



सत्यमेव जयते

Government of India  
Ministry of Jal Shakti  
Department of Drinking Water and Sanitation  
**National Jal Jeevan Mission**

Pt. Deendayal Antyodaya Bhawan,  
CGO Complex, Lodhi Road, New Delhi-110003

**INVITATION FOR EXPRESSION OF INTEREST (Eoi)**

for selection of an agency to

Set up National Project Management Unit - Public Health Engineering (NPMU-PHE)  
under Jal Jeevan Mission

## IMPORTANT DATES

Sl. No.	Particular	Date/Time
1.	Start date of issuance/ download of Eol document	6/02/2020
2.	Start date of Eol submission	7/02/2020 (09:00 hrs)
3.	Last date and mode of submission of Eol	27/02/2020 (15:00 hrs) (e-tendering)
4.	Eol opening date and time	28/02/2020 (15:00 hrs)



**F-No. W-11016/6/2019-Water-II**  
**Government of India**  
Ministry of Jal Shakti  
Department of Drinking Water and Sanitation  
**National Jal Jeevan Mission**

4<sup>th</sup> Floor, Pt. Deendayal 'Antyodaya Bhawan',  
CGO Complex, Lodhi Road, New Delhi - 110 003  
Dated: 5<sup>th</sup> February, 2020

**NOTICE FOR INVITING EXPRESSION OF INTEREST (Eoi)**

**Subject:** Inviting Eoi for engagement of agency for setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission (JJM).

Department of Drinking Water and Sanitation (DDWS), Ministry of Jal Shakti invites Expression of Interest (Eoi) from Agency/ Firm/ Organization/ Institution to set up one National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission. An Agency may express interest for the NPMU subject to fulfillment of required eligibility criteria.

2. The Terms of Reference (ToR) for NPMU-PHE is attached at **Annex 1**. The Declaration/ Undertaking and other forms are available at **Annex 2-7** with the Eoi.
3. The Eoi and ToR with Annexes can be downloaded from the website <https://jalshakti-ddws.gov.in/> tenders and also from CPP portal [www.eprocure.gov.in](http://www.eprocure.gov.in).
4. **Who can submit Expression of Interest (Eoi)**

DDWS seeks expression of interest from Agencies/ Firms/ Organizations/ Institutions/ fulfilling the following mandatory eligibility requirements:

- i.) The Agency/ Firm/ Organization/ Institution should be registered and non-political in nature and also should not be black-listed by any central/ state government department/ PSU/ Agency;
- ii.) It should be a legal entity eligible to enter into an agreement/ contract with DDWS to undertake work contract in India;
- iii.) It should have a minimum of five (5) years of experience in handling similar nature of PMUs at national/ state level;
- iv.) It should have successfully provided minimum of three PMUs of similar scale/ nature during the last 5 years, with each of the PMU period lasting for a minimum 6 months and having minimum consultancy fee of Rs. 2 Crore for each of these PMUs;
- v.) It should have sufficiently qualified personnel and resources to accomplish all the elements mentioned in the Scope of Work;
- vi.) It must have average annual turnover of at least Rs. 10 Crore for last 3 financial years from consultancy services 2016-17, 2017-18 and 2018-19).



**Note:** Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications/ experience especially in regard to handling Projects/ PMUs in the social sector/ WASH Sector of Government funded Schemes/ Programmes. However, the eligibility criteria and financial turnover shall be met by the lead firm/ Agency.

**5. List of documents that applicant agency/ organization needs to submit along with the application**

- i.) Application format;
- ii.) Copy of the registration/ Memorandum of Association of the organization;
- iii.) Complete address of the organization with contact details;
- iv.) Copy of PAN, GSTIN/ Service Tax Registration Certificate;
- v.) Copy of the audited financial statements for last three years;
- vi.) Affidavit that the organization is currently not black-listed by any government department or agency;
- vii.) An undertaking as per the enclosed formats;
- viii.) List of all PMUs provided and under execution (which have contract duration of 6 months or more) in the last 5 years. Detailed sheet along with relevant documents with proper referencing for each PMU may be attached giving information as per table below on the following apart from any other information which may be considered essential (max. 2 pages per project):

