authority may
  request Bidders to extend the validity period for specified additional period. Bidders, who may not
  extend the validity period, will deem to have withdrawn their Proposal at the expiry of validity
  period.

#### 2.2.3 Format and signing of Proposals

- Bidders should provide all the information as per the RFP and in the specified formats.
   Authorityreserves the right to reject any Proposal that is not in the specified formats. In case the
   Bidders intends to provide additional information for which specified space in the given format is
   not sufficient, it can be furnished in duly stamped and signed PDFs.
- 2. Along with the submission of technical and financial Bids/Proposals on e-procurement website mentioned in this RFP.

#### 2.2.3.1 In case of JV/ Consortium of firms

The MoU for Joint Bidding and Power of Attorney is to be submitted along with the Application confirming the following therein:

- i. Date and place of signing
- ii. An undertaking that the JV firms are jointly and severally liable for the performance of the services
- iii. The Association firm shall give a Letter of Association or MoU or letter of Authorization, copies of GPA/SPA for the person signing the documents.
- iv. Any change (either inclusion of a new member or exclusion of a member) proposed in Consortium/JV during the project period i.e. after signing of agreement with Client, shall require prior written approval from the Client. However, the client at its own discretion may impose a penalty for any such change.



A firm can bid for a project either as a sole firm or forming Joint Venture with other consultants. In case of JointVenture, the maximum number of Joint Venture partners <u>is limited to 2</u>. However, alternative proposals i.e. one as sole or in JV with another consultant and another in JV/Consortium with any other consultant for the sameproject will be summarily rejected. In such cases, all the involved proposals shall be rejected.

#### 2.2.4 Late submission

Once the Bid/Proposal submission date and time is over, the Bidder cannot submit his/her Bid/Proposal. Bidder has to start the bid submission well in advance so that the submission process passes off smoothly. The Bidder will only be held responsible if his/her Bid/Proposal is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during the Bid/Proposal submission process.

#### 2.2.5 Verification and Disqualification

- 1. The Authority reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP or the Bidding Documents and the Bidder shall, when so required by the Authority, make available all such information, evidence and documents as may be necessary for such verification. Any such verification, or lack of such verification, by the Authority shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the Authority there under.
- 2. The Authority reserves the right to reject any Bid and appropriate the Bid Security if:
  - a) at any time, a material misrepresentation is made or uncovered, or
  - b) the Bidder does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Bid.
- 3. Such misrepresentation/ improper response shall lead to the disqualification of the Bidder. If the Bidder is a Consortium, then the entire Consortium and each Member may be disqualified / rejected. If such disqualification / rejection occurs after the Bids have been opened and the Highest Bidder gets disqualified / rejected, then the Authority reserves the right to:
  - a) invite the remaining Bidders to submit their Bids in accordance with Section 3 and 4; or
  - b) take any such measure as may be deemed fit in the sole discretion of the Authority, including annulment of the Bidding Process.

#### 2.2.6 Selection of the Bidder

From the time the Proposals are opened to the time the contract is awarded, if any Bidder wishes to contact the Authority, on any matter related to their Proposal it should do so in writing. Any effort by the Bidders to influence any officer or bearer of the Authority in the Proposal evaluation or contract award decisions may result in the rejection of the Bidder's Proposal.

#### 2.2.7 Proposal opening

- 1. After the technical evaluation as defined in criteria for technical evaluation mentioned in RFP the Authority shall prepare a list of prequalified Bidders for opening of their financial bid. A date, time and venue will be notified to all Bidders for announcing the result of evaluation and opening of Financial Bid. Before opening of the Financial Bid, the list of pre-qualified Bidders along with their technical scores will be read out. The opening of Financial Bid shall be done in presence of respective representatives of Bidders who choose to be present. The Authority will not entertain any query or clarification from Bidder who fail to qualify at any stage of the selection process.
- Bidders are advised that selection shall be entirely at the discretion of the Authority. Bidders shall be
  deemed to have understood and agreed that the Authority shall not be required to provide any
  explanation or justification in respect of any aspect of the selection process.



Any information contained in the Proposal shall not in any way be construed as binding on the Authority, its agents, successors or assigns, but shall be binding against the Bidder if the service is subsequently awarded to it.

#### 2.2.8 Confidentiality

- Information relating to the examination, clarification, evaluation and recommendation for the short-listed Bidder/s shall not be disclosed to any person not officially concerned with the process.
- 2. After opening of the Proposals, no information relating to the examination, clarification, evaluation and comparison of Proposals and recommendations concerning the award of contract shall be disclosed toBidders or their representatives, if any. Any effort by a Bidder to exert undue or unfair influence in the process of examination, clarification, evaluation and comparison of Proposal/s shall result in outright rejection of the offer, made by the said Bidder.

