



Expression of Interest

For

“Selection of Research and Industry Partners for Innovative Smart Solutions under Smart Cities Mission, AMRUT and Swachh Bharat Mission”

EOI Notification No.: SSCDL-EOI-01/2017-18

Issued By

Surat Smart City Development Ltd. (SSCDL)

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Glossary

Terms	Meaning
AMRUT	Atal Mission for Rejuvenation and Urban Transformation
Bidder	Research Institutes and Industry Partners. Both may jointly be also considered
DIPP	Department of Industrial Policy and Promotion
EoI	Expression of Interest
GoI	Government of India
GST	Goods and Services Tax
ICT	Information and Communications Technology
IoT	Internet of Things
MoUD	Ministry of Urban Development, Government of India
NIUA	National Institute of Urban Affairs
PoC	Proof of Concept
PQ	Pre-Qualification
R&D	Research and Development
SSCDL	Surat Smart City Development Ltd.
SMC	Surat Municipal Corporation
SPV	Special Purpose Vehicle

Notice Inviting Express of Interest

EOI Notice



Surat Smart City Development Limited (SSCDL)
115, Smart City Cell, Surat Municipal Corporation - Head Quarter,
Muglisara, Main Road, Surat - 395003, Gujarat.
Notice Inviting EoI for
“Promoting Innovative Smart Solutions under Smart City
Mission, AMRUT and Swachh Bharat Mission”
[SSCDL-EOI-01/2017-18]

This EOI Document is being published by the Surat Smart City Development Ltd (SSCDL) for the project “Promoting Innovative Smart Solutions under Smart City Mission, AMRUT and Swachh Bharat Mission” which is an initiative for development of new and innovative Smart Solutions that directly impact the needs of city as per the guidelines and direction issued by MoUD, Government of India. Experienced agency, Academic Institute, Research Institute, Industries are requested to participate and submit the EOI.

Bidders are advised to study this EOI document carefully before submitting their proposals in response to the EOI Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications. This EOI document is not transferable.

EOI Fee (Non-refundable) • INR 1,000 (Five thousand rupees Only) by Demand Draft or Banker's Cheque

Online Queries • Bidders shall have to post queries by email to suratsmartcitycell@gmail.com on or before 15/09/2017, 16:00 hrs.

Last date (deadline) for EOI Submission • Complete EOI in sealed envelope with relevant details may be submitted strictly through Speed Post or RPAD only so as to reach by 25.09.2017 up to 18:00 hr at following address:
Chief Accountant Shri,
Surat Municipal Corporation,
Mugalisara,
Surat-395003, Gujarat.

Website to download EOI • <http://suratsmartcity.com> or
<https://www.suratmunicipal.gov.in/>

The right to accept/reject any or all bid(s) received is reserved without assigning any reason thereof.

Chief Executive Officer,
Surat Smart City Development Ltd.

1 Introduction and Background

1.1 About Surat

Located in western part of India in the state of Gujarat, Surat is referred as the silk city and the diamond city. It has the most vibrant present and an equally varied heritage of the past. Surat is also known as economic capital of Gujarat and is having one of the highest growth rates amongst Asian cities. As per the Census 2011, it is the eighth largest city in the country with population of 4.48 million population. On the scale of population growth, Surat is the fastest growing city in Asia and holds 4th rank in the world. On the economic front, Surat holds top most position with highest per house-hold income in the country

Surat has also been selected as one of twenty Indian cities (in the first round of selection) to be developed as a smart city under Smart Cities Mission.

1.2 About Surat Municipal Corporation

The Surat Municipal Corporation (SMC) has responded to the challenges of fastest population growth and high speed economic development by adopting the best urban management practices. The administration of SMC with the help of the people and elected members of the city has transformed Surat to one of the cleanest cities of India. SMC has taken all necessary steps to make the city a better place to live with all amenities. SMC has taken up many path breaking initiatives and these efforts have been acknowledged at national and international level.

Utilization of Information Technology (e-Governance)

SMC had harnessed the power of IT before it became ubiquitous and a necessity for organizations of its nature and size. SMC is one of the few local self-government to adopt computerization in its early phases and use it for better governance, improving operational efficiency and increasing ease of interaction with citizens. SMC has initiated various e-Governance and m-Governance projects. The same have been recognized at national/international level. Following is the list of awards received in recent past:

