

**GOVERNMENT OF TRIPURA  
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR  
DHALAI DISTRICT: JAWHARNAGAR.**

F.No. 3(65)/DM/D/DEV/2011/ 3465

Dated: 22<sup>nd</sup> July, 2011

**EXPRESSION OF INTEREST FOR PREPARATION OF DETAILED PROJECT REPORT**

District Administration, Dhalai invites Expression of Interest (EOI) for selection of consultancy firm for the preparation detailed Project Report (DPR) for providing of houses to all the eligible families of the district under Indira Awaas Yojana (IAY).

**SCOPE OF WORK:**

To prepare Detailed Project Report for providing houses to the remaining rural poor families of Dhalai district as a Special Project to eradicate shelterlessness in Dhalai district in three years to be sent to the Ministry of Rural Development, Government of India.

The selected consultancy firm shall be required to prepare the above DPR as per the guidelines of IAY of Ministry of Rural Development, Government of India for covering all the poor BPL families of Dhalai district in three years. They shall conduct the study for Socio-Economic analysis of rural population and work out cost estimates for eradicating shelterlessness.

**PRE-REQUISITE FOR PARTICIPATING FIRMS:**

- (I) Firms should have been in operation for at least 3 years after registration.
- (II) Annual turn over of the firm for the last 3 financial year should be greater than or equal to ₹ 1.00/- crore
- (III) Firms having similar experience will be preferred.

**SUBMISSION DETAILS:**

Expression of Interest (EOI) may be submitted by such firms which have undertaken similar work in the above area. Firms are required to submit comprehensive details regarding their approach to preparation of DPR with outlines and following documents.

The documents shall include:

1. **Section 1:** Transmittal Letter along with Non-Refundable Demand Draft of ₹ 10,000/- (Rupees Ten Thousand only) payable at Dhalai in favour of District Magistrate & Collector, Dhalai district.
2. **Section 2 :** Summary sheet (**Annexure-1**)
3. **Section 3 :** Company Profile

4. **Section 4** : Relevant experience details for last 3 (years) (**Annexure-2**)
5. **Section 5** : List of personal with qualifications (**Annexure-3**)
6. **Section 6** : CV of key personnel (**Annexure-4**)
7. **Section 7** : Financial turnover of the company for the last three years.

**THE FINANCIAL QUOTATION:**

Financial quotation for preparation of D including Socio-Economic study and cost estimates	In figure: ..... In words: Rupees.....
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The Expression of Interest and accompanied documents must be delivered no later than 15 Hrs on 12.08.2011 in sealed envelope clearly labeled "Expression of Interest for the preparation of DPR for providing housing to rural poor families of Dhalai district"

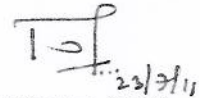
**The address for dispatch:**

**DISTRICT MAGISTRATE & COLLECTOR, DHALAI DISTRICT, JAWAHARNAGAR, TRIPURA**

**PIN: 799289**

**Phone No: 03826-267-214.**

The Expression of Interest proposals shall be opened the same day if possible. [EOI from firms failing to provide Demand Draft and requested information will be disregarded]. Prospective firms are requested to make a PowerPoint presentation on final proposals on the next day at 11:00 Hrs. District Administration, Dhalai reserves the right to accept any application or whole process without assigning any reason whatsoever. [Only short-listed district will be issued request for proposal document]. For additional information/clarification please contact at above address or O/C Development Section, O/o the DM & Collector, Dhalai district. **Phone No:** 03826-267-209 or **Mobile No:** 9436570899. The submission requirement and other details can be downloaded from the Tender Notice Section of District Website: <http://www.dhalai.nic.in>. and State website: <http://tsu.trp.nic.in/tender>.



**(KIRAN GITTE, IAS)**

District Magistrate & Collector  
Dhalai District, Jawaharnagar.

## ANNEXURE 1: SUMMARY SHEET

Name of the Firm	Company registration no. (with copy)
Address of Head Office	Contact Person
Year of Establishment	Number of Offices (Indian and Abroad)
Presence in How many States (Presence means full time Office)	Presence in Tripura
Financial Turnover* in last four year (₹ in Crores) Year 2010-11 Year 2009-10 Year 2008-09 Average Annual Turnover for above there Financial Years: <b>*Audited Statements to be enclosed</b>	ISO Certification (Yes /No)
Number of Full Time Staff Key Professional: (Experts & Engineers) Support Staff:	
Any Award or Felicitation received by your Firm	
Any other relevant details	

**ANNEXURE 2: DETAILS OF PROJECT CARRIED OUT IN THE  
LAST FIVE YEARS WITH BEST ILLUSTRATED  
QUALIFICATIONS**

The Following information should be provide in the format below for each reference assignment for which your firm, either individually as a corporate entity or as one of the major companies within a consortium was legally contracted by the client stated below:

Assignment Name:	Country/State
Location within country:	Professional Staff provided by your firm
Name of Client:	No. of staff
Address:	No. of Staff Month:
Start date (Monty/Year)completion Date (Month/Year)	Approx. value of services (in ₹)
Name of Associated Firm (s) if any:	No. of the Months of professional Staff provided by Associated Firm(s)
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and function performed.	
Brief Description of Project:	
Description of actual services provided by your Staff	

**ANNEXURE 3: LIST OF PERSONNEL WITH QUALIFICATIONS**  
**(KEY PROFESSIONALS & MANAGERIAL STAFF)**

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<b>Sl. No.</b>	<b>Name</b>	<b>Qualification</b>	<b>Area of Expertise</b>	<b>Total year of working experience</b>
1				
2				
↓				
↓				

**ANNEXURE 4: FORMAT OF CURRICULUM VITAE (C.V.) FOR KEY PROFESSIONALS**

Name of staff	:	
Position in the Company	:	
Total Year of Experience	:	
Profession	:	
Date of Birth	:	
Years with Firm	:	
Nationality	:	
Membership of Professional Societies	:	

**Key Qualifications:**

(Given an outline of staff member's experience and training pertinent to take on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use up to half a page)

**Education:**

(Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degrees obtained. Use up to a quarter page)

**Employment Record:**

(Starting with present position, listed in reversed order, every employment held. List all position held by staff member since graduation giving dates names of employing organization title of positions held and location of assignments. Where appropriate. Use up to three-quarters of a page.)

**Languages:**

(Indicate proficiency in speaking, reading and writing of each language by "excellent", "good", "fair" and "poor")

**Certification:**

I, the understanding, certify that to the of my knowledge and belief this bio-data correctly describes myself, my qualification my experience.

Authorized Representative of the Company

Signature:.....

Date:.....