#### 2.2.9 Tests of responsiveness

- 1. Prior to evaluation of the Proposals, Authority will determine whether each Proposal is responsive to the requirements of the RFP. The Proposals shall be considered responsive if:
  - It is received or deemed to be received by the due date and time including any extension thereof pursuant to the Data Sheet.
  - ii. It contains all information as desired in this RFP.
  - iii. Information is provided as per the formats specified in the RFP.
  - iv. Bids are accompanied with Bid Processing Fee (non-refundable) and EMD as specified in the Data Sheet of this RFP.
  - v. Power of Attorney for All Member of Consortium, if applicable
  - vi. In case a Joint Venture/consortium of firms, the proposal shall be accompanied by a certified copy of MoU, signed by all firms as detailed in this RFP.
- Authority reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by Authority in respect of such Proposal.

#### 2.2.10 Clarifications sought by Authority

To assist in the process of evaluation of Proposals, Authority may, at its sole discretion, ask any Bidder for clarification on its Proposal. The request for clarification and the response shall be in writing. No change in the substance of the Proposal would be permitted by way of such clarifications.

#### 2.2.11 Proposal evaluation

- Submissions from Bidders would first be checked for responsiveness. All Proposals found to be substantially responsive shall be evaluated as per the Eligibility Criteria set out this RFP.
- The Proposal containing the Technical Details of the Bidder/s who do not meet the Technical Criteria shall not be considered for further process.

#### 2.2.12 Earnest Money Deposit

- The Bid document should be accompanied with an Ernest Money Deposit (EMD) as mentioned in thedata sheet of this document.
- 2. Any Bid not secured in accordance with above shall be treated as non-responsive and rejected bythe Authority.
- 3. For unsuccessful Bidder's EMD will be returned promptly as possible after opening of the Price Bid.
- 4. For successful Bidder's Bid EMD will be returned after submission of Performance Security and signing of the contract.
- 5. The EMD may be forfeited:

May Cab

- a) If Bidder (i) withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid form: or (ii) does not accept the correction of errors or (iii) modifies its Bid price during the period of Bid validity specified by the Bidder on the form.
- b) In case of a successful Bidder, if the Bidder fails to sign the contract with the Authority.

#### 2.2.13 Award Criteria

- 1. The final Letter of Award (LoA) will be given to the selected Bidder as the successful bidder as Eligibility & Evaluation Criteria of Bids laid in this bid document.
- The Authority will award the contract to the successful Bidder whose bid has been determined to be responsive to all the conditions of the contract and meeting the eligibility requirement of the bidding document.

#### 2.2.14 Notification of Award

- 1. Prior to the expiration of the period of Bid validity, the Authority will notify the successful Bidder inwriting, by letter/e-mail/fax, that its Bid has been accepted.
- 2. The notification of award will constitute the formation of the contract.



#### 3 Terms of Reference

#### 3.1 Background

Established in 1818, Meerut district is rich in historical and cultural heritage. The name "Meerut" is said to derive from the mythological city of Maya, which, according to legend, was founded by the demon Maya who was granted land by King Yudhishthira. Archaeological evidence from Hastinapur and Rajpur Parasan reveals that the Indus Valley Civilization once flourished in this region. Over the centuries, Meerut has been ruled by various dynasties including the Mauryas, Chauhans, Mughals, Marathas, and ultimately the British. During the reign of Chandragupta Maurya, Meerut emerged as a significant metropolitan area, reflecting a blend of traditions and cultures from all these ruling powers.

Following the defeat of King Prithviraj Chauhan in 1192, the region came under the control of the Muslim Sultanate. After the Battle of Panipat in 1526, Meerut fell to Babur, and subsequently to Humayun and Akbar. This period was marked by significant cultural and architectural developments, as well as the evolution of a composite Hindu-Muslim culture.

In the 18<sup>th</sup> century, as the Mughal Empire waned, Meerut experienced invasions by the Sikhs and Marathas. In 1803, the Marathas ceded the territory to the British, and the district was formally established under British rule in 1818. Meerut gained prominence during the first Indian Rebellion of 1857 against the British East India Company.

The Meerut Cantonment was established in 1806, valued for its strategic location near Delhi and within the fertile Ganges-Yamuna Doab. Over time, Meerut evolved into one of India's largest and most significant military stations. Geographically, Meerut is located in the Indo-Gangetic plains of India, with an area of 2,559 square kilometers. It is situated between 28°57' and 29°02' North latitude and 77°40' and 77°45' East longitude. The district is bordered by Muzaffarnagar to the north, Bulandshahr to the south, and Ghaziabad and Baghpat to the south and west, respectively. It lies along the banks of the Ganges River to the east and the Hindon River to the west.