- Express IT Award 2015 (Bronze) For SMC Mobile App
- Vodafone – Mobile for Good Award 2014 to Citizen’s Connect – SMC Mobile App
- Skoch Order-of-Merit to Citizen’s Connect – SMC Mobile App
- mBillionth Award South Asia 2014 to Citizen’s Connect – SMC Mobile App
- HUDCO Award for Best Practices to Improve the Living Environment 2013-14 for Mobile App & Virtual Civic Center (Online Services)
- Skoch Gold Award & Order-of-Merit for use of e-Governance in Improved Service Delivery
- The Janaagraha G2C Award 2012 for Best website under the category “Transparency and Accountability”
- City Civic Centre won the National Award for e-Governance 2007-08 (Bronze) for Outstanding Performance in Citizen Centric Service Delivery

- Golden Jubilee Memorial Trust Awards 2007-08 for Outstanding Utilisation of Communication & Information Technology from Southern Gujarat Chamber of Commerce
- The Grievance Redressal System awarded the Best Practice Award by CMAG & FIRE[D]
- Certificate of Merit by NIUA – FIRE(D) for the best website in the year 2001

1.3 About Surat Smart City Development Ltd (SSCDL)

As per the GoI guidelines, Surat Municipal Corporation has formed a separate Special Purpose Vehicle (SPV) as Surat Smart City Development Ltd. (SSCDL) for the implementation of projects under the Smart City Mission for the city of Surat. This SPV shall carry end to end responsibility for vendor selection, implementation and operationalization of various smart city projects.

1.4 Project Background

- a. The Smart Cities Mission (SCM) of the Government of India, promotes cities that provide core infrastructure and give a decent quality of life to its citizens, a clean and sustainable environment and application of ‘Smart’ Solutions. Such Smart Solutions include ICT interventions for e-governance, online government services, and for improving the efficiency of core services at a relatively lower cost. These build upon the IoT (internet of things) that allows exchange of data over a network, between objects and devices, allowing analysis of real-time data that can be used to usher in a new wave of transformative digital services in cities and enhance citizen services and quality of life.

An indicative list of ICT-based Smart Solutions is provided in the Mission Guidelines and is given in Section 5.1 for reference.

- b. While several such smart solutions have already been proposed by cities as part of their Smart City Proposals, the sector is still in a nascent stage and there is enormous scope for large scale innovation to meet the emerging needs of the sector. In this context, the Ministry of Urban Development has launched a scheme for “Promoting Innovative Smart Solutions under Smart Cities Mission, AMRUT and Swachh Bharat Mission”. The scheme will provide funding support for industry-sponsored, outcome-oriented projects focused around the needs of ULBs under the Smart Cities Mission, AMRUT Mission and Swachh Bharat Mission.

1.5 Project Objectives

The project objectives broadly are as follows:

- a. To provide a fillip to the development of new and innovative Smart Solutions that directly impact the needs of cities
- b. To ensure availability of funding for practice research of direct relevance to the outcomes desired under the Missions
- c. To make available a large body of pilot-tested and proven Smart Solutions that can be adopted by cities as per their specific needs
- d. To promote a culture of innovation within the urban sector

1.6 Essential Features of Project Proposal

- a. The scope of the project should be restricted to ICT-based Smart Solutions

- b. The project must have a component for pilot testing of the smart solution in the city (size of the proposed pilot and reasons for the same must be mentioned in the Project Proposal)
- c. The projects should be designed in a maximum period of 24 months from the date of announcement of Selected Proposals
- d. All activities proposed under the projects including R&D activity and completion of pilots should be planned within this period
- e. The proposal should clearly mention the specific needs of the city, availability of supportive environment, relevance to the Smart City Proposal of the city etc.
- f. The proposed solutions should address specific needs of the citizens (as brought out during citizen consultations undertaken as part of the SCM)
- g. There should be clear innovative outcomes from the project
- h. The solutions should be amenable to replication and scale-up upon successful demonstration of 'Proof of Concept (PoC)'
- i. The technology proposed to be used should be general and non-proprietary wherever possible. Reasons for choice of technology should be clearly specified as part of the proposal

1.7 Description of Bidding Process

- a. Surat Smart City Development Ltd. (SSCDL) has floated this Expression of Interest intending to seek Innovative Smart Solutions to improve quality of life of citizens and to implement solutions for various urban problems. In context of achieving smart solutions we are inviting Bidders as Research and Industry Partners to promote implementation and use of smart solutions.
- b. Bidders (Research and Industry Partners) will have to submit their proposals as per the required details of this document within the due submission date. Then if the authority is satisfied with proposed innovative smart solutions and funding pattern, selected solutions will be presented to state and central government authorities. And accordingly bidders will be intimated for the further work and schedule.

