

2017

Expression of Interest for Engagement of Project Management Consultant for Assam Skill Development Mission

EOI NO – ASDM-16/2017/22 DATED 08-05-2017

ASSAM SKILL DEVELOPMENT MISSION

SIX MILE, NAYANTARA BUILDING, GUWAHATI- 781022

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1. Invitation for Expression of Interest

The Assam Skill Development Mission invites EOIs from reputed Consulting Agencies (hereafter referred as 'Agencies') to undertake Project Management Consultancy for the Assam Skill Development Mission that has been initiated. The Scope of work will have to be carried out in accordance with the specifications in a detailed Request for Proposal (RFP) document which will be brought out by Assam Skill Development Mission shortly, to the eligible/short-listed bidder selected through this EOI.

2. Important Dates

S. No.	Particular	Details
1	Start date of issuance/sale of EOI document	10-05-2017
2	Last date for Submission of Queries	16-05-2017
3	Pre-Bid Conference	22-05-2017
4	Issue of Corrigendum	-
5	Last date for issuance/sale of EOI Document	29-05-2017
6	Last date and time for EOI Submission	30-05-2017

3. Introduction to the Project

- 3.1. Currently, India has the lowest proportion of trained youth in the world. 80 % of new entrants to the workforce have no opportunity for skill training. Against 12.8 million per annum new entrants to the workforce, the existing training capacity is only 3.1 million per annum. Out of 21.6 million and 12 million children who take Class 10 and Class 12 examinations respectively, only 5 million are able to enroll in higher education.
- 3.2. The Vocational Education (VE) in India suffers from a number of constraints and structural deficiencies. Merely 8 % of all Senior Secondary Schools in India impart VE. Only 3 % of the students are under the ambit of VE against the target of 25% of all students of Grade 11-12. The enrolment in vocational stream is quite low in Indian Schools compared to China, Russia, Indonesia, Mexico and South Africa.
- 3.3. In order to address these issues at the national level, a "Coordinated Action on Skill Development" with three-tier institutional structure consisting of the PM's National Council on Skill Development, the National Skill Development Coordination Board (NSDCB) and the National Skill Development Corporation (NSDC) was created in early 2008. These two bodies have been merged together and now a new body has been created as National Skill

Development Agency (NSDA). The Prime Minister's National Council on Skill Development has endorsed a vision to create 500 million skilled people by 2022.

- 3.4. The scenario presented above is applicable for the state of Assam as well. Presently, Government / Private run ITIs in the state to provide vocational education. Senior secondary education department has schools with vocational education and under the revised vocational education scheme, new schools have been sanctioned. Different departments also have their own programs and schemes for skill development. Industries and private sector has not been engaged in any significant manner in this area. Assam Skill Development Mission was formed with the intent of skilling educated/uneducated youth and making them employable. However, the desired momentum to skill development activities could not be provided due to lack of comprehensive policy framework.
- 3.5. Assam being the largest populated state in the North East part of the country, the target for skill development for next Three (3) years plan has been fixed at Six (6) Lacs. With existing implementation set up and present infrastructure and capacities, it is not possible to achieve this ambitious target. In this context, it was felt desirable to assess the current status of skill development infrastructure and efforts in the State and to redraw the policy framework for skill development initiatives in the State.
- 3.6. The State has a reasonably large set up of ITIs/polytechnics and degree colleges imparting education and training in vocational areas but the quantity as well as quality of trainings provided by these institutions is a cause of concern. The total availability of seats in these institutions is to be seen in the perspective that youth drop out of the formal general education streams between class Vth and XIth and a further drop out after completing class XIIth. Thus, every year a number of youth are available to join the labour force provided they are appropriately guided and provided facilities exist to equip them with useful and employable skills. This challenge is to be addressed by launching short duration skill development programmes which are employment oriented and which are designed based on the skill needs of the economy. Several departments of the State aim to contribute to this goal through implementation of various central schemes but, the achievements are far short of the target.

3.7. The various constraints being faced by the State are: -

3.7.1. Limited (and unevenly dispersed) Capacity of Vocational Training Institutions

3.7.2. Indifferent Quality of Vocational Training leading to poor employability

3.7.3. Data Insufficiency

3.7.4. Lack of Integration of skill development efforts of various departments

3.7.5. Societal Acceptance of Vocational Training

3.7.6. Employer-Educator-Trainee Linkages either absent or weak

3.8. In order to address the above issue a comprehensive and long-term strategy for skill development has been approved by the Government of Assam in the context of the National strategy, the skilling targets expected to be achieved by the State next Three (3) years and current status of the skill development activities.

