

**SELECTION OF CONSULTANT FOR  
'PREPARATION OF FINAL APPLICATION FOR - WINNING CITIES PHASE, BLOOMBERG  
MAYORS CHALLENGE, 2025'**

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**REQUEST FOR PROPOSAL**

**SELECTION OF CONSULTANT FOR  
'PREPARATION OF FINAL APPLICATION FOR - WINNING CITIES PHASE,  
BLOOMBERG MAYORS CHALLENGE, 2025'**

**RFP Notification No: APUIAML/BDD/BP/25-26/01**



**ANDHRA PRADESH URBAN INFRASTRUCTURE ASSET MANAGEMENT LIMITED  
(APUIAML)**

4th Floor, NTR Administrative Block, Pandit Nehru Bus Station,  
Vijayawada 520 013, Andhra Pradesh.

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### SCHEDULE OF RFP PROCESS

Description	Scheduled Date
<b>Notification No:</b>	RFP Notification No.: APUIAML/BDD/BP/25-26/01
<b>RFP Issue / Start Date</b>	11.09.2025
<b>Bid Submission Closing Date and Time (Bid Due Date/BDD)</b>	17.09.2025 at 10:00 AM
<b>Submission of Hard Copy of the Bid</b>	To, The CEO, APUIAML 4 <sup>th</sup> Floor, NTR Administrative Block, Vijayawada-520013 (Andhra Pradesh)
<b>Date &amp; Time of Opening Technical Bids</b>	17.09.2025 @ 11:00 AM on bid closing day
<b>Date &amp; Time for Opening of Financial Bids</b>	18.09.2025 at 11.00 AM – Technically Qualified bidders shall be informed through email. In case of any change in the date & time, the same shall be informed to Technically Qualified bidders.
<b>Method of Selection</b>	The successful Bidder will be selected under Quality and Cost Based Selection (QCBS) method and procedures described in this Tender Document

- Any addendum / corrigendum to the RFP Document shall be intimated to all applicants/bidders through APUIAML website [www.apurban.com](http://www.apurban.com) only.
- The Authority shall not be responsible for any non-receipt of Bids before the scheduled closing date & time of submission of bids.
- Failure to fill and sign the all the required Annexures (including incomplete information / document) shall make the Bid invalid. The bidder(s) is/are requested to submit it's/their bid document in the given format only (including supporting documents). Any discrepancy in the submitted documents and/or submission of any irrelevant document may result in disqualification of the respective bidder from the bidding process.
- Interested bidders may obtain further information about this requirement from the office of APUIAML.
- RFP Documents can be downloaded online by the participating bidders electronically at [www.apurban.com](http://www.apurban.com)

- The RFP shall be filled in English Language and all entries must be typed / written in blue / black ink. Initials of the Authorized representative of the Bidder must be attested at all erasers and alterations made while filing the bid. Overwriting of figures in the Price Proposal is not permitted. Failure to comply with any of these conditions may lead to the Proposal invalid.
- Authority shall not be responsible for any costs or expenses incurred by the bidder(s) in connection with the preparation and delivery of Proposal, including costs and expenses related to transport etc. Authority reserves the right to cancel, terminate, change or modify this procurement / Bid Process and/or requirements of the proposal stated in the RFP, without assigning any reason or providing any notice and without accepting any liability for the same.
- The Proposal/bid shall be valid for a period of not less than 30 days from the Bid Due Date (the "**BDD**"). In exceptional circumstances, prior to the expiry of the original proposal validity period, the authority may request the Bidders to extend the period of validity for a specified additional period. The request for such extension shall be made in writing. However, bidders will not be permitted to modify their submitted bids after the BDD.

## INTERPRETATION

In the interpretation of this RFP, unless the context otherwise requires:

- i. The singular of any defined term includes the plural and vice versa, and any word or expression defined in the singular has the corresponding meaning used in the plural and vice versa;
- ii. A reference to any gender includes the other gender;
- iii. A reference to any agreement is a reference to that agreement and all annexes, attachments, exhibits, schedules, appendices and the like incorporated therein, as the same may be amended, modified, supplemented, waived, varied, added to, substituted, replaced, renewed or extended, from time to time, in accordance with the terms thereof;
- iv. The terms "include" and "including" shall be deemed to be followed by the words "without limitation", whether or not so followed or defined;
- v. Any reference to a person shall include such persons, successors and assignees;
- vi. A reference to a "writing" or "written" includes printing, typing, lithography, scanned and other means of reproducing words in a visible form;
- vii. Any date or period set forth in this RFP shall be such date or period as maybe extended pursuant to the terms of this RFP;
- viii. The terms "hereof", "herein", "hereto", "hereunder" or similar expressions used in this RFP mean and refer to this RFP and not to any particular Article,
- ix. In case of any inconsistency between the terms mentioned in the RFP and the literary term, the meaning best construed in furtherance of the objectives of this RFP shall prevail.
- x. Where there is a discrepancy between amount in figures and in words, the amount in words shall prevail.

## **DISCLAIMER**

- I. The information contained in this **RFP (“Document”)** or subsequently provided to Bidders (Applicants / Bidders), whether verbally or in documentary or any other form by or on behalf of CEO, APUIAML (hereinafter referred to as **“Authority”**) or any of its employees, representatives, advisors or Consultants is provided to Bidder(s) on the terms and conditions set out in this Document and any other terms and conditions subject to which such information is provided.
- II. This Document is neither an agreement nor an offer by the Authority to the prospective Bidder(s) or any other person. The purpose of this Document is to provide interested parties with the information that may be useful to them in the formulation & submission of their Proposal pursuant to this Document.

This Document includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Request for Proposal towards **‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’** by the selected Bidder / Agency selected through a competitive bid process. The purpose of this RFP is to provide the Bidder(s) with information that may be useful to them in formulation of their bids (including Price Bids) (the **“Bids”**) pursuant to this RFP document and for no other purpose.
- III. This Document may not be appropriate for all persons, and it is not possible for the Authority and its employees to consider the objectives, technical expertise and particular needs of each party who reads or uses this document. The assumptions, assessments, statements and information contained in this document, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this Document and obtain independent advice from appropriate sources. Information provided in this Document to the Bidders may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- IV. The Authority and its employees/ officers/ advisors/ consultants make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the Document and any assessment, assumption, statement or information contained therein or deemed to form part of this Document or arising in any way in this Selection Process / RFP Process (hereinafter defined).
- V. The possession or use of this Document in any manner contrary to any applicable law is expressly prohibited. The Bidders shall inform themselves concerning and shall observe any applicable legal requirements. The information does not purport to be comprehensive or to have been independently verified. Nothing in this Document shall be construed as final commercial, legal, financial or tax advice.
- VI. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise

however caused arising from reliance of any Bidder upon the statements and information contained in this Document.