2 Pre-Qualification Criteria

#	Pre-Qualification Criteria	Proof Document Required
1	Bidder must be a company in India registered under The Company's Act 1956 or Government registered educational/research institute/Registered as Start-up with DIPP	Certificate of Incorporation/ Registration Certificate
2	Bidder should be registered for Goods and Services Tax and Income Tax in India	Goods and Services Tax Certificate PAN Card Income Tax Certificate (ITR)
3	Bidder should not have been blacklisted by Central Government or any State Government organization / department in	Declaration letter by bidder as per format given in the EOI document

#	Pre-Qualification Criteria	Proof Document Required
	India at the time of submission of the bid	

3 Important Dates

#	Information	Details		
1.	Project Name	Selection of Research and Industry Partners for Innovative Smart Solutions under Smart Cities Mission, AMRUT and Swachh Bharat Mission		
2.	EOI Notification No. and Date	EOI Notification No.: SSCDL-EOI-01/2017-18 Date: 11.09.2017		
3.	Website to download EOI	http://suratsmartcity.com or https://www.suratmunicipal.gov.in		
4.	EOI Fee (Non-Refundable)	INR 1,000 (One thousand rupees Only) by Demand Draft or Banker's Cheque of any scheduled/nationalized bank payable at Surat in favour of Surat Smart City Development Ltd.		
5.	Queries by email	Bidders shall have to post queries by email to suratsmartcitycell@gmail.com on or before 15/09/2017, 16:00 hrs		
6.	Last date (deadline) for receipt of EOI Fee (Demand Draft) and EOI response	25.09.2017		
7.	Place, Time and Date of opening of the proposals received in response to the EOI notice	To be Informed Later		
8.	Contact Person for EOI	<table border="0"> <tr> <td>Nilesh Patel Executive Assistant, SMC Email id : suratsmartcitycell@gmail.com</td> <td>Vishal Clerk AGM (Admin), SSCDL Email id : agmadmin@suratsmartcity.com</td> </tr> </table>	Nilesh Patel Executive Assistant, SMC Email id : suratsmartcitycell@gmail.com	Vishal Clerk AGM (Admin), SSCDL Email id : agmadmin@suratsmartcity.com
Nilesh Patel Executive Assistant, SMC Email id : suratsmartcitycell@gmail.com	Vishal Clerk AGM (Admin), SSCDL Email id : agmadmin@suratsmartcity.com			
9.	Submission (in Hard Copy)	Complete EOI in sealed envelope with relevant details may be submitted strictly through Speed Post or RPAD only so as to reach by 25.09.2017 up to 18:00 hr at following address: Chief Accountant Shri, Surat Municipal Corporation, Mugalisara, Surat-395003, Gujarat.		

4 Instructions to the Bidder

The SSCDL, invites reputed firms/research institute and industry partners to submit their proposals for Innovative Smart Solutions, in accordance with conditions and manner prescribed in this Expression of Interest (EOI) document and as per the guidelines and direction issued by the MoUD, Government of India.

4.1 Availing Bid Documents

Blank EOI document can be downloaded from the web site <http://suratsmartcity.com> or <https://www.suratmunicipal.gov.in> up to the date and time mentioned in the EOI Notification No. SSCDL-EOI-01/2017-18.

4.2 Completeness of the EOI Response

Bidders are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications. The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the bidder's risk and may result in rejection of their proposal.

4.3 Cost of EOI

Bidder should submit the Cost/Fee of EOI document (INR 1,000) in the form of Demand Draft or Banker's Cheque **of any scheduled/nationalized bank payable at Surat in favour of Surat Smart City Development Ltd.**

4.4 EOI Validity Period

The EOI validity period shall be 120 days from the date of opening of EOI.

In exceptional circumstances, the SSCDL may solicit the Bidder's consent for an extension of the period of EOI validity. Any such request by the SSCDL and the response thereto shall be made in writing and such extension of Bid validity period by the Bidder should be unconditional. A Bidder may refuse SSCDL's request for such extension. A Bidder accepting the request of SSCDL shall not be permitted to modify its Bid.

4.5 EOI Preparation Cost

The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by SSCDL to facilitate the evaluation process. SSCDL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. All materials submitted by the bidder shall become the property of the SSCDL and may be returned at its sole discretion.

4.6 Submission of EOI Queries

A prospective Bidder requiring any clarification on the EOI Document may submit his queries, via email, to the following e-mail id on or before 15/09/2017 up to 16:00 hrs.

Email Id for submission of queries: suratsmartcitycell@gmail.com

The queries must be submitted in the following format only:

Request for Clarification			
Name and Address of the Organization submitting request		Name and Position of Person submitting request	Contact Details of the Organization / Authorized Representative
			Tel: Mobile: Fax: Email:
Sr. No	EOI Reference(s) (Section, Page)	Content of EOI requiring clarification	Points of clarification required

4.7 Amendment of EOI Document

At any time before the deadline for submission of bids, the SSCDL, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the EOI Document by an amendment, which will form the part of the original bid documents and shall override any contradicting effects in the original bid document.

