

RW/NH-29020/03/2020- S&R (P&B)-RSCE
Government of India
Ministry of Road Transport & Highways
Transport Bhawan, 1, Parliament Street, New Delhi - 110001

Dated: 01st July, 2021

To

1. The Chief Secretaries of all the State Governments/UTs.
2. The Principal Secretaries/ Secretaries of all States/ UTs Public Works Department dealing with National Highways other centrally sponsored schemes.
3. All Engineers-in-Chief and Chief Engineers of Public Works Department of States/UTs dealing with National Highways other centrally sponsored schemes.
4. The Director General (Border Roads), Seema Sadak Bhawan, Ring Road, New Delhi - 110010.
5. The Chairman, National Highways Authority of India, G-5&6, Sector - 10, Dwarka, New Delhi - 110075.
6. The Managing Directors, NHIDCL, PTI Building, New Delhi - 110001.
7. All CE-ROs, ROs and ELOs of the Ministry

Subject:- Empanelment of NSV Consultant – (Tender ID: 2020_MoRTH_568527_1).

With reference to the applications for empanelment of road safety/NSV consultant received in ministry in response to above tender id and in suppression to ministry's letters of even no dated 16th February 2021 and 20th April 2021, it is brought to the kind notice of all concerned that following 41 consultants have been empanelled as NSV consultants.

List of Empanelled NSV Consultants:-

S. NO.	NAME OF FIRM
1	AARVEE ASSOCIATES ARCHITECTS ENGINEERS AND CONSULTANTS
2	BTES CONSULTING SERVICES PRIVATE LIMITED
3	CHAITANYA PROJECTS CONSULTANCY PVT. LTD
4	G-ENGG ADVISORY SERVICES PVT. LTD.
5	INFINITE CIVIL SOLUTIONS PVT
6	INFRA SUPPORT ENGINEERING CONSULTANTS
7	SA INFRASTRUCTURE CONSULTANTS
8	SATRA SERVICES AND SOLUTIONS PRIVATE LIMITED
9	SHREE BHAWANI CONSULTANCY
10	ARMENGE ENGINEERING AND MANAGEMENT CONSULTANTS
11	CASTA ENGINEERS PVT LTD
12	CEINSYS TECH LIMITED
13	DESIGN AID
14	EMINENT CONCEPTS AND DESIGN
15	FORTRESS INFRACON LTD
16	FUGRO GEOTECH PVT
17	GEO DESIGNS AND RESEARCH PVT. LTD
18	GEOVISTA TECHNOLOGIES PRIVATE LIMITED



19	HIGHWAY CONSULTING ENGINEERS PRIVATE LIMITED
20	HOLTEC CONSULTING PRIVATE LIMITED
21	INTERCONTINENTAL CONSULTANTS AND TECHNOCRATS PVT. LTD.
22	IDC INFRASTRUCTURE
23	IMAGIS ENGINEERING SOLUTIONS PVT. LTD
24	INFRADEV SOLUTIONS PVT LTD
25	MARC TECHNOCRATS PRIVATE LIMITED
26	MATTEST ENGINEERING
27	NEKTOR ENGINEERS AND PROJECT CONSULTANTS
28	NEWGEN TECHNO SERVICE ENGINEERS
29	NORTH EAST
30	PRASHANT ADVANCED SURVEY LLP
31	PRASHANT SURVEY
32	MITES LTD
33	SHWETA TECHNOPHILE CONSULTANTS PVT LTD
34	SOWIL LTD
35	SRI INFOTECH
36	SUBODHI TECHNOENGINEERS PVT LTD
37	TECHNICAL CONSULTANCY SERVICES
38	TECHNOCRATS ADVISORY SERVICES
39	TPF ENGINEERING PVT LTD
40	UPHAM INTERNATIONAL CORPORATION
41	V R TECHNICHE CONSULTANTS PVT. LTD.

2. All the terms and conditions of the RFP (Annexure-A) vide Tender ID: 2020_MoRTH_568527_1 shall be adhered to by the empanelled NSV consultants.

3. This issues with the approval of Competent Authority.

Dhan veer Sahu .

(Dhan Veer Sahu)

Executive Engineer (Road Safety Engineering)

For DG (Rd) & SS

Copy to:

1. All CEs in the Ministry of Road Transport & Highways
2. All ROs of the Ministry of Road Transport & Highways
3. The Secretary General, Indian Road Congress
4. Technical Circular file of S&R (P&B) Section
5. NIC-for uploading on Ministry's website under "What's new

Copy for information and necessary action to:

1. Sr. PPS to Secretary (RT&H)
2. PPS to DG (RD) & SS
3. PPS to Addl. Secretary (RT&H)
4. PPS to AS&FA
5. PS to ADG-I/II/III/IV/V
6. PS to JS(T)/ JS(H)/ JS(LA&C)/JS(EIC)

MINISTRY of Road Transport & Highways

Request for Proposal (RFP)

for

Empanelment of Road Safety/Network Survey Consultants

(Government of India)

July 2020

S&R and Road Safety Engineering Cell
MINISTRY of Road Transport & Highways
Parivahan Bhavan, 1, Parliament Street, New Delhi 110 001

Notice for Empanelment of Safety/Network Survey Consultants

1. The MINISTRY of Road Transport & Highways (MINISTRY or the “Authority”) invites applications from the interested consultants for empanelment as Safety Consultant for carrying out safety audit of the **project highway/black spot** in accordance with the safety requirements set forth in IRC SP:88:2019 and/or also as per Schedule - L of the Model Concession Agreement (MCA) of the public private partnership (PPP)/ Hybrid Annuity Model (HAM) projects on Design, Build, Finance, Operate and Transfer (DBFOT) basis and Schedule - H of the Model Concession Agreement (MCA) of the Operation & Maintenance (OMT) projects and Clause 10.1 of model EPC Agreement along with any other provisions as stipulated in the above mentioned agreements. Moreover, MINISTRY also invites application for empanelment of Network Survey Consultant for assessment of condition and inventory etc. of National Highways using Network Survey Vehicle (NSV).
2. **Interested Applicants before submitting the proposal shall mandatorily register themselves with the National Portal for Infrastructure Consultancy Firms with Key Personnel, i.e. at ‘INFRACON’ at www.infracon.nic.in along with the firm’s credentials and CVs of Key Personnel uploaded in the INFRACON site. The copy of both INFRACON firm credentials and INFRACON CVs are to be included with the application.**
3. The Firm may download the documents for Empanelment of Safety/Network Survey Consultants from the e-tender portal <https://etenders.gov.in> and MINISTRY website, i.e. <https://www.morth.nic.in>. The applicant shall be required to submit along with application form a non-refundable fee of INR 5,000/- (Rupees Five Thousand only) by way of **online payment only (payment through other modes shall not be accepted), through Bharat Kosh (payable to PAO, W&A Ministry of Road Transport & Highways, New Delhi)**. The online payment receipt shall be submitted along with the submission of application form. The applicants shall not submit more than one application for the same team. The application form without proof of payment of application fee will be rejected without any intimation.
4. MINISTRY shall not be responsible for any delay, loss or non-receipt of documents for Empanelment of Safety/Network Survey Consultants sent by post / courier. Further, MINISTRY shall not be responsible for any delay in receiving the Applications and reserves the right to accept / reject any or all applications without assigning any reason thereof.
5. The document for Empanelment of Safety/Network Survey Consultants, downloaded from MINISTRY website, contains brief information about requirements and process regarding empanelment.
6. The empanelment of Safety/Network Survey Consultant is a continuous process and interested consultants may submit their application for empanelment in response to Notice for the same issued in MINISTRY website from time to time.
7. Further, all copies of Application must be submitted in online only, on e-tender portal <https://etenders.gov.in> with all pages numbered serially, along with an index of submission. Applicants are requested to submit the information exactly in the form or format prescribed in the document for Empanelment of Safety/Network Survey Consultants, failing which MINISTRY may evaluate the application to the best of its interpretation. In the event of any of the instructions mentioned herein have not been adhered to, MINISTRY may reject the Application.
8. The submission of the Application for Empanelment of Safety/Network Survey

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Consultants may be made in the manner specified in the document at the address given below on or before the due date and time of submission specified in the document on all working days.