3.9. The Mission, therefore, envisioned to integrate efforts of various departments of the State and Central Government organizations engaged in providing skill development training and make available employment oriented and placement linked training in vocational skills to Six (6) lakhs youth in the age group of 14 to 35 years by 2017-2020, and even at a greater pace thereafter, by partnering with government and private training providers, while ensuring equitable access to the most disadvantaged, including women; and strive for placement of preferably at least 70% of the trained youth in gainful wage and self-employment to enable them to contribute to the economic development of the State.

3.10. Accordingly, the Assam Skill Development Mission is proposed to be set up as a society having a Governing Council, State Steering Committee (SSC), State Executive Committee (SEC) and District Executive Committees. State Program Management Unit (SPMU) and District Program Management Units (DPMU) will support the State and District Level Committees, respectively. In addition, a course and training fee Standardisation Committee will be set up at the State level.

- 3.11. Assam Skill Development Mission will implement all Skill Development Trainings for various State Departments under State and Central Schemes. The various schemes proposed to be covered include the following:-
- 3.11.1. Multi Sectoral Development Plan (MSDP)
 - 3.11.2. Special Central Assistance to Scheduled Caste Sub Plan (SCA to SCSP)
 - 3.11.3. National Rural Livelihood Mission (NRLM)
 - 3.11.4. National Urban Livelihood Mission (NULM)
 - 3.11.5. Swarn Jayanti Shahri Rojgar Yojna (SJSRY)
 - 3.11.6. Border Area Development Program (BADP)
 - 3.11.7. Building and Other Construction Workers“ Cess Fund (BOCW)
 - 3.11.8. Skill Development Initiative (SDI)
 - 3.11.9. State Skill Development Fund (SSDF)
- 3.12. As per the policy document, it is envisaged that the overall physical target for FY 2017-18 by Assam Skill Development Mission is about 2 lakh and the total of Six Lakhs is expected for the period 2017-2018 to 2019-2020.
- 3.13. In order to achieve the above vision and to kick start the implementation program of livelihood based skill development programs, Assam Skill Development Mission proposes to engage a technical consultancy organization having experience of working in the field of livelihoods and skill development at the grass root level of and qualification to assist State Program Management Consultant of the Mission as technical consultant.

4. Broad Scope of Work

4.1. Consultancy Works

- 4.1.1. Preparation of EOI/RFQ/RFP and contract for engaging private sector training providers.
- 4.1.2. Assisting the mission and to act as Secretariat to the Courses and Training Fee Standardization Committee in finalization of the courses, their syllabus outline and normative training fees.
- 4.1.3. Assisting the Mission in empanelment of training providers as per the approved RFP.
- 4.1.4. Developing Process guidelines for implementation of skill development programs as per the broad principles approved by the mission.
- 4.1.5. Developing templates for District and State Skill Development plans and training of district teams in preparing their plans.

4.2. Capacity building, Survey, Mobilisation & Communication (IEC Consultancy)-System study and analysis report.

- 4.2.1. Capacity building of the SPMU, DPMU and other staff, survey.
- 4.2.2. Design of Mobilization campaign and communication strategy and assistance in its roll out. The consultant shall ensure registration of Two (2) Lakhs candidates each in the first year and second year respectively.

4.3. Assistance and Handholding

- 4.3.1. Develop a handholding system at State as well as District level for smooth implementation of the program.
- 4.3.2. The performance of consultant shall be judged on the basis of placement of the trained candidates as per the norms of ASDM.

5. Instructions to the Bidders

5.1. Completeness of Response

- 5.1.1. Bidders are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of the Proposal shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications.
- 5.1.2. The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of its Proposal.

5.2. EOI Proposal Preparation Costs & Related Issues

- 5.2.1. The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by the Assam Skill Development Mission to facilitate the evaluation process.
- 5.2.2. Assam Skill Development Mission will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 5.2.3. This EOI does not commit Assam Skill Development Mission to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this EOI.
- 5.2.4. All materials submitted by the bidder will become the property of Assam Skill Development Mission and may be returned completely at its sole discretion.

5.3. Pre-Bid Meeting

- a) Assam Skill Development Mission shall hold a pre-bid meeting with the prospective bidders on **22-05-2017 at 1:00 pm at Nayantara Building, 5th Floor, Six Mile, Guwahati – 781 022.**
- b) The Bidders will have to ensure that their queries for Pre -Bid meeting should reach to

**The Mission Director
Assam Skill Development Mission
Nayantara Building
5th Floor, Six Mile
Guwahati – 781 022
missiondirector.asdm@gmail.com**

by post, facsimile or email on or before **16-05-2017**

- c) All queries to be raised in the pre-bid meeting will relate to the EOI alone and no queries related to detailed analysis of Scope of work, payment terms and mode of selection will be entertained. These issues will be amply clarified at the RFP stage.