- VII. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this Document.
- VIII. The issue of this Document does not imply that Authority is bound to select a Bidder or to award work to the Selected Bidder, as the case may be, for the subject project and the Authority reserves right to reject all or any of the Proposal without assigning any reasons whatsoever.
- IX. Laws of the Republic of India are applicable to this Document.

## 1. LETTER OF INVITATION

To,  
Interested Bidder(s)

**Sub: Selection of Consultant for ‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’.**

The broad Scope of Work/details of the services required to be provided by the Selected Bidder are given in Terms of Reference (ToR) Section 3, of this document (hereinafter referred to as the "Project").

- 1.1** Proposal submission must be received not later than the Bid Due Date specified in the “**Schedule of RFP Process**” in the manner specified in this RFP Document.

The Original Hard Copies shall be submitted on or before the due date specified at the address given below, clearly mentioning the name of the project and the services for which they are intending to bid for ‘**Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025**’

To  
The CEO,  
APUIAML  
4<sup>th</sup> Floor, NTR administrative block,  
Vijayawada, Andhra Pradesh - 520013

- 1.2** This RFP has the following sections\*:

Section – 1	Letter of Invitation
Section – 2	Instructions to Applicants
Section – 3	Data Sheet
Section – 4	Preparation, Submission and Evaluation of Proposals
Section – 5	Terms of Reference
Section – 6	Formats for Proposal Submission (Annexures)

- 1.3** The Consultant for providing its services for the said Project shall be selected based on the ‘Quality and Cost Based Selection (QCBS) method. The bidders ranked on the basis of technical score (St), shall be pre- qualified and shortlisted for price evaluation stage. The Minimum technical Score to pass the technical-Evaluation is 50 marks. The financial bid of such bidder whose technical score is less than 50 marks shall not be opened or considered



for further evaluation.

- 1.4 The Proposals shall be filled in English Language and all entries must be typed and written in blue/black ink. Initials of the Authorized representative (Power of Attorney) of the Applicant must be attested at all erasers and alterations made while filling the Proposal. Failure to comply with any of these conditions may lead to the Proposal invalid.
- 1.5 The Authority shall not be responsible for any costs or expenses incurred by the Applicant in connection with the preparation and delivery of Proposals, including costs and expenses related to transport, postage, survey etc. The Authority reserves the rights to cancel, terminate, change or modify this procurement / RFP process and / or requirements of proposal as stated in the RFP at its sole discretion, without assigning any reason or providing any notice and without being liable in any manner for the same.
- 1.6 The Proposal shall be valid for a period of not less than Thirty (30) days from the Bid Due Date (the "**BDD**"). In exceptional circumstances, prior to the expiry of the original proposal validity period, the Authority may request the Applicants to extend the period of validity for a specified additional period. The request for the extension shall be made in writing. However, Applicants will not be permitted to modify/alter their submitted proposals post submission of bids.

## 2. INSTRUCTIONS TO APPLICANTS

- 2.1** The Authority has adopted a Single-stage with Two-Part process (hereinafter referred to as the “**Selection Process / RFP Process**”) for selection of Consultants), for award of the project. Proposals have to be submitted in hard copy formats in two sealed envelopes, i.e. first envelope Technical Bid as Part I and in second envelope Financial Bid as Part II. The Technical Proposal to be submitted by Applicants shall comprise of technical and financial capability documents and other requisite documents/clarifications as per the terms of this RFP. The Financial Proposal, of only those Applicants whose Technical Proposal qualify the evaluation process as per terms hereof, shall be opened for further processing.
- 2.2** Applicants are encouraged to inform themselves fully about the project and other conditions before submitting their Proposals.
- 2.3** Broad description of the objectives, scope of services, deliverables and other requirements relating to this Assignment are specified in this RFP. In case, an Applicant possesses the requisite experience and capabilities required for undertaking the Assignment, it is invited to participate in the Selection Process either solely or as a consortium of entities (the “**Consortium**”), where it is to be noted that the Applicants bidding individually cannot be a member of a Consortium or vice versa. The Consortium should enter into binding Agreement specifying the roles which should be submitted along with the bid
- 2.4** Proposals shall be prepared and submitted in the manner elaborated in this RFP as per the formats/annexures provided.
- 2.5** No Applicant or its Associate shall submit more than one Proposal for the Project.
- 2.6** Any entity which has been blacklisted by any Department or Agency of the Central Government, any State Government, any Statutory Authority or any Public Sector undertaking, as the case may be, from participating in any project, and the prohibition subsists as on or before the last date of submission of the Bid, would not be eligible to submit the Bid either by itself or through its Associate.
- 2.7** Each Applicant shall submit a Power of Attorney as per the format provided at Annexure: 6 authorizing the signatory of the Proposal to commit and bind the Applicant.
- 2.8** It shall be deemed that by submitting the Proposal, the Applicant has:
- I. made a complete and careful examination of the RFP;
  - II. received all relevant information requested from the Authority;
  - III. accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Authority or relating to any of the matters referred to in the RFP;
  - IV. satisfied itself about all matters, things and information, including matters referred herein, necessary and required for submitting an informed Application and performance of all of its obligations there under;
  - V. acknowledged that it does not have a Conflict of Interest;

- VI. Agreed to be bound by the undertaking and all other documents provided by it under and in terms hereof; And
- VII. Satisfied with the project conditions and made a complete and careful examination of the same.
- VIII. Acknowledged that the render of services for the Project shall be as per the satisfaction of APUIAML/ GVMC.

**2.9** The Authority shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Authority.

**2.10** The Proposal of an Applicant shall be liable for disqualification in the Preparation of documentation of the following:

- a) If the Applicant refuses to accept the correction of errors in its Proposal,  
(or)
- b) at any time, a misrepresentation is made or information sought is not disclosed or suppressed,  
(or)
- c) the Applicant does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Proposal or does not respond to any queries raised by the Authority,  
(or)
- d) If the applicant submits a conditional Proposal which would affect unfairly the competitive provision of other firms who submitted substantially responsive proposal and/or is not accepted by the Authority.
- e) If the Applicant submits multiple proposals for the subject Project.

**2.11 (DELETED)**

**2.12 AMENDMENT TO RFP**

- a) At any time prior to the due date for submission of Proposal, the Authority may, for any reason, whether at its own initiative or otherwise, modify the RFP document by issuing Addendum / Corrigendum.
- b) In order to provide the Bidders with reasonable time for taking an amendment into account, or for any other reason, Authority may, in its sole discretion, extend the BDD.
- c) The above changes & amendments if any will be notified on [www.apurban.in](http://www.apurban.in) for the Project.