As part of the National Capital Region (NCR), Meerut is the largest city in the NCR. It is approximately 60 kilometers from New Delhi by aerial distance and about 75 kilometers by road. Bulandshahr, another Class 1 city, is situated 68 kilometers south of Meerut. The district is well-connected by the Delhi-Saharanpur railway line and major roadways, including NH-58, NH-119, and NH-235. The Upper Ganga Canal Expressway, currently under development, will further enhance connectivity. Additionally, the 90-kilometer Delhi-Meerut Expressway, connecting Meerut via Dasna in Ghaziabad, is under construction. Meerut Junction is located on the Delhi-Saharanpur electrified railway line. In 2014, the Uttar Pradesh Cabinet approved a Metro Rail project for Meerut, aimed at improving urban mass transport infrastructure in the region.

Meerut district features a relatively flat alluvial plain with a subtle north-to-south drainage slope. The region is primarily characterized by well-cultivated land with minor unevenness in areas such as ravines near river valleys and scattered low ridges in the upland areas. The soil is highly fertile, making it ideal for agriculture, particularly for growing crops such as wheat, sugarcane, and vegetables. The principal rivers of the district are the Ganges and the Hindon.



The district experiences significant climatic variations. In summer, temperatures can rise up to 46°C, particularly in May and June, while winter temperatures can drop to around 2°C. The winter months are generally dry, with an average annual rainfall of 586 mm, mostly occurring in June. October and November are considered optimal for sowing Rabi crops. The district has limited mineral resources and mining activities.

Meerut district is divided into three tehsils: Meerut, Mawana, and Sardhana. It contains 12 Development Blocks: Sarurpur Khurd, Sardhana, Daurala, Mawana Kalan, Hastinapur, Parikshitgarh, Machra, Rohta, Meerut, Rajpura, Kharkhoda, and Janikhurd. The district encompasses 459 Gram Sabhas and 663 Revenue villages, with 604 inhabited and 59 uninhabited villages. According to the 2011 Census, the district includes 14 statutory towns and 4 census towns. The statutory towns consist of 1 Nagar Nigam (Municipal Corporation), 2 Nagar Palika Parishads, 10 Nagar Panchayats, and 1 Cantonment Board (CB).

## Major Regional Infrastructure Projects

- Regional Rapid Transit System (RRTS)
- Delhi-Meerut Expressway
- Dedicated Freight Corridor
- Ganga Expressway

The Government of Uttar Pradesh aims to develop Meerut as a prominent industrial, medical, and educational hub through the Meerut Development Authority Area (MDAA). The key objectives include:

- Economic Growth: Utilizing the industrial, medical, and educational sectors as engines of growth to stimulate regional economic development and employment generation. This includes fostering sustainable tourism development.
- Urban Development: Establishing a comprehensive urban infrastructure to support growth and development.
- Private Sector Opportunities: Encouraging private sector involvement in developing industrial, medical, and educational facilities and related infrastructure by identifying priority projects and areas for potential development.
- Sustainable Development: Creating a sustainable industrial and historic city that accommodates both the resident and transient populations.

The development strategy will include outlining major programs, defining the roles and responsibilities of key stakeholders, establishing institutional arrangements, and determining resource requirements through structured project planning. In consonance to the above objectives, the State Government through its various agencies and Central Government has already initiated undertaking various development initiatives.

Meerut's Jewellery industry boasts a turnover of approximately Rs 2,000 crore every year, with around 40,000 goldsmiths from across the country crafting beautiful designs, especially for weddings. Currently the cluster is situated right in the heart of old city, commonly referred to as the Sarrafa Baazar. Consultative meetings with the local association reveals massive infrastructure gaps such as parking, community facilities, common vaulting and fabrication spaces, exhibition spaces and lack of security.



The congested old city area provides little opportunity for expansion or modernization while also making compliance with modern safety and building by laws virtually impossible. Sarrafa Baazar faces a traffic menace on a daily basis and all this has contributed to the industry reaching a stage of stagnation.

In order to undertake the comprehensive city development and create a blueprint to meet the objectives and city development targets for holistic, sustainable and planned development, Meerut Development Authority envisages to develop a Gems and Jewellery Park on MDA land to shift Jewels market from the old city area to the area with better road connectivity and infrastructure. The proposed complex is expected to come up over 32,000 square meters of land owned by the authority. Aimed at providing space on priority for the gems and Jewellery segment while other nonpolluting startups/sectors will also find a space.