S. No.	Name of the Project	Period of the consultancy services for the project (with start and completion dates)		Client/ funding agency details	Sector of Project along with the classification  <i>(rural water supply sector must be highlighted)</i>	Consultancy fee for the Project (in Rupees lakhs)	Brief services provided under the project
		From	To				

**Note:**

- i.) The agency shall furnish details of completed projects and on-going projects in separate sheets;
- ii.) The chronology of the projects should be as per their date of commencement of the project;



- iii.) If the sector of the project is rural water supply, the same may be highlighted;
- iv.) The on-going projects should include only those projects which are for rural water supply sector;
- v.) Documents i.e. letter for award of work/ contract, mentioning the duration of consultancy services and service cost of PMU as well as completion certificate from the client, if PMU already completed, should be enclosed after the list.

## 6. Short-listing of Agencies

The Department would evaluate the Eol of only those agencies which shall fulfill the mandatory eligibility requirements mentioned at para 4 above. The Eol proposals would be evaluated on the following criteria having weightage as mentioned against them:

S. No.	Criteria	Weightage
1.	Experience of Agency	60%
2.	Consulting Capacity of the Agency	20%
3.	Financial Capacity of the Agency	20%

It may, however, be noted that RFP shall be issued only when at least 3 or maximum 8 numbers of applicants are shortlisted. The selection of the firm (in RFP Stage) shall follow the method of **Quality and Cost Based Selection (QCBS)**.

## 7. How to apply/ Application process

- i.) The Expression of Interest (Eol) with all relevant information and documents must be submitted online at Central Procurement Portal <https://eprocure.gov.in> on or before 21 days from the date of publication of this Eol latest by 3:00 PM on CPP portal. Any other mode of submission will not be accepted. However, after submission of Eol in the portal, a hard copy of the proposal should be submitted to this Department within 7 days after the last date of submission of proposal. The hard copy of the proposal shall be exactly same as the one submitted through the CPP portal. Any difference in the contents between the two would lead to summary rejection of the proposal for consideration at this stage.

**Note:** The Eol proposal should not be more than 60 pages including all documents/ information, etc. Therefore, precise information/ details should be furnished.

- ii.) Applicants shall be responsible for registering themselves at Central Public Procurement Portal for uploading of their proposals and ensure that the proposals are uploaded in time on the Central Public Procurement Portal on or before the date prescribed above.



## 8. Contact Details

Further details, if any, may be obtained by writing in to the above mentioned address or at e-mail: [vikas.sri@nic.in](mailto:vikas.sri@nic.in) or at telephone no. 011-24368561/ 24363515.

 (Vikas Srivastava)

Under Secretary to Gol  
e-mail: [vikas.sri@nic.in](mailto:vikas.sri@nic.in)

**Note:** DDWS reserves the right to cancel this request for EoI and/ or invite afresh with or without amendments, without liability or any obligation for such request for EoI and without assigning any reason. Information provided at this stage is indicative and DDWS reserves the right to amend/ add further details in the EoI.

**Terms of Reference (ToR) for setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

**1. Description of Assignment**

Department of Drinking Water and Sanitation, Ministry of Jal Shakti is implementing Jal Jeevan Mission (JJM) with the objective to provide Functional Household Tap Connection (FHTC) to every rural household of the country by 2024.

The Department of Drinking Water and Sanitation (hereafter referred as DDWS) intends to engage an Agency/ Firm/ Organization/ Institution (hereafter referred as Agency) to set up a PMU which will work closely with Government of India and State/ UTs Governments to achieve the objectives of JJM. The NPMU-PHE would provide technical support to the States/ UTs, technical evaluation of projects proposed by States for cost-effective implementation and suggest corrective actions, development of design templates and costing for schemes, provide assistance to pilot innovative solutions to overcome challenges that defy normal technological interventions and assist in developing Integrated Management Information System for Jal Jeevan Mission and IoT based water supply service delivery monitoring system. The period of the assignment will be for 36 months (with man-months of different key position as set out in this ToR.