**2.13 CONFLICT OF INTEREST**

The Authority requires that the Bidder(s) provide professional, objective, impartial advice and at all times hold Authority's interest's paramount, avoid conflicts with other projects / assignments or its own interests, and act without any consideration for future work. The Bidder(s) shall not accept or engage in any assignment / project that would be in conflict with its prior or current

obligations to other Authority(s) / Client(s), or that may place it in a position of not being able to carry out the project in the best interests of the Authority.

A Bidder shall not have a conflict of interest that may affect the Selection Process(the "**Conflict of Interest**"). Any Bidder found to have a Conflict of Interest shall be disqualified.

A Bidder shall be deemed to have a Conflict of Interest affecting the Selection Process,if:

- a) A constituent of such bidder is also a constituent of another bidder; (or)
- b) Such bidder or its Associate receives or has received any direct or indirect subsidy or grant from any other bidder or its Associate; (or)
- c) Such bidder has the same legal representative for purpose of this application as any other bidder; (or)
- d) if a Bidder is engaged by the Authority to provide goods or works or services and if the Associate(s) of such firm is engaged for providing services for the same project and vice versa.
- e) If a Bidder submits multiple Proposals either individually or as a member of any Consortium and vice versa.

## **2.14 MODIFICATIONS/ SUBSTITUTION / WITHDRAWAL OF PROPOSALS**

2.14.1 The Applicant may modify, substitute or withdraw its Proposal after submission, provided that written notice of the modification, substitution or withdrawal is received by the Authority prior to the BDD. No Proposal shall be modified, substituted or withdrawn by the Applicant on or after the BDD.

2.14.2 Any alteration/modification in the Bid or additional information supplied subsequent to the BDD, unless the same has been expressly sought for by the Authority shall be disregarded.

## **2.15 REJECTION OF PROPOSALS**

2.15.1. Notwithstanding anything contained in this RFP, the Authority reserves the right to reject any Proposals and to annul the RFP Process and reject all Proposals at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons. In the preparation of documentation that the Authority rejects or annuls all the Proposals, it may, in its discretion, invite all eligible Applicants to submit fresh Proposals hereunder or may take such other steps as it may deem fit in its sole discretion in any manner.

2.15.2. If the Applicant has submitted any documents, created or originating from outside the Republic of India, such as work experience certificate(s), financial detail(s), power of attorney(s), undertaking(s), documentary evidence(s), qualifying document(s), etc. (collectively "Foreign Documents") then the Applicant, before any such Foreign Document(s) are sent to India for the purpose of applying towards this Project/ Assignment, shall be required to get each and every page of such Foreign Document(s), duly authenticated/ embossed/ legalized/ notarized from the Indian Embassy/Indian High Commission situated in the country from where such Foreign Document(s) were created

or are originating from. Such authentication/ embossment/ legalization/ notarization from the Indian Embassy/Indian High Commission shall also apply to all such document(s) that are in a language other than English, which shall compulsorily be required to be translated (as the true translated copies of the original) by a duly certified/ authorized /qualified translator, supported by the affidavit of the said translator, certifying the correctness of the English translation. In case of any inconsistency between the original Foreign Document and its English translation, the later shall prevail and be held binding on such Applicant. However, in the case of Foreign Document(s) created or originating from countries that have signed, ratified and have made operational the Hague Convention abolishing the requirement of legalization for foreign public documents, 5 October, 1961 - "Hague Legalization Convention, 1961" and other applicable provisions thereto, the Applicants may affix an 'Apostle' sticker on each and every page of their Foreign Document(s) [including all commercial document(s) duly notarized]. Thereafter, the Applicant shall be compulsorily required to get all such "Apostille" Foreign Document(s) approved, certified and attested from the Indian Embassy /Indian High Commission in that country where the 'Foreign Document(s)' were created or are originated from or the Ministry of External Affairs, Government of India, New Delhi and the Bidder/s shall follow any other norms/guidelines laid by the Ministry of External Affairs, Government of India.

## **2.16 CLARIFICATION OF TERMS:**

For the purposes of this RFP:

- The terms “Proposal” and “Bid” shall have the same meaning and may be used interchangeably, as per context.
- The terms “Applicant”, “Bidder”, and “Consultant” shall be construed to mean the party submitting the Proposal/Bid in response to this RFP, whether singly or as part of a consortium, and upon selection, shall be referred to as the “Selected Consultant”.

### 3. DATA SHEET

#### 3.1 Key Information and Details

S. No	Key Information	Details
1	Project/ Assignment	<b>Selection of Consultant for ‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’</b>
2	Authority	Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML)
3	Assignment location	Visakhapatnam, Andhra Pradesh
<b>Proposal Conditions and Evaluation</b>		
4	<b>Eligibility Criteria</b>	<ol style="list-style-type: none"> <li>Bidder must be a sole proprietor/Partnership firm/Company/NGO /an LLP/a Consortium registered with/under - Shops &amp; Establishment Act/Companies Act / Society Act/other relevant Acts/competent authorities - as applicable/appropriate.</li> <li>Bidder must possess experience in at least two (2) projects of similar nature in last 10 years as on the BDD. For the purposes of this RFP, ‘Similar nature’ shall include projects with tasks/components such as: <ul style="list-style-type: none"> <li>Human-Centered Design (HCD),</li> <li>Social Innovation assignments including advising/coaching on innovation processes</li> <li>Citizen centered innovation processes</li> <li>Co-Creation</li> <li>Identifying &amp; Recruitment of respondents for Social Projects.</li> </ul> </li> <li>Bidder must not have defaulted with APUIAML or GoAP in the last Five (5) Years.</li> <li>Bidder must possess an average annual turnover of at least 0.75 Cr INR in the last three financial years.</li> <li>The Bidder should have applicable and valid registrations with statutory authorities, viz Goods &amp; Service Tax, PAN etc. (copies of the same need to be submitted)</li> </ol>
5	<b>Proposal Evaluation</b>	Selection of consultant shall be based on “Quality and Cost Based Selection (QCBS) method; details at clause 3.2