The proposed complex has been located strategically in Vedvyaspuri. The area boasts of excellent connectivity lying right on the Meerut Haridwar Express Highway and at a distance of just 3 kms from the Delhi Meerut Expressway, 20 kms from the Ganga Expressway, while the travel time to Eastern Peripheral expressway and the upcoming Jewar International Airport is just 45 mins. The facility is located at a distance of just 1.5 kms from the National Institute of Jewellery Technology which has been envisaged as the R&D facility for the factory complex.

The complex would boast of modern trunk facilities, plug and play infrastructure, state of the art automation, lift systems, intelligent security, lighting and parking systems, common exhibition and conference venues, universal governance interface built around modern ideas of sustainability.

The complex is expected to bring in the following advantages:

Opportunity for the sector to move beyond years of economic stagnation and specialize into an export-oriented business, leveraging opportunities offered by the upcoming Jewar airport. Synergy of operations and economics of scale will allow even the smaller units to become viable and further the growth of employment opportunities. An all-encompassing complex will catalyze formalization of businesses which were hitherto informal thus improving the working conditions for thousands employed in the industry.

Provision of world class amenities at a single site will also contribute towards de-congesting the old city and alleviate the traffic chaos faced by the city center. Economic growth in Vedvyaspuri would spur private investment into the Namo Bharat Rapid Rail corridor thus fast pacing Meerut's growth story.



#### 3.2 Terms of reference

Considering the overall intent for facilitating holistic and sustainable development, the scope of consultancy study has been designed. The scope of work for this project as described below is divided into Activities.

#### Objective of the Assignment

Authority intends to engage consultant for providing Consultancy Services in Construction of proposed Multi-storied Flatted Factory complex at the land of Erstwhile Authority land measuring 32,000 sq.mts. due to urgency of work.

#### 3.2.1 Detailed Scope of Work:

#### 3.2.1.1 Site Feasibility Work

- Impact of Development plan surrounding to subject site such as development, zoning, connectivity, etc.
- Stakeholder consolation to understand the activities and requirement for Gems and Jewellery Complex development
- Survey to existing Gems and Jewellery owner to understand specific requirements and needs.
- Prefeasibility analysis of land parcels with broad details on building height, shop size, and other facility to estimate the building consortium details, road development details, infrastructure development details, land scaping details, etc.
- Preparation of concept plan for feasibility analysis which will help in design stage.
- Economic analysis based on the surrounding market with the time horizon to understand the income and expense details.
- Calculation of Internal Rate of Return to understand the project feasibility.
- · Preparation of Feasibility DPR.

#### 3.2.1.2 Building Design Work

- Soil testing through Govt. approved Lab.
- Case Study of Building design for similar projects.
  - O Identify and undertake all studies, surveys and investigations required for the project, including but not limited to topographical surveys, contour surveys, soil bearing capacity, structural analysis of the existing heritage structures, etc. The cost of all surveys and investigations should be considered while quoting the fee. No additional payment shall be made by the Authority towards the same.
  - Detailed case study of Building design for similar related projects.
  - Modify the conceptual design incorporating required changes and prepare the preliminary drawings, sketches, study model, etc. for the approval along with estimate of cost.
  - o Preparation of Plan, Elevation and Section of design layouts.
  - Plan layout as per the City/State development control regulations on plot area with Boundary before design of the building work.
  - O Assess demand for all necessary infrastructure and services.
  - Planning, Design & engineering as per the norms of standard Architectural design, latest
     PWD /CPWD specification with up-to-date correction slips, IS Codes of Practice, sound



- engineering practices and general guidelines issued by concerned authorities are to be taken into consideration.
- Preparation of Economic Building Model with best revenue generation, concept plan, master plan, architectural plan, preliminary estimate etc. based on present market analysis and approved by Authority.
- Prepare a video and presentation of the conceptual design (The video must be in HD (720p), include a walkthrough of 5min).
- Submit Detailed Project Report (DPR) with the required architectural drawings on A0 size sheet to the Authority.