5.4. Responses to Pre-Bid Queries and Issues of Corrigendum

- a) The Nodal Officer notified by the Assam Skill Development Mission will endeavour to provide timely response to all queries. However, Assam Skill Development Mission makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does Assam Skill Development Mission undertake to answer all the queries that have been posed by the bidders.
- b) At any time prior to the last date for receipt of bids, Assam Skill Development Mission may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the EOI Document by a corrigendum.
- c) The Corrigendum (if any) & clarifications to the queries from all bidders will be posted on the **egm.assam.gov.in** and emailed to all participants of the pre-bid conference.
- d) Any such corrigendum shall be deemed to be incorporated into this EOI.
- e) In order to afford prospective Bidders reasonable time in which to take the corrigendum into account in preparing their bids, Assam Skill Development Mission may, at its discretion, extend the last date for the receipt of EOI Bids.

5.5. Right to Terminate the Process

- a) Assam Skill Development Mission may terminate the EOI process at any time and without assigning any reason. Assam Skill Development Mission makes no commitments, expression or implied that this process will result in a business transaction with anyone.
- b) This EOI does not constitute an offer by Assam Skill Development Mission. The bidder's participation in this process may result in Assam Skill Development Mission short listing the bidder to submit a complete technical and financial response at a later date.

5.6. Submission of Responses

- a) The bids shall be submitted in a single sealed envelope and superscripted “**Expression of Interest for Engagement of Project Management Consultant for Assam Skill Development Mission**” and EOI NO – ASDM-16/2017/22 DATED 08-05-2017. This envelope should contain two hard copies of EOI proposal marked as “First Copy” and “Second Copy” and one soft copy in the form of a non-rewriteable CD. CD media must be duly signed using a Permanent pen Marker and should bear the name of the bidder.
 - i. Bids shall consist of supporting proofs and documents as defined in the Pre-qualification section
 - ii. Bidder shall submit all the required documents as mentioned in the Appendix including various templates (Form 1 to Form 4). It should be ensured that various formats mentioned in this EOI should be adhered to and no changes in the format should be done.
- b) Envelope should indicate clearly the name, address, telephone number, Email ID and fax number of the bidder
- c) Each copy of the EOI should be a complete document and should be bound as a volume. The document should be page numbered, must contain the list of contents with page numbers and shall be initialled by the Authorized Representative of the bidder.
- d) Different copies must be bound separately.
- e) Bidder must ensure that the information furnished by him / her in respective CDs is identical to that submitted by him in the original paper bid document. In case of any discrepancy observed by the Assam Skill Development Mission in the contents of the CDs and original paper bid documents, the information furnished on original paper bid document will prevail over the softcopy.

- f) EOI document submitted by the bidder should be concise and contain only relevant information as required under this EOI.

5.7. Bid Submission Format

The entire proposal shall be strictly as per the format specified in this Invitation for Expression of Interest and any deviation may result in the rejection of the EOI proposal.

5.8. Venue and Deadline for Submission

- a) Proposals must be received at the address specified below latest by **3:00 pm on 30-05-2017**:

**Assam Skill Development Mission
Nayantara Building
5th Floor, Six Mile
Guwahati – 781 022
missiondirector.asdm@gmail.com**

- b) Any proposal received by the **Assam Skill Development Mission** after the above deadline shall be rejected and returned unopened to the Bidder.
- c) The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- d) Assam Skill Development Mission shall not be responsible for any postal delay or non-receipt/non-delivery of the documents. No further correspondence on the subject will be entertained.
- e) Assam Skill Development Mission reserves the right to modify and amend any of the above stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

5.9. Short Listing Criteria

- a) Assam Skill Development Mission will shortlist bidders who meet the Pre-Qualification criteria mentioned in this Invitation to Expression of interest.
- b) Any attempt by a Bidder to influence the bid evaluation process may result in the rejection of its EOI Proposal.

5.10. Evaluation Process

- a) Assam Skill Development Mission will constitute a Proposal Evaluation Committee to evaluate the responses of the bidders
- b) The Proposal Evaluation Committee constituted by the Assam Skill Development Mission shall evaluate the responses to the EOI and all supporting documents & documentary evidence. Inability to submit requisite supporting documents or documentary evidence, may lead to rejection of the EOI Proposal.
- c) Each of the responses shall be evaluated to validate compliance of the bidders according to the Pre-Qualification criteria, Forms and the supporting documents specified in this document.
- d) The decision of the Proposal Evaluation Committee in the evaluation of responses to the Expression of Interest shall be final. No correspondence will be entertained outside the evaluation process of the Committee.
- e) The Proposal Evaluation Committee may ask for meetings with the bidders to evaluate its suitability for the assignment.
- f) The Proposal Evaluation Committee reserves the right to reject any or all proposals.