7	<b>Proposal Validity</b>	The Proposal shall be unconditional, firm and irrevocable and shall be valid for a period of 30 (Thirty) Days from the Bid Due Date (BDD)
8	<b>Proposal Withdrawal</b>	APUIAML reserves the right to cancel or withdraw this RFP at any stage, without assigning any reason and without incurring any liability.
<b>Proposal Submissions</b>		
9	<b>Offline Submission</b>	The bidder shall submit its response through bid submission to the RFP as per the details provided in this Document
10	<b>Technical Bid for Eligibility Qualification</b>	<p>The Technical Bid shall be submitted offline</p> <ul style="list-style-type: none"> <li>i) Signed RFP Document.</li> <li>ii) Checklist of Submissions ~ Annexure 1.</li> <li>iii) Covering letter ~ Annexure 2</li> <li>iv) Similar Experience towards eligibility ~ Annexure 3 (All documents including Project Data Sheet (PDS) as mentioned in Data Sheet)</li> <li>v) GST registration certificate and PAN card ~ Annexure 4</li> <li>vi) Financial Experience towards eligibility ~ Annexure 5</li> <li>vii) Power of Authority ~ Annexure 6</li> <li>viii) Firm/ Company Registration Certificate~Annexure-7 (Not required for Proprietary firm)</li> <li>ix) Affidavit of non-blacklisting by any client/authority in India~ Annexure 8.</li> <li>x) Power of Attorney and MoU for Consortium ~ Annexure 9 (if required)</li> <li>xi) Any other documents as required &amp; mentioned in the Data sheet.</li> </ul>
11	<b>Financial Bid</b>	The Applicants shall be required to submit their Financial Bid in the format as provided in this document at Annexure 10, and should not be part of technical proposal.
12	<b>Duration of the Project</b>	The duration of the Project shall be from the date of issuance of workorder till submission of final application.

### 3.2 QCBS Evaluation Method.

#### 3.2.1 Technical Bid Evaluation

For the Bidders that qualify the Eligibility criteria as per Data sheet, the Technical Score (St) shall be computed as per marking criteria as given below.

Criteria, sub-criteria, and point system for the evaluation of the Technical Proposals

S. No.	Criteria	Maximum marks
1	<b>Technical Submission</b>	
a	<i>Approach &amp; Methodology</i>	25

S. No.	Criteria	Maximum marks
<b><i>b</i></b>	<p><b><i>Experience of the Bidder</i></b></p> <p>The Bidder must possess experience in at least two (2) projects of similar nature in last 10 years as on the BDD. For the purposes of this RFP, ‘Similar nature’ shall include projects with tasks/components such as:</p> <ul style="list-style-type: none"> <li>• Human-Centered Design (HCD),</li> <li>• Social Innovation assignments including advising/coaching on innovation processes</li> <li>• Citizen centered innovation processes</li> <li>• Co-Creation</li> <li>• Identifying &amp; Recruitment of respondents for Social Projects.</li> </ul> <p>2 No.s of projects – 20 Marks More than 2 Nos. of projects – 30 Marks</p> <p>Maximum – 30 Marks</p> <p>Workorder/Agreement along with Project Data Sheet (PDS) are to be submitted.</p>	30
<b><i>c</i></b>	<p><b><i>Turnover</i></b></p> <p>Average Annual financial turnover during the last three years i.e., FY 22-23, FY 23-24, FY 24-25</p> <p>0.75 Cr to 1.5 Cr – 10 marks &gt;1.5 Crores - 20 marks</p> <p>Maximum – 20 Marks Annexure 5 (duly filled) along with audited financials are to be submitted.</p>	20
<b><i>d</i></b>	<p><b><i>Specific Experience</i></b></p> <p>The bidder shall possess experience with Bloomberg/Global Mayors Challenge in any capacity such as coach/ consultant/implementation partner/others</p> <p>At least 1 Nos. project – 15 marks</p>	15
<b><i>e</i></b>	<b><i>Site Appreciation</i></b>	5
<b><i>f</i></b>	<b><i>Comments &amp; Suggestions</i></b>	5
<b>Total</b>		<b>100</b>

The Minimum technical score to qualify further for financial bid evaluation is 50 marks. The financial bid of such bidders whose technical score is less than 50 marks shall not be opened or considered.



### 3.2.2 Financial Bid Evaluation

Upon opening financial bids, the financial score shall be computed as follows:

- (a) The lowest evaluated Financial Proposal ( $F_{min}$ ) shall be given a financial score ( $S_f$ ) of 100.
- (b) The formula for determining the financial scores ( $S_f$ ) of all other Bids is calculated as following:  
$$S_f = 100 \times F_{min} / F$$
in which “ $S_f$ ” is the financial score, “ $F_{min}$ ” is the lowest price, and “ $F$ ” the price of the proposal under consideration.

### 3.2.3 Combined Evaluation

A combined score of Technical and Financial will be evaluated. The successful Bidder shall be selected as per the following procedure: -

- (i) The weights, Technical ( $T_w$ ) and Financial ( $F_w$ ) would be given for Technical and Financial proposals, where  **$T_w=0.70$  and  $F_w=0.30$**
- (ii) ( $T_w$ =the weight given to technical proposal;  $F_w$ =weight given to the financial proposal;  $T_w+F_w=1$ )
- (iii) Final Score ( $S$ ) would be arrived at using the following formula:  $S = S_t \times T_w + S_f \times F_w$
- (iv) The Bidder achieving the Highest Combined Score ( $H_1$ ) will be successful Bidder/Selected Bidder

## **4. PREPARATION, SUBMISSION AND EVALUATION OF PROPOSALS**

### **4.1 GENERAL**

- a) The Applicants shall bear all costs associated with the preparation and submission of its Proposal, including site visits, required data collection, analysis, etc., as also any discussions/negotiations. The Authority shall not be responsible or liable for any such costs incurred.
- b) An Applicant shall be a Legal entity. An Applicant may be a sole proprietor/ Proprietorship firms /Partnership/Company/NGO/a partnership firm/an LLP/a Consortium registered with Shops & Establishment Act/Companies Act / Registered under Society Act/other relevant Acts/competent authorities as applicable/appropriate.
- c) Adherence to Formats, wherever prescribed, is required. Non-adherence to formats might be a ground for declaring a proposal non-responsive.
- d) All communication and information shall be provided in writing and in English language only.
- e) All communication and information provided should be legible, and wherever the information is given in figures, the same should also be mentioned in words. In case of conflict between amounts stated in figures and words, the amount stated in words will be taken as correct and final.