In order to afford prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the SSCDL may, at its discretion, extend the last date for the receipt of bids.

The bidders are advised to visit the website (<http://suratsmartcity.com> or <https://www.suratmunicipal.gov.in/>) on regular basis for checking necessary updates. SSCDL also reserves the rights to amend the dates mentioned in this EOI for bid process.

4.8 SSCDL's rights to terminate the Process

SSCDL may terminate the EOI process at any time and without assigning any reason. SSCDL makes no commitments, express or implied, that this process will result in a business transaction with anyone. This EOI does not constitute an offer by SSCDL.

4.9 Right to Accept or Reject Any Bid or All Bids

SSCDL reserves the right to accept or reject any EOI offer and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for SSCDL's action.

4.10 Sealing, marking and submission of EOI

The EOI shall be put in a large envelop having two separate envelopes containing

1. **1st Envelop:** EOI documents, Addenda & Corrigendum if any, duly filled EOI along with all necessary supporting documents and super scribed as "EOI Documents"
2. **2nd Envelop:** EOI Fee shall be super scribed as "EOI Fee"

The large envelope / outer envelope containing above envelopes must be sealed and super scribed and shall be sent as under:

Details to be mentioned exactly on sealed envelop	
EOI Details <ul style="list-style-type: none">• Notice No.: SSCDL-EOI-01/2017-18• EOI for Innovative Smart Solutions• Last date of Submission: On or before 25/09/2017 up to 18:00 hrs.	To, The Chief Accountant, Surat Municipal Corporation, Mahanagar Seva Sadan, Gordhandas Chokhawala Marg, Muglisara, Surat - 395 003, Gujarat, INDIA.

The EOI must be sent strictly by Postal Speed Post or Registered Post AD only so as to reach on or before 25/09/2017 up to 18.00 hrs. **Bids received in any other manner or mode (like courier, in person, etc.) will not be considered. SMC won't be responsible for postal delays.**

SSCDL will not accept submission of a proposal in any manner other than that specified in the EOI document. Proposals submitted in any other manner shall be treated as defective, invalid and rejected.

If the envelopes are not sealed and marked as instructed above, the SSCDL assumes no responsibility for the misplacement or premature opening of the contents of the application and consequent losses, if any suffered by the Bidder.

Each Bidder shall submit proposal containing documents as below:

- a. Original copy of the EOI fee
- b. Pre-qualification criteria related documents
- c. Technical Proposal related documents
- d. Addenda & Corrigendum
- e. The Bidder shall prepare original set of the Application (together with originals /copies of documents required to be submitted along therewith pursuant to this EOI document) and applicant shall also provide a soft copy on a Compact Disc (CD) / Pen Drive / USB stick. In the event of any discrepancy between the original and CD/Pen Drive/USB stick, the original shall prevail
- f. Each page of the above should bear the initials of the Applicant along with the seal of the Applicant in token of confirmation of having understood the contents
- g. Speciality of Innovative Smart Solution

h. Specification and Estimate of unit product with SOR or Rate Analysis

Pre-qualification and technical proposal should be signed by an authorized person of the bidder. The pre-qualification proposal should be submitted along with a certified true copy of a board resolution/power of attorney empowering authorised signatory to sign/act/execute documents binding the bidder organisation to the terms and conditions detailed in this proposal.

Proposals must be direct, concise, and complete. SSCDL will evaluate bidder's proposal based on its clarity and completeness of its response to the requirements of the project as outlined in this EOI. The Chairman/Chief Executive Officer, SSCDL reserves the right to accept or reject any or all the proposals without assigning any reason.

4.11 Late Proposal for EOI

EOI not reaching on or before the specified time limit will not be accepted.

4.12 Language of Bids

The responses prepared by the bidder and all correspondence and documents relating to the bids exchanged by the bidder and SSCDL, shall be written in English language. Any printed literature furnished by the bidder in another language shall be accompanied by an English translation, in which case, for purposes of interpretation of the bid, the English translation shall govern.

If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the bidder.

4.13 EOI Submission Format

The entire proposal shall be strictly as per the format specified in this Expression of Interest. Bids with deviation from this format shall be liable for rejection.

4.14 Acceptance of Terms & Conditions

The bidder will, by taking participation in the bidding process and submitting the bid documents, be deemed to have thoroughly read, studied and understood the bid documents including scope of work, the terms and conditions, instructions, etc. referred there in and the same are acceptable to the bidder.