9. For participating in the tender, the authorized signatory holding Power of Attorney or Person granting Power of Attorney shall be the Digital Signatory. In case the authorized signatory holding/granting Power of Attorney and Digital Signatory are not the same, the bid shall be considered nonresponsive. The procedure for applying online on e-tender portal is available at <https://etenders.gov.in>.
10. The firm/team once empanelled shall remain valid for five years or till such time they continue to satisfy the terms & conditions of this empanelment and there is no material changes from their respective empanelment proposal, whichever is earlier.
11. **Bidding Schedule**
 - i. Period of downloading of Bid / Sale of Tender Document : 01.07.2020 to 17.08.2020 (11 AM)
 - ii. Last for submitting Pre bid queries: 20.07.2020 (5 PM)
 - iii. Deadline for submission of bids (Due date): 17.08.2020 (11 AM)
 - iv. Opening of Proposal/Bid: 18.08.2020 (11 AM)

Chief Engineer
S&R and Road Safety Engineering Cell
MINISTRY of Road Transport & Highways
Parivahan Bhavan, 1, Parliament Street, New Delhi 110 001

MINISTRY OF ROAD TRANSPORT & HIGHWAYS
APPLICATION FOR EMPANELMENT OF SAFETY/NETWORK SURVEY CONSULTANTS
FOR MINISTRY PROJECTS
GENERAL INFORMATION

1. MINISTRY of Road Transport & Highways (**MINISTRY**) is responsible for the development and maintenance and management of National Highways in the Country so as to ensure safer and smooth traffic. The requirement of engaging Road Safety Consultant has also been stipulated in IRC:SP:88:2019 and also in Schedule - L of the Model Concession Agreement (MCA) of the PPP/HAM projects on Design, Build, Finance, Operate and Transfer (DBFOT) basis and Schedule - H of the Model Concession Agreement (MCA) of the Operation and Maintenance (OMT) projects and Clause 10.1 of EPC Agreement, O&M Agreement & Item Rate contracts along with any other provisions as stipulated in the above mentioned agreements. Furthermore, MoRTH has mandated the use of Network Survey Vehicle (NSV) for assessment of Road condition and inventory for National Highway projects before start of the work, before issue of completion certificate and every 6 months after completion.
2. The projects on DBFOT / HAM/ EPC etc, basically constitute up-gradation involving construction of 2/4/6-lane highway including bridges and tunnels; widening and rehabilitation of bridges and culverts; construction of high embankment/ elevated structures/ ROBs/RUBs/VUPs/LVUPs/PUPs/CUPs, wayside amenities etc. along the existing highways including provision of realignment and bypasses. Similarly, OMT projects constitute operation and maintenance of 2/4/6 - lane highway including bridges and tunnels. The construction works under such projects involve use of modern equipment and construction practices / techniques such as Network Survey Vehicle (NSV). As per the terms and conditions of the Concession Agreement(s), the Concessionaires are required to develop, implement and administer a surveillance and safety programme for providing a safe environment on or around the Project Highway and or comply with the safety requirements set forth in Schedule - L of DBFOT/ HAM Agreements and Clause 10.1.5 & 10.1.6 of EPC Agreement and Schedule - H of OMT Agreement in development, construction, operation & maintenance phases of a Project. However, the safety audit work shall be carried out as per relevant safety provision of the contract and IRC SP 88-2019
3. Consultants shall apply as a sole firm, Company in form of Proprietary and Partnership. No joint venture/ Associate shall be allowed.
4. Consultants who have been debarred by MoRTH or any of its implementing agencies and the debarment is in force as on the date of application, need not apply as their application shall not be entertained.
5. In this document, unless the context otherwise requires, reference to a firm or consultant or bidder or applicant shall be construed as reference to any individual firm, /Proprietary, Organization or Company.
6. The empanelment is neither an agreement nor an offer by the MINISTRY

to the prospective applicants or any other person. The purpose of this is to provide interested parties with information that may be useful to them in the formulation of their proposals. Each applicant should, therefore, conduct its own assessment about the assignment before submitting the proposal.

7. Please note that:

- (i) The cost of preparing the proposal shall not be reimbursable as a direct cost of assignment; and
- (ii) MINISTRY is not bound to accept any of the proposals received by it and reserves the right to annul the selection process at any time prior to empanelment, without assigning any reason thereof and shall not be liable for any expenditure incurred by the applicants.

8. In order to avoid conflict of interest, any firm associated with the Concessionaire of any of the project highway as its Design Consultant and / or Construction Supervision Consultant shall not be eligible to participate in the financial bidding for the same project, even after empanelment, at the project specific / RFP stage.

9. Those Consultants who were engaged by the MINISTRY or its implementing agencies for any project/black Spot as Design Consultants for preparation of Detailed Project Reports or Supervision Independent Engineer or Consultant shall not be permitted to submit proposal for providing the consultancy services as Safety Consultant for the same project, even after empanelment at the project specific / RFP stage.
10. Consultants have an obligation to disclose any such situation factual or potential conflict that impacts their capacity to serve the best interest of MINISTRY, or that may reasonably be perceived as having this effect. Failure to disclose said situations may lead to disqualification/delisting of the Consultant or the termination of its Contract and/ or any other action as deemed fit by MINISTRY at any stage.

11. It is MINISTRY's policy that the Consultants observe the highest standard of ethics during the selection and execution of such contracts, if assigned work on the basis of competitive financial bid after empanelment. In pursuance of this policy, the MINISTRY:

(a) Defines, for the purpose of this paragraph, the terms set forth below as follows:

- (i) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence the action of a public official in the selection process or in contract execution;
 - (ii) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
 - (iii) "Collusive practices" means a scheme or arrangement between two or more consultants with or without the knowledge of the Client, designed to establish prices at artificial, non-competitive levels;
 - (iv) "Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract.
- (b) Will reject a proposal for empanelment, if it determines that the

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Consultant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question;

(c) Will declare a firm ineligible, either indefinitely or for a stated period of time to be empanelled if at any time it determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract; and

(d) Will have the right to include a provision requiring consultants to permit the MINISTRY to inspect their accounts and records relating to the performance of the contract and to have them audited by authorized representatives of MINISTRY.

12. Consultants shall not be under a declaration of ineligibility for corrupt and fraudulent practices. Furthermore, the Consultants shall be aware of the provisions on fraud and corruption as stated above.

13. Consultants shall furnish information on commissions and gratuities, if any, paid or to be paid to agents relating to this proposal and during execution of the assignment, if the Consultant is empanelled.

14. The Consultants may request a clarification of any of the conditions in the request for empanelment document as indicated in clause 19. Any request for clarification must be sent through e-mail to the MINISTRY's address indicated above. MINISTRY will respond to such requests by providing clarification / amendment through e-mail or through MINISTRY web-site.

