

RFP TITLE:	HIRING OF SURVEY AGENCIES FOR TOPOGRAPHICAL SURVEYS FOR WATER SUPPLY WORKS IN KARNATAKA
RFP NO.:	IPE-AMRUT-2023 (RFP) - 048

NOTICE INVITING PROPOSAL

DATE: MAY 26, 2023

REQUEST FOR PROPOSAL TITLE:	HIRING OF SURVEY AGENCIES FOR TOPOGRAPHICAL SURVEYS FOR WATER SUPPLY WORKS IN KARNATAKA
REQUEST FOR PROPOSAL NO.:	IPE-AMRUT-2023 (RFP) - 048

Dear Sir/Madam,

1. IPE Global Limited, India (IPE Global) is pleased to invite prospective Bidders to submit a Proposal for the above-mentioned assignment in accordance with this Request for Proposal (RFP) package.
2. All information contained in this package should be treated as commercially confidential and the Bidders are required to limit dissemination on a need-to-know basis.
3. This RFP package consists of the following documents:
 - i. Notice inviting Proposal.
 - ii. Request for Proposal Instructions.
 - iii. Statement of Work for the assignment.
 - iv. RFP Instructions including **ANNEXURES 1-08**, and **Proforma 1: Financial Proposal**.
4. IPE Global will endeavour to make available all relevant information in the RFP. Should the Bidder need any further information or clarification during the proposal period the Bidder must contact only the undersigned.
5. On no account should the Bidders communicate directly with any other personnel or officials of IPE Global. Failure to comply with this requirement may result in the disqualification of the Bidder from this competition.
6. The Financial Proposal should specify the total amount in Indian National Rupees (INR), giving the details of expenses (as per RFP Instructions). The Financial Proposal should be valid for acceptance for 180 days (One Eighty Days) from the date of submission of the Proposal.
7. No queries will be accepted by the undersigned after **1100 Hrs, June 02, 2023**, at procurement@ipeglobal.com. The response to queries will be emailed and/or uploaded to all the participating Bidders who have shown interest in submitting the proposal. To ensure equity, IPE Global's response will be notified to all Bidders without disclosure of the initiator.
8. Proposals must be received by **1400 Hrs, June 09, 2023**, addressing the Senior Manager – Procurement and Contracts, IPE Global Limited at procurement@ipeglobal.com. **A proposal received in any form after the proposal submission deadline shall not be considered.**
9. The Bidders who meet the Technical Qualification Criteria as mentioned in this RFP, would be considered for the next stage of evaluation i.e. Financial Evaluation. The Bidders must submit the Registration Certificate, extracts from the audited Balance Sheet and Profit & Loss Account, Certificate from the Chartered Accountant and other relevant supporting documents as an evidence for the Technical Qualification Criteria.

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- 10.** Bidders **qualifying the Technical Qualification Criteria** shall be considered for the next stage i.e. Financial Evaluation which will be assessed in accordance with the **Least Cost Selection (LCS) method**. The Detailed Technical Qualification Criteria is described in **S. No 5** of the Request for Proposal Instructions. Financial Proposal of only those firms, who pass the **Technical Qualification Criteria, will be opened**. The Contract will be awarded to the Bidder with the Most Advantageous Proposal.
- 11.** IPE Global Limited reserves all the rights to award any work in full or part to one or more than one Survey Agency depending on the client's timelines and requirements. No variation in quoted rates on account of this shall be admissible.
- 12.** Decision as to any qualification to arithmetical error, manifest or otherwise in the response to the RFP shall be decided at the sole discretion of IPE Global and shall be binding on the Bidder. Any decision of IPE Global in this regard shall be final, conclusive and binding on the Bidder.
- 13.** The Bidder should furnish adequate information as evidence for assessment on the **Technical Qualification Criteria** as mentioned in this RFP. Wherever applicable, the Bidder must attach a certified copy of the related certificates and documents.
- 14.** Modifications to this RFP, if any, will be made available by IPE Global and shall be uploaded on the relevant website/emailed to the prospective Bidders.
- 15.** Notwithstanding anything stated above, IPE Global reserves the right to review the Bidder's capability and capacity to perform the work, before awarding the possible future Contract.
- 16.** If the Bidder intends to submit a proposal for the above-mentioned RFP, the Bidder must send an acknowledgement by e-mail to procurement@ipeglobal.com, quoting the **RFP TITLE, RFP NUMBER**, within three days from the date of issuance of the RFP.

Yours faithfully,

Senior Manager
Procurement and Contracts
IPE Global Limited
Email Id: procurement@ipeglobal.com

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INTRODUCTION:

1. GENERAL:

- 1.1. This Request for Proposal (RFP) is designed to help the prospective Bidders to produce a proposal that is acceptable to IPE Global, in accordance with the requirements of contracting and procurement and this RFP. It is essential that the information requested in the specific format shall be provided.
- 1.2. IPE Global is not bound to accept the lowest Bidder, or any proposal. IPE Global also reserves the right to request any, or all, of the Bidders to meet and/or email IPE Global to clarify their respective proposals.
- 1.3. Each Bidder having responded to this RFP acknowledges to have read, understood, and accepts the terms and conditions of this RFP, including the selection and evaluation process mentioned in this RFP document. The Bidder ceases to have any option to object against any of these processes at any stage subsequent to the submission of its responses to this RFP.

INSTRUCTIONS FOR SUBMITTING THE PROPOSAL:

2. FORMAT OF THE PROPOSAL:

- 2.1. The Bidder should submit the proposal in English. The response for the proposal should be set out in two main parts:
 - **Part A – Technical Qualification Criteria Responses**
 - **Part B – Financial Proposal**
- 2.2. **Part A (Technical Qualification Criteria Responses) and Part B (Financial Proposal) must be documented and saved separately and efforts to be made for submission in a single email to enable evaluation of Proposal and Financial Proposal independently. Part B (Financial Proposal) MUST BE PASSWORD PROTECTED separately. Please do not include any price information/password to access the Proposal in Part A (Technical Qualification Criteria Responses) and/or in any communication (until and unless requested by IPE Global).**
- 2.3. The subject of email shall be the **RFP Title and RFP Number followed by the Bidder's Name.**

3. PART A – TECHNICAL QUALIFICATION CRITERIA RESPONSES

- 3.1. The Bidder must furnish adequate information as evidence for assessment on the Technical Qualification Criteria as mentioned in this RFP.
- 3.2. Wherever applicable the Bidder should attach certified copy of the related work orders, certificates, documents, declarations, etc.
- 3.3. The Bidder must submit the Registration Certificate, extracts from the audited Balance Sheet and Profit & Loss Account, Certificate from the Chartered Accountant and other relevant supporting documents as an evidence for the Technical Qualification Criteria.

4. PART B – FINANCIAL PROPOSAL:

- 4.1. The **PROFORMA 1: FINANCIAL PROPOSAL** provided should be completed in the format requested.
- 4.2. All quoted prices should remain valid for a period of 180 days from the date of the submission of the proposal and should be only in Indian National Rupees (INR).