**2. Organization Background**

DDWS is the nodal Department for overall policy formulation, planning, financing and coordination for two flagship programmes of Government of India, namely Swachchh Bharat Mission (Gramin) [SBM-(G)] for rural sanitation and Jal Jeevan Mission (JJM) for providing Functional Household Tap Connection (FHTC) to each rural household by 2024.

**2.1 Jal Jeevan Mission**

Government of India has been supplementing the efforts of the States/ UTs for rural water supply, which began in 1972 with the launch of Accelerated Rural Water Supply Programme. It was renamed as NRDWP in 2009. Under the NRDWP, one of the objectives was to enable all households to have access to and use safe & adequate drinking water within premises to the extent possible. Government of India has now restructured the ongoing National Rural Drinking Water Programme (NRDWP) into a new mission i.e. Jal Jeevan Mission (JJM). The objective of JJM is to provide Functional Household Tap Connection (FHTC) to every rural household by 2024 at service level of 55 litres per capita per day (lpcd).

The key components of JJM are: i.) in-village piped water supply infrastructure for tap water connection to every household; ii.) developing reliable drinking water sources/ augmentation of existing sources; iii.) retrofitting of completed and ongoing PWS schemes to provide FHTCs; iv.) transfer of water for those villages where quantity and/ or quality issues exist in local sources; v.) technological intervention where quality is an issue; vi.) grey water management; vii.) support activities & capacity building of communities; and viii.) measures to tackle unforeseen challenges caused due to natural calamities/ disasters.



## **Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

As per Integrated Management Information System (IMIS) maintained by DDWS, as on 31.03.2019, about 18.33% of rural households i.e. 3.27 Crore out of the total 17.87 Crore rural households in the country have piped water connection. Thus, about 14.60 Crore households are to be provided with tap connections by 2024.

### **3. Statement of Purpose/ Objectives**

The specific objectives of technical PMU are to work closely with Government of India, DDWS to achieve the objectives of JJM and to provide technical support to DDWS and the States/ UTs for successful implementation of JJM in the following broad areas:

- i.) **Strengthening of institutions:** Capacity building of program staff of states;
- ii.) **Providing technical assistance to States** in implementing rural water supply schemes;
- iii.) **Monitoring water quality;**
- iv.) **Operation & Maintenance:** Assisting the States to work with the respective implementing agencies and Gram Panchayat or it's sub-committee to adopt appropriate O&M mechanisms to ensure long-term sustainability of sources;
- v.) **Applying lessons learnt from erstwhile NRDWP** and other sector initiatives in implementing JJM; and
- vi.) **Any other activity** to be implemented as part of the Mission as directed by DDWS.

The PMU will provide support to DDWS in the above-mentioned broad areas for timely implementation of the Mission. In the process, it is expected to have an interface with States. To improve project performance, the PMU is expected to do a broader assessment of JJM schemes and assess impact of the JJM, share & disseminate lessons and best practices across the States on various aspects.

### **4. Statement of Assignments Outcomes**

With the assistance of PMU, DDWS/ States will be able to plan optimally to achieve the objectives of JJM in the stipulated timeline.

### **5. Details of Scope of Work**

It is expected that a core team (including a Team Leader and team of experts) will work closely with DDWS to assist project management activities related to JJM on day to day basis. The firm will provide the requisite technical and managerial support to DDWS and the State/ UTs Governments for effective implementation of the JJM. It is expected that 30-40% time will be spent by the Team on field visits in different States/ UTs for implementation of JJM.

**5.1 The scope of work** for NPMU-PHE shall include following:

#### **A) Technical Support**

- i.) provide technical inputs for techno-economically viable designing, planning and implementation of schemes to provide household tap connections in rural areas in accordance with the objectives of JJM;

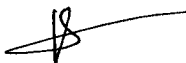


## Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission

- ii.) handholding States for preparation of type design of ESR/ overhead tanks, sumps, pump house, etc.;
- iii.) guide States to prepare schemes, as and when required, for (a) retrofitting of the existing rural water supply infrastructure to provide FHTCs; (b) construction of new schemes for transfer of water especially Multi Village Schemes (MVS) including treatment plant, distribution networks, etc and (c) Single Village Schemes requiring specific technological interventions;
- iv.) facilitate operation and maintenance of commissioned schemes by building capacities of stakeholders;
- v.) support in monitoring and review of projects in terms of physical/ financial targets and against overall monitoring parameters;
- vi.) facilitate adoption of technological interventions wherever required;
- vii.) attend the meetings of State Level Scheme Sanctioning Committee (SLSSC) and Inter-Ministerial Central Team (IMCT) and other meetings as and when directed by DDWS.