15. At any time before the submission of proposals, MINISTRY may for any reason, whether at its own initiative or in response to a clarification requested by a consulting firm, modify the documents by amendment. Any amendment shall be issued as Addendum and would be hosted on MINISTRY website, which will be binding on them. MINISTRY may at its discretion extend the deadline for submission of the proposal.

16. Consulting firms interested in empanelment can download the application format from e-tender portal <https://etender.gov.in> or MINISTRY website <https://www.MINISTRY.gov.in>. The applicant shall be required to submit along with application form a non-refundable fee of INR 5,000/- (Rupees Five Thousand only) by way of **online payment only (payment through other modes shall not be accepted)**, through Bharat Kosh (payable to PAO, W&A Ministry of Road Transport & Highways, New Delhi). The online payment receipt shall be submitted along with the submission of application form. The applicants shall not submit more than one application for the same team. The application form without proof of payment of application fee will be rejected without any intimation.

17. ACCESSING OF APPLICATION FORM FOR EMPANELMENT:

To participate in the empanelling process, it is mandatory for the consultants:

- a. To apply in the prescribed application form only. The application form along with

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document can be downloaded from the e-tender portal <https://etender.gov.in> or MINISTRY website <https://www.morth.nic.in>.

- b. To declare the name of person who will sign the application form along with Power of Attorney (PoA) / Authority Letter for signing of the application.
- c. The proposal shall be submitted in English language and all correspondence shall be in the same language.
- d. **Interested Applicants shall register themselves with the National Portal for Infrastructure Consultancy Firms and Key Personnel, i.e. 'INFRACON' at www.infracon.nic.in along with the firm's credentials and CVs of Key Personnel uploaded on the INFRACON site. The copy of INFRACON firm credentials and INFRACON CVs are to be included with the application.**
- e. Each page of the application form should be signed by the authorised signatory along with seal and pages should be numbered serially. Applications should be submitted online only with all pages sequentially numbered either at the top or at the bottom right hand corner of each page, e.g. by writing page 1 of 10 on page 1, if total pages are 10.
- f. The amendments/ clarifications related to the empanelment, if any, will be hosted on the MINISTRY website only.
- g. Enclosures to the proposal must be received not later than the above specified date and time in the manner specified above. MINISTRY shall not be responsible for any delay, damage, loss or non-receipt to enclosure to the proposal sent by post/ courier. Incomplete applications shall be rejected without any intimation. Further, MINISTRY reserves the right to accept/ reject any or all applications without assigning any reason thereof.
- h. The consultants selected for empanelment will be intimated by post/email and the same shall also be hosted on the website.
- i. Only empanelled consultants shall be allowed to participate in the financial bid. Work shall be assigned to a consultant on the basis of competitive financial bidding process.
- j. The empanelment of Safety/Network Survey Consultant is a continuous process and interested consultants may submit their application for empanelment in response to Notice for the same issued in MINISTRY website from time to time.

18. The following schedule is to be followed for this assignment:

- | | |
|---|---------------------------|
| i) Application Format may be downloaded from MINISTRY website : | } As mentioned in the NIT |
| ii) Last date of receipt of queries at MINISTRY : | |
| iv) Last date of submission of application : | |

N.B.: The bidders may submit the bid at any time on all working days during working hours.

19. The duly filled up application format along with enclosures and application fee payment receipt is to be submitted online on e-tender portal <http://etender.gov.in>:

20. Eligibility Requirement:

20.1 (I) Essential Qualification of the Firm:

a) For empanelment for MINISTRY contract package either for Road Safety Consultant and/or Network Survey Consultant

At least 2 No. of key personnel in the firm in Sr. positions having graduation in Civil

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Engineering, and permanent employment with firm for more than 1 years and having 10 year of experience association with preparation of DPR / Supervision / construction / safety audit/ work zone safety audit / traffic planning of 2/4/6/- lanes highways projects.

S. No.	Position	No.
1	Sr. Road Safety Auditor-cum-Team Leader	1
2	Road Safety Auditor	1
3	Road Safety Audit Assistant/Apprentice	1
	Total	3

b) Only for Road Safety Consultant

b.1) A firm must have at least the team of following key personnel required for performing the safety consultants' job for MINISTRY contract package.

b.2) Qualification and Competence of key personnel of the Firm:

i. Sr. Road Safety Auditor-cum-Team Leader

Essential Qualifications:

- Graduate in Civil Engineering from Recognised University.
- Minimum 10 years of experience in design, construction and maintenance of roads. In case of PG/MTech in traffic, transport and safety 7 years of experience is required.
- Have completed an approved road safety audit training program of two weeks duration.
- Have a minimum of three years practical experience in road safety, and
- Have completed at least five safety audits. At least three of the five audit must be at design stage.
- The age shall not be more than 70 years.

ii. Road Safety Auditor

Essential Qualifications:

- Graduate in Civil Engineering/Traffic Planning from recognised University.
- Minimum 7 years of experience in design, construction and maintenance of roads. In case of PG/MTech in traffic, transport and safety 5 years of experience is required.
- Have completed an approved road safety audit training program of two weeks duration.
- Have a minimum of two years practical experience in road safety, and
- Have completed at least three safety audits.
- The age shall not be more than 65 years.

(iii) Road Safety Assistant/Apprentice:

Essential Qualifications:

- Graduate in Civil Engineering; or
- Diploma in Civil Engineering with more than 2 years' experience in design, construction and maintenance of roads.
- Have completed an approved road safety audit training program of two

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weeks duration

d. The age shall not be more than 45 years.

c) For empanelment for MINISTRY contract package for Network Survey Consultant

A firm intended to be empanelled for Network Survey Consultant for carrying out NSV survey may produce any of the following document:

- a. Documents possessed by the consultant in proof of Ownership of NSV.
- b. An undertaking that NSV shall be hired/leased from any of the company/firm.

Note 1: The Consultant while submitting the proposal shall explicitly mention that their empanelment application is for Safety Consultant or Network Survey Consultant or Both.

Note 2: It is clarified that the consultant who will be producing either of the above stated documents would also be empanelled for carrying out NSV in addition to their empanelment as Road Safety Consultant provided he meets the qualifying details as mentioned in the RFP document. Otherwise, the firm shall be empanelled only as a Road Safety Consultant or Network Survey Consultant depending upon their submission of documents and meeting qualification criterias as mentioned in the RFP.

20.2 The applicant shall furnish contact particulars of the relevant officers of the clients for the works executed by them, to enable MINISTRY to verify the claim of the applicant. The applicant shall also furnish the following:

- (a) For evaluation of CVs of Key Personnel for this empanelment, copies of CVs as extracted from INFRACON website shall be submitted; CVs other than these shall not be evaluated.

