

## Section 4 - Bidding Forms

### - Without Prequalification -

This Section contains the forms to be completed by the Bidder and submitted as part of its Bid.

#### Table of Forms

|   |             |
|---|-------------|
| <b>Letter of Technical Bid .....</b>  | <b>4-2</b>  |
| <b>Letter of Price Bid .....</b>  | <b>4-4</b>  |
| <b>Bid Security.....</b>  | <b>4-6</b>  |
| <b>Bid-Securing Declaration .....</b>   | <b>4-7</b>  |
| <b>Technical Proposal .....</b>   | <b>4-8</b>  |
| Personnel .....   | 4-9         |
| Form PER – 1: Proposed Personnel .....  | 4-9         |
| Form PER – 2: Resume of Proposed Personnel .....  | 4-10        |
| Equipment .....   | 4-11        |
| Site Organization .....   | 4-12        |
| Method Statement .....  | 4-12        |
| Mobilization Schedule.....  | 4-12        |
| Construction Schedule.....  | 4-12        |
| <b>Bidders Qualification .....</b>  | <b>4-13</b> |
| Form ELI – 1: Bidder's Information Sheet .....  | 4-14        |
| Form ELI – 2: Joint Venture Information Sheet .....                                     | 4-15        |
| Form LIT – 1: Pending Litigation and Arbitration .....                                  | 4-16        |
| Form FIN – 1: Historical Financial Performance.....                                     | 4-17        |
| Form FIN – 2: Average Annual Construction Turnover.....                                 | 4-18        |
| Form FIN – 3: Availability of Financial Resources.....                                  | 4-19        |
| Form FIN – 4: Financial Requirements for Current Contract Commitments .....             | 4-20        |
| Form FIN – 5: Self-Assessment Tool for Bidder's Compliance to Financial Resources ..... | 4-21        |
| Form EXP – 1: Contracts of Similar Size and Nature .....                                | 4-22        |
| Form EXP – 2: Construction Experience in Key Activities.....                            | 4-23        |
| <b>Schedules .....</b>  | <b>4-24</b> |
| Schedule of Payment Currencies.....   | 4-24        |
| Tables of Adjustment Data.....  | 4-25        |
| <b>Bill of Quantities .....</b>   | <b>4-26</b> |

## Letter of Technical Bid

**Note-**

*The bidder must accomplish the Letter of Technical Bid on its letterhead clearly showing the bidder's complete name and address.*

Date: .....

ICB No.: **SRCIP II-NHIDCL/AH02-Mechi Bridge**

Invitation for Bid No.: **SRCIP II/RFP/AH02-Mechi Bridge/2017**

**To: Sandeep Gupta  
General Manager (Technical)  
National Highways and Infrastructure  
Development Corporation Limited  
3rd Floor, PTI Building,  
4, Parliament Street,  
New Delhi – 110001**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) 8.
- (b) We offer to execute in conformity with the Bidding Documents the following Works: [ . . .insert narrative . . . ]
- (c) Our Bid consisting of the Technical Bid and the Price Bid shall be valid for a period of [ . . .insert bid validity period as specified in ITB 18.1 of the BDS . . . ] days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (d) Our firm, including any Subcontractors or Suppliers for any part of the Contract, have nationalities from eligible countries in accordance with ITB 4.2.
- (e) We, including any Subcontractors or Suppliers for any part of the contract, do not have any conflict of interest in accordance with ITB 4.3.
- (f) We are not participating, as a Bidder in more than one Bid in this bidding process in accordance with ITB 4.3(e), other than alternative offers submitted in accordance with ITB 13.
- (g) Our firm, its affiliates or subsidiaries, including any Subcontractors or Suppliers for any part of the contract, has not been declared ineligible by ADB, under the Employer's country laws or

official regulations or by an act of compliance with a decision of the United Nations Security Council.

- (h) [We are not a government-owned enterprise] / [We are a government-owned enterprise but meet the requirements of ITB 4.5].<sup>1</sup>
- (i) We agree to permit ADB or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by ADB.
- (j) If our Bid is accepted, we commit to mobilizing key equipment and personnel in accordance with the requirements set forth in Section 6 (Employer's Requirements) and our technical proposal, or as otherwise agreed with the Employer.

Name .....

In the capacity of .....

Signed .....

Duly authorized to sign the Bid for and on behalf of .....

Date .....

---

<sup>1</sup> Use one of the two options as appropriate.

## Letter of Price Bid

**Note-**

The bidder must accomplish the Letter of Price Bid on its letterhead clearly showing the bidder's complete name and address.

Date: .....