### **B) Water purification/ treatment and technology Support**

- i.) To provide support to States/ UTs in facilitating accreditation of drinking water quality testing laboratories as per IS/ISO/IEC:17025 at least for basic parameters and gradually upgrading to other parameters as per local conditions;
- ii.) assess the nature of water quality issues in the states and accordingly assist the States in developing water testing modules;
- iii.) support the States to assess various level laboratories and suggest improvements including NABL accreditation;
- iv.) provide support in capacity building of stakeholders at all levels on importance of water quality and relevant issues;
- v.) conduct a literature review and coordinate research programmes with sector institutions and research centres on water-health linkages, specific to the project area of JJM;
- vi.) provide inputs to develop toxicology maps and risks. If possible, categorize geographical areas with similar pollutants and risks that may be amenable to similar types of treatment options;
- vii.) develop monitoring guidelines for pollutants and health impacts, including opportunities for community monitoring and develop a detailed design and methodology for the involvement of local communities;
- viii.) propose technology options appropriate for the incidence and levels of pollutants that exist and the levels of treatment required to deliver safe drinking water;
- ix.) develop an implementation plan for the pilot programmes including identification of locations, quantification of resources required to carry out the pilot project and



## **Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

development of ToR for the procurement of a suitable agency to carry out the pilot project;

- x.) cross verification of water quality data and integration with other laboratories of State/ Central government agencies;
- xi.) providing guidance and training to personnel at different managerial levels in water quality testing, monitoring, data interpretation and reporting; and
- xii.) analysis of water quality data received from various levels of labs from States and prepare ranking of labs.

### **C) Monitoring Support**

- i.) Create a platform for JJM, where data/ information is integrated with other key projects/ programmes;
- ii.) undertake intensive field visits to project sites to monitor the physical and financial progress of JJM schemes on the ground level and prepare timely reports on such progress;
- iii.) prepare consolidated progress reports for project management including identification of problems, bottlenecks in project implementation, and providing specific recommendations;
- iv.) support in development of IT platforms and applications;
- v.) support development of IMIS and website of JJM in consultation with NIC team of DDWS and also providing inputs for developing a dynamic dashboard;
- vi.) Prepare regular progress report based on IMIS data for different periodicity (daily, weekly, fortnightly, monthly etc.) and for different levels of monitoring;
- vii.) Assistance in carrying out the functionality assessment survey;
- viii.) develop and implement capacity building programme for the national, state and district teams;
- ix.) facilitate state and district staff in providing accurate and timely data;
- x.) provide inputs for enhancement of existing grievance management/ and citizen's feedback systems, analyze data and recommend actions for grievance redressal.

The list is indicative and the consultancy firm may be required to provide additional services as and when required for the programme. Further, it may be noted that the activities would have to be carried out at different levels – National, State and District. The firm must have the flexibility to work at different levels, as specified by the scope of work and as determined by DDWS. The firm should have adequate number of back up experts of each stream so that in case of unforeseen events, if the services of one or more team members cease to continue, the firm should supply substitute team member of equal or higher competence within agreed time frame. It is clarified that no extra remuneration/ payment would be made to the firm for the substitute member so offered. The substitute member shall be subjected to approval of the DDWS.



## Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission

### 5.2 Reporting

DDWS will finalize the reporting structure as per the requirement of programme. However, PMU team leader will be responsible for overall coordination of PMU and shall report of progress etc. to the designated officer(s) of DDWS.