20.3 The Eligibility Requirement, mentioned above is for the purpose of initial screening of the Applications only. **However, it is specified herein that each team of a firm shall not be eligible for award of more than six MINISTRY/Authority/Contractor/Concessionaire contract packages at any point of time. Further, firms having more than one team may submit separate proposals for each team, for empanelment, without duplication of any of the key personnel. Also, a firm shall not be allowed to propose more than one team for the same MINISTRY contract package.**

20.4 Test of Responsiveness

Prior to evaluation of Applications, the Authority shall determine whether each Application is responsive to the requirements of this RFP. An Application shall be considered responsive only if:

- a. it is received by the Application Due Date including any extension thereof;
- b. it is accompanied by the application fee receipt;
- c. it contains copies of firm credential & CVs (Annexure II for Road Safety

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- Experts and Annexure VI for key personnel other than Key personnel than Road Safety Experts) both as extracted from INFRACON portal;
- it contains 2 weeks Road Safety Audit Training Certificate from IAHE/IIT/NIT/CRRRI for Key personnel;
 - it contains CVs & Annexure-IV and CVs and Annexure-IV are to be duly signed by the Key Personnel;
 - It contains documents/undertakings for NSV Consultancy as per Annexure-VII
 - all Key Personnel are below age as indicated in the essential qualification
 - It contains power of attorney (POA)/Authority letter for signing the application.
 - It is digitally signed by person holding Power of Attorney.
 - all the pages of the Application are signed by the Authorised Signatory, stamped & serially numbered.
 - it does not contain any condition.

21. **Evaluation criteria and marking system:** The Evaluation criteria and marking system for empanelment of consultants shall be as under:

S. No.	Criteria
(i)	Experience of the Firm in terms of strength of key personnel
(ii)	Qualification and competence of Key Personnel

i. Experience of the Firm in terms of strength of key personnel:

Criteria
For empanelment for MINISTRY contract package At least 2 No. of key personnel in the firm in Sr. positions having graduation in Civil Engineering, and permanent employment with firm for more than 1 years and having 10 year of experience association with preparation of DPR / Supervision / construction / safety audit/ work zone safety audit / traffic planning of 2/4/6/- lanes highways projects.
For less than 2 key personnel - fail
For 2 or more key personnel - pass

Details may be provided as per Performa placed at Annexure-VI. Pay slips are to be provided for 1 year for the stated key personnel's.

(ii) Qualification of Key Personnel

A. Sr. Road Safety Auditor-cum :--Team Leader

Essential Qualification	Yes/ No
Graduate in Civil Engineering from Recognized University	
Minimum 10 years of experience in design, construction and maintenance of roads. In case of PG/MTech in traffic, transport and safety 7 years of experience is required	

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Have completed an approved road safety audit training program of two weeks duration	
Have a minimum of three years practical experience in road safety	
Have completed at least five safety audits. At least three of the five audit must be at design stage	
The age shall not be more than 70 years	

(B) Road Safety Auditor

Essential Qualification	Yes/ No
Graduate in Civil Engineering/Traffic Planning from recognized University.	
Minimum 7 years of experience in design, construction and maintenance of roads. In case of PG/MTech in traffic, transport and safety 5 years of experience is required.	
Have completed an approved road safety audit training program of two weeks duration	
Have a minimum of two years practical experience in road safety	
Have completed at least three safety audits	
The age shall not be more than 65 years	

(C) Road Safety Assistant/Apprentice:

Essential Qualification	Yes/ No
Graduate in Civil Engineering/ Diploma in Civil Engineering with more than 2 years' experience in design, construction and maintenance of roads	
Have completed an approved road safety audit training program of two weeks duration	
The age shall not be more than 45 years	

- (D)** A firm intended to be empanelled for Network Survey Consultant
- Documents possessed by the consultant in proof of Ownership of NSV.
 - An undertaking that NSV shall be hired/leased from any of the company/firm.

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Essential Qualification	Yes/ No
Documents possessed by the consultant in proof of Ownership of NSV or An undertaking that NSV shall be hired/leased from any of the company/firm.	

22. Foreign firms & Joint Venture / Association of Firms:

22.1 Foreign firms shall be considered for empanelment only when the firm has a lawfully established representative office in India. However, no joint venture/ associate shall be allowed.

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(MINISTRY of Road Transport & Highways, Government of India)
Parivahan Bhavan, 1, Parliament Street,, New Delhi-110001

To

**Sub: Application for Empanelment of Safety/Network Survey Consultants for
MINISTRY Projects - reg.**

Sir,

1. MINISTRY intends to invite applications for the empanelment of safety/Network Survey consultants for carrying out the safety audit of the highway projects /assessment of road condition & inventory using NSV.
2. The requirement of engaging Safety Consultant has also been stipulated in Schedule - L of the Model Concession Agreement (MCA) of the PPP/HAM projects on Design, Build, Finance, Operate and Transfer (DBFOT) basis and Schedule - H of the Model Concession Agreement (MCA) of the Operation and Maintenance (OMT) projects and Clause 10.1 of EPC Agreement, O&M Agreement & Item Rate contracts along with any other provisions as stipulated in the above mentioned agreements. Furthermore, MoRTH has mandated the use of Network Survey Vehicle (NSV) for assessment of Road condition and inventory for National Highway projects before start of the work, before issue of completion certificate and every 6 months after completion.
3. Eligibility and evaluation criteria have already been defined above under General Information. **It is specified herein that a single team comprising of key personnel as mentioned at Para 20.1(I) shall not be eligible for award of more than six MINISTRY/Contractor/Concessionaire contract packages at any point of time. Further, firms having more than one team may submit their proposal for multiple teams for empanelment, without duplication of the key personnel in any of the proposed teams. A firm shall also not be allowed to propose more than one team for the same MINISTRY contract package. The applications shall be evaluated on the basis of above criteria.**
4. The firm shall furnish its relevant experience strictly as per format given at Annexure I, II, III, IV, V, VI & VII. The firm must supplement the experience claimed by furnishing the copies of certificates from client, clearly indicating the actual service provided by the firm for the project claimed to have executed.
5. The firm shall furnish the Curriculum Vitae (CV) of the key personnel as per format given at Annexure II. The CVs must be signed by key personnel and counter-signed by authorised representative in ink on each and every page and should not be older than three months from the date of submission of application. Photograph of the key personnel shall be affixed on their respective CV. The contact address with

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telephone / mobile number, e-mail ID of the key personnel should also be furnished. The CVs must indicate the actual service provided by the key personnel in detail. A key person associated with more than one firm shall not be considered and his CV will be rejected without assigning any reason. The firm shall also enclose copies of CVs as extracted from INFRACON.

6. The firm is also required to furnish duly notarised undertaking regarding correctness of information, non-debarment/blacklisting etc. of the firm on non-judicial stamp paper as per format given on Annexure-V.
7. It is suggested that the firm should fill up Annexure-I, vis-à-vis the supporting details vide Annexure II, III, IV, V, VI & VII and any other information with due care so as to avoid any ambiguity.
8. In case spaces available in the Annexure-I, II, III, IV, V, VI & VII are limited to accommodate all the information, separate sheets may be used for the purpose so that relevant information submitted are adequate, neat and legible.
9. The applications not complying with the above mentioned stipulations and found to be deficient in any respect shall be summarily rejected without any intimation.
10. Consulting firms should note that only authenticated information should be provided in the prescribed format. Information provided by the consulting firms will be verified through RTI or any other means and if any of the information provided by the consultant is found incorrect/false, then it may lead to rejection of a firm's proposal summarily at any stage even after empanelment or award of work. Firms/ Personnel submitting false/incorrect information, or suppressing the information shall be debarred from empanelment for two years and shall not be eligible to participate in empanelling/bidding in any project of National Highways undertaken by MINISTRY.

All the applications should be submitted online only on e-tender portal <https://etenders.gov.in> with all pages sequentially numbered as mentioned. All pages of the application document shall be initialled by authorised signatory of the applicant. It should also have an index giving page wise information of above documents and strictly in sequence given in the format at Annexure I. Incomplete application shall be summarily rejected.

