



**Request for Proposal (RFP) for Engagement of Transaction
Advisor cum Project Management Unit (PMU) for Bihar
State Tourism Development Corporation Limited
Government of Bihar Undertaking**



Bihar State Tourism Development Corporation

(A Government of Bihar undertaking)

Beerchand Patel Path,

Patna – 800001

Phone: +91-612-2225411, Website:
www.bstdc.bih.nic.in Email: mdbstdc-bih@gov.in, contactbstdc@gmail.com

Table of Contents

Glossary	0
FACT SHEET	0
1. BACKGROUND	1
2. SCOPE OF WORK	1
2.1. Detailed Scope of Work.....	1
2.1.1. Support in Development & Implementation of Tourism Development Strategy/Action Plan	1
2.1.2. Implementation of Bihar Tourism Policy 2023	2
2.1.3. Identification & Implementation of New Projects	2
2.1.4. Investment Promotion and Investor Facilitation	2
2.1.5. PPP Transaction Advisory	Error! Bookmark not defined.
2.1.6. Project Duration	2
3. GENERAL ELIGIBILITY CRITERIA	3
4. DETAILS OF THE TECHNICAL BID TO BE SUBMITTED BY THE APPLICANTS	4
5. SUBMISSION OF BIDS.....	4
6. CORRESPONDENCE/ PRE - BID QUERIES.....	5
7. BID SECURITY	5
8. AMENDMENTS TO RFP	6
9. SELECTION AND EVALUATION CRITERIA	6
9.1. Evaluation of Technical Proposals.....	7
9.2. Evaluation of Financial Proposals.....	10
9.3. Final Evaluation of Proposals	11
9.4. Selection of Bidder	11
10. PAYMENT TERMS	12
11. NOTIFICATION OF AWARD	12
12. PERFORMANCE BANK GUARANTEE (PBG).....	12
13. SIGNING OF CONTRACT.....	12
14. EXECUTION OF THE ASSIGNMENT	13
15. TERMINATION	13
16. ARBITRATION	14
17. LIQUIDATED DAMAGES.....	Error! Bookmark not defined.
ANNEXURE 1: Letter of Submission	15
ANNEXURE 2: Details and Information	16
ANNEXURE 3: Turnover Details	17

RFP For Engagement of PMU for Providing Consultancy Services for Policy Framework & Advisory Services

ANNEXURE 4.1: Pre-Qualification Experience Details 18

ANNEXURE 4.2: Technical Qualification Experience Details..... 19

ANNEXURE 5: CV Template..... 20

ANNEXURE 5: Prescribed Proforma for Financial Bid..... 22

ANNEXURE 6: Power of Attorney 23

DISCLAIMER

While this Request for Proposal document (“RFP”) has been prepared in good faith, neither Bihar State Tourism Development Corporation Limited (BSTDC) nor its employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of Information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP, even if any loss or damage is caused by any act or omission on their part.

This document is not transferable, and this RFP does not purport to contain all the information that each Bidder may require and accordingly is not intended to form the basis of any investment decision or any other decision to participate in the bidding process for the selection of the Successful Bidder for this Project. Each Bidder should conduct their own investigations and analysis and check the accuracy, reliability, and completeness of the information in this document and obtain independent advice from appropriate sources.

The information presented in this RFP and in any report or other information provided by the BSTDC is provided solely for the convenience of the interested parties. Though adequate care has been taken while preparing this Bid Document, it is the responsibility of interested parties to assure themselves that the information contained in this RFP or other documents is accurate and complete for its intended purpose. BSTDC or its members provide no representations, assurances, or warranties pertaining to the accuracy of such information.

BSTDC may modify, amend, reject, or supplement this RFP document in accordance with norms and procedures and as per the requirement of the project. BSTDC reserves the right to waive any irregularity in the proposal (RFP) and BSTDC makes it clear that the RFP is not an offer/ Agreement.

Neither BSTDC nor its employees shall be liable to any Bidder or any other person under any law including the law of Agreement, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise, or be incurred, or suffered, in connection with this RFP document, or any matter that may be deemed to form part of this RFP document, or the award of the Agreement, or any other information supplied by BSTDC or their employees or consultants or otherwise arising in any way from the selection process for the award of the Agreement for the Project.

BSTDC is not bound to accept any or all the Proposals. BSTDC reserves the right to reject any or all the Proposals without assigning any reasons. No Bidder shall have any cause for action or claim against BSTDC or its officers, employees, successors, or assignees for rejection of their bid. The RFP submitted by the bidder will be the property of BSTDC.

Glossary

Abbreviation/ Terms	Details
Authorized Signatory	The bidder's representative / officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective Bidding firm.
Bid	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal, or quotation in electronic format
Bid Security/ Earnest Money Deposit (EMD)	A security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents. EMD is refundable
Bidder	Any person/ firm/ Bidder/ company/ contractor/ vendor participating in the bidding process with the procurement entity
Bidding Document	Documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to bid
Tender Fee/ Cost of Bid document	Cost of RFP document non-refundable in nature
Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement. Chief Engineer, Bihar State Tourism Development Corporation Limited. in this bidding document.
Contract	"Contract" means a legally enforceable agreement entered between the Procuring entity and the selected bidder(s) with mutual obligations.
LoI	Letter of Intent
Notification	A notification published in the Official Gazette
PAN	Permanent Account Number
Procurement Process	The process of procurement extending from the issue of invitation to Bid till the award of the procurement contract or cancellation of the procurement process, as the case may be
Project Period	The project duration as per the RFP and the contract agreement
Purchaser/ Tendering Authority/ Procuring Entity	Person or entity that is a recipient of a good or service provided by a seller (bidder) under a purchase order or contract of sale, also called buyer. BSTDC in this BID document.

