

CORRIGENDUM-VII

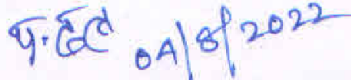
Ref. TENDER NO.: SMPK/KDS/CIV/T/2673/32 DT. 06.05.2022

Sub: Consultancy Service for strengthening of existing Project Monitoring Unit (PMU) of Syama Prasad Mookerjee Port, Kolkata for Procurement, Contract Administration and Monitoring & Implementation Support at both Haldia Dock Complex and Kolkata Dock System for the period of two years from the date of placement of Work Order.

Pl. find Annexure 2 for additional formats to be uploaded with the technical bid

1. Format – 1: Financial Capacity of the Bidder
2. Format – 2: Particulars of Proposed Key Personnel
3. Format - 3: Curriculum Vitae (CV) of Proposed Key Personnel for the Assignment
4. Format - 04: Eligible Project Experience

All other terms & conditions and Clauses will remain same as per original.

 04/8/2022  
Superintending Engineer (Contract)  
For Chief Engineer

Syama Prasad Mookerjee Port, Kolkata

**Annexure -2**  
**Additional Formats**

**Format – 1**  
**Financial Capacity of the Bidder**

S.No.	Financial Year	Average Annual Turnover from consultancy services (In Rs Cr)
1.	2020-21	
2.	2019-20	
3.	2018-19	

Certificate from the Statutory Auditor<sup>#</sup>

This is to certify that ..... (Name of the Bidder) has received the payments shown above against the respective years on account of professional fees for projects as presented in Appendix attached hereto.

Name of the audit firm:

Seal of the audit firm:

UDIN No.:

Date:

(Signature, name and designation of the authorized signatory)

# In case the Bidder does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Bidder

Bidders may provide information on their total turnover from all consulting activities. This shall be supported by auditor's certificate or audited balance sheets

Name of the audit firm:

Seal of the audit firm

Date:

(Signature, name and designation of the authorized signatory)

**Format – 2**  
**Particulars of Proposed Key Personnel**

S.No .	Proposed Position	Name of Key Personnel	Educational Qualification (As per RFP Clause)	Profession al Experience (Years)	Employment Profile		Details of eligible assignment s (As per RFP Clause)
					Name e of Firm	Employe d Period (From – To)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Team Leader						
2.	PMIS-I						
3.	PMIS-II						
4.	PMIS-III						
5.	Procurement Specialist – I						
6.	Procurement Specialist - II						

**Note:** CV of each proposed expert must be in the Format - 3. In case the CV is not as per Format - 3, the respective CV shall not be considered for evaluation.

**Date:** .....

**Signature and name of the authorized signatory of the Bidder:**.....

**Notes:**

1. Use separate form for each key personnel

**Format - 3**

**Curriculum Vitae (CV) of Proposed Key Personnel for the Assignment**

1	Proposed Position				
2	Name of Firm				
3	Name of Staff				
4	Date of Birth:		5.Nationality		
6	Education	School, College and / or University Attended	Degree/Certificate Or other specialized education obtained	Date Obtained	
7	Membership of Professional Associations:				
8	Total Year of Work Experience after Graduation				
9	Countries of Work Experience:				
10	Languages	Language	Speak	Read	Write
11	Employment Record and Work Experience  <i><u>(Employment should be described in a chronological manner with current employment at the top)</u></i>	Employer: From (Year):                      To [Year]: Position Held: Roles & Responsibilities in the firm: Name of the Project worked on, Client Name:			
12	Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned  <i><u>(Experts to showcase details of Key personnel for eligible projects only as mentioned in the RFP &amp; Annexure-I issued with Corrigendum VI dated 03-08-2022)</u></i>	a) Name of assignment or project: b) Positions held: c) Project Start Date: Project End Date: d) Service Start Date: Service End Date: e) Location: f) Name of Client (Govt. sector / Private sector) g) Main project features: h) Activities performed by the expert in the above-mentioned Project:			
13.	<b>Certification:</b> I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.  Signature _____ <b>Name: Date:</b>				

#### Format - 04

##### Eligible Project Experience

[To be issued on issuing authority's letterhead duly signed with office seal]

[Using the format below, bidder's to provide information or relevant project experience for which your consultancy was legally contracted for carrying our services similar to the ones requested under this Assignment during the last 07 years preceding the date of submission of Proposal]

1.	Name of the Bidder	
2.	Name of the Project	
3.	Project Type	
4.	Description of services performed by the Bidder firm	
5.	Name of Client and Address (Indicate whether public or private entity)	
6.	Name, telephone no. fax no. of the clients representative	
7.	Consultancy Project Value (in Rs Cr)	
8.	Start Date and Finish Date of the service (month/ year)	
09.	Proof / Certification from Client (W.O / LOA/ Agreement)	
10.	For completed Project Completion certificate (Yes / No)	
11.	In case on ongoing Projects with duration more than one year & fee realised of Rs 2 crore or more (Client Certificate: Yes / No; or CA Certificate: Yes / No)	
12.	Project Brief Description	

- Use separate sheet for each Eligible Contract in line with RFP requirement.
- The certification of project experience shall be issued by concerned agency or client.
- The Bidder should furnish adequate evidence to support its claim of eligible experience detailed in Bid Response sheets.
- The experience of projects under proposal stage or designing stage shall not be considered for technical qualification.
- Projects with valid project experience certificate shall only be considered during evaluation.
- The Bidder should provide details of only those projects undertaken by it. Project experience of the Bidder's Parent company or its subsidiary or any associate company will not be considered for marking of the experience.