

TERMS OF REFERENCE FOR PROVIDING CONSULTANCY  
SERVICES FOR THE PROJECT” DEVELOPMENT OF  
PULIVENDULA AS MODEL TOWNS  
FOR  
DPR AND TENDER PREPARATION OF ROADS AND DRAINS  
IN HOUSING COLONY OF PULIVENDULA

June 2022

ANDHRA PRADESH URBAN INFRASTRUCTURE ASSET MANAGEMENT LIMITED, VIJAYAWADA

**Terms of Reference for**  
**Proposals for Development of Pulivendula as Model Town**

**I. Introduction**

GoAP envisages to develop few 'Model Towns' in the state; APUIAML is assisting the government in this initiative. In this regard, APUIAML has entered into an agreement with Pulivendula Area Development Agency (PADA) for the project 'Development of Pulivendula as Model Town' for provision of End-to-End services, in phased manner. As a part of the project, in the initial phase, the milestone submissions for APUIAML are (i) Integrated Infrastructure Master Plan (IIMP), (ii) Draft DPRs, (iii) Final DPRs and (iv) Tender Documents for all identified sectors/sub projects; currently there are about 24 such sectors/sub projects.

In this regard, IIMP, Draft DPR was prepared by APUIAML and was presented to Government and various stakeholders. Upon acceptance of the same by Government, APUIAML is in the process of preparing the detailed designs for various sectors. In this process, APUIAML requires external consultants (Either firms or individuals), who can prepare Road and Drain designs cum profile for Housing Colony in Pulivendula. The scope of work along with the deliverables for the afore said work is mentioned below as a part of Final DPR approvals by PADA.

- A. Detailed Engineering Report
- B. Drawings

**Scope of Work & Deliverables**

**A. Detailed Engineering Report**

**Scope of services**

The scope of services of the consultant under this section includes but not limited to the following:

- a. Preparation of detailed designs and drawings for Roads and Drains of Housing colony
- b. Preparation of estimates based on APSOR
- c. Collection of quotations for non SOR items for reputed vendors
- d. Incorporation of comments from client
- e. Interact with various vendors and obtain quotations
- f. Preparation of Detailed Engineering Report for finalised project components
- g. Discussion with concerned department and obtain technical sanction

**B. Drawings**

- a. Preparation of GFC drawings for finalized project components

- b. Discussion with concerned department, obtain technical sanction & Necessary Approvals
- c. To incorporate the suggestions / changes as suggested by the client at different stages

**II. Eligibility conditions for consultants**

**Technical eligibility Criteria**

- i. The consulting firm/ person should have experience in providing technical consultancy for at least one similar project in Govt. Sector

Or

- ii. The consulting firm/ person should have experience in providing technical consultancy for at least two similar projects in private sector

**III. Mode of Selection of Consultant**

The consultant is selected based on least cost basis.

**IV. Financial Offer criteria for Experienced firms and Individuals**

- The financial offer of technically qualified firms / Individuals shall be considered as submitted by them.
- Out of their financial quote, an amount of further 20% is retained while making payment and the retained amount shall be released after two months after completion of final milestone and release of payment for the final milestone.

**V. Deliverables & Timelines:**

#	Activity	Time frame
1	Detailed Engineering Reports for all identified components including getting technical sanction	30 days
2	Drawings	45 days

**VI. Payment terms:**

#	Activity	% of Project Cost <sup>1</sup>
1	Detailed Engineering Report (Road FRLs, Logitudinal sections, Drain designs)	50 %

2	Drawings	50 %
Note – All payments to the consultants shall be made on back-to-back basis		

## VII. General terms & conditions:

1. Consultant shall quote the price in Lump Sum for package of projects as per the format provided in Annexure – I.
2. Consultant shall quote for the project as mentioned above in a single sealed cover.
3. The last date for submission of price quote through physical submission or through courier as per the prescribed format is 07.05.2022 by 17:00 HRS to the APUIAML office address as mentioned below.

Division Head – Urban Infra Development  
Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML)  
4<sup>th</sup> Floor, NTR Administrative Block, Pandit Nehru Bus Stand,  
Vijayawada – 520013.

4. The financial quotes shall be opened in the presence of bidders in the date which shall be communicated in due course of time.
5. The payment for the services shall be made back to back (after receipt of payment for the corresponding milestone by APUIAML from PADA)
6. The preliminary document / conceptual plan for both the towns is provided in Annexure II for better understanding of the project area, proposed components and the broad cost estimates.
7. The L1 bidder will be selected who shall quote less percentage or cost.
8. All works completed, data collected etc shall be the property of APUIAML and shall be handed over. The same data shall remain confidential and shall be used elsewhere only with our consent.
9. The required staffing for the project such as urban planner, urban design expert, architect, engineering team etc. shall be made available on demand basis to our office meetings regularly and also for our client meetings if desired by APUIAML.
10. Only upon duly satisfaction and approval of APUIAML at each milestone deliverable submitted by the selected consultant, the work for the next milestone shall commence and payment shall be made accordingly.

11. For issuing the work order to the selected consultant, APUIAML may negotiate for the revised price quote based on the submitted financial quote.
12. APUIAML at any time may cancel the project or components / add similar project components of the mentioned package as per the instructions of client or due to any other externalities, in that case, such projects shall be cancelled / added from the scope of work of the consultant and payment shall be made to the work carried out only till due date.

**Annexure -1**

**FORMAT FOR FINANCIAL PROPOSAL**

*[On the Letter head of the Firm]*

**Date:**

To

The Division Head (Urban Infra Development),  
Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML),  
4thFloor, NTR Administrative Block, Pandit Nehru Bus Station,  
Vijayawada-520013, Andhra Pradesh

**Sub: FINANCIAL PROPOSAL FOR PROVIDING CONSULTANCY SERVICES FOR  
“DPR and Tender preparation OF ROADS AND DRAINS IN HOUSING COLONY OF  
PULIVENDULA”**

**Sir:**

For providing consultancy services for the subject assignment, we hereby submit the following Professional Fee quotation to the APUIAML.

We quote our proposal in terms of fixed cost (Lumpsum) for an amount of Rs. ( \_\_\_\_\_ )  
(Rs. In words \_\_\_\_\_)

And this is inclusive of transport, printing and stationery and all other expenses except applicable taxes towards our Professional fee for the subject assignment to be paid as per payment schedule specified in this TOR.

We shall abide by the above quote, terms and conditions of this TOR, if APUIAML selects us as the Consultant for this particular assignment. We also understand that, in case any difference between the quoted amount in words and figures, the quote in words will be taken as final.

We agree that this offer shall remain valid for a period of one hundred and eighty (180 days) from the Proposal Due Date or such further period as may be mutually agreed upon.

*Yours faithfully,*

\_\_\_\_\_

*(Signature of Authorised Signatory)*

*(Name, Title, Address, Date)*

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