11. The MINISTRY reserves the right to reject any or all applications without assigning any reasons thereof. After evaluation, a panel of consultants will be formed depending on the capacity and experience of the consultants who shall be eligible to participate in competitive financial bidding for appointment of safety consultants for black spot/BOT (DBFOT) /HAM/ EPC/ OMT/O&M/Item Rate projects as and when necessary.
12. Notwithstanding the formation of these panels the MINISTRY may go in for separate qualification for specific assignments, if it so decides.
13. The applicant shall not be considered for empanelment if the applicant is debarred/ blacklisted at the time of submission of the application in the MINISTRY. The applicant shall submit litigation history/undertaking on non-judicial stamp paper duly notarised to the effect that the applicant has not been debarred or blacklisted by MINISTRY or its implementing agencies at Annexure-V.
14. If the applicant after empanelment changes its name, they may seek for incorporation of the change of name in the empanelled list with full documentary proof.
15. The firm/team once empanelled shall remain valid for 5 years or till such time they continue to satisfy the terms & conditions of this empanelment, whichever is earlier, and there is no material change from their respective empanelment proposal.

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Yours faithfully,

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S&R and Road Safety Engineering Cell

Encl: Annexure I, II, III, IV, VI & VII

**Empanelment of Safety/Network Survey Consultancy Services for MINISTRY projects
TERMS OF REFERENCE**

These terms of reference are tentative/ suggestive in nature and same may be modified as per the project specific requirement and at the time of appointment of empanelled consultant

1. General

1.1 MINISTRY of Road Transport & Highways (MINISTRY) is responsible for the development and maintenance and management of National Highways in the Country so as to ensure safer and smooth traffic. The requirement of engaging Safety Consultant has also been stipulated in IRC:SP:88:2019 and also in Schedule - L of the Model Concession Agreement (MCA) of the PPP/HAM projects on Design, Build, Finance, Operate and Transfer (DBFOT) basis and Schedule - H of the Model Concession Agreement (MCA) of the Operation and Maintenance (OMT) projects and Clause 10.1 of EPC Agreement, O&M Agreement & Item Rate contracts along with any other provisions as stipulated in the above mentioned agreements. Furthermore, MoRTH has mandated the use of Network Survey Vehicle (NSV) for assessment of Road condition and inventory for National Highway projects before start of the work, before issue of completion certificate and every 6 months after completion.

1.2 The Model Concession Agreements (MCA)/ Contract documents stipulate that the Concessionaire shall develop, implement and administer a surveillance and safety programme for providing a safe environment on or about the Project Highways and/or shall comply with the safety requirements set forth in Schedules/ Clauses of the Concession/Contract Agreement in Development, Construction and Operation & Maintenance Phases of the Project.

1.3 The Agreements also envisage that MINISTRY shall appoint an experienced and qualified firm or organization as a "Safety Consultant" for carrying out safety audit of the Project Highway in accordance with the safety requirements set forth in Schedules/ Clauses for the aforesaid Phases of Project.

1.4 MINISTRY intends to invite applications from the interested consultants for empanelment as safety consultant for carrying out safety audit of the project highway/Black spots in accordance with the safety requirement set forth in IRC:SP:88:2019 and/or also in Schedule - L of the Model Concession Agreement (MCA) of the PPP/ HAM projects on Design, Build, Finance, Operate and Transfer (DBFOT) basis, Clause 10.1 of EPC contract and Schedule - H of the Model Concession Agreement (MCA) of the operation and maintenance (OMT) projects, O&M projects and Item Rate contracts. Moreover, MINISTRY also intends to invite application for empanelment of Network Survey Consultant for assessment of condition and inventory etc. of National Highways using Network Survey Vehicle (NSV).

1.5 **Duties and Responsibilities of Network Survey Consultant:** The broad requirements are indicated in the relevant paras of Road Condition Survey using NSV in the Terms of Reference (ToR) of RFP Document for appointment of

Independent/Authority's Engineer circulated vide MoRTH letter no. H-39011/30/2015-P&P (Pt.-I) dated 15.02.2019.

1.6 Duties and Responsibilities of Safety Consultant: The broad requirements are as indicated in the IRC:SP:88:2019, Schedule 'L' in BOT contract, Clause 10.1 of EPC contract and Schedule 'H' of Model Concession Agreement. In addition, the scope of services shall include but not limited to the following described below.

2. Methodology to be adopted by Safety Auditor

Safety Consultant shall conduct the safety audits during road design development, project construction implementation and operation/maintenance periods as per IRC: SP:88 2019. Later on, the successful bidders will submit the inception report including detailed methodology, check lists and procedure within 20 days after signing of agreement. Scope of check list and procedures, which the safety consultant has to follow are as per latest IRC Manual on Road Safety Audit (IRC: SP:88 2019). This Inception Report will be submitted to the Regional Officer. Methodology, Check Lists and Procedures to be adopted are to be project specific and approved by the concerned Regional Officer/ Field officer of MINISTRY or its implementing. Consultants are free to suggest methodology, check list, procedure and good international practices as adopted in the countries like Australia, Sweden, USA, UK, etc., wherein IRC manual/guidelines are not available.

3. During Development Period

3.1 Road Safety Audit – Carry out a Road Safety Audit (RSA) adhering to the relevant RSA stage as per latest IRC: SP:88 “Manual for Road Safety Audit” and provision of respective concession/contract agreement of the project and good industry practices; and prepare a draft Road Safety Audit Report at the design stage. The audit shall take into consideration all the aspects given in the checklist of latest IRC: SP:88 2019. The report thereof (the “Safety Report”) shall be submitted to the Regional Officer, MINISTRY, in five copies. One copy each of the safety report shall be forwarded by the RO to the Concessionaire, the Independent Engineer and the Road Safety Cell forthwith.

4. During Construction

4.1 The audit during the construction stage shall be carried out in reference to the provisions made in IRC: SP:55 (Guidelines on Traffic Management in Work Zones) and following the latest IRC manual for road safety audit, i.e. IRC: SP:88 2019 or any modifications thereof and provision of respective concession/contract agreement of the project and good industry practices.

4.2 In addition to the Road Safety Audit Report for various Construction Stages, Consultants shall also prepare, as part of the RSA Report, the detailed status of compliance of audit recommendations of the development stage and any previous audit of construction stage. The scope for each of such inspection/audit shall include but not be limited to identifying any gaps in provision of safety features, as per the recommendations of audit at development stage and previous construction stage safety audits.

4.3 At the stage of physical progress of 95-100% of construction (as will be suggested by Regional Officer), the Consultant shall conduct a Pre-Opening Stage Audit following the template given in this TOR.

5. Maintenance/Operation Period

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Road Safety Audit – Carry out a Road Safety Audit (RSA) adhering to the relevant RSA stage as per latest IRC: SP:88 “Manual for Road Safety Audit” and provision of respective concession/contract agreement of the project and good industry practices. The Consultants shall carryout the Existing Road/Operation Stage Audit and Investigation of Accident Prone Locations, which will involve the following activities, but not limited to:

5.1 Analyze collisions in the historical accident data in conjunction with the traffic manoeuvring to identify potential causes of accidents.

5.2 Develop/ identify potential mitigation measures in order to curb the frequency and severity of collisions. Provide remedial measures for improvement of black-spots and accident prone locations along with detailed design report including necessary road signs and pavement marking plans based on the IRC Guidelines.