### 3.2.1.3 Good for Construction Drawing and Building Contractor Selection

- a) Prepare design of foundation and buildings structure after taking into account soil test report to withstand cyclone / windstorm, seismic loads and earthquake and shall be in accordance with National Building Code and Indian Standard Code of practice.
- b) Detailed drawings for construction of all internal utility services if any, like internal roads, plumbing, sewerage, fire fighting, HVAC, lifts, telephones and all external utilities services like water supply, sewerage, storm water drainage, fire hydrant, U/G, OH tank for water storage, road, external electrical system, area development, boundary wall, landscaping, etc.
- c) Drawings should outline the layout of internal roads within the complex, including dimensions, materials, and surface finishes. Considerations for vehicle access, circulation patterns, and emergency vehicle routes are essential. Clear signage and lane markings must also be included in the design to ensure smooth traffic flow.
- d) Detailed plumbing drawings must illustrate the layout of water supply lines, drainage systems, and fixtures throughout the building. This includes specifications for pipe sizes, materials, and connections to municipal water supplies. Diagrams should also indicate the location of water heaters and shut-off valves, ensuring compliance with local plumbing codes.
- e) Drawings for the sewerage system should show the layout of sewer lines, manholes, and connection points to the main sewer system. Include details on slope gradients to ensure proper drainage and identify access points for maintenance.
- f) Fire safety is paramount, so detailed drawings must depict the placement of fire hydrants, sprinkler systems, and fire alarm systems. Include specifications for pipe sizes, flow rates, and pressure requirements to ensure adequate firefighting capabilities throughout the complex.
- g) HVAC drawings should provide layouts for ductwork, air handlers, and ventilation systems. Similar provisions would have to be made to ensure electrical safety. Specify equipment locations, duct sizes, and insulation requirements to optimize energy efficiency and indoor air quality.
- h) Drawings for elevators must include specifications for the number, type, and capacity of lifts. Indicate the locations of lift shafts, access points, and the required mechanical systems to support their operation.
- Internal telecommunication layouts should detail wiring paths for telephone and data systems, including the location of outlets and main panels. Consider provisions for high-speed internet and other communication technologies to support business operations.
- j) Preparation of application for development permission from the statutory authorities and follow-up on all the drawings related queries/requirements till the permission is granted by the authority.



- k) Application for the building occupancy certificate from the statutory authorities and followup on all the drawings related queries/requirements till the permission is granted by the authority.
- Develop a comprehensive site plan showing building locations, parking, landscaping, and utility services.
- m) Refine floor plans to include all functional areas, indicating sizes and layouts, ensuring efficient workflow for the complex.
- Create detailed elevations and sectional drawings that reflect the architectural intent and structural requirements, including materials and finishes.
- Produce 3D visualizations to provide a realistic representation of the complex, enhancing understanding of space and design intent.
- p) Prepare structural designs that adhere to seismic design codes relevant to the area, considering factors such as material choices, structural redundancy, and lateral load resistance.
- q) Conduct detailed analyses (e.g., static and dynamic) to ensure the structures can withstand potential seismic forces, resulting in a safer design.
- A detailed BOQ that itemizes all materials, labor, and overhead costs, facilitating accurate cost estimation and budgeting.
- s) Provide an overall cost estimate based on the BOQ, including a breakdown by major construction phases and trades.
- t) Clearly outline the quality and performance standards for all materials and fittings, ensuring compliance with industry standards.
- u) For each material or fitting, recommend at least three reputable manufacturers or suppliers to provide options for procurement.
- v) Collaborate with authorities and stakeholders to finalize a 'List of Approved Makes' that
  includes preferred suppliers for critical materials, ensuring quality and consistency throughout
  the project.
- w) Ensure all necessary documents, including drawings, specifications, and BOQ, are included and organized for easy review.
- x) Preparation of complete RFP, NIT, Tender documents, etc. for selection of Contractor including agreement and any other related documents, evaluation of technical & financial documents of bidders, recommendation by the Consultant and complete award of work by MDA.
- y) Meerut Development Authority shall be responsible for the overall coordination of the project. Consultants' responsibilities would include: a) Site visit and data collection b) Stakeholders Consultation and meeting with related departments c) All the intermediate and process output in both soft and hard copies to be returned to Client in compatible GIS formats; d) Sign a legal document with Client as well as abide by the same for safe custody of satellite data, usage of the same for the said assignment only and submission of all data on completion of project assignment.

#### 3.2.1.4 PMC for subject site development

- Prepare and issue working drawings, specification, and details for proper execution of works during construction
- Issue the plinth level drawings on issuance of LOA to selected contractor / agency.



- All Working drawings required for execution shall be issued in advance, as required by the Contractor / Agency from time to time.
- Approve samples of various elements and components.
- Check and approve drawings submitted by the Contractor / vendors when required 6. Visit
  the site periodically to inspect and evaluate the construction works and where necessary
  clarify any decision, offer interpretation of the drawings / specifications, attend meetings to
  ensure that the project proceeds generally in accordance with the conditions of the contact
  and keep Authority informed and render advice on actions.
- Prepare drawings necessary for Authority's statutory approvals and ensure compliance with codes, standards and legislation, as applicable and assist Authority's in obtaining the statutory approvals thereof, if required
- Prepare and submit complete drawings and details sufficient to commence wok at site and for proper execution during the construction.
- Visit the site of works as and when necessary to clarify any decisions or interpretation of the
  drawings and specification that may be necessary and attend conference and meetings, as
  and when required to ensure that the project process in accordance with condition of the
  contract.
- Approve the schedule of work of progress submitted to the contractors.
- Prepare and supply to the contractors such further drawings, schedule, new specifications, and quantities to enable them to fulfil their obligations under the conditions of the contract.
- Assist the corporation in obtaining all necessary permission, license and approval form the different authorities required by the corporation for execution of the project,
- Render technical advice and assistance necessary for the project.