### 5.3 Duration

The period of the assignment will be for **36 months (with man- months of different key position as set out in this ToR.**

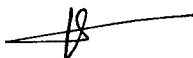
### 5.4 Office Space/ Logistics/ services provided

- i.) Seating arrangement/ space along with Internet/ WiFi and telephone/ intercom would be provided at the premises of DDWS during the contract period. However, office stationeries, computers, printers, other IT equipments, local conveyance, etc., should be arranged by the Agency themselves;
- ii.) The expenses towards field visits, accommodation, etc. will be reimbursed on actual basis as per terms and conditions as will be set-out in the RFP documents;
- iii.) DDWS will provide for necessary intervention required by the PMU for completion of task in a time-bound manner.

### 5.5 Deliverables

The technical PMU will submit the following periodic reports in desired number of copies (also in electronic copies) in order to cover all the required aspects:

- i.) **Inception Report:** To be submitted within three (3) weeks of the commencement of services. The report will be based on work and staffing schedules agreed during contract negotiations, and will include the Consultants detailed work program.
- ii.) **Training need assessment of Engineers of the Executing Agencies:** The report would be based on interaction with the Engineers of the Project Implementation Units (PIUs) of States.
- iii.) **Progress Report:** Monthly reports to be submitted by the 10<sup>th</sup> day of the following month. The reports will summarize the activity wise work performed during the reported period identifying the problems encountered, and indicating the corrective action taken or recommended. The report will also summarize record of meetings with the State Nodal Agencies/ PIUs.
- iv.) **Quarterly Report:** On the activities carried out by the States shall be submitted to DDWS, along with its comments. In case PMU finds that their suggestions for improving the quality, reducing the time overrun, etc. are being overruled by the PIUs, such instances should also be included in the report.
- v.) **Annual Report:** On the activities carried out along with comments of the State Nodal Agency.
- vi.) **Special Reports:** Special Reports shall be prepared periodically covering:



## Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission

- a.) List of major short comings in preparation of DPRs, design and field investigation;
  - b.) Development of specification for use of locally available materials;
  - c.) Procedures and methodologies regarding Contract Management, deployment of plant & machinery with reference to project implementation schedule, safety of works, personnel and general public;
  - d.) Annual quality report;
  - e.) Model maintenance management plan;
  - f.) Monitoring service delivery using IoT based system;
  - g.) On any other issue covered in the scope of works, if required by DDWS.
- vii.) **Project Completion Report:** To be submitted upon completion of the service along with a detailed presentation.

### 6. Team composition and qualification requirement of key experts

The PMU will include a Team Leader, a team of multi-disciplinary experts/ specialists who are able to analyze, synthesize data and information for effective implementation of the programme(s).

#### Team composition of NPMU-PHE

Key experts/ personnel	No.	Qualification	Experience and age limit	No. of Months
Technical (Team Leader)	1	Master degree in PHE/ Environmental Engg., with Bachelor's degree in Civil Engineering  Or,  Person having worked at Chief Engineer level in states in Public Health Engineering/ Water Supply Department.	20 years or more in the field including 5 years experience as a team leader/ managerial level for handing of PMUs of PHE/ water supply.  Age: Not above 60 years of age.	36
Senior Infrastructure Specialist	6	Bachelor in Civil engineering and/ or Master in PHE/ Environmental Engg.,  Or,  Persons having worked at Superintendent Engineer level in states Public Health Engineering/ Water Supply Department.	15 years of experience in the construction and maintenance of PHE/ water supply systems.  Age: Not above 60 years of age.	36*6

**Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

Rural Infrastructure consultant	7	Bachelor in Civil engineering/ PHE/  Or,  Persons having worked at Executive Engineer level in states Public Health Engineering/ Water Supply Department.	10 years or more experience in water supply, grey water management. At least 3 with CAD experience.	36*7
Water quality expert/ Technologist	2	B. Tech/ B.E in Civil Engineering/ Postgraduate in Science preferably in Chemistry.	5 years experience in PHE/ Water supply sector related to water quality, water purification/ treatment technology/ water quality surveillance.	36*2
<b>Non Key Experts</b>				
Manager	2	B. Tech plus MBA	3 years or more experience in coordination and consulting similar nature projects/ PMUs.	36*2
Office Executive	2	Graduate	3 years or more in supporting associating such projects/ PMUs	36*2
MTS (Multi Tasking Staff)	2	12 <sup>th</sup> Pass (Intermediate)		36*2

\* The no. of experts/ specialists mentioned in the list is only tentative, however, the total number of experts/ specialists will not exceed during the contractual period.

\* No CV or Certificates of the experts/ specialists are required to be enclosed at this stage.

\*\*\* The selected candidates by DDWS shall not be relocated/ transferred/ substituted by firm without the prior permission of the Department, so as to ensure smooth work flow and continuity.

**7. Institutional and organizational arrangement**



## **Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

- a.) **Counterpart Project Manager and Team** – JJM division of DDWS will assist, coordinate and monitor the NPMU's activities during contract period;
- b.) **Consultancy Management Committee** will be set up by DDWS to periodically monitor and evaluate the performance of technical NPMU conducted by the agency;
- c.) **Chain of Command for reporting** will be as follows:

Deputy Secretary/ Director in charge of JJM Division -> Additional Secretary/ Joint Secretary in charge of JJM division -> Secretary, DDWS;

### **8. Conflict of Interest**

DDWS expects the shortlisted Agencies to provide professional, objective, and impartial service and at all times uphold the interests of DDWS and strictly avoid conflicts with other assignments or its own interests. The shortlisted Agencies shall not accept or engage in any assignment during the course of entire period of assignment that would be in conflict with, or that may place it in a position of not being able to carry out the assignment for which it has been engaged.

Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the Bidder(s) to inform DDWS detailing the conflict as an attachment to this bid. The actual and potential conflicts of interest are to be declared by the bidder(s) in bid process.

DDWS will be the final arbiter in cases of potential conflicts of interest. Failure to notify DDWS of any potential conflict of interest will invalidate any verbal or written agreement.

### **9. Review of contract**

The Agency will keep the DDWS appraised with developments and progress of the work relating technical NPMU. The contract shall be initially for 36 months and shall be extended further as per the requirement with mutual agreement.

However, the contract shall be reviewed every 12months and shall be renewed subject to satisfactory performance.

DDWS reserves the right to extend the contract further or terminate early without assigning any reason what so ever.



**(EoI submission cover letter format)**

**Expression of Interest for “Engagement of agency as National Project Management Unit-PHE under Jal Jeevan Mission”**

**Certificate**

I, \_\_\_\_\_, working as \_\_\_\_\_ in this organization and is authorized to issue this certificate, certifying that:

- i.) We have gone through the contents of advertisement for this eligibility criterion and fulfill all the eligibility criteria as per eligibility criteria mentioned in EoI.
- ii.) All relevant documents are enclosed with our eligibility criteria.
- iii.) The details and contents of our eligibility criteria are authenticated and based on actual work carried out by our agency, as per record.
- iv.) We have understood that if, in case, it is found that our agency is not fulfilling any of the laid down criteria, or relevant details/ supporting documents are not found to be enclosed, we will not be given any opportunity for any clarifications and our eligibility criteria will be evaluated based on available documents in eligibility criteria.

**Dated: .....**

Signature of authorized signatory

Name: .....

Designation: .....

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**Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

**Annex-3**

**Checklist for the eligibility for this assignment**

<b>S. No.</b>	<b>PARAMETERS</b>	<b>Yes or No</b>	<b>Remark/ justifications.</b>
<b>(A)</b>			
i.)	Minimum of Five (5) years of experience in providing services of PMU to Central/ State Govt. sponsored project		
ii.)	Successfully carried at least three PMUs of similar scale/ nature during the last 5 years, with each of the PMU period should have lasted for a minimum 6 months and having consultancy fee of more than Rs. 2 Cr. for each of these projects		
iii.)	Sufficient qualified personnel, and resources to accomplish all the elements of the Scope of Work.		
iv)	In case, it is a private entity / firm, is it a profit making entity during each of the last three financial years (2016-17, 2017-18, 2018-19)		
v)	Average annual turnover of at least Rs. 10 Crore in last 3 preceding financial year [2016-17, 2017-18 and 2018-19]		