6. Project Team

6.1 The services will be required generally for a single contract package of approximately 50 to 100 km length. Some of the packages can be of less/more in length, and the firm shall deploy at least the following key personnel as mentioned in Clause 6.2. If the length of the project package is longer than 100km, the time duration for Key Professionals may be increased by 10% (of base duration) for every increase of 50 km.

6.2 The qualification and experience requirements of the following Key professionals will be evaluated, and are given below with man-months input required for 60-100 km standard project length.

S. No.	Position	No	Minimum Man-Months		
			Development	Construction	Operation/ Maintenance*
1	Sr. Road Safety Auditor-cum-Road Safety Team Leader	1	2.0 Months	3.0 Months	1.0 Month
2	Road Safety Auditor	1	1.5 Months	2.0 Months	1.0 Months
3	Road Safety Assistant/ Apprentice	1	1.5 Months	2.0 Months	1.0 Months
	Total	3			

*Tentative Man-Months requirement during a period of 1 year.

6.3 The firm shall be empanelled along with the specific team of key person for a position of Sr. Road Safety Auditor-cum-Road Safety Team Leader, Road Safety Auditor& Road Safety Assistant/ Apprentice. The firm with the specific team will carry out the Road Safety Audit. In case any member of the team is not available, fresh empanelment with a particular team would be required.

6.4 Coordinator: - The firm shall designate its Senior Technical Director or an appropriate senior officer who has experience in Road/ Bridge construction as the coordinator for the assignment. The coordinator on date of commencement of services under this assignment shall visit the site and acquaint with the project/ assignment and hold audit commencement meeting with the respective Regional Officer and Road Safety Audit team. Thereafter, the coordinator shall be responsible for coordination of activities under the contract, interaction with MINISTRY and signing all letters/ reports on behalf of the firm. The inputs including site visits/ visits to MINISTRY, New Delhi during the entire period of services/ contract, the Coordinator shall be incidental to this assignment and no separate payment shall be made in this regard. Finally, on completion of road safety audit work, Coordinator along with Road Safety Audit team shall hold a closing meeting with Regional Officer and IE/AE of the Project.

7. Expected Inputs of Experts and Support Staff:

7.1 Schedule 'L' prescribes the timelines for the assignments of Safety Consultants for various stages of a project (development, construction and operation). In case of development period, Para 4.3 of Schedule 'L' envisages that safety audit shall be completed in a period of 3 months. However, the drawings containing the design details to be provided by the Concessionaire (Ref. Para 4.2 of Schedule 'L') and collection of any data required for various audits is an ongoing process during the entire construction period of the project. Hence, the Safety Consultant shall review the set of drawings/ designs as and when provided to him by MINISTRY during the development/construction period of the project from safety perspective. Input of key personnel can be intermittent as per the project requirement. However bidder will have to indicate the man-month of personnel with breakup of cost for each personnel to be engaged in the work plan as part of their financial bid. The firm shall have to furnish information regarding deployment of their proposed key personnel with their intermittent inputs in the other projects in hand and the personnel deployed thereon in the prescribed form of the RFP.

7.2 Schedule 'H' describes the function of safety consultants for OMT projects.

7.2.1 The safety audit during development period shall be completed in a period of three months and a report thereof (the "Safety Report") shall be submitted to the Regional Officer, in five copies. However, as mentioned above in clauses 3.4, 6.2 and 7.1 above, the road safety audit for design stage may continue beyond the development stage. One copy each of the safety report shall be forwarded by the Regional Officer to the Concessionaire and the Independent Engineer forthwith. Ideally all designs are to be completed and audited during Development stage. Due to any reason whatsoever, if some of the designs are forwarded to Safety Consultants in Construction stage also, these are also to be audited by Safety Consultants and shall give recommendations as part of Development Stage Safety Audit.

7.3 The firms/ organizations shall make their own assessment of key and support personnel to undertake the assignment. Additional staff or personnel, if required (e.g. for Fire, Mechanical safety, etc.) to complete the assignment in the prescribed time, must be provided, within the total quoted cost only. MINISTRY shall not be responsible for any wrong assessment by the firms/ organizations and shall not in any case bear any additional cost arising there from. The firms should assess the inputs at site and office for each expert and support staff for completing the assignment within the above timelines, which shall be indicated by the firm in

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the Financial Proposal. The firms should make its own arrangements for office space, equipment, computer hardware/ software, etc. A certificate has to be recorded by the Regional Officer, MINISTRY about the presence of named experts and support staff at site (for their intermittent inputs) for release of payment as per cost breakup given by the Consultant.

8. Deliverables

8.1 Development Stage

S. No	Report & Frequency	Timeline
1	Inception Report covering all safety audit activities including finalisation of methodology, implementing schedule, training requirement as per TOR.	Within 20 days of date of commencement of services/ as per instruction of MINISTRY depending on the project status
2	The Draft report (the "Safety Report") shall be submitted for Design Stage Audit to the Regional Officer, MINISTRY, in five copies. One copy each of the safety report shall be forwarded by the RO to the Concessionaire and the Independent Engineer forthwith. This shall be as per the standard template of RSA report given in this TOR.	Within 3 (three) months from date of commencement of services or date of handing over of good for construction (GFC) drawings by the concessionaire/ contractor, whichever is later.
3	Safety Consultant shall conduct the Audit Completion Meeting with recorded minutes for acceptance/compliance by RO/PD/Concessionaire/ Contractor. Including all these, furnish the Final Safety Report for Design Stage Audit as per the standard template of RSA report given in this TOR.	Within 15 days of receiving comments by MINISTRY/IE/Concessionaire or audit completion meeting, whichever is later
4	As the submission of design may be in batches, the Draft RSA Report and Final RSA Report for design stage shall be more than once and it can run into the construction stage also.	Draft report will be submitted within 15 days of submission of design by Concessionaire and Final RSA report shall be submitted within 15 days of receipt of the comments by RO MINISTRY/IE/Concessionaire.

8.2 Construction Stage

S. No	Report & Frequency	Timeline
1	The Consultant should examine the proposed Traffic Management Plan (TMP) submitted by the Concessionaire, to check whether it is befitting to the Construction Stage, prior to mobilization of construction, and recommend	The Consultant first examined the TMP and reported along with the design audit report giving recommendations for enhancement, if any.

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	the TMP for approval.	First Report shall be the Construction stage audit Report of TMP prepared by the Contractor or Concessionaire, which will be as per the template given in this TOR.
2	A Construction Stage road safety audit, at every four months or as per the physical progress of construction, for work zone(s) safety for the entire construction period following the standard template of RSA report given in this TOR. Safety Consultant shall conduct the Audit Completion Meeting with recorded minutes for acceptance/compliance by RO/PD/Concessionaire/ Contractor. Including all the comments from RO/PD/IE/Concessionaire and the acceptance/compliance, furnish the Final Safety Report for Construction Stage Audit as per the standard template of RSA report given in this TOR	Subsequent Reports shall be the Construction Stage Audit Report of worksites and TMP being implemented with all earlier recommendations for enhancement, if any, at the site prior to commencing construction, for the entire period of construction. Within 7 days of receiving comments by RO/PD (MINISTRY)/IE/Concessionaire or audit completion meeting, whichever is later.
4.	Submission of GAP report	Submit a Report of gap observed during the site visit for construction zone(s) audit in reference to the design that being implemented against the Design Stage Audit recommendations forwarded as part of Development Stage Audit. This GAP report shall be submitted once in every four months.
5	Draft Pre-Opening Audit report	One month prior to opening of the highway to traffic or at 90% completion of the construction (as decided by Regional Officer), carryout a pre-opening audit and submit report following the template given in this TOR.
6	Safety Consultant shall conduct the Audit Completion Meeting with recorded minutes for acceptance/compliance by RO/PD/IE/Concessionaire/ Contractor. Including all the comments from RO/PD/IE/Concessionaire and the acceptance/compliance, furnish the Final Pre-Opening stage audit report as per the standard template of RSA report given in this TOR.	Within 15 days of receiving comments by MINISTRY/IE/Concessionaire or audit completion meeting, whichever is later.