#### 3.2.1.5 Number of Drawings sets, etc. and Copy Right

All the estimates, details of quantities, detailed designs, reports and any other details envisaged under this Agreement, including drawing-architectural, structural, electrical, air-conditioning or other services (Internal & External) would be supplied by the Bidder as indicated above, but not less than 2 sets of prints and one reproducible copy in A-1 size on Imperial size drawing sheets and tracing clots to the suitable scale as well invariably. All these drawings will become the property of the MDA and it will have the right to use the same anywhere else. The drawing cannot be issued to any other person, firm or authority or used by the Bidder for any other project. No copies of any drawing or document shall be issued to anyone except the MDA and its authorized representative.

#### 3.3 Indicative list of functionalities of Core Team

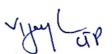
The bidders must submit an undertaking clearly stating that the Team Leader must be available in MEERUT Whenever required and each proposed Core team member must spend time in MEERUT as committed in work plan/ staffing schedule as per FORM-4C of technical proposal

#### 3.4 Deliverable and Payment Milestones

The total duration of the project is **24 (Twenty Four) Weeks** and the appointed consultant will have to meet thetimelines of deliverables as given below:



S.No	Description of Work (Phase 1)	Percentage of Consultancy Fee
1	Inception Report (City Overview, Gems and Jewellery market of Meerut and Proposed site analysis, Work Plan and Time Line)	10%
2	Feasibility report with Concept Plan  Data Collection and Analysis Report (Survey and Stake Holders Consultation)  Concept Plan with Broad cost estimates	10%
3	Finalization of Concept Design with Video presentation & Submission of Detailed Project Report (DPR) of the approved model & Submission of architectural drawings of concept layout	
4	Submission of finalized architectural & structural drawings along with detailed estimate floor wise, technical specification, list of makes, etc. approved by MDA	200/
5	Obtain all statutory approvals / NOC from various Govt. departments and submission of same to MDA.  • Update all drawings as per the queries raised by the departments.	15%
6	<ul> <li>Submission of detailed Architectural drawings for construction purpose.</li> <li>Submission of detailed Structural drawings for construction purpose.</li> <li>Submission of detailed drawings for construction of all internal utility services if any, like plumbing, sewerage, firefighting, HVAC, lifts, telephones and all external utilities services like water supply, sewerage, storm water drainage, fire hydrant, U/G, OH tank for water storage, road, external electrical system, area development, boundary wall, landscaping etc.</li> </ul>	15%
7	Submission of complete RFP, NIT, Tender documents, etc. for selection of Contractor including agreement and any other related documents, evaluation of technical & financial documents of bidders, recommendation by the Consultant and complete award of work by MDA.	10%
8	Preparation, finalization & submission of financial closure report of project and submission of as built drawings in soft as well as hard copies (02 sets) and Completion Report.	5%
	Total	100



## 4 Eligibility and Evaluation criteria

#### 4.1 Pre-qualification criteria

The Bidders must carefully examine the below mentioned pre-qualification criteria. The Bidder has to meet all the criteria set out in this Clause to be eligible for evaluation. The Bidder shall fulfill the conditions as mentioned below;

#### 4.1.1 Registration Details

S.No	Eligibility Conditions	Documentary Proof to be submitted
i.		
ii.	Consultant must have a valid Goods and Service Tax (GST) registration in India.	The Consultant shall be required to submit atrue copy of its Good and Service Tax (GST) registration certificate
iii.		Proof of registration of the Consultant shall be submitted. In case of JV/Consortium, proof of registration of all the members shall be submitted

#### 4.1.2 Financial Eligibility

Eligibility Conditions	Dogum outon Decele- Land Live I
	Documentary Proof to be submitted
Bidder from professional consultancy fee	The Bidder shall enclose with its Application, certificate(s) from its Statutory Auditors stating its total revenues from (from consultancy business).  The Statutory auditor also needs to certify that the Bidder has positive Net worth in three (3) financial years from the date of bid.  In the event that the Bidder does not have a statutory auditor, it shall provide the requisite certificate(s) from the Chartered Accountants of the Bidder that ordinarily audits the annual accounts of the Bidder.
The Bidder should have positive Net worth in three (3) consecutive financial years in last four (4) financial years from the date of bid	Refer Form 2: Financial Capacity of the Bidder
	Bidder from professional consultancy fee should not be less than INR 5 (Five) Crores in last three (3) financial years from the date of bid.  The Bidder should have positive Net worth in three (3) consecutive financial years in last