Abbreviation/ Terms	Details
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a procuring entity
State Government	Government of Bihar (GoB)
GST	Goods and Service Tax
WO/ PO	Work Order/ Purchase Order
Selected Bidder/ Selected Bidder/ Service Provider	Bidder selected for award of project
DoT	Tourism Directorate, Department of Tourism, Government of Bihar
BSTDC/ “Authority”	Bihar State Tourism Development Corporation Limited

BIHAR STATE TOURISM DEVELOPMENT CORPORATION
HOTEL KAUTILYA VIHAR, BEERCHAND PATEL MARG, PATNA-800001

Tel:-0612-2222622, Fax :-+ 91-612-2506218

Email: contactbstdc@gmail.com; Website: www.bstdc.bih.nic.in

No: XX/RFP/2023-2024

Date: XX.01.2024

E- Tenders are invited from reputed and experienced Agencies for “Engagement of Transaction Advisor cum Project Management Unit (PMU) for Bihar State Tourism Development Corporation Limited” as per the scope of work detailed in the Request for Proposal (RFP) document.

S. No.	Events	Date
1	Issue of bid document	30.07.2026
2	Portal for downloading tender documents	https://www.eproc2.bihar.gov.in/
3	Tender Processing Fee (Non-refundable) (Inclusive of GST @ 18%)	INR 590 to be paid through e-Payment mode (i.e NEFT / RTGS, Credit/ Debit Card & Net Banking) only on the e- procurement portal: https://www.eproc2.bihar.gov.in/
4	Tender Fees (non-refundable)	Bid documents cost of INR 5,000/ (Five thousand only) should be paid in form of Demand Draft of any scheduled bank payable in favor of ‘Bihar State Tourism Development Corporation Ltd.’ Patna Original bank draft will have to be deposited in the office of The Chief Engineer, Bihar State Tourism Development Corporation Ltd.’ Patna Hotel Kautilya Vihar, Beer Chand Patel Marg, Patna 800001
5	Bid Security	INR 10,00,000/ (Ten lakh only) shall be paid in form of fixed deposit of a scheduled bank/ Demand Draft of Scheduled bank/one/two/three-year post-office time deposit/ NSC issued in state Bihar in favor of “Bihar State Tourism Development Corporation Ltd.’ Patna Hotel Kautilya Vihar, Beer Chand Patel Marg, Patna 800001
6	Pre-Bid Conference	04.08.2026 at 11:30 Hrs at BSTDC Office, Sikh Heritage, Bhawan, Daroga Rai Path, Patna - 800001
7	Last date of bid submission (online)	20.08.2026 up to 1500 Hrs on https://www.eproc2.bihar.gov.in/
8	Technical Bid Opening date	24.08.2026 at 11:00 AM Hrs
9	Date of Technical Presentation	To be decided later
10	Financial bid opening	Will be decided later



All the information/ corrigendum/ addendum related to the project shall be published on the website <https://www.eproc2.bihar.gov.in/> and the authority shall have the right to reject the bid partially or fully without assigning any reason whatsoever.

Sd/-

Managing Director

Bihar State Tourism Development

Corporation, Patna

1. BACKGROUND

Department of Tourism, Government of Bihar is responsible for promoting tourism in Bihar. Bihar Tourism since its inception has been working towards the development and promotion of tourism in the State. Government of Bihar in its endeavor to promote tourism has identified Tourism as one of the priority sectors for development in the state.

Bihar State Tourism Development Corporation (BSTDC) was established in the year 1980 for the development of tourism in the State of Bihar and for commercialization of Tourist Resources available with the State. To achieve this objective various tourist infrastructure like Tourist Bungalow, Cafeteria, Restaurant, Transportation facilities and Ropeway are provided at various tourist spots by Bihar State Tourism Development Corporation. BSTDC has taken major initiatives to show the potential of tourist places of Bihar to the World to the state.

Bihar with its rich culture and religious importance is one of the most favored tourist destinations in India for both domestic & International traffic. The State attracts tourist for its religious destinations, history, art and culture. The land of Bihar has been blessed by being home to the birthplace of religions namely Sikhism, Jainism and Buddhism. To showcase these offerings to the tourists visiting Bihar, various tourist circuits have been identified and developed in the State. Among these the important circuits include the Buddhist circuit, Ramayana circuit, Sufi circuit, Jain circuit, Shiv/Kanwariya circuit and Gandhi circuit...

In order to achieve its objectives to promote Tourism with a view to increase tourist footfall and thereby create employment opportunities and to bring about socio-economic benefits to the community and to preserve, enrich and promote Bihar's unique cultural heritage, natural resources and environment in an effective & well-coordinated manner, the Bihar State Tourism Development Corporation Limited, Government of Bihar has decided to engage a reputed consultancy company to set up a "Selection of Project Management Unit (PMU) for BSTDC, Government of Bihar Undertaking" for a period of two (02) years, with a provision of annual extensions as per the requirement of the BSTDC. The selected consultant company shall perform the functions listed under Scope of Work.

2. SCOPE OF WORK

The Project Management Unit (PMU) shall provide comprehensive technical, financial, commercial, procurement, and project management support to Bihar State Tourism Development Corporation Limited (BSTDC) for conceptualization, planning, structuring, procurement, implementation and monitoring of tourism infrastructure projects undertaken by the Corporation.

2.1. Detailed Scope of Work

2.1.1. Project Identification & Implementation of New Projects

- a) Identification of tourism investment opportunities based on destination potential, tourism circuits, heritage assets and emerging tourism trends.
 - b) Preparation of project concepts, feasibility assessments and preliminary project reports.
 - c) Identification of suitable implementation models including EPC, PPP, Hybrid Annuity, Design-Build, BOT, DBFOT, O&M and other appropriate procurement models.
 - d) Prioritization of projects based on financial viability, socio-economic impact and tourism potential.
 - e) Coordination with Government Departments, District Administration, Urban Local Bodies and other stakeholders for project development.
 - f) Preparation of project implementation roadmaps and timelines
-

Note: For the purpose of learning and exposure, the PMU resources may be required to travel outside the State to visit project sites and attend various Tourism and hospitality events. In such cases the cost of travel, accommodation and food during the travel shall be reimbursed by BSTDC.