8.3 Maintenance/Operation Stage

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S. No	Report & Frequency	Timeline
1	Carryout an existing road or operation stage audit at the end of 6 th , 24 th and 36 th Month of opening the highway to traffic and submit draft report following the template given in this TOR. Safety Consultant shall conduct the Audit Completion Meeting with recorded minutes for acceptance/ compliance by RO/PD/IE/Concessionaire/ Contractor. Including all the comments from RO/PD/IE/Concessionaire and the acceptance/compliance, furnish the Final Operation/Maintenance stage audit report as per the standard template of RSA report given in this TOR.	Existing road/operation stage audit at the end of 6 th , 24 th and 36 th Month of opening the highway to traffic. RSA report shall be submitted to MINISTRY (RO & RSC), Independent Engineer and Concessionaire within 15 days after 6 th , 24 th and 36 th months.
2	Collection of detailed Road Accident data and analysis of fatal and grievous injury accidents with black-spot identification including mapping of chainage wise crashes on strip plan of NH and development of countermeasures at the end of 12 months and 36 months.	Detailed Accident Data will be collected at the end of 12 months and after 36 months of operation of the project highway.
3.	Carryout the topographic survey, traffic and speed survey and develop design/layouts of the countermeasures based on diagnosed issues for the accident prone locations. Furnish the Final Report after receiving the comments of the Draft Report from RO/PD/IE/Concessionaire as per the standard template of RSA report given in this TOR.	Identification of accident prone locations and Countermeasure Report shall be submitted after 12 th and 36 th months of opening the highway to traffic. Final Report shall be submitted after 15 days of receiving the comments from RO/IE/Concessionaire on the draft report.
4	Submission of GAP report.	Submit a Report of gap observed during the site visits for operation stage audit in reference to the observations made in previous report(s). This GAP report shall be submitted as part of Operation Stage Audit.

8.4 All reports including primary data shall be compiled, classified and submitted by the firm to RO, MINISTRY in soft form apart from the reports in hard form including a copy to Road Safety Engineering Cell, MINISTRY. The reports shall remain the property of MINISTRY and shall not be used for any purpose other than that intended under these terms of reference. All the reports will be submitted electronically in addition to 5 hard copies.

8.5 It may be noted that the empanelled firms shall be required to ensure timely completion of the safety consultancy services of the projects awarded to them in bid stage, in an effective manner strictly as per the contract. The performance appraisal of the safety consultant shall be carried out by the Road Safety Engineering Cell based on the report of the concerned Regional Officer. The firms

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shall be liable for cancellation of empanelment and debarment in the event of defaults attributable to the firm for non-timely completion/ poor performance of services, for a period of two years.

8.6 The firm empanelled for carrying out Network Survey Vehicle (NSV) survey shall measure the condition and inventory of the road.

8.6.1 The minimum parameter to be recorded during survey with NSV in each lane shall not be limited to the following:

(a) Inventory of Road: GPS coordinates, Pavement Type, Pavement Width, Terrain, Land use, Shoulder type and width, Drain Type and Width, Median Type and Width, Wayside Amenities, Crash barrier, Signages etc.

(Note- All inventory items shall be recorded both side of road and Geo-tagged with images)

(b) Condition of road: Roughness, Rutting, Distresses (cracking, Potholes, Bleeding, Surface failure etc.)

8.6.2 The frequency of using NSV vehicle shall be before start of the work, before issue of provisional/final completion certificate and every 6 months after completion of work.

8.6.3 The set of deliverables for Network Survey shall be as per relevant para of ToR and Annexure-VII (i.e. output format of NSV survey) of RFP Document for appointment of Independent/Authority's Engineer circulated vide MoRTH letter no. H-39011/30/2015-P&P (Pt.-I) dated 15.02.2019

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Appendix**Application for Empanelment of Safety Consultant/Network Survey Consultant/
Safety and Network Survey Consultant both**

(Please select as applied for)

Letter comprising the Application

Chief Engineer
S&R and Road Safety Engineering Cell
MINISTRY of Road Transport & Highways
Parivahan Bhavan, 1, Parliament Street, New Delhi 110 001
Email: sanjeev.kumar69@nic.in, vishnu.murti@gov.in

**Sub: Application for Empanelment of Safety Consultant /Network Survey
Consultant for projects on DBFOT/HAM/EPC/OMT basis**

Dear Sir,

1. With reference to your invitation of RFP dated /2020, we, having examined the RFP document and understood its contents, hereby submit our Application for the aforesaid project. The Application is unconditional and unqualified.
2. We acknowledge that the Authority will be relying on the information provided in the Application and the documents accompanying such Application for empanelment of the Safety Consultant/ Network Survey Consultant/ Safety and Network Survey Consultant both, and we certify that all information provided in the Application and in Annexure I to VII is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Application are true copies of their respective originals.
3. We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Application.
4. We acknowledge the right of the Authority to reject our Application without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
5. We understand that the Authority shall be at liberty to publish the credentials of the Firm/Personnel submitted as per this RFP document, in public domain and the same may be uploaded by the Authority on their official website. We undertake that we shall have no objection if the Authority uploads/hosts the

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information pertaining to the credentials of our Firm as well as of our key personnel.

6. We agree and understand that the Application is subject to the provisions of the RFP document. In no case, we shall have any claim or right of whatsoever nature if we are not empanelled.

7. We agree and undertake to abide by all the terms and conditions of the RFP document.

We submit this Application under and in accordance with the terms of the RFP document.

Yours faithfully,

Date:

Place:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Name and seal of Applicant

ANNEXURE: I**GENERAL INFORMATION**

1. Name and address of the consultant/consulting firm, INFRACON Registration no. (Enclose INFRACON Registration details and copy of the Firm's credentials as extracted from INFRACON portal)
2. Whether Proprietary/Partnership. The details of the same needs to be indicated.
3. Name of the authorized signatory/ contact person /representative duly certified by the head of the consulting firm/lead partner.
4. Profile of the firm (Please elaborate field of activities)
5. In case of foreign firm, address of representative office in India with documentary proof from the head office abroad.
6. In case of foreign firm, certificate for accepting payment in Indian currency for domestic funded projects.
7. **Structure, Organization& Relevant Experience of Firm:**
 - (i) Date, month and year of incorporation of firm.
 - ii. Standing of the firm (As on the due date of submission of this RFP) in years
 - iii. Firms Relevant Experience in terms of No. of years since establishment
 - iv. No. of key personnel in the firm in senior positions associated with preparation of DPR/ Supervision/ Construction/Safety Audit/ Work zone safety audit/ traffic planning etc. of 2/4/6 lane Highway Projects
 - v. No. of full time key personnel who are in the payroll of the firm as on the due date of submission of this RFP
 - vi. The detailed qualifications and experience of each of the key personnel in years in highway sector (tenure in years in senior position e.g. Team Leader, Dy. Team Leader, Resident/Highway Engineer, key personnel, RetiredCE/SE/EE also needs to be indicated separately in each of the key personnel).