## 4.1.3 Technical Eligibility

The Bidder shall have experience as under;

S.No	Criteria	Documentary Proof to be submitted
i.	The Bidder should have minimum 05 years of experience in Architectural work and Feasibility Work	Relevant Documents
ii.	For the purposes of satisfying the conditions of eligibility and for evaluating the Bidder's proposals under this RFP, following projects shall be deemed as eligible projects (the "Eligible Projects") The Bidder (any partner) should have completed minimum 3 assignments of similar nature with Government Agencies (Central Government Agencies/State Government Agencies) in past 5 years and the total minimum consultancy fee charged by the bidder for these government projects should be 3 Crores.	agreement/letter of award and any one of the following:  1. Client certificate specifying similar experience Or  2. Completion Certificate Or
	The Bidder (in case of single business entity)/All Members (in case JV/Consortium) must have an operational office for the last 5 (Five) years in India.	

#### 4.1.4 Other Criteria

S.No	Criteria	Documentary Proof to be submitted
a.	The Bidder should not have been barred by the Central Government, any State Government, a statutory authorityor a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal.	
b.	Bidder should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Bidder	

Only Eligible Bidders will be taken up for Technical Evaluation.

#### 4.2 Evaluation

The Bidder shall be selected under the Quality-cum-Cost Based Section (QCBS) with procedures described in his RFP.



**Step 1:** Technical score will be prepared based on the criteria mentioned in Clause 4.2.1 under thehead "Technical Evaluation Criteria" for all the eligible bidders.

**Step 2:** Financial bid will only be opened for those bidders who score more than 65 marks in technicalEvaluation (Based on Proposal).

#### 4.2.1 Technical Evaluation Criteria

The Technical Evaluation of the proposals shall be based on following parameters:

#### **Detailed Criteria for Technical Evaluation**

Age of firm (Any one firm in case	of JV)	7.5
	5-10 years	5
4	10 years and above	7.5
Accountability of the Firm (All fire	ms in case of JV)	7.5
	Last three returns filed till last financial year (2022-23)	4
	GST number and Returns for last three years	3.5
Project Team Experience		40
Senior Architect (1 Persons)	Qualification: Graduate or Post Graduate in architecture or relevant.  Experience: Minimum 15 years of experience	10
Junior Architect (2 Persons)	Qualification: Graduate or Post Graduate in architecture or relevant.  Experience: Minimum 5 years of experience	5
Structure Engineer (1 Person)	Qualification: M.E/M.Tech Structural Engineering. Experience: Minimum 10 years of experience	5
MEP Consultant (1 Person)	Qualification: B.E/ B.Tech, M.E/M.Tech in Electrical Engineering or relevant.  Experience: Minimum 10 years of experience	5
Landscape Architect (1 Person)	Qualification: Post Graduate in Landscape Architecture.  Experience: Minimum 5 years of experience	5
Real Estate Expert (1 Person)	Qualification: B.E/B.Tech, M.E/M.Tech or relevant or MBA in Finance or Relevant Master in Real Estate course.  Experience: Work experience in the Field of Real Estate Consulting (Feasibility Studies). Min 10 years experience	2.5
Urban Planner (1 Person)	Qualification: B.Plan Graduate or M.Plan in Urban Planning or Relevant.  Experience: Work experience in the Field of Urban Planning Projects. Min 5 years experience	2.5
Support Staff (5 Persons)	Qualification: Graduate or Post Graduate in architecture or relevant.  Experience: 1-2 years of experience	5
Relevant Work Experience		15
	Government consultancy fee in the last 5 yrs in the range 3-6 crs	7.5
	Government consultancy fee in the last 5 yrs the range 6- 10 crs	10
	Government consultancy fee in the last 5 yrs greater than 15 crs	15



Average annual turnover in last 3 FY	
5-7.5 crs	5
7.5-10 crs	7.5
Greater than 10 crs	

Minimum score of <u>65</u> marks out of 80 is required in the evaluation process. Out of these 65 marks the firm must score full 7.5 marks in accountability section and full 40 marks in project team experience section, while scoring a minimum of 65 marks to qualify for opening of financial bids. Only those bids having minimum score would be eligible for opening of financial bids. All the firms which meet the minimum qualifying marks prescribed will stand technically qualified for consideration of their financial bids.