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- 4.3. Prices payable to the Selected Bidder as stated in the subsequent Contract shall be firm and not subject to adjustment during the performance of the subsequent Contract, irrespective of reasons whatsoever, including exchange rate fluctuations, changes in taxes, duties, levies, charges, etc.
- 4.4. The Financial Proposal should be structured in 3 Sections.
- i. Section 1 Pricing, using Financial Pro-Forma on a Fees and Expenses basis
 - ii. Section 2 A list of the names and designation of all nominated personnel proposed to work on this project (if applicable)
 - iii. Section 3 Matters not appropriate in any other appendix, e.g., Incorporation Certificate, Goods and Services Tax Identification Number (GSTIN), turnover and net profit for last three financial years (attach Copy of last 3 years balance sheets and profit & loss accounts), parent company guarantees (if applicable).

5. EVALUATION:

- 5.1. **Part A – Technical Qualification Criteria Evaluation:** covers circumstances where IPE Global must exclude a Bidder from participating further in the procurement based on a pass/fail assessment on the specific Technical criteria as mentioned in the table below. **No further evaluation is carried out if any of the Technical Qualification Criteria Responses have not been met by the Bidder.**
- 5.2. The Bidders who meet the Technical Qualification Criteria as mentioned below would then only be considered for the next stage of evaluation. The Bidder must submit the documents as stated below:

SL. NO	CRITERIA	DOCUMENTS REQUIRED
1.	The Bidder must have an average annual turnover of not less than INR 50 Lakhs in last three financial years (as on Mar-31-2022).	Extracts from the Audited Balance Sheet and Profit & Loss Account and Certificate from the Chartered Accountant.
2.	The Bidder should have been in operation for the last three (3) years and must provide scanned copies of (i) Certificate of Incorporation; (ii) PAN card and (ii) Goods & Services Tax Identification Number (GSTIN).	Copies of: <ul style="list-style-type: none"> • Certificate of Incorporation; • PAN Card; • GSTIN Certificate.
3.	The Bidder shall have the experience of executing similar assignments ¹ for Corporates, Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments/or any other Procuring Agency during the last 3 financial years (as on Mar-31-2023) as under: <ul style="list-style-type: none"> • 1 completed assignment with contract value 	Contracts from the Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments /or any other Procuring Agency (<i>confirming year, contract value, scope of work along with reference details</i>)

¹ Similar Assignments – Topographical surveying works for water supply projects (can be urban, rural, industrial projects) anywhere in India.

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SL. NO	CRITERIA	DOCUMENTS REQUIRED
	<p>> INR 40,00,000 OR</p> <ul style="list-style-type: none"> • 2 completed assignments with contract value > INR 24,00,000 each ; OR • 3 completed assignments with contract value > INR 16,00,000 each <p>The Bidders shall submit a copy of Work Order (<i>confirming year, contract value, scope of work along with reference details</i>) along with the Satisfactory Certificate from the Client or Self-Declaration of Completion² of the Project/Assignment. In case of non-submission, the project experience will not be considered.</p> <p>Similar assignments implies topographical surveying works for water supply projects (can be urban, rural, industrial projects) anywhere in India.</p> <p>Multiple survey work orders for different sections/chainages under the same project/program and from the same client can be treated as part of the same assignment for the purpose of this evaluation.</p>	<p>[Format attached in ANNEXURE 8] or Self-Declaration of Completion of the Project/Assignment.</p>
4.	<p>The Bidder should not be blacklisted by Corporates, Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments/or any other Procuring Agency.</p>	<p>Bidders are required to sign and return a self-declaration (as ANNEXURE 7) for this disclosure which is also mentioned in Point 18 of the <i>Section for Request for Proposal Instructions</i>.</p>

5.3. **Part B – Financial Evaluation:** Financial Proposal of only those Bidders who have passed the Technical Qualification Criteria will be opened. The qualified Bidders will be asked for the password to access their respective Financial Proposal, and the evaluation will be done in accordance with the **Least Cost Selection (LCS) method**.

5.4.1 The **PROFORMA 1: FINANCIAL PROPOSAL** provided in this RFP must be completed in the format requested.

5.4.2 All proposal prices should be in Indian National Rupees (INR).

6. NOMINATED PERSONNEL

6.1. The Bidder must:

- a) confirm that all personnel will be available to provide the required services for the duration of the subsequent Contract;

² The Bidders hereby certify that the information as given in the Self Declaration is true and accurate. If the information contained in the Self-Declaration is found false, then IPE Global has the option of blacklisting the Bidder(s). Bidders also acknowledge that IPE Global reserves the right to request supporting documents at any time to prove the information provided above.

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- b) give the name of their employer or state if self-employed if any of the personnel is not a member of the Bidder's staff;
- c) obtain a prior written agreement from IPE Global via the Senior Manager – PaCs, before nominating a member of IPE Global and/or Client staff who is in service, or on leave of absence, or has been a staff member of IPE Global/ and/or Client within the past 2 years;
- d) if nominating an ex-staff of IPE Global and/or the Client who has left the service within the past 2 years, including a letter from IPE Global and/or Client granting permission for them to undertake the services.

7. GOVERNMENT TAX:

- 7.1. Bidders are responsible for establishing the status of the Services for the purpose of any government tax applicable in India. Any applicable taxes should be included in **PROFORMA 1: FINANCIAL PROPOSAL** separately.

8. ALTERATIONS TO PROPOSALS:

- 8.1. Any manuscript or other alteration to the proposal must be countersigned and dated by the person submitting the proposal. The Bidder must not alter the RFP documents.

9. SELECTION OF PROPOSALS AND REJECTION OF NON-COMPLIANT PROPOSALS:

- 9.1. The instructions contained in the RFP Package constitute the Conditions of Proposal. Participation in the proposal process confirms that the Bidder accepts these Conditions of the Proposal.
- 9.2. The Bidder must ensure that each and every employee, sub-contractor, and any other person / organization the Bidder involves in their response to this RFP, abides by the Conditions of Proposal. The Bidder shall be responsible for any breach of the Conditions of Proposal by anyone they have involved in their response to this RFP.
- 9.3. Prior to commencing the evaluation process, IPE Global may check the proposals received to ensure they are fully compliant with the Conditions of the proposal. Non-compliant Proposals may be rejected by IPE Global.

10. LETTERS AND DECLARATION TO ACCOMPANY PROPOSALS:

- 10.1. The Proposal must be accompanied by a letter on the organization's headed paper showing the full registered and trading name(s), trading and registered office address of the Bidder and, in the case of a Company, the place of incorporation. It should be signed by a person of suitable authority to commit the Bidders to a binding contract. Bidders are required to sign the declarations as mentioned in this **POINT 10 – LETTERS AND DECLARATION TO ACCOMPANY PROPOSALS AS ANNEXURE 1**. The Bidder must quote the Title and Number of the RFP and include the following declarations:
 1. We have examined the information provided in the Request for Proposal (RFP) and offer to undertake the work described in accordance with the requirements as set out in the RFP. This proposal is valid for acceptance for 180 days from the date of the submission of the proposal and we confirm that this proposal will remain binding upon us and may be accepted by IPE Global at any time before this expiry date.
 2. We accept that any contract that may result as an outcome of this RFP, will comprise the contract documents/template issued with the RFP and be based upon the documents submitted as part of our proposal.