4.15 Documents to be submitted

Following list is provided as the guideline for submitting various important documents along with the bid, wherever applicable:

- Cover Letter
- Check-list
- Bidders' Particulars
- Proposed team details

- Certificate of Registration/Certificate of Incorporation/Applicable Certificate for Government recognized educational/research institute
- Project Financials
- Bidder details
- Declaration regarding blacklisting in the given format
- Audited Financial statements, relevant certificates and financial capability statement, wherever applicable
- Copy of details on relevant assignments/Work Order/Work Completion Certificate & Self Declaration
- Goods and Services Tax Registration and Income Tax Certificate
- Technical Proposal
- Signed & Stamped EOI document along with Addenda & Corrigendum if any
- Any other document necessary for the bid proposal

Bidders shall furnish the required information on proposals in the enclosed formats only. Any deviations in format may make the EOI liable for rejection.

4.16 Proposed Joint Bidding/Teaming Agreement for EOI

Bidder is required to submit the teaming details for Consortium as per below table:

Total No of Consortium proposed	
Scope of the Lead Bidder	
Name of Consortium Partner 1	
Scope of the Consortium Partner 1	
Name of Consortium Partner 2	
Scope of the Consortium Partner 2	

Note:

1. The lead bidder shall only be qualified bidder. The consortium partner may be from qualified bidders or any other parties.
2. The qualified bidder cannot be a member of more than one bidding consortium. An individual firm applying as a single/lead bidder cannot at the same time be the member of any other consortium.
3. The qualification criteria for Lead bidder and consortium partner shall be specified in EOI

4.17 Evaluation Process

The bidder must possess the technical know-how and the financial wherewithal that would be required to successfully provide the services sought by SSCDL.

The bidder's bid must be complete in all respect, conform to all the requirements, terms and conditions and specifications as stipulated in the EOI document. The evaluation process of the EOI proposed to be adopted by SSCDL is indicated under this clause. The purpose of this clause is only to provide the bidder an idea of the evaluation process that SSCDL may adopt. However, SSCDL reserves the right to modify the evaluation process at any time during the EOI Evaluation process, without assigning any reason, whatsoever, and without any requirement of intimating the bidder of any such change.

SSCDL will examine the bids to determine whether they are complete, response and whether the bid format confirms to the EOI requirements. SSCDL may waive any informality or nonconformity in a Bid which does not constitute a material deviation according to SSCDL.

4.18 Evaluation of Bids

All the information provided for complying with the pre-qualification criteria will be evaluated. If required, SSCDL may invite bidders to make a presentation as part of the technical evaluation. SSCDL may require verbal/written clarifications from the bidders to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents. Evaluation shall be done based on the information provided in the proposal (& subsequent clarification, if any) **and Clarifications/Answers given during the Presentation by the bidders** (if the presentations are held).

4.19 SSCDLs' Rights to Accept/Reject any or all Proposals

SSCDL reserves the right to accept or reject any proposal, and to annul the bidding process and reject all bids, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for SMCs' action.

4.20 Intellectual Property Rights of Innovative Smart Solutions

The Intellectual Property Rights (IPR) of the products developed under the scheme, will be jointly owned by the Ministry of Urban Development, SMC/SSCDL, Industry Partner(s) and the Research Institution(s) conducting the project.

4.21 Notifications of consideration for next level

Prior to the expiration of the period of proposal validity, the bidder will be notified in writing or by fax or email that it has been considered for the next round.

4.22 Failure to agree with the Terms & Conditions of the EOI

Failure of the bidder to agree with the Terms & Conditions of the EOI shall constitute sufficient grounds for the annulment of selection.

5 Scope of Work

The Scope of work for the Bidder is divided in the following role and responsibilities.

- a. Research Institution(s) chosen as project partner(s) should be eminent institutions (within and/or outside India) having experience of developing and implementing ICT-based smart solutions in governance and/or service delivery. These could include:
 - i. Government of India funded/supported institutions/Autonomous bodies such as IIMs/ IITs;
 - ii. Any other organizations/institutions with relevant experience.
- b. Industry Partner(s) should include eminent industry players willing to financially support the project (part-support as indicated in Clause 10) and having the ability to scale-up successful PoCs.

5.1 Smart Solutions indicated in the Smart Cities Mission Guidelines



5.2 Proposed Timelines

The following reporting requirements will have to be met:

Inception Report	Within 30 days of start of project
Desk Report and Plan of Action for Pilot	30 days prior to proposed start of pilot
Draft Final Report after completion of pilot (including inter-alia analysis and findings from pilot and scale-up plan)	Within 15 days of completion of pilot
Final Report (incorporating feedback from NIUA, if any)	Within 15 days of receipt of Feedback

5.3 Funding Pattern

Following will be the funding pattern under the scheme.