### **4.2 PREPARATION AND SUBMISSION OF PROPOSALS**

RFP has to be submitted hard copy in two (2) sealed envelopes i.e. first envelope Technical Bid as Part I and in second envelope Financial Bid as Part II. The Technical Bid to be submitted by Applicants shall comprise of technical and financial capability documents and other requisite documents/ clarifications as per the terms of this RFP. The Financial Bid comprise of only financial quote in the prescribed format (Annexure – 10)

- a) The bidder is requested to download the RFP document from the website at [www.apurban.com](http://www.apurban.com) and read all the terms and conditions mentioned in the RFP Document. Clarifications can be sought from the RFP Inviting Authority. Bids shall be submitted in hard copy only as per this RFP. Online/e-mail submissions will not be accepted.
- b) The bidder has to keep track of any changes by viewing the addendum / corrigendum issued by the Authority from time-to-time in the APUIAML website ([www.apurban.com](http://www.apurban.com)). The Department calling for Proposals shall not be responsible for any claims/problems arising out of this.
- c) The bidders shall submit their eligibility and qualification documents, technical bid, financial bid etc., in the standard formats prescribed in this RFP document.

Note: All the required documents are to be arranged in the serial order, (Serial Numbers and Page Numbers)

The following documents are to be submitted;

- I. Signed RFP Document
  - II. Checklist of Submissions ~ Annexure 1
  - III. Covering Letter ~ Annexure 2
  - IV. Similar Experience towards eligibility ~ Annexure 3 (All documents including details / certificates of key personnel as mentioned in S.No.4 of Data Sheet)
  - V. GST registration certificate and Pan card ~ Annexure 4
  - VI. Financial Experience towards eligibility ~ Annexure 5
  - VII. Power of Authority ~ Annexure 6
  - VIII. Firm/Company Registration Certificate ~ Annexure 7 (Not required for Proprietary firm)
  - IX. Affidavit of non-blacklisting by any client / authority in India ~ Annexure 8.
  - X. Power of Attorney and MoU for Consortium ~ Annexure 9 (if required)
  - XI. Any other documents as required in the data sheet.
- d) (Deleted)
  - e) (Deleted)
  - f) Bidders are encouraged to inform themselves fully about the project and the other conditions before submitting the Proposal.
  - g) The Authority shall not take any responsibility for any delay or non-receipt
  - h) Other conditions as per RFP documents are applicable.
  - i) The outer envelopes shall clearly indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared "late".
  - j) The bids shall be made in SEALED ENVELOPE.

#### **4.3 SIGNING OF PROPOSALS**

The Authorized Signatory shall sign or initial each page of the proposal documents along with the stamp of the Applicant. They should also sign & stamp each page of the RFP. Each Applicant shall submit a Power of Attorneys per the format at Annexure 6; authorizing the signatory of the Proposal to commit and bind the Applicant.

#### **4.4 OPENING OF PROPOSALS**

Proposals received on or before the Bid Due Date (BDD) will only be considered for opening and evaluation.

The eligible Proposals will be checked for all the mandatory documents and submissions (Mandatory Annexures and their supporting documents if any) duly signed as per the list provided above and in the prescribed formats. The Authority shall take a decision at its sole discretion with regard to proposals without any of the said documents or documents submitted in any other format other than the prescribed

#### **4.5 EVALUATION OF PROPOSALS**

Evaluation of proposals shall be as per 3.1 and 3.2 of Section 3.

#### **4.6 (Deleted)**

#### **4.7 CONDITION ON APPLICANTS / BIDDERS**

In case of JV/Consortium Bids, the bidder needs to submit an agreement specifying the roles of each party.

#### **4.8 NUMBER OF COPIES OF PROPOSAL**

The Applicant shall submit one original hard copy each of the Technical Bid (Part-I) and the Financial Bid (Part-II) in separate sealed envelopes, placed inside one outer sealed cover. The Applicant shall also submit one soft copy the Technical Bid (Part-I) in a pen-drive placed in the Technical Bid envelope.

#### **4.9 ANNULMENT OF AWARD**

Failure of the Applicant to comply with the requirements set forth in this RFP Document and / or the provisions of the Contract shall constitute sufficient grounds for the annulment of the award.

#### **4.10 AUTHORITY'S RIGHT TO ACCEPT OR REJECT ANY AND/OR ALL PROPOSALS**

Authority reserves the right to accept or reject any Proposal in its sole discretion, and to annul the Proposal Process or reject all proposals without assigning any reason whatsoever at its sole discretion at any time before issuance of a Letter of Award without incurring any liability. Application fee shall not be refunded.

#### **4.11 SINGLE BID (DISCRETIONARY ACCEPTANCE)**

In the event that only one bid is received/qualified in response to this RFP the Authority reserves the right to consider, evaluate, and accept such a bid at the discretion of the Chief Executive Officer (CEO), in accordance with CVC guidelines, No.F.1/1/2021-PPD, Government of India, Ministry of Finance, Department of Expenditure, Procurement Policy Division, 29.10.2021 and applicable context.

## 5. TERMS OF REFERENCE

### 5.1 BACKGROUND

Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML) is a joint venture company of Government of Andhra Pradesh (GoAP). The board of APUIAML is chaired by Chief Secretary, GoAP. Principal Finance Secretary, GoAP, Principal Secretary, MA & UD are amongst other directors. One of the core mandates of APUIAML is to assist Government entities in rendering end to end project delivery services whilst also offering strategic advisory in myriad of sectors. The services span areas such as Urban Planning, Urban Governance, Architecture & Urban Design, Sewerage, Water Supply, Urban Transport, SWM, Ports, Airports, Inland Waterways, Roads & Logistics, Industries, Animal Husbandry, Food & Enterprise Development, Real Estate, Energy and Environment, Fund Raising, Investment due-diligence, Business valuation, Business Process Re-Engineering and others.

The Greater Visakhapatnam Municipal Corporation (GVMC) has conceptualized the Climate-Resilient Community Response System under the Vizag-Prajamukhi Urban Living Lab (V-PULL) for the Bloomberg Mayors Challenge. Out of more than 600 city applications received worldwide, GVMC's idea was selected among the Top 50 finalists, a recognition of both its innovative approach and its potential for large-scale impact.

The initiative seeks to transform disaster management from a fragmented, reactive model into a proactive, citywide, real-time governance platform that blends advanced technology with strong community stewardship. V-PULL desires at integrating IoT-based early warning systems, AI-driven predictive analytics, and community-led mapping with collaborative action plans co-created by residents, ward secretaries, municipal staff, and technical experts. This proactive model strengthens coordination, reduces risks to lives and assets, and fosters long-term resilience through shared responsibility between communities and the administration.

The V-PULL framework is anchored in a seven-step process:

- (1) Call for Ideas from citizens and stakeholders.
- (2) Screening and shortlisting by the Core Working Team (CWT).
- (3) Review and approval by the Margadarshak (MGD) team.
- (4) Formation of Operational Support Teams (OSTs) and alignment of resources.
- (5) Co-design and testing of shortlisted solutions with citizen/communities.
- (6) Monitoring and evaluation of outcomes, and
- (7) Institutional embedding and scale-up to other wards.