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3. The entire Proposal has been arrived at independently and without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any other Bidder invited and/or submitting a proposal for this RFP.
4. We understand the obligations in Sl. No.: 12, 13, 14, 15, 16, 17 and 18 of the RFP instructions and have included any necessary declarations.
5. We confirm that all personnel and/or sub-contractors named in the proposal will be available to undertake the services.
6. We agree to bear all costs incurred by us in connection with the preparation and submission of this Proposal and to bear any further pre-contract costs.
7. We hereby declare that we are registered/not registered under MSME. Certificates of MSME and Udyog Aadhar/Udyam Registration are attached herewith (whichever are applicable).
8. We declare that we are not blacklisted by Corporates, Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments/or any other Procuring Agency.
9. I confirm that I have the authority of [Name of Bidder] to submit proposals and to clarify any details on its behalf.

11. SUBMISSION OF PROPOSALS BY EMAIL:

- 11.1. **Part A (Technical Qualification Criteria Response) and Part B (Financial Proposal) must be documented and saved separately and efforts to be made for submission in a single email to enable evaluation of Proposal and Financial Proposal independently. Part B (Financial Proposal) MUST BE PASSWORD PROTECTED separately. Please do not include any price information/password to access the Proposal in Part A (Technical Qualification Criteria Response) and/or in any communication (until and unless requested by IPE Global).**
- 11.2. If the Financial Proposal is not password protected or if any price information is included in **Part A - Technical Qualification Criteria Response** and/or in any communication (unless and until requested by IPE Global), **it may lead to disqualification** of such Bidder from the bidding process.
- 11.3. The two Documents should be clearly marked as **PART A – TECHNICAL QUALIFICATION CRITERIA RESPONSE** and **PART B – FINANCIAL PROPOSAL**.
- 11.4. The subject of the email shall be the RFP Number i.e. **IPE-AMRUT-2023 (RFP) - 048** followed by the Bidder's Name.
- 11.5. Proposal must be received by **1400 Hrs, June 09, 2023**, addressed to the Senior Manager – Procurement and Contracts, IPE Global Limited at procurement@ipeglobal.com. Late proposals will not be accepted in any circumstance. No special pleadings will be accepted.

OTHER INFORMATION

12. CONFLICT OF INTEREST:

- 12.1. Bidders must disclose in their Proposal details of any circumstances, including personal, financial and business activities that will, or might, give rise to a conflict of interest; this includes any sub-contractor, if they were awarded the subsequent Contract. Where Bidders identify any potential conflicts, they should state how they intend to avoid such conflicts. IPE Global, at its sole discretion reserves the right to reject any Proposal which gives rise, or could potentially give rise to, a conflict of interest.

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12.2. Bidders are required to sign and return the **DECLARATION OF CONFLICT OF INTEREST PROVIDED AT ANNEXURE 2** of this section.

12.3. IPE Global's Conflict of Interest Policy Statement may be viewed at, https://www.ipeglobal.com/wp-content/uploads/2023/04/Conflict-of-Interest-Policy_2023.pdf.

13. COLLUSIVE BEHAVIOUR:

13.1. Any Bidder who falls under the following, shall be disqualified.

- a) fixes or adjusts the amount of its Proposal by or in accordance with any agreement or arrangement with any other party; or
- b) communicates to any party other than IPE Global or the amount or approximate amount of its proposed Proposal or information which would enable the amount or approximate amount to be calculated (except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of the Proposal or insurance or any necessary security); or
- c) enters into any agreement or arrangement with any other party as to the amount of any Proposal submitted; or
- d) offers or agrees to pay or give or does pay or give any sum of money, inducement or valuable consideration directly or indirectly to any party for doing or having done or causing or having caused to be done in relation to any other Proposal or proposed Proposal, any act or omission, shall (without prejudice to any other civil remedies available to IPE Global and without prejudice to any criminal liability which such conduct by a Bidder may attract)

13.2. Bidders are required to sign and return the **DECLARATION OF NON-CANVASSING AND NON-COLLUSIVE PROPOSING PROVIDED AT ANNEXURE 3** of this section.

14. ANTI-FRAUD AND ANTI-CORRUPTION STATEMENT:

14.1. In the performance of their obligations under or in connection with this RFP, the Bidders, their agents and employees will need to comply with all applicable laws, rules and regulations including but not limited to IPE Global's Anti-Fraud and Anti-Corruption Policy, the Bribery Act 2010 and where appropriate, the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions or their equivalent, as applicable in India.

14.2. IPE Global's Anti-Fraud and Anti-Corruption Policy Statement may be viewed at, <https://www.ipeglobal.com/wp-content/uploads/2023/04/Anti-Fraud-Anti-Corruption-Policy-2023.pdf>.

14.3. Bidders are required to sign and return the **DECLARATION – ANTI-FRAUD AND ANTI-CORRUPTION PROVIDED AT ANNEXURE 4** of this section.

15. ANTI-SLAVERY & ANTI-HUMAN TRAFFICKING STATEMENT:

15.1. In the performance of their obligations under or in connection with this RFP, the Bidders, their agents and employees will need to comply with all in-country legislation relating to Anti-Slavery & Anti-Human Trafficking Statement.

15.2. Bidders are required to sign and return the **DECLARATION – ANTI-SLAVERY & ANTI-HUMAN TRAFFICKING STATEMENT AT ANNEXURE 5.**

16. SAFEGUARDING STATEMENT:

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- 16.1. In the performance of their obligations under or in connection with this RFP, the Bidders, their agents and employees will need to comply with all in-country legislation relating to Safeguarding against any form of sexual exploitation, abuse and harassment; child abuse, inequality or discrimination on the basis of race, gender, age, religion, sexuality, culture or disability.
- 16.2. Bidders are required to sign and return the **SAFEGUARDING DECLARATION PROVIDED AT ANNEXURE 6.**

17. CONFIDENTIALITY:

- 17.1. All material issued in connection with this RFP shall remain the property of IPE Global and shall be used only for the purpose of this procurement exercise. All information provided shall be either returned to IPE Global or securely destroyed by unsuccessful Bidders at the conclusion of the procurement exercise.
- 17.2. The contents of this RFP are being made available by IPE Global on condition that:
- a) Bidders shall at all times treat the contents of the RFP and any related documents (together called the 'Information') as confidential, save in so far as they are already in the public domain.
 - b) Bidders shall not disclose, copy, reproduce, distribute or pass any of the Information to any other person at any time or allow any of these things to happen;
 - c) Bidders shall not use any of the Information for any purpose other than for the purposes of submitting (or deciding whether to submit) a Proposal;
 - d) Bidders shall not undertake any publicity activity in connection with this RFP within any section of the media.
 - e) Bidders may disclose, distribute or pass any of the information to the Bidder's advisers or to another person provided that either:
 - This is done for the sole purpose of enabling a Proposal to be submitted and the person receiving the Information undertakes in writing to keep the information confidential on the same terms as if that person were the Bidder; or
 - The Bidder obtains the prior written consent of IPE Global in relation to such disclosure, distribution or passing of information; or
 - The disclosure is made for the sole purpose of obtaining legal advice from external lawyers in relation to the RFP; or the Bidder is legally required to make such a disclosure.
- 17.3. In this section the definition of 'person' includes but is not limited to any person, firm, body or association, corporate or incorporation.

18. DISCLOSURES:

- 18.1. The Bidder must disclose:
- a) If they
 - are or have been the subject of any proceedings or other arrangements relating to bankruptcy, insolvency or the financial standing of the Bidder including but not limited to the appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors or of any other similar proceedings.

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- b) If they or any of the Bidder's sub-contractors have been convicted of, or are the subject of any proceedings, relating to:
- a criminal offence or other offence, a serious offence involving the activities of a criminal organisation or found by any regulator or professional body to have confirmed professional misconduct.
 - corruption including the offer or receipt of any inducement of any kind in relation to obtaining any contract, with Client and/or IPE Global, or any other donor of development funding, or any contracting authority.
 - failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.
- c) If they or any of the Bidder's sub-contractors:
- are, or have reason to believe they may have been, or are subject of any proceedings, that may be listed/documentated by Corporates, Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments/or any other Procuring Agency.
- 18.2. Disclosure extends to any company in the same group of the Bidder (including but not limited to parent subsidiary and sister companies, and companies with common shareholders whether direct or indirect and parties with whom the Bidder is associated in respect of this proposal).
- 18.3. If a Bidder or related company or any individual discloses details of any previous misconduct or complaint, IPE Global will seek an explanation and background details from them. At the sole discretion of IPE Global an assessment as to whether the Bidder will be allowed to submit a proposal, will then be made.
- 18.4. Bidders are required to sign and return a self-declaration for the disclosures as mentioned in Point 18 as **ANNEXURE 7**.

19. JOINT VENTURE (OR OTHER FORM OF ASSOCIATION) PROPOSALS:

- 19.1. Proposal shall be submitted only by a single/ sole Bidder; Consortiums and Joint Ventures are not allowed under this RFP. Further, sub-contracting of the Scope of Work or any part thereof shall not be allowed under this RFP/ Contract.

20. IPE GLOBAL'S TREATMENT OF THE PROPOSAL:

- 20.1. IPE Global is committed to ensuring Value for Money ³in complex procurements. Therefore, IPE Global will:
- a) ensure proposals are registered upon receipt and held securely until after the deadline for receipt of proposals;
 - b) witness the opening of all proposals after the time and deadline for receipt of proposals and separately register the financial details of each proposal;
 - c) disqualify any non-compliant proposals (i.e. proposals failing to meet the terms of these instructions) received. The financial details of such proposals will be recorded and marked as disqualified;
 - d) ensure that all proposals are evaluated objectively, in line with the evaluation criteria specified;

³ Value for money is defined as the optimum combination of whole-life cost and quality to meet requirements.

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21. DISCLAIMERS & ARBITRATION:

- 21.1. Whilst the information and supporting documents provided in this RFP Package have been prepared in good faith, it does not purport to be comprehensive. Neither IPE Global, nor their advisors, respective directors, officers, members, partners, employees, other staff or agents:
- a) makes any representation or warranty (express or implied) as to the accuracy, reasonableness, or completeness of the RFP; or
 - b) accepts any responsibility for the information contained in the RFP or for the fairness, accuracy or completeness of that information, nor shall any of them be liable for any loss or damage (other than in respect of deceit or fraudulent misrepresentation) arising as a result of reliance on such information or any subsequent communication.
 - c) Any persons considering making a decision to enter into contractual relationships with IPE Global following receipt of the RFP should make their own independent assessment of IPE Global and its requirements and should seek their own professional financial and legal advice. For the avoidance of doubt the provision of clarification or further information in relation to the RFP or any other associated documents is only authorised to be provided by the Procurement Expert named in the RFP covering letter.
- 21.2. This RFP and any dispute arising from it shall be governed by the laws of India.

22. RIGHT TO CANCEL, CLARIFY OR VARY THE PROCESS:

- 22.1. IPE Global shall not be committed to any course of action as a result of:
- a) issuing this RFP or any invitation to participate in this procurement exercise.
 - b) communicating with a Bidder or a Bidder's representatives in respect of this procurement exercise; or
 - c) any other communication between IPE Global (whether directly or by its agents or representatives) and any other party.
- 22.2. By taking part in this competitive exercise, Bidders accept that IPE Global shall not be bound to accept any Proposal and reserves the right not to conclude a Contract for some or all of the services for which Proposals are invited.
- 22.3. IPE Global reserves the right to amend, add to or withdraw all or any part of this RFP at any time during the procurement exercise.

23. COSTS OF THE RFP:

- 23.1. Bidders will remain responsible for all costs and expenses incurred by them, their staff, and their advisors or by any third party acting under their instructions in connection with this RFP. This will be regardless of whether such costs arise as a result of any direct or indirect amendments made to this RFP by IPE Global at any time. For the avoidance of doubt, IPE Global shall have no liability whatsoever to Respondents for the costs of any amendments, changes, discussions or communications.

24. DATA PRIVACY:

- 24.1. In connection with the performance of its obligations under this RFP, the Bidder undertakes to comply with the requirements of and to take all necessary steps to ensure that by its acts or omissions it does not cause IPE Global or Client's applicable data privacy laws. No personal data shall be shared by the Bidder with IPE Global unless such sharing is required on a need-to-know basis in connection with RFP. In such a case, IPE Global will hold and process personal

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data provided by the Bidder in connection with this RFP and may disclose and transfer such data to any other IPE Global's entities, Client and such other third party, on a need-to-know basis, as IPE Global may reasonably deem necessary or appropriate. The Bidder warrants that it has the authority to grant such right.

- 24.2. For the purpose of this RFP "Personal Data" shall mean any data/information that relates to a natural person which, directly or indirectly, in combination with other information available or likely to be available, is capable of identifying such natural person.

****END OF REQUEST FOR PROPOSAL INSTRUCTIONS****

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STATEMENT OF WORK (SOW)

A. Introduction

AMRUT 2.0 mission is a step towards 'Aatma Nirbhar Bharat' with the aim of making all cities 'water secure' and providing functional water tap connections to all households. This is being achieved through circular economy of water by effecting water source conservation, rejuvenation of water bodies and wells, recycle / reuse of treated used water, and rainwater harvesting by involving community at large. The mission also targets to provide 100% sewage / septage management in 500 AMRUT cities.

In Karnataka, the mission aims to provide piped water supply services to approximately 248 Urban Local Bodies (ULBs) with census population below 1 lakh. The ULBs are spread across all 31 districts of Karnataka.

The implementing agency for the mission is the Karnataka Urban Water Supply & Drainage Board (KUWS&DB). KUWS&DB has appointed IPE Global Limited as the Project Development and Management Consultant (PDMC) for the mission in May 2023.

The scope of services of the PDMC covers planning, design, supervision, and management of all mission projects. This includes preparation of city water balance plans (CWBPs), city water action plans (CWAPs) and state water action plans (SWAPs), carrying out surveys and investigations, detailed engineering designs, procurement, and project implementation using PMIS / latest IT tools and techniques. The PDMC is helping the state in monitoring physical and financial progress of projects and updating the AMRUT 2.0 Mission portal. The PDMC is also assisting ULBs in conducting capacity building activities.

As the PDMC, IPE Global Limited now intends to hire the services of reputed survey agencies for carrying out topographical surveys related to water supply projects in Karnataka. In addition, the survey agencies may be required to survey urban areas selected for waterbodies rejuvenation and green spaces/parks projects.

B. Scope of Work

Carry out the topographical survey using Total / Micro Station / DGPS and Auto Levels for Georeferenced spot levels (X, Y & Z co-ordinates) for preparation of base map of project area / town to be used as inputs for preparation of preliminary and detailed project report (DPR) of Water Supply systems.

Topographical survey should be carried out for the project areas identified by the Engineers-in-Charge appointed by IPE Global Limited. The geographical scope of the survey contract will cover the entire state of Karnataka.

C. Description of Work

1. **Transfer for Georeferenced spot levels to several key locations to cover the entire project area, which would serve as Temporary Benchmarks (TBMs) with following activities.**
 - i. Transfer must be complete with respect to Geo-coordinates and elevation.
 - ii. There shall be permanent marking done on the ground at these TBM locations for future reference and verification of survey at a later point of time. This marking should be a permanent paint mark on road or on a nearest permanent surface.
 - iii. The TBMs shall be approximately one per 500m to be located at important junctions and on permanent structures and such other landmarks & well documented in an exclusive register and a separate list of TBMs shall be submitted.

2. Topographical survey of roads, major drains (natural / manmade), roadside drains, water bodies like ponds & lakes etc. and cross drainage structures like culverts, bridges etc. in 3-D format, i.e. with X, Y & Z co-ordinates in AutoCAD drawings showing following features / details:

- i. Orientation of North pointing vertically upwards.
- ii. Level on road center, road edge, shoulder edge and property line, land use and roadside drain location including its width, depth, type / shape, material of construction etc. on both side of roads.
- iii. The level of roads are to be picked up to 15m interval or bends / curves / change in slope / change in gradient, whichever is earlier on both sides of road.
- iv. Type of road (i.e. BT / Concrete / Earthen etc.) indicating its width and ROW (building to building).
- v. Details of cross drainage works like culverts and bridges regarding type, number of spans, length, width, deck / crown level, invert level, formation level and road level.
- vi. Ground levels, top levels (on both sides) and bottom level of natural drain / stream all along its length, indicating its width including location and invert level of roadside drain out falling into it.
- vii. The level of natural drains / streams is to be picked up to 20m interval or bends / curves / change in slope / change in gradient / outfall point of secondary drains, whichever is earlier.
- viii. Location and levels of outfall points like bank of ponds / lakes / rivers showing its layout including location.
- ix. Highest Flood Level (HFL) data of outfall points like natural streams drains / ponds / lakes / rivers.
- x. Location of electrical poles, overhead electrical lines, transformers, junction boxes for telephone, streetlights, trees with grit dia. And any other poles located on the road right of way.
- xi. Location of existing water supply sources like dug wells, lakes, rivers etc.
- xii. Location and details of existing water supply infrastructure like intake works at source, water treatment facilities, overhead / underground / ground levels tanks, valve chambers, pumping station, etc.
- xiii. Location of underground services like electrical cables, telephone cables, cable chambers, water supply pipelines (transmission and distribution), wastewater / sewerage pipelines and manholes.
- xiv. For survey of proposed Water Treatment Plant (WTP) / Pumping Station (PS) site, block levels shall be taken at 5m interval.
- xv. Name of all localities, wards, important landmarks, junctions, crossings, (chowk), government offices, commercial complexes, markets, shopping complexes, schools, colleges, hospitals, temples, cinema halls, residential colonies, slum areas, major roads (national & state highways), railway lines or any other prominent landmarks are to be compulsorily provided in drawing.
- xvi. TBMs locations shall be highlighted in BOLD on the drawings.
- xvii. The text related to any information (such as building names, road names, river names, feature description etc.) shall be provided in a corresponding layer named as its

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annotation layer. Any additional information captured during survey shall be presented in miscellaneous layer.

- xviii. The survey shall also have a plotted contour interval of 1m, 5m and 10m in different color and layers.

3. Topographical grid survey data of open areas (such as WTPs, Pumping Stations, etc.) in 3-D format, i.e., with X, Y & Z co-ordinates in AutoCAD drawing showing following features / details.

- i. Grid survey for open areas shall be captured at 5m interval grid and contours plotted at 1m, 5m and 10m interval in different layers.

Notes:

The Survey Agency should also incorporate the following features in the AutoCAD drawings, over and above the deliverables as mentioned above.

- a) The levels of different features shall be presented in 3-D format as well as separate data layers each carrying the levels of a particular category of features.
- b) The AutoCAD file shall have all the data in the following individual layers.
- i. Road
 - ii. Roadside storm water drain.
 - iii. Water supply pipelines & valve chambers.
 - iv. Water supply infrastructure like Intake, WTP, Overhead / underground tanks etc.
 - v. Cross drainage works like culverts and bridges.
 - vi. Electrical features like electric poles etc.
 - vii. Telecom features
 - viii. River
 - ix. Railway line
 - x. TBMs
 - xi. Water bodies like ponds, lakes etc.
 - xii. Ward boundary
 - xiii. Municipal boundary
 - xiv. Miscellaneous (showing other features)
- c) All survey drawings/ submissions are to have an exhaustive legend table explaining all text, symbols and abbreviations used for depiction of survey data.
- d) Co-ordinate with the survey activities of other surveyors* working on the same project and make sure that all the deliverables (topographic survey results) are compatible for design, especially the level matching at work zone boundaries.

* In case multiple surveying parties are deputed to do surveys in the project area.