- a. 40% by Industry Partner(s)
- b. 60% by MoUD

The limit on the project size will be INR 3 crores (total including funding by Industry Partner). The proposal must include a detailed break up of costs.

5.3.1 Project funding will be released as per the following milestones:

Project Commencement	30% of MoUD share of funds
Date of commencement of pilot	50% of MoUD share of funds
Submission of Final Report (after completion of pilot and incorporation of feedback on the Draft Final Report)	20% of MoUD share of funds

5.3.2 NIUA will undertake periodic monitoring of the project to ensure committed outcomes.

5.3.3 FINANCING FOR SCALE-UP

Details may be provided on the likely sources of future funding, user charges, fees etc. that could make the implementation and scale up financially sustainable.

6 Formats & Check-list to be used for the Proposal Submission

6.1 EOI Cover Letter

(To be submitted on Bidder's letterhead duly signed by Authorized signatory)

Date: DD/MM/YYYY

To,

CEO Shri

Surat Smart City Development Ltd.

Surat.

Sub.: Selection of Research and Industry Partners for Innovative Smart Solutions

Ref.: SSCDL's EOI no. SSCDL-EoI-01/2017-18

Dear Sir,

Having examined the EOI, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the professional services as required and outlined in the EOI for the ***“Selection of Research and Industry Partners for Innovative Smart Solutions”***.

We attach hereto our responses to pre-qualification requirements and technical proposals as required by the EOI. We confirm that the information contained in these responses or any part thereof, including the exhibits, and other documents and instruments delivered or to be delivered to SSCDL, is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the department in its short-listing process.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the selection process, we are liable to be dismissed from the selection process and legal action. We agree that you are not bound to accept any EOI response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/ services specified in the EOI response.

It is hereby confirmed that I/We are entitled to act on behalf of our company/ corporation/ firm/ organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Particulars	Research Institute	Industry Partners
Name of Entity		
Registered Address		
Telephone Number		
Fax Number		
Email address		
Name of Representative		
Nature of Business with experience		

Signature of Authorized Signatory
(with official seal)

Signature of Authorized Signatory
(with official seal)

6.2 Check-list for the documents to be submitted in EOI response

#	Documents to be submitted	Submitted (Y/N)	Documentary Proof (Page No.)
1.	DD/Banker's Cheque of Rs. 1,000/- as EOI Fee (in separate envelop)		
2.	EOI Covering Letter		
3.	Power of attorney / board resolution to the authorized Signatory of the EOI		
4.	Particulars of the Bidders (in the formats given subsequently)		
5.	Copy of Certificate of Incorporation		
6.	Copy of the valid relevant telecom licenses		
7.	Copy of Audited Balance Sheet for last three financial years		
8.	Copy of the audited Profit & Loss Statements for last three financial years		
9.	Certificate from the statutory auditor towards positive net worth and turnover of the company for last three financial years as per format specified in Financial Capability Statement		
10.	Details of the projects executed		
11.	Declaration letter that the firm is not blacklisted by Central Government or any State Government organization / department in India at the time of submission of the Bid, in the format given in the EOI		
12.	Copy of GST registration/certificate		
13.	Copy of the Income Tax Registration		
14.	Technical Proposal covering all the required information, propositions		

6.3 Format to share Bidder's Particulars

Research Institute and Industry Partner

a.	Name of Entity with full address	:
b.	Tel. No.	:
c.	Fax No.	:
d.	Email	:
e.	Year of Incorporation.	:
f.	Years in Operation	:
g.	Type of Institution (Government of India supported/funded/ Autonomous/academic Institution/ Not-for-Profit organization)	:
h.	Name and address of person holding the Power of Attorney.	:
i.	Details of Offices/ Branches:	:
j.	Name and details (Tel / Mobile /Email) of contact persons	:
k.	Institutional Structure (Provide in Tree Form)	:

Letter of Association for each must be submitted with the proposal

Please submit the relevant proofs for all the details mentioned above along with your Bid response.