6. Pre-Qualification Criteria

S. No.	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	<p>Should be Company registered under Companies Act, 1956 or a partnership firm registered under LLP Act, 2008</p> <p>In case of consortium, documentary evidence of all members</p> <p>Registered with the Service Tax Authorities</p> <p>Should have been operating for the last three years.</p>	<p>- Certificates of incorporation</p> <p>Registration Certificates</p>
2	Consortium	The consortium formed by the group of companies/partnership firms by MOU to undertake the project, shall indicate the lead member. The number of members of Consortium shall not be more than 3 (Three)	Consortium MOU
3	Annual Turnover	<p>The bidder should have a minimal annual turnover of INR 50 Crores from Indian operations in business consulting services in each of the previous three financial years (FY 2014-15, 2015-16 and 2016-17).</p> <p>In case of Consortium, the figures of lead member shall be considered.</p>	<p>Extracts from the audited balance sheet and profit & loss; OR</p> <p>Certificate from the statutory auditor</p>
4	Annual Turnover in from Govt. Business	<p>The bidder should have a minimum annual turnover of INR 10 Crores from Government consulting services in India in each of the last 3 financial years (FY 2014-15, 2015-16 and 2016-17).</p> <p>In case of Consortium, the figures of lead member shall be considered.</p>	Certificate from the statutory auditor
5	Net Worth	<p>INR 20 Crores</p> <p>In case of Consortium, the figures of lead member shall be considered.</p>	Certificate from the statutory auditor

S. No.	Basic Requirement	Specific Requirements	Documents Required
6	Technical Capability	<p>a) The Bidder should have worked on at-least 1 Skill Development Project, value >= INR 5 Crores, with any Central Govt./ State Govt./ NSDC/ State Skill Development Mission/ Multilateral Funding Agency, in India</p> <p>b) Experience of at least five Government Projects in Project Management, in India with (Central/ State Government Department /Agency or Multi-Lateral Funding Agency project in India) for which it should have executed / under execution advisory projects in excess of INR 5 Crores each (including taxes), as a Lead Project Management Consultant as part of a contract (including extension contract if any) in the last 5 years and at least 3 should be completed satisfactorily.</p> <p>c) In case of Consortium, the experience of lead member shall be considered.</p>	<p>Completion certificates from the client; OR</p> <p>Work order + Self certificate of completion (Certified by the statutory auditor); OR</p> <p>Work order + phase Completion certificate from the client</p>
7	Power of Attorney	Copy of Power of Attorney in the name of the Authorized Signatory	
8	Manpower Strength	Bidding firm/ Consortium should have more than 500 People in the Consulting/Advisory division payroll.	Self-Certification by the authorized signatory with clear declaration of staff – year wise, level/designation wise.
9	Local Presence	The bidding firm / Consortium should have its office in Guwahati or else bidder should give the undertaking that they will open their office in Guwahati, Assam within a period of one month of signing the contract.	<p>Document in support of address proof of Office premises at Guwahati, Assam</p> <p>Undertaking is required by bidder if its office is not in</p>

S. No.	Basic Requirement	Specific Requirements	Documents Required
			Guwahati and agreed to open within a period of one month of signing the contract
10	Blacklisting	The bidder firm/ Consortium should not have been blacklisted by any State / Central Government in India/PSUs as on bid submission date for corrupt, fraudulent or any other unethical business practices or for any other reason.	A Self Certified Letter

Note: It is must for Bidder to qualify the each and every pre-qualification criterion mentioned in this section. The technical and financial proposal of disqualified bidder at prequalification stage will be returned unopened.

7. Evaluation Criteria

Basic Requirements	Specific Requirements	Marks Allocated	Evaluation Criteria
Understanding of Bidders	Suggested Scope of Work and Approach & Methodology (A&M)	20	Minimum of 15 marks based on Qualitative Assessment of suggested Scope of work, based on 1) Relevance to the envisaged project 2) Comprehensiveness
	Bidder's Experience in "Similar" Projects (for which Work Order / Completion Certificates are being provided)	60	Minimum of 45 marks based on Qualitative Assessment on 1) Learning on Issues 2) Challenges 3) Solution proposed 4) Client Recommendations
	Bidder's Competence	20	Minimum of 15 marks based on Qualitative Assessment on : 1) Research Work/Centres of Excellence 2) Patents 3) Assets in the given project's domain

8. Appendix I: Bid Submission Forms

The bidders are expected to respond to the EOI using the forms given in this section and all documents supporting Pre-Qualification / EOI Criteria.