D. Deliverables

The following items shall form part of the deliverables:

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- a. Topographical survey layout of drawing showing all the above-mentioned features along with existing water supply system with spot levels in X, Y, Z format and contours (1m, 5m, and 10m intervals) with reference to existing Survey of India benchmarks.
- b. Alignment of existing raw and clear water mains and distribution mains.
- c. Location of existing valves, flow meters, etc.
- d. Physical condition assessment of the available water supply infrastructure.
- e. Road layout and elevations at every 15m interval and at points of change in slope / grade.
- f. Longitudinal sections (L-sections) of surveyed roads at every 15m intervals and showing all above ground features.
- g. Position of existing building lines, platforms, steps, ramps, and other existing elements on road such as lamp post/light poles, etc.
- h. Three (3) sets of hard copies of the drawings shall be supplied duly signed by the Survey Supervisor along with the field book records and approved by the competent authority of the agency with their seal. All drawings should be supplied in A-1 size paper in the latest version of AutoCAD.
- i. Scale of drawings should be readable and suitable scale.
- j. Soft copy in CD/DVD (in editable version) shall be provided for all submissions.
- k. Final drawing, after incorporating the corrections suggested by project manager in soft copy in CD.

E. Mandatory requirements

1. **Survey Instruments:** The Survey Agency shall mobilize a team of **minimum 2 DGPS instruments with sufficient number of rovers, 2 Total stations, 1 Auto-level instrument at each project work site in Karnataka. The Survey Agency will assess the requirements and deploy additional instruments and staff at each project site, to ensure that the field work is completed in time for preparation of survey drawings and deliverables. No additional payment will be applicable for the same.**
2. **Staffing:** Survey team posted at each work site shall have the following minimum staff: 1 experienced topographical surveyor (having a minimum of 10 years of experience in topographic surveys), 1 experienced AutoCAD draftsman, sufficient number of helpers. The above-mentioned staff is to be compulsorily maintained at site during the entire survey period.
3. **Data Processing:** All the data captured during the day shall be downloaded and processed at site on daily basis.
4. **Progress Reporting:** Daily and weekly survey progress shall be submitted by the Survey Agency to the Engineer-in-Charge appointed by IPE Global Limited. The Survey Agency shall prepare and submit progress report as per agreed formats indicating status of work, methodology adopted for surveying, instruments and staff deployed and highlighting any difficulties encountered during execution of the work. The submission of such reports and review thereof by IPE Global Limited shall not be deemed to absolve the Survey Agency of its responsibility for timely completion of the assignment as per the stipulated time schedule.
5. **Time Schedules:** Time is the essence of the contract. The survey work shall be completed along with drawings and deliverables within the stipulated time period as intimated by the IPE Global Limited's Engineer-in-Charge, from the date of notice to commence survey in a

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particular town / district / project area. The survey agency will mobilize its teams to the project areas **within 7 calendar days** of receiving the intimation from Engineer-in-Charge of IPE Global Limited. The Survey Agency shall strictly adhere to timelines and submit all data, drawings, and reports **within 14 calendar days** after completion of field work.

6. **Penalties:** If the survey work is not completed and drawings submitted within the stipulated time limit, then a penalty of 0.5% of the total cost of survey for the particular section of work for every 7 days of delay, subject to a maximum ceiling of 5% of the contract amount.
7. **Quantities:** The actual length of road and open area quantity may vary (either on higher or lower side). The payment for surveys shall be based on measured alignment length on drawing and multiplied by the accepted rate in the work order.
8. **Scope:** The alignments and roads to be surveyed will be indicated and approved by the Engineer-in-Charge appointed by IPE Global Limited during the mobilization of survey team to site.

F. Special Conditions

1. The Survey Agency is encouraged to visit the site prior to submitting its quotation, to fully acquaint itself with the nature, type, and scope of work and its involvement therein.
2. For the scope of work under the contract, the Survey Agency shall mobilize the required instruments / manpower, to accomplish the job as scheduled.
3. For the full, proper, and continuous supervision of the work under the Contract, the Survey Agency shall engage and mobilize the necessary contingent of qualified and experienced manpower at site.
4. The work at site shall be carried out under the full-time supervision of a qualified Engineer or a senior surveyor deployed by the Survey Agency. The Engineer or senior surveyor shall be responsible for and capable of coordinating the work of the surveying teams, setting out the work accurately and identifying immediately and positively the type of instruments to be deployed and change in the methodology of surveying to achieve speed and accuracy in the work, and shall be fully conversant with the theory and techniques of the traversing, triangulation, spot leveling survey work covered by this contract.
5. The work shall be executed according to the specifications and good standard of practice necessary to fulfill the objective of the survey work, strictly in accordance with the instructions and satisfaction of IPE Global Limited.
6. The work shall be carried out in such manner that it causes the least interruption to traffic, and the roads/streets should be temporarily closed in such a manner that this causes the least interruption to vehicular and other traffic.
7. The Survey Agency shall be responsible for compliance of all safety norms while carrying out survey work and indemnify IPE Global Limited for occurrence against accidents (if any). The Survey Agency shall be entirely responsible for safety and insurance of their personnel & equipment deployed for carrying out the surveys.
8. All the deliverables shall be of highest quality with 100% accuracy and shall be subject to check by IPE Global Limited on random basis (such selections of areas / stretches shall be as per the decision of IPE Global Limited). All necessary equipment/support shall be provided by the Survey Agency for such checking. In case the report or the data provided by the Survey Agency is not found correct in any area / stretch, the Survey Agency will have to redo the survey of that area / stretch without any additional cost to IPE Global Limited.
9. Exact locations of survey and quantities may increase and/or decrease as per the site conditions.

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10. The Survey Agency shall be responsible for obtaining all necessary approvals for the survey work to be done by them from local authorities. IPE Global Limited may facilitate such approvals wherever required.
11. All marking / coloring, etc., shall be done as per norms / color codes of the Survey of India / as approved by the Karnataka Urban Water Supply and Drainage Board (KUWS&DB).
12. Method of survey, contour intervals etc. shall be decided on site in case of steep slopes and dense jungles, etc. where grading is not possible. Any unusual condition or formations on the ground, locations of rock outcrops (if visible on the surface) and spring/falls, possible aggregate deposits etc. shall also be noted and plotted on the drawings.
13. All the survey work needs to be done by DGPS and Total Stations maintaining required accuracy levels as per technical specifications.

G. Payment Terms

The Survey Agency shall be paid as per following terms:

1. No advance payment shall be made to the Survey Agency.
2. Progressive payments shall be made against receipt of invoices of the Survey Agency as per following terms:
 - 50% payment on completion of field work (after due certification by IPE Global Ltd.)
 - 30% payment on submission of survey data, drawings, reports (after due certification by IPE Global Limited).
 - 20% payment after approval of survey deliverables and/or associated detailed project reports (DPRs) by the Client (KUWS&DB).
3. All payments shall be released after Survey Agency's invoice certification by IPE Global Limited's Engineer-in-charge against approved quantities / work executed (and all compliances done by Survey Agency for the points / discrepancies pointed out by IPE Global Limited and the Client).
4. The Survey Agency may note that there will be no payment for any idling charges, if any. The Survey Agency will not be paid extra for any visits to IPE Global office for any meetings or any such related work.
5. No interest shall be paid for any delay in payment.
6. IPE Global Limited reserves all the rights to award any work in full or part to one or more than one Survey Agency depending on the client's timelines and requirements. No variation in quoted rates on account of this shall be admissible.
7. The prices shall remain firm throughout the execution of contract and the Survey Agency shall not be paid any escalation on the Contract / work order amount.