2.1.2. PPP Structuring and end -to-end Transaction Advisory Services

- a) Identification of appropriate PPP models for individual projects.
- b) Financial modelling, revenue estimation and project bankability assessment.
- c) Demand assessment and market sounding with potential investors.
- d) Risk identification, allocation and mitigation framework.
- e) Preparation of concession strategy including concession period, revenue sharing mechanism, payment structure and performance standards.
- f) Preparation of Financial Feasibility Reports
- g) Preparation of bid process strategy and transaction roadmap.
- h) Assistance during investor consultations and stakeholder meetings.
- i) Support in negotiations with bidders, concessionaires, lenders and financial institutions.
- j) Assistance in achieving commercial and financial closure.
- k) Support during execution of Concession Agreements and subsequent contract management.

2.1.3. Planning and Project Development

- a) Support in review of Master Plans for tourism destinations, tourism circuits and tourism clusters.
- b) Support in preparation and review of Concept Plans .
- c) Review of Detail Project Reports (DPRs).
- d) Support in Identification of infrastructure gaps and tourism facilities.
- e) Review of statutory approvals and compliance requirements.

2.1.4. Procurement and Contract Management

- a) Preparation of Expression of Interest (EOI), Request for Proposal (RFP), RFQ and tender documents.
- b) Preparation of eligibility criteria and evaluation methodology.
- c) Preparation of Draft Concession Agreements, EPC Agreements and other contract documents.
- d) Preparation of technical specifications and scope of work.
- e) Preparation of cost estimates and procurement schedules

2.1.5. Support in Media & Communication Strategy

The Agency shall be responsible for planning, coordinating, and monitoring all media and public communication activities of BSTDC, including print, electronic, digital, and social media. The expert shall prepare media strategies, press releases, publicity campaigns, media briefs, and communication content; coordinate with media agencies and government stakeholders; monitor media coverage; and provide strategic support for branding, reputation management, and promotion of tourism initiatives undertaken by BSTDC

2.1.6. Operational Support / Coordination and Reporting

The PMU shall provide project management support to BSTDC for project operationalization and contract management of its ongoing projects. The PMU shall facilitate coordination with the various stakeholders and support BSTDC in identifying potential vendors and service providers for the execution of projects.

- a) Act as the single-point management support unit for BSTDC.
-

- b) Coordinate with Central Ministries, State Government Departments, Local Authorities and funding agencies.
- c) Prepare presentations and briefing materials.
- d) Prepare monthly, quarterly and annual progress reports.

Note:

- For the purpose of learning and exposure, the PMU resources may be required to travel outside the State to visit project sites and attend various Tourism and hospitality events. In such cases the cost of travel, accommodation and food during the travel shall be reimbursed by BSTDC.
- For all transactions completed under the Transaction Advisory Services, where the Concession Agreement has been duly executed between the parties, the Agency shall be entitled to receive a concession fee equivalent to 1% of the total Project Value from the Private Developer.

2.2. Key Resources

Sr No.	Positions	Deployment type	Minimum Educational Qualification and Experience
1	Transaction Advisory cum PPP Expert	100% onsite	• CA / MBA / PGDM or equivalent with 3 years of post-qualification experience in Transaction Advisory and PPP sector • Minimum 1 year Experience with Government shall be desirable
2	Procurement Expert	100% onsite	• MBA / PGDM or equivalent with 3 years of post-qualification experience in Bid process management • Minimum 1 year Experience with Government shall be desirable
3	Urban Planning Expert	100% onsite	• Graduate/ Postgraduate in Urban Planning/ Architecture / Civil Engineering with 3 years of post-qualification experience in Urban Planning / Architecture / Civil Engineering • Minimum 1 year Experience with Government shall be desirable
4	Finance Expert	100% onsite	• CA/CS/ ICWA with 3 years of post-qualification experience in finance sector • Minimum 1 year Experience with Government shall be desirable
5	Media Expert	100% onsite	• Post Graduate in Mass communication with 3 years of relevant post-qualification experience.

Note :

- a) The Key Personnel whose Curriculum Vitae (CV) has been approved by the Department and who has been deployed for the Project Management Unit (PMU) shall ordinarily remain deployed on the assignment for a minimum continuous period of one (01) year from the date of deployment. The Agency shall not replace, substitute, withdraw, or

reassign any approved Key Personnel during this period without the prior written approval of the Department.

- b) Replacement of approved Key Personnel within the stipulated one-year period shall be permitted only under exceptional and unavoidable circumstances beyond the reasonable control of the Agency, including but not limited to:
 - Death of the personnel;
 - Permanent medical incapacity or prolonged illness, duly supported by medical records;
 - Resignation of the personnel despite the Agency's reasonable efforts to retain them;
 - Supervening legal or regulatory disqualification preventing continued deployment;
 - Any event constituting Force Majeure under this RFP, rendering the personnel unable to perform the assignment;
 - Any other exceptional circumstance accepted by the Department, for reasons to be recorded in writing.
- c) In all such cases, the Agency shall immediately inform the Department in writing and shall propose a replacement possessing qualifications and experience that are equivalent to or better than those of the outgoing personnel and fully compliant with the eligibility requirements prescribed in this RFP. The replacement shall be deployed only after evaluation, interview (where applicable), and prior written approval of the Department.
- d) Any replacement made without the prior written approval of the Department, or for reasons not considered justifiable by the Department, shall constitute a material breach of the Contract and may attract appropriate contractual remedies, including imposition of penalties, withholding of payments, or such other action as provided under the Contract.

2.3. Project Duration

- a. The selection of Bidders shall initially be for a period of 03 (Three) years with provision for a further two-year extension on the existing terms & conditions for a further period of two years
- b. Upon extension of the contract, the rates shall be escalated every year @ 10% for the two year extended term.

Note: Site Engineering /Technical Survey, Design preparation, DPR preparation, Legal vetting, Valuation of properties and Statutory Clearances will not be part of the scope of PMU.

3. GENERAL ELIGIBILITY CRITERIA

#	Qualifying Parameter	Eligibility Criteria
1	Registration	The bidder should be registered firm/company/partnership/ LLP in India. – Registered in India for past 7 Years as on 31-03-2026 Documentary Evidence: Relevant documentary proof (Certificate of Incorporation, PAN and GST registration certificate) should be submitted. Note: JV/ Consortium is not allowed

2	Annual turnover and Net Worth	The Bidder must have an average annual turnover of INR 300 crores or above in last 3 Financial Years (FY 2022-23, 2023-24 and 2024-25). The Bidder should have a positive net worth as on 31-03-2026 Documentary Evidence: A certificate from Chartered Accountant should be submitted for Annual Turnover and Network.
3	Consulting Experience / PMU Experience	Bidder should have experience of undertaking (ongoing / completed) at least 1 Program management Consultancy (PMC) / Program Management Unit (PMU) / Tourism PMU for any Government agency in the last 7 years. The duration of contract shall not be less 12 months and the total value of the contract should be more than 2 Crores. Documentary Evidence: The Bidder should be able to submit following documentary evidence: - Work Order / Contract Agreement / Completion Certificate - The bidder must provide details of the projects (as much as possible) for the evaluation committee to ascertain relevance.
4	Empanelment under DEA	The bidder shall be Transaction Advisor under “Pannel - A” empaneled by Department of Economic Affairs (DEA) vide notification letter dated 05.02.2026
5	Employee Strength	Bidder should have at least 200 employees working full-time as on date of bid submission. Documentary Evidence: Certificate from HR of the company.
6	Blacklisting	The bidder should not have been blacklisted / debarred by any Central/ State Government as on the date of issue of RFP. Documentary Evidence: Self undertaking by the authorized signatory of the bidder should be submitted.
7	Bidding entity	Only sole bidders will be eligible for the bid. Consortium / Joint venture in any form will not be allowed. However, for the purpose of evaluation of experience of the bidders, the experience of bidders / member firms / JV / Consortium will be considered.

4. DETAILS OF THE TECHNICAL BID TO BE SUBMITTED BY THE APPLICANTS

1. Bidders must submit their bids through www.eproc2.bihar.gov.in within the due date and time.
2. EMD and Tender Fee
3. Letter of Submission (Annexure '1')
4. Name and address of firm/ individual along with Registration No. and years of operation (Annexure '2')
5. Turnover Certificate and Net worth Certificate from Auditor with turnover and Net worth details for the last 3 Financial Years (Annexure '3') ending 31st March 2025
6. List of projects undertaken by the Bidder in the prescribed proforma attached (Annexure 4.1 and 4.2) for each category of projects. The list of projects must fulfill eligibility and technical evaluation criteria.
7. PAN, GST, Registration Certificate
8. All the documentary evidence as directed in Section 3 – “**General Eligibility Criteria**” and Section 9 – “**Selection and Evaluation Criteria**”. The documents should be attached in the proper designated place.

5. PREPARATION AND SUBMISSION OF BIDS

I. E-TENDERING PROCESS RELATED INSTRUCTIONS

- Submission of Proposals Through electronic mode only
 - a) The bidder shall submit his bid/tender on e-Procurement platform at www.eproc2.bihar.gov.in.
 - b) The bidder must have the Class II/III Digital Signature Certificate (DSC) with signing + Encryption, and User-id of the e-Procurement website before participating in the e-Tendering process. The bidder may use their DSC if they already have. They can also take DSC from any of the authorized agencies. For user-id they have to get registered themselves on e-Procurement Portal <https://www.eproc2.bihar.gov.in> submit their bids online on the same. Offline bids shall not be entertained by the Tender Inviting Authority for the tenders published in e-procurement platform.
 - c) The bidders shall submit their eligibility and qualification details, Technical bid, Financial bid etc., in the online standard formats given in e-Procurement web site at the respective stage only. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement web site. The bidder shall digitally sign on the supporting statements, documents, certificates, uploaded by him, owning responsibility for their correctness / authenticity. The bidder shall attach all the required documents for the specific tender after uploading the same during the bid submission as per the tender notice and bid document.
 - d) All the required documents should be attached at the proper place as mentioned in the e-forms otherwise the tender of the bidder will be rejected.
 - e) Tender Processing Fee (TPF) to be paid through e-Payment mode (i.e NEFT / RTGS, Credit/ Debit

Card & Net Banking) only.

- f) “RFP Document Fee” and “Earnest Money Deposit (EMD) has to be submitted through manual mode (DD) only and has to be submitted in the office of BSTDC before the stipulated time and date. Note: "Bids along with necessary online payments must be submitted through e-Procurement portal www.eproc2.bihar.gov.in before the date and time specified in the RFP. BSTDC/ Tendering Authority doesn't take any responsibility for the delay / Non-Submission of Tender / Non- Reconciliation of online Payment caused due to Non-availability of Internet Connection, Network Traffic / Holidays or any other reason."
- g) The tender opening will be done online only.
- h) Any Corrigendum/Addendum or date extension notice will be given on the e-Procurement Portal <https://www.eproc2.bihar.gov.in> only.
- i) For support related to e-tendering process, bidders may contact at following address “e- Procurement HELP DESK or may visit the link “Vendor Info” at www.eproc.bihar.gov.in.

II. Submission Procedure

- a) Bidder can download the tender document free of cost from the portal (<http://eproc2.bihar.gov.in>) till the due date and time for bid submission. The shortlisted bidders shall pay tender processing fee as specified in the e-Procurement portal. The tender processing fees must be paid through modes specified in Fact Sheet.
 - b) The shortlisted bidders shall pay Tender Processing fee online and submit their Technical and Financial RFP responses electronically using the e-Forms in the unified e-Procurement platform. The e-Procurement portal is available at: <http://eproc2.bihar.gov.in>
 - c) Tender fee and EMD to be submitted in hard copy as per instructions in Fact Sheet
 - d) Bidders are advised to study all instructions, forms, requirements, and other information in the RFP document carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.
 - e) 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 this document will be at the Bidder's risk and may result in rejection of its Proposal at bid evaluation stage.
 - f) Technical Proposal shall not include any financial bid information. Technical Proposal containing financial bid information shall be declared non-responsive. All Technical Bid Documents should be properly scanned, arranged and uploaded on portal.
 - g) The bidder shall provide the cost details in the Financial Form provided on the portal
 - h) Services offered should be strictly as per specifications mentioned in this Tender Document.
 - i) Once quoted, the Bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.
 - j) Bidder shall quote the prices of services as mentioned valid for 120 days
-

6. CORRESPONDENCE/ PRE - BID QUERIES

Bidders requiring specific points of clarification may communicate with BSTDC during the period specified under “FACT SHEET”. The queries can be submitted by email at: contactbstdc@gmail.com in the format* given below with the subject of the e-mail mentioned as

{Pre-bid Query for Agencies - “Company Name”}:

Bidders Request for Clarification		
Name of Organization submitting request	Name and Position of person submitting request	Details of person and organization
		Address: Tel/ Mobile: E-mail:

S. No	Bidding Document Reference (Number//Page)	Content of RFP requiring Clarification	Points of Clarification Required	Suggestions (If Any)
1				
2				
3				

*To be submitted in both PDF (signed by authorized signatory) and editable MS-Excel file format.

Sealing and marking of RFP

The envelope shall clearly bear the following identification:

- I. Technical Proposal for Agencies with Bihar State Tourism Development Corporation Limited,
To,
Managing Director
Bihar State Tourism Development Corporation,
Government of Bihar,
Patna, Bihar
PIN – 800001
email - contactbstdc@gmail.com
Tel.- +91-612-2225411
From: The name, address, and phone number of the bidder

7. BID SECURITY

1. Proposals must be accompanied by a ‘Bid Security’ (EMD) (For details of EMD refer to “FACT SHEET”). The Bid Security must be kept valid throughout the Proposal Validity Period and shall be required to be extended if required by BSTDC.

2. The Bid Security shall be submitted in the form of Bank Guarantee or Demand in favor of the Bihar State Tourism Development Corporation Limited, drawn on any scheduled Bank payable at Patna
3. The Bid Security shall be returned to the unsuccessful Bidders after the signing of Agreement between BSTDC and the Successful Bidder.
4. The bid security of the successful bidder will be returned to the successful bidder on the submission of the Performance Security as specified in the RFP document.
5. Bids submitted without Tender fee shall be rejected.
6. The Bid Security shall be forfeited in the following cases:
 - a. If the Bidder withdraws its Proposal.
 - b. If the Bidder withdraws its Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period; and
 - c. If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect.
 - d. If the bidder, after the award of work order, fails to submit the performance security within the stipulated time.

8. AMENDMENTS TO RFP

1. At any time prior to the Proposal Due Date, as indicated in the RFP Time Schedule, BSTDC may, for any reason, whether at its own initiative or in response to clarifications requested by a bidder, amend the RFP by the issuance of Addenda. Such Addenda would be posted only on the website <http://eproc2.bihar.gov.in>
2. To allow Bidders reasonable time to take the Addendum into account, or for any other reason, BSTDC may, at its discretion, extend the Proposal Due Date.

9. SELECTION AND EVALUATION CRITERIA

- The Proposals/Bids received will be scrutinized to assess their eligibility based on the pre-qualifying/ eligibility criteria. Those Proposals/Bids which do not meet the eligibility criteria will be rejected, forthwith, or at any stage of detection.
- The technical proposals submitted by eligible bidders shall be evaluated by a Selection Committee of BSTDC on the following criteria:

9.1. Evaluation of Technical Proposals

#	Description	Max. Marks
1. Specific experience of the Consultant relevant to the Assignment		35 marks - A
	A. Bidder should have experience of undertaking (ongoing / completed) Program management Consultancy (PMC) / Program Management Unit (PMU) / Tourism PMU for any Government agency in the last 7 years. The duration of contract shall not be less than 12 months and the total value of the contract should be more than 2 Crores.	Each project- 4 marks (Max - 20 marks)
	B. Bidder should have experience of PPP Projects as a Transaction Advisor in the past 7 years ending on 31st March 2026.	Each project- 4 marks (Max - 20 marks)
	C) size of Successful PPP Projects undertaken in the past 7 years ending on 31st March 2026. - Above 250 crores 2.5 mark for each project - Above 100 crores 1 mark for each project	10 Marks
	Documentary Evidence: The Bidder should be able to submit either of the following documentary evidence: Work Order OR Completion Certificate The bidder must provide details of the projects (as much as possible) for the evaluation	
2. Financial Turnover - 20 Marks		
	Minimum INR – 300 Crores – 10 Marks More than INR – 300 but up to INR 400 Crore – 12 Marks More than INR – 400 Crore but up to INR 500 Crores – 15 Marks More than INR 500 Crores – 20 Marks	20 Marks
3. Presentation in response to the scope of work		30 marks - B
3a.	- Understanding of the project – 15 marks - Proposed activities – 15 marks	Maximum 30 marks
4. Key Experts' Qualifications and Competence		
Note: The shortlisted Agency shall submit the Curriculum Vitae (CVs) of the proposed Key Personnel strictly in accordance with the qualification, experience, and eligibility criteria prescribed in this RFP. The CVs shall be supported by all relevant documentary evidence, wherever applicable. The Department shall evaluate the submitted CVs for conformity with the prescribed eligibility requirements. The final selection and deployment of Key Personnel to the Transaction Advisor cum Project Management Unit (PMU) shall be subject to the Department's approval, which shall be granted only after the proposed personnel successfully qualify the interview/presentation conducted by the Department. Mere submission of compliant CVs by the Agency shall not confer any right for deployment. The Department reserves the sole and absolute discretion to accept or reject any proposed personnel without assigning any reason. In the event that any proposed personnel are not approved by the Department, the Agency shall, within the timeline specified by the Department, propose suitable replacement personnel meeting the prescribed eligibility criteria for further evaluation and approval. No deployment of Key Personnel shall be undertaken without obtaining prior written approval of the Department.		

I. Note: For this RFP, the Technical Score (ST) has a total weight of 70% of the total marks
Minimum qualifications and experience required for the team and their indicative job descriptions

II. Note:

- While Bidders are not required to include the Technical Presentation, with their Technical Bid submission, they must take note that the Department of Tourism, Govt. of Bihar may invite for technical presentation at a short notice and Bidders should be prepared with the same. No extension in this regard shall be given at a later stage.
- Bidders scoring at least 70 marks out of 100 marks in the technical evaluation and at least 15 marks out of 30 marks in the Technical Presentation shall be considered eligible for opening & evaluation of their Financial Bids.
- The authority may require additional resources for the above positions. These resources shall be deployed by the selected bidder at rates finalized for the respective positions in this RFP.
- Leave and Entitlements:

The Transaction Advisor cum PMU resources would be eligible to avail leaves as per their respective organization's leave policy, subject to prior approval by the purchaser (which will not be unreasonably withheld). In case, of leave of more than 10 continuous working days, the bidders shall provide suitable replacement for this duration.

9.2. Evaluation of Financial Proposals

- The Financial Proposals of bidders whose proposals meet the technical evaluation criteria i.e., **minimum 70% Technical Score (ST)** in the technical evaluation, shall be opened in the presence of the Bidder's representatives who opt to be present during the opening of financial bid.
- Final evaluation shall be based on total Financial Bid submitted. Bidders will quote the cost of the assignment in Rupees as per the financial proposal format.
- For financial evaluation, the monthly cost inclusive of GST/other applicable taxes indicated in the Financial Proposal shall be evaluated (Refer Annexure 6 for details).
- BSTDC will determine whether the Financial Proposals are complete, unqualified, and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any services shall not entitle the selected Bidder to be compensated and the liability to fulfill its obligations as per the scope of services mentioned in this RFP is within the total quoted Service Charge shall be that of the Bidder.
- The bid price will include all taxes and levies including GST and shall be in Indian Rupees and mentioned separately. However, GST shall be payable at applicable rates.
- Any conditional bid would be rejected
- Errors & Rectification - Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".
- **Formula to determine the scores for the Technical Bids shall be as follows:**

$$ST = (T / HTS) * 100, \text{ Where}$$
 - ST is the Technical Score
 - T is the technical score obtained by bidder as per technical evaluation
 - HTD is the Highest Technical score as per technical evaluation
- **Formula to determine the scores for the Financial Bids shall be as follows:**

$$SF = (FL / F) * 100, \text{ Where}$$
 - SF is the Financial Score
 - FL is the value of lowest Commercial Bid
 - F is the price quoted in the bid under consideration.

9.3. Final Evaluation of Proposals

- The Total score of the Bidder will be determined as under

$$\text{Total Score (TS)} = (0.80 \times ST) + (0.20 \times SF)$$
 - ST is the Technical Score
 - SF is the Financial Score

9.4. Selection of Bidder

- The Bidder who obtains the highest Total Score will be rated as the best Bid. In the event of a tie, the bid with the highest technical score (ST) will be rated as the best bid and selected for this assignment.
- If the selected Bidder withdraws its Bids or is not selected for any reason mentioned in this RFP, BSTDC may invite the second ranked Bidder for negotiations or invite fresh Proposals from these Bidders or take any such measure as may be deemed fit in its discretion, including annulment of the bidding process.

Note: The decision of the Bihar State Tourism Development Corporation Limited (BSTDC), Government of Bihar shall be final and binding on the bidder (s) / bidding firms.

10. PAYMENT TERMS

- For activities mentioned under the “Scope of Work”, a monthly invoice will be generated and submitted along with a Monthly Status Report (MSR) covering a snapshot of activities undertaken for a given month, to BSTDC, Government of Bihar. If no objection in terms of performance, deliverable or invoice value is raised, within 15 days from the invoice date by the BSTDC, the invoice and/ or the deliverables will be deemed accepted by the department.
- No advance payment will be considered.
- Payment will be affected in Indian Rupees only.
- The payment (s) to be made to the Bidder are subject to deduction of tax (s) Cess leviable by any Government as per extant rules

11. NOTIFICATION OF AWARD

1. Prior to the expiration of the validity period, Authority will notify the successful Bidder in writing or by email, that its proposal has been accepted (Letter of Intent “LoI”).
2. The Bidder shall, within 7 (seven) days of the receipt of the LoI, sign and return the duplicate copy of the LoI in acknowledgement thereof.
3. In the event the duplicate copy of the LoI duly signed by the Bidder is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the EMD of such Bidder as loss and damage suffered by the Authority on account of failure of the Bidder to acknowledge the LoI.

12. PERFORMANCE BANK GUARANTEE (PBG)

1. The Bidder shall furnish an Performance Bank Guarantee (PBG) equivalent to 3% of the project value (inclusive of GST) in the form of Bank Draft/ Bank Guarantee in favor of “Bihar State Tourism Development Corporation Limited”, payable at “Patna”. BSTDC shall not be liable to pay any interest on the security so made and the same shall be interest free.
2. The PBG amount shall remain valid for a period of 60 (sixty) days from the end of contract period, or beyond any period of extension subsequently as determined by BSTDC.
3. The selected bidder shall be required to extend the validity of the PBG as required during the period of the assignment.

13. SIGNING OF CONTRACT

1. After receiving the Performance Security from the Bidder, Bihar State Tourism Development Corporation Limited (BSTDC) shall execute the Agreement with the Bidder.
2. The Bidder shall not be entitled to seek any deviation, modification, or amendment in the Agreement as per Tender norms. After finalization of detailed scope of work, terms & conditions, schedule, and professional fee for the services, the firm selected will be required to enter into a contract agreement with the Authority to provide the envisaged services described in the Scope of work.
3. The selected bidder will be required to comply with the terms as specified in the agreement.
4. The final authority lies at the sole discretion with the Managing Director, Bihar State Tourism Development Corporation Limited.

14. EXECUTION OF THE ASSIGNMENT

1. The Bidder shall complete the tasks as per Terms of reference. BSTDC shall review the work undertaken and provide necessary approval. The quality of work and time schedule mutually agreed upon shall be considered while the review and approval of work.
2. In the event of Bidder closing its business, BSTDC shall have the power to employ any other Bidder to complete the work.

15. TERMINATION

1. **Termination for defaults** - The client may without prejudice to any other remedy for breach of agreement, by written notice of default sent to the consultants, terminate the agreement in whole or in part:
 - a. If the Bidder fails to deliver any or all of the services within the time period(s) specified in the

agreement or any extension thereof granted by the client in writing.

- b. If the Bidder fails to perform any other obligations under the agreement, Or
- c. If the Bidder refuses to accept and perform the assignment given by the client.

2. Termination for insolvency

- a. The client may at any time also terminate the agreement by giving written notice to the Bidder without any compensation to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the client.
- b. The client shall have the liberty to postpone or not to execute any work and the t Bidder shall not be entitled to any compensation for non-execution of the work except the fees which are payable to the Bidder up to the stage of services already submitted.
- c. The agreement shall be governed by the Indian laws in force from time to time and the courts at Patna shall alone have exclusive jurisdiction to entertain and try any or all matters arising out of this agreement.
- d. Any disputes or differences in connection with the agreement shall be to the extent possible, settled amicably between the parties. If it cannot be reached then all disputed issues shall be settled by arbitration as proposed hereafter, subject to termination clause mentioned in this agreement.

16. ARBITRATION

- 1. Any Dispute which is not resolved amicably by conciliation, as provided, shall be decided by reference to arbitration. Any dispute between the parties as to matters arising pursuant to this contract which cannot be settled amicably within thirty (30) days after receipt by one party of the other party's request for amicable settlement will be settled by the reference to the Bihar Arbitration Tribunal constituted by the Bihar Arbitrary Tribunal Act, 2008 at the instance of either party.
- 2. Any Award made by the Bihar Arbitration Tribunal shall be final and binding on the Parties as from the date it is made, and both the parties to this agreement agree and undertake to carry out such Award without delay subject to the further provisions of Bihar Arbitral Tribunal Act, 2008.
- 3. The Bidder and the Government agree that an Award may be enforced against the Bidder and/or the Government and their respective assets wherever situated.

ANNEXURE 1: Letter of Submission

(MUST BE SUBMITTED AS PART OF TECHNICAL PROPOSAL ON LETTER HEAD OF APPLICANT)

To,

Managing Director

Bihar State Tourism Development Corporation Limited

Undertaking of Government of Bihar

Patna - 800001

Date:

Subject: Request for Proposal (RFP) for Engagement of Transaction Advisor cum Project Management Unit (PMU) for Bihar State Tourism Development Corporation Limited

Sir,

We, the undersigned, offer to provide the services under {RFP Name} to Bihar State Tourism Development Corporation Limited, in accordance with your Request for Proposals vide no.

_____ (RFP No) _____ (dated).

We are hereby accordingly submitting our Proposal as per terms of this RFP.

We confirm that we have examined the terms and conditions published in the RFP advertisement and accordingly submitting the proposal for the captioned project.

We are enclosing our RFP in Original with the details as per the requirements of the document for your evaluation.

The undersigned hereby also declares that the statements made, and the information provided in the RFP is complete, true, and correct in every detail and unconditional.

Yours faithfully,

(Signature of Authorized Signatory)

(Name, title, and Address of the Bidder)

ANNEXURE 2: Details and Information

Sl. No.	Particulars	Details
1	Name of the Firm	
2	Name and Designation of the Contact Person	
3	Address and Contact Details (E-Mail and Mobile No.) of the Contact Person	
4	Corporate website URL	
5	Legal Status (Whether Company, Proprietorship, Partnership, Society/ Trust etc.)	
6	Address of Head Office:	
7	Date of Incorporation/ Registration	
8	Incorporation/Registration status of the Bidder	Submit Incorporation Certificate <i>PageNo.at which enclosed: _____</i>
9	Power of Attorney/ Board Resolution in the name of the Authorized signatory	<i>PageNo.at which enclosed: _____</i>
13	PAN Number	<i>PageNo.at which enclosed: _____</i>
14	GSTIN Number	<i>PageNo.at which enclosed: _____</i>

Signature of Authorized Signatory

Note:

- **Annexure 2 with all details must be submitted with technical proposal**

ANNEXURE 3: Turnover Details

{on the letter head of auditor}

No.	Period	Turnover (INR)		Remarks (If Any)
		Amount in Figure	Amount in Words	
1	2022-23			
2	2023-24			
3	2024-25			
	Total			

Net-worth as on 31-March-2026: INR _____ {Include both Amount in Figure and Amount in Words}

Signature of Authorized Signatory

Note:

- To be submitted with technical proposal
- The Certificate must be issued by auditor and must indicate registration details of the auditor
- **Submission of Certificate from Auditor is mandatory. Copy of Audited Financial Statement are not required**

ANNEXURE 4.1: Pre-Qualification Experience Details

Consulting Experience as a part of Pre-Qualification Criteria

Bidder should have experience of undertaking (ongoing / completed) at least 1 Program management Consultancy (PMC) / Program Management Unit (PMU) / Tourism PMU for any Government agency in the last 7 years. The duration of contract shall not be less 12 months and the total value of the contract should be more than 2 Crores.

Duration	Assignment name/ & Brief description of main deliverables / outputs	Name of Client & Address	Approx. Contract value (in Rs equivalent) / Amount paid to your firm	Role on the Assignment
e.g., Apr 2019 to Mar 2020}	{e.g., "Improvement quality of....."}	{e.g., Ministry of, country}	Amount in Crore.	{e.g., Lead Partner in a JV A&B&C}
e.g., Apr 2019 to Mar 2020}	{e.g., "Improvement quality of....."}	{e.g., Ministry of, country}	Amount in Crore.	{e.g., Lead Partner in a JV A&B&C}
e.g., Apr 2019 to Mar 2020}	{e.g., "Improvement quality of....."}	{e.g., Ministry of, country}	Amount in Crore.	{e.g., Lead Partner in a JV A&B&C}

{Add more rows if needed}

Signature of Authorized Signatory

Note:

1. Projects in consortium/JV shall not be accepted.

2. Documentary Evidence:

The Bidder should be able to submit following documentary evidence:

- Work Order or Completion Certificate

3. The bidder must provide details of the projects (as much as possible) for the evaluation committee to ascertain relevance.

ANNEXURE 4.2: Technical Qualification Experience Details

List only previous similar assignments successfully completed/ on-going in the last 7 years as specified under technical evaluation criterion:

- A. A. Bidder should have experience of undertaking (ongoing / completed) Program management Consultancy (PMC) / Program Management Unit (PMU) / Tourism PMU for any Government agency in the last 7 years. The duration of contract shall not be less than 12 months and the total value of the contract should be more than 2 Crores.
- B. Bidder should have experience of PPP Projects as a Transaction Advisor in the past 7 years ending on 31st march 2026.
- C. size of Successful PPP Projects undertaken in the past 7 years ending on 31st March 2026.