Proposal / Pre-Qualification Bid shall comprise of following forms:

Form 1: Covering Letter with Correspondence Details

Form 2: Details of the Bidder's Operations and Consulting Business

Form 3: Compliance Sheet for Pre-Qualification Criteria

Form 4: Power of Attorney

Form 1: Covering Letter with Correspondence Details

Mission Director
Assam Skill Development Mission
Nayantara Building, 5th Floor
Six Mile, Guwahati – 781 022

<Location, Date>

Dear Sir,

We, the undersigned, offer to provide the consulting services for **Engagement of Project Management Consultant for Assam Skill Development Mission.**

Our correspondence details with regard to this EoI are:

Sl. No.	Information	Details
1	Name of the Contact Person	<Insert Name of Contact>
2	Address of the Contact Person	<Insert Address>
3	Name, designation and contact, address of the person to whom, all references shall be made, regarding this EOI.	<Insert Name of Contact>
4	Telephone number of the Contact Person.	<Insert Phone No.>
5	Mobile number of the Contact Person	<Insert Mobile No.>
6	Fax number of the Contact Person	<Insert Fax No.>
7	Email ID of the Contact Person	<Insert Email.>
8	Corporate website URL	<Insert Website URL.>

We are hereby submitting our Expression of Interest in both printed format (2 copies) and as a soft copy in a CD. We understand you are not bound to accept any Proposal you receive.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short-listing process or unduly favours our company in the short-listing process, we are liable to be dismissed from the selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this EOI.

We hereby declare that our proposal submitted in response to this EoI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,
 [Bidder's Name with seal]
 <Applicant's Name with seal>
 Name: <<Insert Name of Contact>>
 Title: <<Insert Name of Contact>>
 Signature: <<Insert Signature>>

Form 2: Details of the Bidder's Operations and Consulting Business

Sl. No.	Information Sought	Details to be Furnished
A	Name and address of the bidding Company	
B	Incorporation status of the firm (public limited / private limited, etc.)	
C	Year of Establishment	
D	Date of registration	
E	ROC Reference No.	
F	Details of company registration	
G	Details of registration with appropriate authorities for Service Tax	
H	Name, Address, email, Phone nos. and Mobile Number of Contact Person	

Form 3: Compliance Sheet for Pre-Qualification Criteria

S. No.	Basic Requirement	Document Required	Provided	Reference & Page Number
1	Legal Entity	Copy of Certificate of Incorporation; and Copy of Service Tax Registration Certificate	Yes / No	
2	Annual Turnover	Extracts from the audited Balance sheet and Profit & Loss; OR Certificate from the statutory auditor	Yes / No	
3	Annual Turnover in from Govt. Business	Certificate from the statutory auditor	Yes / No	
4	Net Worth	Certificate from the statutory auditor	Yes / No	
5	Technical Capability	Completion Certificates from the Client; OR Work order + Self Certificate of Completion (Certified by the statutory Auditor); OR Work Order + Phase Completion Certificate from the Client	Yes / No	
6	Consortium MOU	Copy of Consortium MOU	Yes/No	
7	Local Presence	Address Proof or Undertaking to Open within a period of one month of signing the contract	Yes/ No	
8	Power of Attorney	Copy of Power of Attorney in the name of the Authorized Signatory	Yes / No	
9	Manpower Strength	Self-Certification by the Authorized Signatory	Yes / No	
10	Blacklisting	A Self Certified Letter	Yes / No	

Form 4: Power of Attorney

(Applicable only in case where the signatory to the Bid is not authorized directly by the Bidder firm through Board Resolution)

{On Requisite Stamp Paper}

Know all men by these presents, we..... <name of the firm and address of the registered office> do hereby irrevocably constitute, nominate, appoint and authorise Mr./ Ms <name>, son / daughter / wife of <name> and presently residing at <address>, who is presently employed with us/ the Lead Member of our Consortium and holding the position of <designation> , as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our application for pre-qualification and submission of our application for Implementation of <Name of the Project> Scheme in PPP framework proposed by < Name of the Department> (the “Authority”) including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Applications and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Concession Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and/ or upon award thereof to us and/or till the entering into of the Concession Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF 2.....

For

(Signature, name, designation and address)

Witnesses:

1.

(Notarised)

2

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

Notes:

- i. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- ii. Wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.
- iii. For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued.