



Indian Highways Management Company Limited

Expression of Interest

Consultancy Services for
Empanelment of Agencies for
Plantation on National Highways

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1 Introduction

1.1 Background

- 1.1.1 Indian Highways Management Company Ltd. (IHMCL) was incorporated on 26.12.2012 under the Companies Act, 1956 with equity participation of NHA (25%), Concessionaires (50%) and Financial Institutions (25%) for management of National Highways, including implementation of Electronic Toll Collection (ETC) and other Intelligent Transportation System (ITS) / transportation related activities.
- 1.1.2 Amongst various Highway projects being undertaken by the Government of India and different State Governments for improvement of National Highways, foremost is the National Highway Development Project (NHDP). More than 96,000 km of National Highways is being developed under NHDP. The first consequence of NH widening, from environmental point of view, generally, is the felling of trees growing along the highways. In the hills and other fragile environmental settings, much more impact is expected on the surroundings. It is the responsibility of the road agencies to offset the loss of trees, and other changes resulting to the surroundings due to Highways construction. There is a felt need to follow the approach of “Green Corridor Development & Management”, rather than “Highways Development”.
- 1.1.3 It is the responsibility of road implementation agencies to develop green corridor along highways. However, it is experienced that the scenario of road side plantation is not satisfactory in most of the projects implemented through BOT, DBFOT and public funded projects.

It has been decided that for successful implementation of plantation along with development of road network in an eco-friendly manner throughout the country, development of green highways will be done through outsourcing of plantation work to expert and experienced agencies/organizations.

Government of India is in the process of finalizing the Green Highways (Plantation & Maintenance) Policy-2015. The scope of plantation work on along the National Highways will be followed as per the Policy as and when finalised.

1.2 **Plantation through bidding process:**

The plantations and its maintenance is to be taken up through outsourcing following bidding process for the stretches/ROWs not declared as protected forest under Forest Conservation Act, 1980.

1.3. **Empanelment of Agencies**

MoRTH and NHAH have tasked IHMCL for empanelment of Plantation Agencies. Only agencies empanelled by IHMCL will be allowed to bid for plantation work on the National Highways.

1.4 **Implementation Approach**

IHMCL intends to appoint an agency as a Consultant to assist IHMCL in the process of empanelment of the Plantation Agencies for executing plantation work on the National Highways as per the Govt./NHAH's Policy. This EOI is being published for inviting expression of interest from eligible and interested consulting agencies.

1.5. **Details of the Plantation & Maintenance Policy of the Govt.**

- A. The entire highway network may be divided into two categories based on the legal status of the existing road-side plantations. Plantations along the highways have been notified as protected forests in areas where existing plantation is either done by the Forest Departments for management purpose or where there are naturally grown trees. For these areas, permission for tree cutting is required to be taken from the Forest Department concerned under the Forest Conservation Act, 1980. While granting the permission, the Forest Department stipulates the conditions not only for Compensatory Afforestation (CA) but also for avenue plantations. In these cases, the amount for avenue plantation is deposited with the Forest Department and normally the work of avenue plantation is taken up by them apart from CA.
- B. In areas, on such highway corridors where the ROW is not declared as protected forest, the roadside plantations may be taken up either through the contractor (if it is a BOQ item) or the Concessionaire (if it is included in the concession agreement) or by Forest Department and the department dealing the Watershed Development in the State, Watershed Cell-cum-Data Centre [WCDC] at district level and the Watershed Committee [WC] at local level with local communities / panchayat level institutions / Women Self Help Groups (WSHG), Self Help Groups (SHGs) / Joint Forest Management Committees (JFMC), or through open bidding.

2. Scope of Work

IHMCL plans to empanel reputed agencies for executing plantation work along National Highways. The agencies desirous of being considered for the work should have experience in the field of plantation and its maintenance, preferably along highways. The consultant will assist IHMCL in finalizing terms of reference for the empanelment of Plantation Agencies as per the Govt./ NHAI policies. TOR for the Consultant shall be as under:

- i) Preparation of EOI for Empanelment of Plantation Agency
- ii) Preparation of RFP Document for Empanelment of Plantation Agency
- iii) Assist IHMCL in scrutiny, evaluation of bids received in response to EOI and RFP for Empanelment of Plantation Agency.

3. Instructions to Applicants

A. General Rules

a. Eligibility Criteria

Consultancy firm with a minimum average annual turnover of Rs.3 crore from consultancy services in related field during last 3 (three) financial years.

In case of JV/Consortium, individual members shall meet the above criteria.

b. Right to Accept or Reject any or all Applications

- i. Notwithstanding anything contained in this EoI, IHMCL reserves the right to accept or reject any Application and to annul this EoI process and reject all Applications/ Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.
- ii. IHMCL reserves the right to reject any Application, if at any time a material misrepresentation is made or uncovered. This would lead to the disqualification of the Applicant. If the Applicant is a Consortium, then the entire Consortium would be disqualified/ rejected.

c. Request for Clarification from Applicant

A prospective Applicant requiring any clarification on the EoI document may request IHMCL through email at info@ihmcl.com. IHMCL may respond to any request for clarification received up to the last date for receipt of clarifications as mentioned in the 'EoI Timelines'. The responses will be put up on the official website of IHMCL (<http://www.ihmcl.com>) with a description of the enquiry.

d. Amendment of EoI document

At any time prior to the deadline for submission of Application, IHMCL may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the EoI document by the issuance of addenda (the "Addenda or Addendum" as the case may be). Any Addendum thus issued will be put up on the IHMCL website. In order to afford the Applicants a reasonable time in which to take an Addendum into account, or for any other reason, IHMCL may, at its discretion, extend the Application deadline.