Format for Experience is as follows:

Duration	Assignment name/& Brief description of main deliverables / outputs	Name of Client & Address	Approx. Contract value (in Rs equivalent) / Amount paid to your firm	Role on the Assignment
e.g., Apr 2019 to Mar 2020}	{e.g., "Improvement quality of....."} }	{e.g., Ministry of, country}	Amount in Crore.	{e.g., Lead Partner in a JV A&B&C}
e.g., Apr 2019 to Mar 2020}	{e.g., "Improvement quality of....."} }	{e.g., Ministry of, country}	Amount in Crore.	{e.g., Lead Partner in a JV A&B&C}
e.g., Apr 2019 to Mar 2020}	{e.g., "Improvement quality of....."} }	{e.g., Ministry of, country}	Amount in Crore.	{e.g., Lead Partner in a JV A&B&C}

{Add more rows if needed}

Signature of Authorized Signatory

1. Documentary Evidence:

The Bidder should be able to submit following documentary evidence:

- Work Order or Completion Certificate
2. The bidder must provide details of the projects (as much as possible) for the evaluation committee to ascertain relevance.

ANNEXURE 5: CV Template

 {Add Photo – Delete this text}	Name	{Full Official Name}			
	Proposed Position:	{The proposed designation}			
	Date of Birth	{Please use the following format only: 28 th August 1978}			
	Education:	Degree(s)/ Diploma(s)	Institution	Year	
				From	To
		{Degree name with specialization (if any)}	{Name of institution, Name of city where institution is situated}	{YYYY}	{YYYY}
	{Add/ Delete rows if needed}				
Employment Record	Total Experience: {Total Work Experience in Years and Months, e.g., 10 years and 6 months}				
	From	To	Company	Position Held	
	{MM, YYYY}	{MM, YYYY}	{Company Name, Name of city where you were posted}	{Designation in the company}	
	{Add/ Delete rows if needed}				
Brief Profile	{Enter data here}				
Countries of Work Experience	{Name of the country}				
Languages	Language	Speaking	Reading	Writing	
	{Name of Language, e.g., English, Hindi etc.}	{Yes/ No}	{Yes/ No}	{Yes/ No}	
	{Add/ Delete rows if needed}				
Work Undertaken that Best Illustrates Capability to Handle the Task Assigned {Add assignments and rows as per the text}					
Project/ Assignment: {Name of the project/ Assignment} Month and Year (Start and end): {E.g., September 2019 – August 2020} Location: {Name of the city, Name of the state} Client: {Name of the Client} Position held: {Position/ Designation as per the assignment} Activities: {Mentions activities for which you were responsible in the project and “highlight” the key words that relates to the job description for your proposed position} {Add more sections if needed}					

Project/ Assignment:{Name of the project/ Assignment} Month and Year (Start and end): {E.g. September2019 – August 2020} Location: {Name of the city, Name of the state} Client: {Name of the Client} Position held: {Position/ Designation as per the assignment} Activities: {Mentions activities for which you were responsible in the project and “highlight” the key words that relates to the job description for your proposed position} {Add more sections if needed}
Project/ Assignment:{Name of the project/ Assignment} Month and Year (Start and end): {E.g. September2019 – August 2020} Location: {Name of the city, Name of the state} Client: {Name of the Client} Position held: {Position/ Designation as per the assignment} Activities: {Mentions activities for which you were responsible in the project and “highlight” the key words that relates to the job description for your proposed position} {Add more sections if needed}
Certification I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful described herein may lead to my disqualification or dismissal, if engaged {Name of Candidate} Signature and name of key professional Date: DD-MM-YYYY

ANNEXURE 6: Prescribed Proforma for Financial Bid

(To be submitted on bidder's letter head in a sealed envelope clearly marked "Financial Bid- Do Not Open with Technical Bid")

Sub: Financial Proposal for the "Engagement of Project Management Unit (PMU) for Bihar State Tourism Development Corporation"

#	Position	No. of Resources	Deployment Per Month (%)	Cost Per Month as per Deployment (INR)
1	Transaction Advisory cum PPP Expert	1	100%	
2	Procurement Expert	1	100%	
3	Planning Expert	1	100%	
4	Finance Expert	1	100%	
5	Media Expert	1	100%	
Total Cost Per Month(A)				
GST on Monthly Cost (B)				
Grand-Total (Monthly Cost Including GST) (C = A + B)				
Project Cost for 36 Months Including GST (D = C x 36)				

Note:

1. The Grand Total (Monthly Cost inclusive of all charges and GST, i.e. "C") shall be bid variable.

I/ We shall abide by the above offer/quote and terms condition of the RFP, if the Authority selects the bidder for this work.

I/ We agree that BSTDC is not bound to accept any bid that you may receive.

We declare that the information stated above and enclosed is complete and absolutely correct and any error or omission therein, accidental, or otherwise, as a result of which our bid is found to be non-responsive, will be sufficient for Bihar Tourism to reject our bid and forfeit our bid security in full.

Sincerely,

Signature

Name

Name of the Firm/Bidder

Designation

Complete postal and E mail address

.....
.....

Phone Mobile phone.....

(Financial Bids should be typed and duly signed)

ANNEXURE 7: Power of Attorney

(Power of Attorney or Board Resolution in favour of Authorized Representative)

(Note: To be executed on a non-judicial stamp paper of Rs. 100/- or more)

Know all men by these present that We
(name of the enterprise and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr/Ms(name)
son/ daughter/ wife of And
presently residing at
who is presently employed with us and holding the position of
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 including to enter into negotiation, as are necessary or required in connection with or incidental to submission of our Bid for the RFP Reference No.

..... Dated.....

The attorney is fully authorized for providing information/ responses to the tendering authority, representing us in all matters before the tendering authority including negotiations with the tendering authority, signing and execution of all affidavits, undertakings and agreements consequent to acceptance of our bid, and generally dealing with the tendering authority in all matters in connection with or relating to or arising out of our bid for the said tender.

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

For..... ;

{Signature, name, designation and address}

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

Witnesses: 1. _____

2. _____

Note: Bidder may submit either Power of Attorney or Board resolution. For Board resolution, bidder may use their own formats.