This cycle ensures that innovations are inclusive, community-owned, and institutionally sustainable.

As part of the finalist stage, Bloomberg Philanthropies commended GVMC's idea for its scale of impact (protecting coastal communities and creating a replicable model), innovation (blending advanced digital tools with participatory planning), and inclusivity (focusing on vulnerable fisherfolk populations). Through a series of innovation coaching sessions, the idea was further refined into a living governance platform with a clear Theory of Change, now structured into three prototype workstreams that map directly to the seven-step V-PULL cycle:

- **Workstream 1:** Call for Ideas (Steps 1-5) - Launching and testing an inclusive Call for Ideas on cyclone and flood resilience, facilitated by Ward Secretaries (OSTs). Ideas are screened by the CWT, shortlisted by the MGD, and one is co-designed with fisherfolk into a pilot micro -plan and budget.
- **Workstream 2:** Learning from the Previous Pilot (Step 6) - To evaluate the community ownership of the co-created pilot, its potential for scalability, the extent of behavior change it generates, and other critical aspects required for scale-up.
- **Workstream 3:** Institutionalization of V-PULL (Step 7) - Drafting and circulating a Government Circular to embed V-PULL in GVMC's governance systems, formalizing roles, responsibilities, and budget provisions for citywide replication.

By testing these workstreams through a seven-week prototype period, GVMC aims to validate the complete V-PULL process, strengthen citizen–government collaboration, and institutionalize the model for long-term scale-up across Visakhapatnam city and beyond. As part of this challenge, GVMC is required to submit the final application for the Winning Cities phase in line with the Bloomberg Philanthropies timeline (tentatively by October 14th).

GVMC has onboarded APUIAML to prepare and submit the City's submission for the next stage of the Challenge.

## 5.2 Solicitation

In this context, it is required to engage an agency for Selection of Consultant for 'Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025' and proposals are solicited from interested bidders a per terms & conditions laid out in this RFP.

## 5.3 Scope of Work

The consultant will deliver the following activities in close coordination with APUIAML and GVMC. The scope of work is divided into three main work streams, each designed to strengthen GVMC's submission under the Bloomberg Mayors Challenge 2025 by ensuring citizen-centric, evidence-based, and participatory processes.

### A. Work Stream 1: Call for Ideas

#### 1. Content Preparation

- Prepare compelling content for Call for Ideas postings across multiple channels (social media, posters, videos, community displays, etc.).
- Support in Translations to local language shall be provided by APUIAML.

#### 2. Narrative Building through Site Visits

- Conduct field visits to collect photos, videos, and interviews from residents.
- Develop a localized narrative highlighting lived experiences of challenges such as urban flooding, heat stress, waste, and cyclones.

#### 3. Outreach Strategy

- Strategize to maximize reach and inclusivity, tailored to the socio-cultural context of Visakhapatnam.
  - Develop engagement approaches through ward secretariats, SHGs, fisherfolk groups, RWAs, NGOs, schools/colleges, and social media and handhold GVMC/APUIAML in implementing the same.
4. Idea Collection Tools
- Prepare simple, user-friendly, and self-explanatory questionnaires to solicit ideas from residents.
  - Develop criteria/methodology templates for screening and shortlisting ideas.
5. Human-Centric Communication Process
- Design and develop communication methods/tools for Operational Support Teams (OSTs) to effectively engage citizens.
  - Prepare feedback questionnaires for the ward staff to evaluate their own role as OSTs.
6. Piloting & Resource Planning
- Define resources, materials, and deliverables needed for piloting shortlisted ideas.
  - Assist in preparation of a budget template for testing and scaling pilots.
7. Community Co-Creation Workshops
- Facilitate two/three community workshops to test co-creation approaches.
  - Prepare a narrative and engagement plan for communities, including incentives and participatory techniques.
  - Design evaluation methods to measure participation, e.g., repeat attendance, inclusiveness, or feedback on incentives.
  - Develop feedback forms for community members to capture their opinions on workshop design, facilitation, and inclusivity.
  - Preparation of reports encompassing objectives, methodology, conduct, participation, analysis, findings and linking findings with final application.

## **B. Work Stream 2: Learnings from Previous Pilot (Ward 41, GVMC)**

1. Evaluation Framework
- Prepare an evaluation template/criteria to assess the effectiveness of the previously tested pilot.
  - Develop feedback forms, observation checklists, and survey tools for ward staff, residents, and stakeholders.
2. Documentation of Resident Feedback
- Capture videos, photos, and interviews reflecting lived experiences and changes observed.
  - Prepare field documentation to include in GVMC's final submission to Bloomberg.
3. Behaviour Change Analysis
- Analyse the extent of behavioural change among residents and ward staff based on feedback and observations.
  - Highlight enablers and barriers to sustained adoption.

### **C. Work Stream 3: Institutionalization of V-PULL and Stakeholder alignment workshop**

- Suggestions/inputs on drafting the Government Order.
- Support in facilitating the stakeholder alignment workshop and report.

### **D. Final Submission Support**

- Prepare comprehensive documentation (narratives, visuals, feedback evidence, lessons learned) aligned to Bloomberg Philanthropies' reporting formats and timelines duly analysing the outcomes from call for ideas, workshops and other activities.
- Handhold APUIAML to ensure compliance with Bloomberg's guidance and timely delivery.

## **5.4 Deliverables, timelines and payment details**

<b>S No</b>	<b>Name of Deliverable</b>	<b>Payment details</b>
1	A. Submission of report with insights from the field and action plan	50 % of quoted fee upon submission of the report.
2	B. Submission of final application to Bloomberg Philanthropies	50 % of quoted fee upon final submission of application



## 5.5 TERMS OF PAYMENT

- i. The fee to be quoted for the project shall be in terms of INR by the selected bidder and the same shall be payable upon satisfactory performance of the given scope of work and accepted by APUIAML/GVMC.
- ii. The payment towards the services shall be done within 15 days from the date of issue of invoice by the Consultant, as per the T&C of this RFP after the approval of Authority.
- iii. No advance payment of any kind shall be entertained. No extra payment would be paid by APUIAML other than the fee to be quoted in the bid.
- iv. The payment will be made by APUIAML. The Authority shall not pay any interest for the delay of payments if any.
- v. The decision of Authority (as specified in this Document) or any officer duly authorized by the Authority shall be final & binding with regard to any payment.
- vi. The Authority reserves the right to hold the payment if the services / goods is not provided / supplied within the time specified in the work order / indent / agreement or if the supplied services is not as per specifications or satisfactory.
- vii. Final payment shall be paid as per above 5.4 clause of this Document
- viii. **Other Expenses:** Local travel, accommodation, and food expenses during visits to Visakhapatnam incurred by the Consultant for activities under this Project shall be arranged and borne by APUIAML on mutual consensus basis.