Contact Details of officials for future correspondence regarding the bid process:

Details	Authorized Signatory	Contact Person
Name		
Title		
Company Address		
Phone		
Mobile		
Fax		
E-mail		

6.4 Proposed Team

Name	Organization	Position proposed	Short brief on relevant experience for conducting the assignment

(i) Team Leader

Name:

Competence of the person for the position:

Attach separate sheet for CV in the format given under point no. 6.8)

(ii) Co-Team Leader

Name:

Competence of the person for the position:

(Attach separate sheet for CV in the format given under point no. 6.8)

Other members of the Project with their designations and description of competence (Attach separate sheets for CVs of each investigator in the format given under point no. 6.8)

6.5 Format to share Bidder details

Information about responding bidder		
a.	Registration details under the Companies Act 1956	
b.	No. of years of operation in India	
c.	Location, address and contact details of Network Operating Centre (NOC) if any	
d.	Locations and addresses of offices in Gujarat	
e.	Locations, addresses and contact details of offices in Surat.	
f.	Average Turnover (figures as pre last three audited balance sheets are to be provided)	Year-2014-15
		Year-2015-16
		Year-2016-17

Note: Please submit CA Certification for Turnover and Net Worth. Also attach the Auditor Certified financial statements for the last three financial years, wherever applicable

6.6 Details on relevant assignments of the applying organization and partner organizations

6.6.1 Title:

- (a) Brief Project Summary
- (b) Technical Status
- (c) Financial Outlay
- (d) Duration and starting date

6.6.2 Title:

- (a) Brief Project Summary
- (b) Technical Status
- (c) Financial Outlay
- (d) Duration and starting date

6.6.3 Whether a similar proposal has been submitted elsewhere for funding. If Yes, please provide details (size of funding, expected start data and duration).

6.6.4 Infrastructure and other facilities available at the Research Institution(s) for undertaking this project.

- a. List of major equipment along with model numbers, specifications etc.
- b. Hardware
- c. Software
- d. Expensive Equipment /facilities available elsewhere which could be made use of for the project.

6.6.5 Industry Partner(s)

- a. Name
- b. Address
- c. Nodal Contact Officer

6.7 Additional information, if any.

6.7.1 PROJECT FINANCIALS

Total cost of the project (INR) = _____

Break-up of costs

Sr. No.	Head	Amount (INR)
1	Remuneration of Project Team	
2	Cost of equipment	
3	Maintenance/ consumables and all such expenditure that is needed to run the experiments	
4	Cost of collaboration/ consultations required for the project	
5	Cost of conducting a pilot in order to demonstrate outcomes	
6	Cost for travel	
7	All applicable taxes	
8	Administrative charges not exceeding 10% of the proposed project cost	
	TOTAL	

6.8 BIO DATA OF BIDDERS

Name:

Position proposed in the team:

Technical Qualification:

Institution:

Year of completion:

CPI/Grade:

Research Papers published -

Title of Research paper	Authors	Year of Publication	Conference / Journal

Experience:

Summary of major ongoing/completed projects

Title	Period	Technological Area

6.9 Format for Declaration by the bidder for not being Blacklisted / Debarred

(To be submitted on a 100 rupee stamp paper)

Date: DD/MM/YYYY

To
The General Manager IT,
115, Smart City Cell,
Surat Municipal Corporation - Head Quarter,
Muglisara, Main Road, Surat - 395003, Gujarat.

Sub : Declaration for not being debarred / black-listed by Central / any State Government department in India as on the date of submission of the bid

Dear Sir,

I/We, the undersigned, herewith declare that my/our company (← name of the firm →) has not been debarred / black-listed by Central / any State Government department in India as on the date of submission of the EOI.

Thanking you,
Yours faithfully,

Signature of Authorized Signatory (with official seal)

Date :
Name :
Designation :
Address :
Telephone & Fax :
E-mail address :

(Shall be submitted by Both Research and Industry Partners)

6.10 Financial Capability Statement

(On Statutory Auditor's letterhead)

I hereby declare that I have scrutinized and audited the financial statement of M/s_____. The Networth and the Turnover of the bidder for last three financial year as per audited statement is as under:

Financial year	Networth (INR Crore)	Turnover (INR Crore)
2014-15		
2015-16		
2016-17		

(Signed and sealed by the statutory auditor)

Date :
 Name :
 Designation :
 Address :
 Telephone & Fax :
 E-mail address :

6.11 General Instructions for the Technical Proposal

Bidders have to submit a structured and organized technical proposal, which will be analysed by SSCDL for different compliances with regards to the requirements of the project. Each point listed below must be provided in detail with the necessary supporting documents and assumptions. Information to be included by the bidders in their Technical Proposal is as follows:

1. Understanding of Project Scope – Bidders may also propose any additional scope which they deem necessary to achieve objectives set out for the project
2. Approach & Methodology for implementation & post-implementation period. Strategy to manage the proposed SLA requirements.
3. High level project plan with proper Timelines
4. Detailing of Project Risks & Mitigation Plan
5. Teaming details for Consortium
6. Illustrative business models implemented for similar project implemented globally
7. Suggestions on the Innovative revenue models and willingness to share the revenue with SSCDL

6.12 Affidavit

(On non-judicial stamp paper of Rs. 100)

Name of Work: _____

I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct. I also understand that in case of wrongful/false information, corporation is entitled to take any civil & criminal punitive action against me / us.