- e.** The Applicants are solely responsible for examining the applicability of various local laws, rules, guidelines, procedures and regulations issued by authorities like MoRTH, NHAI, and abiding by them.

B. Preparation and submission of application

The Applicants fulfilling the criteria at para 3 (A) are required to submit a brief write-up (not exceeding five pages) highlighting the following:

- (i) Firm's details like year of establishment, offices in major cities in India, no. of full time employees, ISO 9001 certification.
- (ii) Applicant's relevant experience with details of clients, cost of projects, specific roles in the projects etc.
- (iii) Applicant's understanding of the Plantation works on NHs and suitability for this assignment, and understanding of the Plantation and Maintenance under Green Highway Policy-2015 and International practices of Plantation along Highways and adaptation to suit Indian conditions.

For all the above, relevant documents like Certificate of Incorporation, Work Orders/ Completion Certificates, ISO Certificate etc as proof of claim should be provided.

C. Language

The Application and all related correspondence and documents should be written in English language.

D. Sealing and Marking of Application

- i) The Application, to be submitted in an envelope bearing “Expression of Interest Application – Consultancy Services for Empanelment of Plantation & Maintenance on National Highways”, shall contain:
 - a. Covering letter;
 - b. Power of Attorney;
 - c. EoI Application, in response to experience and capability requirement;
 - d. Write-up as per para 3(B) above;
 - e. Other attachments like MoU, copy of certificates, if applicable.

- ii) The envelope shall be addressed to:

CEO

Indian Highways Management Co. Ltd. (IHMCL)

2nd Floor, MTNL Building, Sector 19

Dwarka, New Delhi 110 075

Phone: +91-11-25074100 Ext.1409

Email: palekar@nhai.org

- iii) **If the envelope is not sealed and marked as instructed above, IHMCL shall not be responsible for any misplacement or premature opening of the contents of the Application submitted.**
- iv) Applicants are required to submit all details as requested in the EoI document only. In the event, any of the instructions mentioned herein have not been adhered to, IHMCL reserves the right to reject the Application.

E. Application Deadline

- i) The Application should be submitted as per details specified under the 'EoI Timelines', in the manner and form as detailed in this document. Applications submitted by e-mail, facsimile transmission would not be accepted. Applications received after the due time & date will be rejected. No further correspondence will be entertained on this matter.
- ii) IHMCL may, in exceptional circumstances, and at its sole discretion, extend the Application deadline by issuing a Corrigendum.

F. Modifications/ Substitution/ Withdrawal of Application

- i) The Applicant may modify, substitute, or withdraw its Application after submission, provided that written notice of the modification, substitution, or withdrawal is received by IHMCL by the Application deadline. No Application shall be modified, substituted, or withdrawn by the Applicant in any manner whatsoever after the Application deadline.
- ii) **The modification, substitution, or withdrawal notice shall be prepared, sealed, marked, and delivered in accordance with EoI instructions, with the envelopes being additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate.**

G. Evaluation of Application

- i) **IHMCL would open the Applications as per details given in the 'EoI Timelines'** for the purpose of evaluation. The Applicants present at the time and venue mentioned will be provided with the information of list of applicants for the EoI process.
- ii) Applications for which an acceptable notice of withdrawal has been submitted in accordance with the above clause shall not be opened.
- iii) IHMCL would subsequently examine and evaluate Applications in accordance with the criteria set out.
- iv) IHMCL reserves the right to reject any application if:
 - a. At any time/stage, a material misrepresentation is made or uncovered; or
 - b. The Applicant does not respond promptly and thoroughly to requests for supplementary information required for the evaluation of the Application

- c. If any doubt arises regarding interpretation of any clause of this EoI document, the decision of the Chairman, IHMCL will be final and binding.

H. Request for Clarifications from IHMCL

To facilitate evaluation of Applications, IHMCL may, at its sole discretion, seek clarifications in writing from any Applicant regarding their Application. In the event response to such request for clarification is not received from the Applicant within five (5) working days of such request having been sent by IHMCL, the judgment of IHMCL as to interpretation of the Application would prevail.

I. Short listing and Notification

- i) After the evaluation of Applications, Applicants who have been shortlisted will be invited for further discussions/presentations. The list of the shortlisted agencies will be displayed in the website of IHMCL/NHAI.
- ii) The short listed Applicants will be required to submit a detailed Proposal in the form and manner to be set out in the RFP document.

J. EoI Timelines

The timelines for this EoI process are as follows:

ACTIVITY	TIMELINE
Last date for receipt of queries for clarification	5 th September 2015, 11.00 am
Pre-bid meeting Venue: NHAI, Sector 10, Dwarka, New Delhi, India	8 th September 2015, 3.00 pm
Last date for receipt of EoI Applications Venue: IHMCL, Sector 19, Dwarka, New Delhi	14 th September 2015, 3.00 pm

K. Consultancy Period – 6 to 12 months

4. EoI Process

- a.** The primary objective of the EoI process is to shortlist the consultants for participation in the final tendering process. The number of shortlisted consultants may vary depending upon the qualifications and requirements of IHMCL.
- b.** This shortlisting of the agencies will be based on the following:
 - i. Write-up on Applicant’s experience and capability as per clause 3(B).
 - ii. Presentation by the Applicant (max. 15 min).
- c.** Applicants will make presentation (in Microsoft-PPT format) on the following areas.

Sl. No.	Area
01	About the Organisation
02	Experience in the related area
03	Understanding of Plantation & Maintenance Policy of Government of India.
04	Recommendations to ensure empanelment of experienced executing agencies with good track record