## 6. FORMATS FOR SUBMISSION OF PROPOSAL (ANNEXURES)

### Annexure 1

#### CHECKLIST OF SUBMISSIONS

S.No.	Enclosures to the Proposal	Status (Submitted / Not Submitted)	Remarks
1.	Signed RFP Document		
2.	Covering Letter (Annexure 2)		
3.	Similar Experience towards eligibility ~ Annexure (All documents including PDS as mentioned in Data Sheet).		
4.	GST registration certificate and Pan card (Annexure 4)		
5.	Financial Experience towards eligibility (Annexure 5)		
6.	Power of Authority (Annexure 6)		
7.	Firm/Company Registration Certificate ~ Annexure 7		
8.	Affidavit of non-blacklisting by any client /authority in India (Annexure 8)		
9.	Power of Attorney and MoU for Consortium ~ Annexure 9 (if required)		
10.	Any other documents as required & mentioned in the Data Sheet		

**Annexure 2**

***Format for***

**COVERING LETTER (LETTER OF PROPOSAL)**

(On Applicant's Letter Head)

Date: \_\_\_\_\_.

To,  
The Domain Head, Business Diversification & Development,  
APUIAML,  
4<sup>th</sup> Floor, NTR Administrative Block  
**Vijayawada** – 520 013 (Andhra Pradesh)

**Sub:- Selection of Consultant for ‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’ - Reg**

With reference to your RFP Document, Notification No.: APUIAML/BDD/BP/25-26/01 dated 11.09.2025, I / We, having examined all relevant documents and understood their contents, hereby submit our Proposal for **Selection of Consultant for ‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’**. The proposal is unconditional and unqualified.

I/We acknowledge that the APUIAML, (the “Authority”) will be relying on the information provided in the Proposal submitted by us and the documents accompanying the Proposal for selection of the Agency. We further certify that all information provided in the Proposal submitted by us and in the Annexures are true and correct, and nothing has been suppressed or omitted which could render such information to mislead and all documents accompanying with Proposal are true copies of their respective originals.

This statement is made purely for the purpose of the aforesaid project.

- I / We shall make available to the Authority for any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
- I / We acknowledge the right of Authority to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any ground or for any reason whatsoever.
- I / We certify that in the last Five years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project/assignment or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.

- I/We declare that:
  - a) We have examined and have no reservations to the RFP Document, including any Addendum / Corrigendum issued by Authority.
  - b) I / We do not have any conflict of interest as mentioned in the RFP Document.
  - c) I / We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of request for proposal issued by or any agreement entered into with Authority or any other public sector enterprise or any government, Central or State; and
  - d) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of this RFP, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- I / We understand that you may cancel the Selection Process at anytime and that you are neither bound to accept any Proposal that you may receive nor to select the Bidder(s), without incurring any liability to the Applicants in accordance with the RFP Document.
- I / We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the project or which relates to a grave offence that outrages the moral sense of the community.
- I / We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
- I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by Authority (and/ or the Government of India) in connection with the selection of Agency or in connection with the Selection Process itself in respect of the above-mentioned project.
- I/We agree and understand that the proposal is subject to the provisions of the RFP Document. In no case, shall I/we have any claim or right of whatsoever nature if the project is not awarded to me/us or our proposal is not opened or rejected.
- I / We agree to keep this offer valid for 30 (Thirty) days from the BDD specified in the RFP and also understand and abide by the selection process as mentioned in the RFP.
- In the preparation of documents of my/our firm being selected as the Agency for subject project, I/we agree and undertake to provide the services in accordance with the provisions of the RFP and I/we shall be responsible for providing the agreed services and not through any other person or Associate.

- I/We have studied the RFP document and all other documents carefully. We understand that we will not claim, right or title arising out of any documents or information provided to us by Authority or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of project. The Technical and Financial Proposals are being submitted along with Annexures to prove our technical & financial details. The contents provided in this regard shall be binding on us.
- I/We agree and undertake to abide by all the terms and conditions of the RFP Document. In witness thereof, I/we submit this Proposal under and in accordance with the terms of the RFP Document.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

(Name and seal of the Applicant)

**Annexure 3**

*(to be printed on letterhead of Bidder)*

**Format for**

**APPLICANT'S EXPERIENCE**

**(Towards Eligibility)**

**Details of Project(s) executed**

S. No	Name of work	Name of the Client (with Brief Address of Concerned Office & Contact No. and e-mail ID)	Type of Client /Owner Mention Govt./ Semi Govt./ Society / Institution/ Others)	Date of Agreement with Client	Location and Scope of the work	Actual Value of the Work	Date of commencement as per contract	Date of completion

(\*\*Tables to be added by the bidder if required)

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Company : \_\_\_\_\_

Date : \_\_\_\_\_

Notes: : \_\_\_\_\_

**Annexure 4**

*Enclosed copy of*

**GST registration certificate and Pan card**

(Signature of the Key Expert /Authorized Signatory)

Place .....

**ANNEXURE 5**  
*(to be printed on letterhead of Bidder)*  
**In support of Eligibility Criteria**

*Format for*

**FINANCIAL SUMMARY DATA**

TURNOVER RELATED DATA *(All figures in INR Crores)*

Description	FY 22-23	FY 23-24	FY 24-25
Turnover			
Total			

Financial Year: 1<sup>st</sup> April to 31<sup>st</sup> March or the particular accounting year followed and audited.

Note:

1. The applicant shall submit Audited Balance Sheets/ Annual Reports.

COMPANY  
SEAL

SIGNATURE : \_\_\_\_\_  
NAME : \_\_\_\_\_  
DESIGNATION : \_\_\_\_\_  
: \_\_\_\_\_  
COMPANY : \_\_\_\_\_  
DATE : \_\_\_\_\_



**ANNEXURE 6**

***Format for***

**POWER OF AUTHORITY TO BID-SIGNATORY**

***(On a Non-Judicial Stamp Paper of Rs. 100 duly attested by notary public)***

Know all men by these presents, we, ..... a company / firm registered under and having its Registered Office at hereby constitute, nominate, appoint and authorize and presently residing at ..... as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for RFP Notification No.: APUIAML/BDD/BP/25-26/01 including but not limited to signing and submission of all applications, proposals and other documents and writings, providing information/ responses to APUIAML, (the “Authority”), representing us in all matters before the Authority, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Proposal for the said project and/or upon award thereof to until the entering into of the Agreement with the Authority.

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

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

For .....

(Signature, name, Designation and Address)

Witnesses :

1.