****END OF STATEMENT OF WORK****

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ANNEXURE 1: LETTERS AND DECLARATION TO ACCOMPANY PROPOSALS

(This Declaration is to be given on letterhead of the Organization and stamped with Organization’s Seal)

DATE: xxxxxxxxxxx

REQUEST FOR PROPOSAL TITLE:	xxxxxxxxxxxx
REQUEST FOR PROPOSAL NO.:	xxxxxxxxxxxx

1. We have examined the information provided in the Request for Proposal (RFP) and offer to undertake the work described in accordance with requirements as set out in the RFP. This proposal is valid for acceptance for xxxxxx days from the date of the submission of the proposal and we confirm that this proposal will remain binding upon us and may be accepted by IPE Global at any time before this expiry date.
2. We accept that any contract that may result will a) comprise the contract documents issued with the RFP and be based upon the documents submitted as part of our proposal.
3. The entire Proposal has been arrived at independently and without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any other Bidder invited and/or submitting a proposal for this RFP.
4. We understand the obligations in Sl. No.: 12, 13, 14, 15, 16, 17 and 18 of the RFP instructions and have included the necessary declarations.
5. We confirm that all personnel and/or sub-contractors named in the proposal will be available to undertake the services.
6. We agree to bear all costs incurred by us in connection with the preparation and submission of this Proposal and to bear any further pre-contract costs.
7. We hereby declare that we are registered/not registered under MSME. Certificates of MSME and Udyog Aadhar/Udyam Registration are attached herewith (whichever are applicable).
8. We declare that we are not blacklisted by Corporates, Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments/or any other Procuring Agency.
9. I confirm that I have the authority of [Name of Bidder] to submit proposals and to clarify any details on its behalf.

Name:

Designation:

Date:

Place:

Signed by Authorized Representative⁴

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

⁴ The Authorized representative should be of Senior Management Level.

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ANNEXURE 2: DECLARATION – CONFLICT OF INTEREST

(This declaration is to be given on letterhead of the Organization and stamped with Organization's Seal)

DECLARATION – CONFLICT OF INTEREST

I [Name], in my capacity as [Designation] with [name of the organisation] hereby declare that, to the best of our knowledge, [name of the organization] do not have any perceived or deemed conflict of interest in applying for this assignment – [insert proposal name].

I undertake to make any further declarations detailing any conflict, potential conflict or apparent conflict that may arise during the duration of our involvement with [insert proposal name]. We agree to abstain from any discussion and decision where such a conflict arises.

Name:

Designation:

Date:

Place:

Signed by Authorized Representative⁵

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

⁵ The Authorized representative should be of Senior Management Level.

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ANNEXURE 3: DECLARATION OF NON-CANVASSING AND NON-COLLUSIVE PROPOSING

(This declaration is to be given on letterhead of the Organization and stamped with Organization's Seal)

DECLARATION OF NON-CANVASSING AND NON-COLLUSIVE PROPOSING

The essence of the public procurement process is that the Contracting Authority shall receive bona fide competitive Proposals from all Bidders.

We, the undersigned, hereby certify that this is a bona fide Request for Proposal (RFP) and neither we nor any other member of our supply chain:

1. Entered into any agreement with any other person with the aim of preventing RFPs being made or the conditions on which any RFP is made in respect of this invitation for RFP; or
2. Caused or induced any person to enter into such an agreement as is mentioned in Para 1 above; or
3. Committed any offence under the Prevention of Corruption Acts 1889 to 1916 or;
4. Offered or agreed to pay or give any sum of money, inducement, or valuable consideration directly or indirectly to any person for doing or having done or causing to be done in relation to any other RFP for this invitation for RFPs; or
5. Canvassed any other persons in connection with this Request for Proposal; or
6. Communicated directly with any personnel or officials of IPE Global Limited India involved in work directly concerning this Request for Proposal, other than through the email address specified in the advertisement i.e., procurement@ipeglobal.com. This includes any aspect of the invitation for RFPs (without limitation) for the purpose of soliciting information or the transfer of related personnel into the employment of the Bidder.
7. We also undertake that we shall not procure the doing of any of the acts mentioned in paragraphs 1 to 6 above before the hour and date specified for the submission of Request for Proposal.

In this certificate, the word "person" includes any person, body or association, corporate or incorporate and "agreement" includes any arrangement whether formal or informal and whether legally binding or not.

Name:

Designation:

Date:

Place:

Signed by Authorized Representative⁶

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

⁶ The Authorized representative should be of Senior Management Level.

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ANNEXURE 4: DECLARATION – ANTI-FRAUD AND ANTI-CORRUPTION

(This declaration is to be given on letterhead of the Organization and stamped with Organization's Seal)

DECLARATION – ANTI-FRAUD AND ANTI-CORRUPTION

The organization [name], in order to be considered for the assignment.

- a) warrants and represents that it has not carried out; and
- b) undertakes that it will not carry out;

directly or indirectly through any other person or entity any unlawful act including without limitation the offer or payment of a bribe to a public official or any other person in connection with any matter connected with this assignment and has not in the past been investigated and/or held guilty of fraud, conspiracy, corruption or bribery, with respect to any project/organizational activity.

Further the organisation agrees to notify the Procurement Manager, immediately in writing with full particulars in the event that the organisation receives a request from any IPE Global official or any other person of influence requesting illicit payments.

If the organization is in breach of any term of this clause, then the IPE Global shall be entitled to terminate the discussions regarding the assignment and blacklist the organization for any future work.

Name:

Designation:

Date:

Place:

Signed by Authorized Representative⁷

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

⁷ The Authorized representative should be of Senior Management Level.

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ANNEXURE 5: DECLARATION – ANTI-SLAVERY & ANTI-HUMAN TRAFFICKING

(This declaration is to be given on letterhead of the Organization and stamped with Organization’s Seal)

DECLARATION – ANTI-SLAVERY & ANTI-HUMAN TRAFFICKING

The organization [name], in order to be considered for the assignment.

- a) warrants and represents that it has not carried out; and
- b) undertakes that it will not carry out;

directly or indirectly through any other person or entity any unlawful act relating to any matter connected with Anti-Slavery and Anti-Human Trafficking and has not in the past been investigated and/or held guilty of the same.

If the organization is in breach of any term of this clause, then the IPE Global shall be entitled to terminate the discussions regarding the assignment and blacklist the organization for any future work.

Name:
Designation:
Date:
Place:

Signed by Authorized Representative⁸

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

⁸ The Authorized representative should be of Senior Management Level.