The undersigned also hereby certifies that neither our firm M/s _____ nor any of its constituent partners have abandoned any work in India nor any contract awarded to us has been rescinded during last five years, prior to the date of this bid.

The undersigned hereby authorize(s) and request(s) any bank, person, authorities, government or public limited institutions, firm or corporation to furnish pertinent information deemed necessary and requested by the SSCDL to verify our statements of our competence and general reputation etc.

The undersigned understands and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the SSCDL.

The SSCDL and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this bid and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Affidavit will also serve as authorization to any individual or authorized representative to any institution referred to in the supporting information, to provide such information deemed necessary and requested by representative of Surat Smart City Development Ltd. to verify statements and information provided in the Tender or with regard to the resources, experience and competence of the Applicant.

Signed by the Authorize signatory of the firm

Title of the office

Name of the firm

Date:

Note:- The affidavit format as indicated above to be furnished on non-judicial stamp paper of Rs.100 and duly notarized.

(Above shall be provided by all members of Consortium in case Bidder is a Consortium)

6.13 Format for Authorization of Bidder's signatory

(Applicable in case of bid not being signed by the person directly authorized by the firm)

Dated:

To,
Chairman Shri,
SSCDL,
Surat

Dear Sir,

REF: You're EOI Ref.:

<**Bidder's name**> hereby authorizes <**Designated Representative's name**> to act as a representative of <**Bidder's name**> for the following activities vide its Board Resolution/ Power of Attorney attached herewith.

To attend all meetings conducted by Surat Smart City Development Ltd. (SSCDL) or other entities associated to Techno Financial Feasibility Report and Entire Transaction Advisory Services for Innovation, Incubation, Start up and Trade Facilitation Centre under Smart City Mission at Surat ("Project" and to discuss, negotiate, finalize and sign any bid or agreement and contract related to EOI).

Yours faithfully,

<**Signature of appropriate authority of the Bidder**>

Name of appropriate authority of the Bidder:

<**Signature and name of the Designated Representative of the Bidder for acceptance of this Power of Attorney**>

For

<**Name of Bidder**>

Encl: Board Authorization

6.14 Joint Bidding Agreement

The Bidder shall be required to submit Joint Bidding Agreement on Requisite Stamp Paper in case Bidder is a Consortium. Such Agreement shall specify followings.

- (1) Clearly outline the proposed roles and responsibilities, if any, of each member;*
- (2) Include a statement to the effect that all members of the Consortium shall be liable jointly and severally for all obligations/Scope of Work in relation to the Project.*
- (3) The role and responsibility of any member must be commensurate with the technical/financial capabilities that such member is contributing towards meeting the qualification criteria. Each consortium member is liable to contribute resources in terms of knowledge, skills and trained manpower commensurate with its role and responsibilities..*
- (4) No change in composition of the Consortium shall be permitted during the Bidding Process and during the Contract Period in case the Project is awarded to the Consortium.*

6.15 Power of Attorney to Lead Member**{On Requisite Stamp Paper}****(To be provided in case Bidder is a Consortium)**

Whereas the _____(Name of the Authority), (the “Authority”) has invited EOI from interest parties for the _____[Name of the Work] (“Project”). Whereas, _____and (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project in accordance with the terms and conditions of the EOI and other connected documents in respect of the Project, and Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, M/s having our registered office at, and

M/s., having our registered office at, and

(hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorize M/s, having its registered office at, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”) and hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the Contract, during the execution of the Project, and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the submission of its EOI for the Project, including but not limited to signing and submission of all applications, EOI and other documents and writings, , participate in meetings, respond to queries, submit information/ documents, sign undertakings consequent to short listing of the Consortium and generally to represent the Consortium in all its dealings with the Employer, in all matters in connection with or relating to or arising out of the Consortium’s Bid for EOI for the Project. AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney 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 Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, 20....

For

(Signature, Name & Title)

For

(Signature, Name & Title)

For

(Signature, Name & Title)

(Executants)

(To be executed by all the Members of the Consortium)

Accepted Notarized

(Signature, name, designation and address of the Attorney)

Witnesses:

- 1.
- 2.

6.16 Declaration for Conflict of Interest

Assessment and Declaration regarding Potential Conflict with any entity

(Seal, Signature and name of Authorized
signatory of the Applicant)

(Above shall be provided by all members of Consortium in case Bidder is a Consortium)