Note

- i) Ref. Page no. of documentary proof in the application may be indicated against each item.
- ii. The consultant shall submit, a copy of original document defining constitution or legal status, place of registration, principal place of business and Power of Attorney (PoA), In case of a proprietary firm and partnership/LLP firm, the document related to registration of the firm with concerned government department shall be submitted. In case of a company, Memorandum of Association/Understanding and Article of Association, Name of directors and shareholders shall also be furnished.
- iii. Please mention number of projects completed by the firm in last 5 years with documentary proof from client. For each project one sheet of Annexure-III should be filled up properly giving as much details as possible.
- iv. The applicant shall furnish contact particulars of the relevant Officers of the clients for which the works have been executed, to enable MINISTRY to verify the claim of the applicant.
 - v) The applicant should also furnish copies of work orders/contracts from the client stating the project title, project value and the brief scope of work of the project along with successful completion certificate mentioning start and end date of the work duly signed by the client organizations project in-charge/ any equivalent officer/the authorized

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signatory, otherwise the project claimed to be executed by the applicant will not be considered for evaluation.

Date:

Place:

(Name and designation of
Managing Director / Head of the firm
/ authorized signatory)

(Name of the firm, Address
Lead Partner in case of Partnership)

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ANNEXURE-II

CURRICULUM VITAE (CV) OF KEY PERSONNEL TO BE SUBMITTED WITH PROPOSAL

INFRACON Registration no. _____ (enclose copy of INFRACON Registered CV)

Affix recent photograph

1. Proposed position
2. Name
3. Contact address with Tel. No. & e-mail ID
4. Date of birth/Date of Retirement
(in case of retired Govt. officers)
5. Nationality
6. Educational Qualification
7. Details of training course on Road Safety
(attach supporting documents/certificates)
8. Language & degree or proficiency
9. Membership of professional societies
10. Countries of work experience
11. Name of the firm where working
(indicate whether full time/ part time employee)
12. Years with the firm
13. Employment record
 1. Name of the employer
 2. Position held
 3. Description of duties
14. Overall Professional Experience in Highway /Traffic & Transportation/ Bridge Engineering/Road Safety/Work Zone Safety etc. or in related field (in years in chronological order starting from present position)
15. Related Work Experience in Road Safety (in years)
16. Details of the Related Work Experience in Road Safety

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Date:
Place:

(Name and designation of
Managing Director / Head of the firm
/ authorized signatory)
(Name of the firm, Address

Lead Partner in case of Partnership)

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ANNEXURE-III

RELEVANT SERVICES CARRIED OUT BY THE FIRM WHICH ILLUSTRATES THEIR
PERFORMANCE DURING LAST 5 YEARS

1. Project Name
2. Country
3. Project location within country
4. Date of Agreement
5. Name and address of client
6. Key Personnel provided
 - a. No. of key personnel
 - b. No. of man months
7. Date of commencement
8. Date of completion
9. Details and Nature of consultancy services:
10. Number of assignment in hand as on date of Agreement with proof shall be submitted
11. Whether project was done alone or as a JV or in association with other firm/firms:
12. Name of Lead Partner in case of JV/Association
13. JV Share of the firm in case of JV
14. No. of man months of key personnel provided by associated firm(s)
15. Name of key personnel involved and functions performed:
16. Function performed by the firm
17. Narrative description of project (Indicating details of projects including length, scope of work, nature of work and qualitative performance)
18. Detailed description of actual services provided by the firm under different categories of assignments.
19. Was the project completed within the stipulated time
20. Reason for delay in completion, if any:

Date:

Place:

(Name and designation of
Managing Director / Head of the firm
/ authorized signatory)
(Name of the firm, Address
Lead Partner in case of Partnership)

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ANNEXURE-IV

DETAILED INFORMATION IN RESPECT OF KEY PERSONNEL
AVAILABLE WITH THE FIRM

S.NO.	NAME	Academic Qualification Degree (Civil)/ Masters/ Doctorate*	No. of years of experience in the field of Highway/Bridge Engineering/Traffic/Transport Planning /Safety audit along with position in which worked**	Signature of respective key personnel

Date:

Place:

(Name of Designation of

Managing Director/ Head of the firm
/ Authorized Signatory)(Name of the firm, Address
Lead Partner in case of Partnership)

*In case of Masters/Doctorate, please mention the discipline like Master (Structure), Masters (Traffic & Transport) etc.

**Separate sheets may be enclosed for the details.

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ANNEXURE-V

UNDERTAKING REGARDING CORRECTNESS OF INFORMATION,
NON-DEBARREMENT/BLACKLISTING ETC. OF FIRM

(TO BE FURNISHED ON NON-JUDICIAL STAMP PAPER DULY NOTARISED)

Sub. : Empanelment of Safety Consultant for PPP Projects on DBFOT /HAM/ EPC/
OMT basis
- Undertaking - Reg.

Ref: No. MINISTRY/RSC/Dec-2019/Empanelment~

Dear Sir,

1. We, having examined the empanelment document for the aforesaid work and understood its contents, hereby submit my/ our Application for appointment of Safety Consultant for` 'PPP Projects on DBFOT / HAM/ EPC/ OMT basis. The Application is unconditional and unqualified.
2. All information provided in the application, appendices and annexure is true and correct and all documents accompanying such application are true copies of their respective originals.
3. I/We acknowledge the right of the MINISTRY to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
4. We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
5. I/We agree and undertake to abide by all the terms and conditions of the empanelment document.

Yours faithfully,

Date:
Place:

(Name and designation of
Managing Director / Head of the firm
/ authorized signatory)
(Name of the firm, Address
Lead Partner in case of Partnership)

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ANNEXURE-VI**CURRICULUM VITAE (CV) OF KEY PERSONNEL/other than Road Safety Experts available to be submitted with proposal**

INFRACON Registration no._____ (enclose copy of INFRACON Registered CV)

Affix recent photograph

1. Proposed position
2. Name
3. Contact address with Tel. No.& e-mail ID
4. Date of birth/Date of Retirement
(in case of retired Govt. officers)
5. Nationality
6. Educational Qualification
7. Details of training course on Road Safety/preparation of DPR / Supervision / construction / safety audit/ work zone safety audit / traffic planning of 2/4/6/- lanes highways projects.
(attach supporting documents/certificates)
8. Language & degree or proficiency
9. Membership of professional societies
10. Countries of work experience
11. Name of the firm where working
(indicate whether full time/ part time employee)
12. Years with the firm
 13. Employment record
 1. Name of the employer
 2. Position held
 3. Description of duties
13. Overall Professional Experience in preparation of DPR / Supervision / construction / safety audit/ work zone safety audit / traffic planning of 2/4/6/- lanes highways projects
or in related field(in years in chronological order starting from present position)

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15.Related Work Experience in Road Safety (in years)

16.Details of the Related Work Experience in Road Safety

17.Pay Slip attached (minimum 1 year from the date of issue of this RFP)

Date:

Place:

(Name and designation of
Managing Director / Head of the firm/ authorized signatory)
(Name of the firm, Address
Lead Partner in case of Partnership)

ANNEXURE-VII

Undertaking

Along with a Copy of Documentary evidence of possessing Network Survey Vehicle to be enclosed.

OR

Undertaking for Lease or Hire of Network Survey Vehicle from any agency / company.