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ANNEXURE 6: DECLARATION – SAFEGUARDING

(This declaration is to be given on letterhead of the Organization and stamped with Organization’s Seal)

SAFEGUARDING DECLARATION

IPE Global Limited (“IPE Global”) has operated a policy of zero tolerance and if we encounter any evidence of abuse we will act swiftly and decisively. It is also essential for us, and most importantly for our beneficiaries, to ask all our downstream partners and sub-contractors to confirm that you have appropriate policies in place, that they are fully operational and embedded in the culture of your organization.

To this end we are writing to ask that you please confirm:

1. That you provide a safe and trusted environment which safeguards anyone who your organization has contact with, including beneficiaries, staff, subcontractors and volunteers.
2. That you set an organizational culture that prioritizes safeguarding⁹, so that it is safe for those affected to come forward, and to report incidents and concerns in line with the relevant compliance procedures.
3. That you will take this opportunity to review your safeguarding policies, procedures and measures to protect people and that these measures are embedded throughout your organization.
4. That as part of your Safeguarding policies and procedures, you have absolute clarity as to how incidents and allegations will be handled should they arise, including reporting to the relevant authorities, including to funding partners.
5. That in respect of the work funded by IPE Global, you have processes in place which require that any incidents, allegations or concerns relating to possible failures to keep staff, subcontractors and beneficiaries safe and free from abuse will be notified to IPE Global promptly, and that we will be kept updated of material developments; and that any such matters have in fact been fully reported to us in line with those processes.
6. In case of any instances in relation to safeguarding concerns with our association with IPE Global, the below mentioned coordinates shall be contacted immediately. All reporting will be treated with the utmost confidentiality.
 - hotline@ipeglobal.com or on +91 11 40755962.

Name:

Designation:

Date:

Place:

Signed by Authorized Representative¹⁰

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

⁹ These includes safeguarding against any form of sexual exploitation, abuse and harassment; child abuse, inequality or discrimination on the basis of race, gender, age, religion, sexuality, culture or disability.

¹⁰ The Authorized representative should be of Senior Management Level.

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ANNEXURE 7: DECLARATION – OTHER DISCLOSURES

(This Declaration is to be given on letterhead of the Organization and stamped with Organization’s Seal)

DATE: xxxxxxxxxxxx

REQUEST FOR PROPOSAL TITLE:	XXXXXXXXXXXX
REQUEST FOR PROPOSAL NO.:	XXXXXXXXXXXX

I. We disclose that:

- a) We
 - haven’t been the subject of any proceedings or other arrangements relating to bankruptcy, insolvency or our financial standing including but not limited to the appointment of any officer such as a receiver in relation to our personal or business matters or an arrangement with creditors or of any other similar proceedings.
- b) Neither we nor our sub-contractors have been convicted of, or are the subject of any proceedings, relating to:
 - a criminal offence or other offence, a serious offence involving the activities of a criminal organisation or found by any regulator or professional body to have confirmed professional misconduct.
 - corruption including the offer or receipt of any inducement of any kind in relation to obtaining any contract, with Client and/or IPE Global, or any other donor of development funding, or any contracting authority.
 - failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.
- c) Neither we nor our sub-contractors:
 - are, or have reason to believe they may have been, or are subject of any proceedings, that may be listed/documentated by Corporates, Bi-lateral Donors or Clients/Multi-lateral Donors or Clients/Philanthropic Organizations/Governments/or any other Procuring Agency.

II. We also understand and agree that the above disclosures extends to any of our related organization(s) which is in the same group company *(including but not limited to parent subsidiary and sister companies, and companies with common shareholders whether direct or indirect and parties with whom we are associated in respect of this proposal)*.

III. In case we or any of our related organization(s) or any individual discloses details of any previous misconduct or complaint or IPE Global is aware of such misconduct or complaint, then, IPE Global will seek an explanation and background details from us. At the sole discretion of IPE Global an assessment as to we will be allowed to submit a proposal, will then be made.

Name:

Designation:

Date:

Place:

Signed by Authorized Representative¹¹

Note: The Bidder warrants that for the duration of the Project Period, it agrees to adhere to the above, with respect to the provision of the Services to IPE Global.

¹¹ The Authorized representative should be of Senior Management Level.

RFP TITLE:	HIRING OF SURVEY AGENCIES FOR TOPOGRAPHICAL SURVEYS FOR WATER SUPPLY WORKS IN KARNATAKA
RFP NO.:	IPE-AMRUT-2023 (RFP) - 048

ANNEXURE 8: FORMAT – PROJECT DATA SHEET¹²

Assignment name:	Country: Location within Country:
Client (Name, Contact Person and Address):	Duration of assignment (months): Start Date (month/year): Completion date (month/year):
Total number of staff-months of the assignment:	Approx. value of the contract (in INR):
Name of associated Contractor(s), if any:	Approx. value of the services provided by your firm under the contract (in INR):
Name of senior professional staff of your firm involved and functions performed:	
Narrative description of project:	
Description of actual services provided by your staff within the assignment:	
Name of the Firm:	

Note: Copy of Work Order mentioning awarded amount and Completion Certificate (if available) for each assignment shall be enclosed as supporting documents.

¹² A maximum of 10 assignments can be provided.

RFP TITLE:	HIRING OF SURVEY AGENCIES FOR TOPOGRAPHICAL SURVEYS FOR WATER SUPPLY WORKS IN KARNATAKA
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PROFORMA 1: FINANCIAL PROPOSAL

(To be submitted separately protected by Password)

REQUEST FOR PROPOSAL TITLE:

REQUEST FOR PROPOSAL NUMBER:

The Bidder should include all direct and indirect costs in their quoted cost under this Assignment.

S.NO.	DESCRIPTION	UNITS	QUANTITY	UNIT RATES (INR)
1.	Conducting topographical survey (1 m contour & level at road junction) for Water Distribution system along roads and pipeline alignments as per RFP terms and conditions and standard specifications	kms	7,000	
2.	Conducting Topographical Surveys (30 m interval with L/s drawings) for Pumping main, Gravity main & Feeder mains of Water Supply Projects	kms	2,000	
3.	Conducting topographical grid surveys at locations of Water Treatment Plants, Pumping Stations, Waterbodies, Parks, Gardens, etc. for Block Levels (1m x 1m) as per RFP terms and conditions and standard specifications	Acres	500	

Note:

1. Exact locations of survey and quantities may increase and/or decrease as per the site conditions.
2. All associated costs such as team mobilization, demobilization, site preparation, lodging/boarding, local transportation, and other costs required for completion of survey work (if any) shall be included in the quoted unit rates.
3. The quantities indicated above are tentative and subject to change (increase or decrease) as per actual requirements of the Client (KUWS&DB) and AMRUT 2.0 mission.
4. IPE Global Limited reserves all the rights to award any work in full or part to one or more than one Survey Agency depending on the client's timelines and requirements. No variation in quoted rates on account of this shall be admissible.
5. IPE Global Limited also reserves all the rights to consider a bidder who quotes the lowest rate for the individual items mentioned in the above table, as the preferred bidder for that particular item.

****END OF PROFORMA 1: FINANCIAL PROPOSAL****