Date:

Signature of Authorized Signatory

Name:

Designation:

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Name of Agency





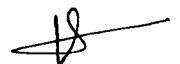
**Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

**Annex-4**

**Information sheet from agency**

(Documents should be enclosed in the same sequence)

S. No.	Particulars	Details	Remarks, any	If	Page No.
<b>(a) AGENCY GENERAL DETAILS</b>					
1	Name of bidding Agency/ Firm/ Organization				
2	Type of Organization				
3	Date & Place of incorporation/ registered agency (enclose copy of relevant document)				
4	Headquarter address				
5	Main areas of business				
6	Addresses for correspondence				
7	Name and Designation of Nodal contact person				
8	Contact number				
9	Email ID				
10	Whether the firm has been blacklisted by any Central Govt./ State Govt./ PSU/ Govt. Bodies/ Autonomous? If yes, details thereof				
11	Location of offices in other parts of India				
12	Whether copy of the registration/ Memorandum of Association of the organization enclosed?				
13	Whether copies of PAN, GSTIN/ Service Tax Registration Certificate enclosed?				
14	Whether copy of the audited financial statements for last three financial years (2016-17, 2017-18 and 2018-19) enclosed?				



**Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

<b>(B) Experience of Agency/ Firm/ Organization</b>					
<b>1</b>	Number of PMU projects of similar scale/ nature carried out with Central/ State Govt. in the last 5 years (having minimum consultancy fee of Rs. 2 Crore and 6 months of minimum duration of PMU)				
<b>2</b>	<b>Relevant Experience in rural water sector:</b> <b>Completed PMU</b> in rural water supply with minimum fee of Rs. 2 Crore and minimum duration of 6 months				
<b>3</b>	<b>Ongoing PMU</b> in rural water supply with minimum fee of Rs. 2 Crore and expected minimum contract duration of 6 months				
<b>(C) Consulting Capacity of the Agency</b>					
<b>1</b>	Number and details of qualification/ Experience of Key experts on the roll of Agency. The information may be given in the proforma attached under.  <i>(No CV/ Certificate required to be enclosed at this stage)</i>				
Name of Key Experts	Educational Qualification	Expertise	Year of Experience	Working with Agency since.	Remarks, if any
<b>(D) Annual Financial strength of agency:</b>					
<b>1</b>	Average Annual Turnover figure (Rs. in Crore) for last three years (for consultancy part), to be certified by the registered Chartered Account/ Auditor, <b>as per format at annex-5</b>				

\*No box in the above table should be left blank without mentioning the proper justification in Remarks column.

Date:

Signature of Authorized Signatory

Name:

Designation:

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Financial capability of the agency

(Rs. in Crore)					
S. No.	Financial Year	Whether profitable Yes/ No	Annual net profit	Overall annual turnover	Annual turnover from only Consultancy services rendered in India
1.					
2.					
3.					
<b>Average of the above</b>					
Note: Agencies are required to enclose auditor's certificate in support of their claim.					

Date:

Signature of Authorized Signatory

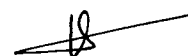
Name:

Designation:

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Name of Agency:

Counter signed by Auditor



**Setting up of National Project Management Unit (NPMU-PHE) for Jal Jeevan Mission**

**Annex-6**

**Format for Affidavit Certifying that Entity is not blacklisted/ barred**

(On a Stamp Paper of relevant value)

**Affidavit**

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

2. We further confirm that we are aware that, our bids for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the short listing/ selection process dated this ..... day of ..... 20....

Name of the Agency: .....

Signature of the Authorized Person

Name of the Authorized Person

A handwritten signature in black ink, consisting of a stylized, cursive script with a prominent loop and a sharp downward stroke.

**Format for Anti-Collusion Certificate**

(On the letter head of the Agency)

We hereby certify and confirm that in the preparation and submission of our proposal for the Assignment "National Project Management Unit (NPMU- PHE) for Jal Jeevan Mission", we have not acted in concert or in collusion with any other Agency or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant proposal.

Date:

Signatory

Signature of Authorized

Name:

Designation:

[Please affix rubber stamp]

Name of Agency