#### 4.2.2 Criteria for Quality cum Cost based Selection (QCBS)

Under QCBS, the Technical Proposals will be allotted weightage of 60% while the Financial Proposals will be allotted weightages of 40%.

Proposal with the lowest cost shall be given a financial score of 100 and other proposals shall be given a financial score that are inversely proportional to their quoted prices. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. The proposed weightages for quality and cost shall be specified in the RFP.

Highest points basis: On the basis of the combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract

1 Jan Cab



#### **Annexure: Standard Forms**

Following documents is to be submitted along with the tender document:

- SCHEDULE-A: Form of submission of tender as prescribed format.
- SCHEDULE-B: Details of Bidder as prescribed format.
- SCHEDULE-C: Income Tax Return, PAN, Certificate of registration/incorporation for company, partnership deed for partnership firm, affidavit for proprietorship firm and valid GST Registration certificate.
- SCHEDULE-D: Annual Turnover Certificate from consulting services in last three Financial Years with supporting documentation.
- SCHEDULE-E: Account details of the bidder along with a cancelled cheque.

#### FINANCIAL BID SUBMISSION FORM

SCHEDULE - F: Form of submission of financial bid as prescribed format (The party should quote their fees in lump sum basis.)

#### FINAL DECISION-MAKING AUTHORITY:

MDA reserves the right to accept or reject any bid and to annul the process at any time without assigning any reason thereof and without thereby incurring any liability to the affected applicant or without informing the applicants of the grounds for such action by MDA. MDA is not bound to disclose the grounds for rejection of Bid. The decision of the MDA regarding the final declaration of the successful Bidder shall be final.



#### **SCHEDULE-A**

#### **BID SUBMISSION FORM**

[Location, Date]

To,

The Vice Chairman
Meerut Development Authority (MDA)
Civil Lines, Vikas Bhawan, Meerut.

Subject: Engagement of Consultant for preparation of Detailed Project Report (DPR) for establishment of a Gems and Jewellery Flatted Factory Complex at Vedvyaspuri, Meerut.

Dear Sir,

With reference to the subject cited above, we are submitting herewith the bid documents for the consultancy agencies (Consultant) for preparation of DPR, design & engineering, architectural, civil and structural detail drawings, detailed estimate with measurement back-up for proposed Multistoried Flatted Factory complex at the land of Vedvyaspuri, Meerut.

We hereby declare that all the information and statements made in this Bid are true and accept that any misinterpretation contained in it may lead to our disqualification. We understand you are not bound to accept any Bid you receive.

Yours sincerely,

Authorized Signature [In full and initials]: Name and Title of Signatory: Name of Firm: Address:



#### SCHEDULE—B

## DETAILS OF BIDDER (On the Letter Head of the Bidder)

- (a) Name of Bidder
- (b) Address of the office(s)
- (c) Date of incorporation and/or commencement of business (Please attach certified copy of registration of Firm)
- (d) No. of Technical employees (Civil, Architectural, MEP, Structural engineers etc)

## <u>Details of individual(s) who will serve as the point of contact / communication for MDA with the Bidder.</u>

- (a) Name
- (b) Designation
- (c) Company/Firm
- (d) Address along with Pin code
- (e) Telephone number
- (f) E-mail address
- (g) Fax number
- (h) Mobile number



#### SCHEDULE-C

Income Tax Return, PAN, Certificate of registration/incorporation for company, partnership deed for partnership firm, affidavit for proprietorship firm and valid GST Registration certificate.

#### SCHEDULE- D

ANNUAL TURNOVER CERTIFICATE IN LAST THREE FINANCIAL YEARS FROM CONSULTING SERVICES with supporting documentation including Balance Sheets and Profit and Loss Statements (certified by statutory auditor of the firm)

#### SCHEDULE-E

Account details of the bidder along with a cancelled cheque.

#### Form F

#### **FINANCIAL BID**

#### FINANCIAL BIO SUBMISSION FORM

(On the Letter Head of the Bidder)

To,

The Vice Chairman

Meerut Development Authority (MDA)

Civil Lines, Vikas Bhawan, Meerut.

Subject: Engagement of Consultant for preparation of Detailed Project Report (DPR) for establishment of a Gems and Jewellery Flatted Factory Complex at Vedvyaspuri, Meerut.

#### Dear Sir,

Having gone through the tender and having fully understood the scope of work for the captioned assignment as set out in the tender; we are pleased to quote the following for the proposed Multistoried Flatted Factory:

In Figures	*	
In Words		

Our Financial Bid shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Bid. We understand you are not bound to accept any Bid you receive.

Yours sincerely,

Authorized Signature [In full and initials): Name and Title of Signatory: Name of Firm: Address:

my Cap