2.

Accepted

For .....

(Signature, name, Designation and Address)

**Notes:**

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a Non- Judicial stamp paper of Rs. 100/-(rupees one hundred).

Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

For a Power of Attorney executed and issued overseas, the documents will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed The Hague Legislation Convention, 1961 and other applicable provisions are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.

**ANNEXURE 7**

**Please Provide  
here**

**FIRM/COMPANY REGISTRATION CERTIFICATE**

**(Registration from Shops & Establishments in case of Sole Proprietary firm)**

**ANNEXURE 8**

***(On a Non-Judicial Stamp Paper of Rs. 10 duly attested by notary public)* Format for**  
**AFFIDAVIT OF NON-BLACKLISTING BY ANY CLIENT / AUTHORITY IN INDIA**

To,  
C.E.O  
A.P.U.I.A.M.L.  
VIJAYAWADA.

Dear Sir,

I/We further confirm that none of the Proprietor/ firm / Organization / Board Members of our firm have been blacklisted/ banned/ suspended by any of the Government Departments in AP or in other States in India in last Five years from the date of the issue of RFP document

I / We further confirm that in case, any of the information noted above is found to be incorrect, I / We will be liable for any action under the terms of the RFP / contract including termination of the contract and forfeiture of the Earnest Money / Security Deposit.

Having fully understood the RFP conditions and the above undertaking in this letter, we sign this  
.....Day of .....at .....

Yours faithfully,

Sign & Official Seal

**ANNEXURE 9**

***Format for***

**POWER OF ATTORNEY AND MEMORANDUM OF UNDERSTANDING FOR  
CONSORTIUM**

***(On a Non-Judicial Stamp Paper of Rs. 100 duly attested by notary public)***

***Power of Attorney***

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Know all persons by these present that We, .....  
(hereinafter collectively referred to “the consortium / joint venture”) hereby appoint and authorize  
..... as our attorney.

Whereas the Andhra Pradesh Urban Infrastructure Asset Management Limited (“APUIAML”) has  
invited applications from interested parties for the “\_\_\_\_\_” (hereinafter  
referred to as “the Assignment”),

Whereas the members of the consortium/joint venture are interested in bidding for this project  
in accordance with the terms and conditions of this RFP along with its amendments, addenda and  
related documents

And whereas it is necessary for the members of the consortium/joint venture to appoint and  
authorize one of them to do all acts, deeds and things in connection with the aforesaid Project,  
We hereby nominate and authorize as our constituted attorney in our name and on our behalf to  
do or execute all or any of the acts or things in connection with making an application to  
APUIAML, to follow up with APUIAML and thereafter to do all acts, deeds and things on our  
behalf until culmination of the process of bidding and thereafter till the license contract is entered  
into with the Selected agency.

And we hereby agree that all acts, deeds and things done by our said attorney shall be construed  
as acts, deeds and things done by us and we undertake to ratify and confirm all and whatsoever  
that our said attorney shall do or cause to be done for us by virtue of the power hereby given.

All the members of this consortium will be jointly and severally liable for execution of this  
assignment in all respects.

In witness hereof we have signed this deed on this day of 2025.

[Signature]

For and on behalf of

[Company]

***Memorandum of Understanding***

***(On a Non-Judicial Stamp Paper of Rs. 100 duly attested by notary public)***

Know all men by these present that we, and (herein after collectively referred to “the consortium”) for execution of Proposal. Whereas the APUIAML has invited RFP from the interested parties for the **Selection of Consultant for ‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’.**

Whereas the members of the consortium are interested in bidding for the work of in accordance with the terms and conditions of the RFP.

This Consortium contract is executed to undertake the work and role and responsibility of the firms as. And whereas it is necessary under the conditions of the RFP for the members of the consortium to appoint and authorize one of them as Lead Member to do all acts, deeds and things in connection with the aforesaid Proposal is the Lead Member of the Consortium.

We hereby nominate and authorize as our constituted attorney in our name and on our behalf to do or executive all or any of the acts or things in connection with the execution of this RFP and thereafter to do all acts, deeds and things on our behalf and thereafter till the satisfactory completion of work.

And we hereby agree that all acts, deeds and things done by our said attorney shall be construed as acts, deeds and things done by us and we undertake to ratify and confirm all and whatsoever that my said attorney shall do or cause to be done for us by virtue of the power hereby given. All the members of this consortium will be jointly and severally liable for execution of this assignment in all respects.

In witness hereof we have signed this deed on this \_\_\_\_ day of \_\_\_\_\_

[Signature]

By the with named through its duly constituted attorneys in the presence of \_\_\_\_\_

[Signature]

By the with named through its duly constituted attorneys in the presence of \_\_\_\_\_

[Signature]

**Notes:**

For the purposes of Memorandum of Understanding and Power of Attorney: The contracts are to be executed by all members in case of a Consortium.

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.

Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

In case the Application is signed by an authorized Director / Partner or Proprietor of the Applicant, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

**Note:** ANDHRA PRADESH URBAN INFRASTRUCTURE ASSET MANAGEMENT LIMITED (APUIAML) reserves the right to modify/alter the above mentioned schedule of Selection Process at any time during the Selection Process at its sole discretion without assigning any reason or being liable for the same in any manner whatsoever.

**Annexure – 10**  
**FINANCIAL BID FORM**  
*(to be printed on letterhead of Bidder)*

Date:

To,  
Domain Head, Business Diversification and Development,  
A.P.U.I.A.M.L.  
VIJAYAWADA.

**Sub: Selection of Consultant for ‘Preparation of final application for - Winning Cities Phase, Bloomberg Mayors Challenge, 2025’**

*Sir:*

We hereby submit our **Lumpsum Professional Fee (INR)** for the subject Project.

Amount in Figures	
Amount in Words	

1. The above quote is exclusive of GST and is inclusive of all professional services and incidental costs required to deliver the Scope of Work under this RFP.
2. We acknowledge that expenses towards local travel, accommodation and food during visits to Visakhapatnam shall be arranged and borne by APUIAML; all other expenses are deemed included in our Lumpsum Fee.
3. We understand that selection shall be on Quality and Cost Based Selection (QCBS) – H1 method.
4. In case of any discrepancy between figures and words, the amount in words shall prevail.
5. Validity: Our offer shall remain valid for 30 (Thirty) days from the Bid Due Date (BDD) or for such further period as may be mutually agreed.

*Yours faithfully,*

\_\_\_\_\_  
*(Signature of Authorised Signatory)*  
*(Name, Title, Address, Date and seal)*

***Note: The financial proposal to be submitted strictly as per the above format. Non compliance to the above format shall disqualify the firm’s proposal***