ICB No.: **SRCIP II-NHIDCL/ AH02-Mechi Bridge**

Invitation for Bid No.: **SRCIP II/RFP/AH02-Mechi Bridge/2017**

**To: Sandeep Gupta  
General Manager (Technical)  
National Highways and Infrastructure  
Development Corporation Limited  
3rd Floor, PTI Building,  
4, Parliament Street,  
New Delhi – 110001**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) 8.
- (b) We offer to execute in conformity with the Bidding Documents and the Technical Bid submitted for the following Works. [ . . .insert narrative . . . ]
- (c) We hereby submit our BID and offer a BID Price online for undertaking the aforesaid Project in accordance with the Bidding Documents and the Agreement.)

[amount of foreign currency in words], [amount in figures], and [amount of local currency in words], [amount in figures]

- (d) Our Bid shall be valid for a period of [ . . .insert bid validity period as specified in ITB 18.1 of the BDS . . . ] days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (e) If our Bid is accepted, we commit to obtain a performance security in accordance with the Bidding Documents.

- (f) We have paid, or will pay the following commissions, gratuities, or fees with respect to the bidding process or execution of the Contract.<sup>1</sup>

| Name of Recipient | Address | Reason | Amount |
|-------------------|---------|--------|--------|
| .....             | .....   | .....  | .....  |
| .....             | .....   | .....  | .....  |

- (g) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (h) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (i) We agree to permit ADB or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by ADB.

Name .....

In the capacity of .....

Signed .....

Duly authorized to sign the Bid for and on behalf of .....

Date .....

<sup>1</sup> If none has been paid or is to be paid, indicate "None".

## Bid Security Bank Guarantee

.....*Bank's name, and address of issuing branch or office*<sup>1</sup>.....

**Beneficiary:** ..... *Name and address of the employer* .....

**Date:** .....

**Bid Security No.:** .....

We have been informed that ..... *name of the bidder*. .... (hereinafter called "the Bidder") has submitted to you its bid dated ..... (hereinafter called "the Bid") for the execution of ..... *name of contract* ..... under Invitation for Bids No. .... ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

At the request of the Bidder, we ..... *name of bank*. .... hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of ..... *amount in words* ..... (*amount in figures* ..... ) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Letters of Technical and Price Bid; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Agreement, or (ii) fails or refuses to furnish the performance security, in accordance with the ITB, or (iii) fails or refuses to furnish a domestic preference security, if required.

This guarantee will expire (a) if the Bidder is the successful Bidder, upon our receipt of copies of the Contract Agreement signed by the Bidder and the Performance Security issued to you upon the instruction of the Bidder; or (b) if the Bidder is not the successful Bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder of the name of the successful Bidder, or (ii) 28 days after the expiration of the Bidder's bid.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.<sup>2</sup>

.....*Authorized signature(s) and bank's seal (where appropriate)* .....

### **-- Note --**

*In case of a joint venture, the bid security must be in the name of all partners to the joint venture that submits the bid.*

<sup>1</sup> All italicized text is for use in preparing this form and shall be deleted from the final document.

<sup>2</sup> Or 758 as applicable.

## Bid-Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: *[insert number of bidding process]*

Alternative No.: *[insert identification No if this is a bid for an alternative]*

To: *[insert complete name of the employer]*

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the Borrower for the period of time of . . . *[insert number of years as indicated in ITB 19.2 of the BDS]* . . . starting on the date that we receive a notification from the Employer, if we are in breach of our obligation(s) under the bid conditions, because we

- (a) have withdrawn our Bid during the period of bid validity specified in the Letters of Technical and Price Bid; or
- (b) do not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of our Bid by the Employer during the period of bid validity, (i) fail or refuse to execute the Contract, if required; or (ii) fail or refuse to furnish the Performance Security, in accordance with the ITB; or (iii) fail or refuse to furnish a domestic preference security, if required.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) 28 days after the expiration of our Bid.

Signed: *[insert signature of person whose name and capacity are shown]*

In the capacity of *[insert legal capacity of person signing the Bid-Securing Declaration]*

Name: *[insert complete name of person signing the Bid-Securing Declaration]*

Duly authorized to sign the bid for and on behalf of *[insert complete name of the bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

Corporate Seal *[where appropriate]*

### **-- Note --**

*In case of a joint venture, the Bid-Securing Declaration must be in the name of all partners to the joint venture that submits the bid.*

## Format for Power of Attorney for Lead Member of Joint Venture

*(Refer ITB Clause 20.2)*

Whereas the National Highways and Infrastructure Development Corporation Limited (“the Authority”) has invited BIDs for the \*\*\*\*\* Project(the “Project”).

Whereas, ....., ....., and ..... (collectively the “Joint Venture”) being Members of the Joint Venture are interested in bidding for the Project in accordance with the terms and conditions of the Request for Proposal (RFP) and other BID documents including agreement in respect of the Project, and

Whereas, it is necessary for the Members of the Joint Venture to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Joint Venture, all acts, deeds and things as may be necessary in connection with the Joint Venture’s BID for the Project and its execution.

### NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, ..... having our registered office at ....., M/s. .... having our registered office at ..., M/s. ... having our registered office at ....., and ..... having our registered office at ....., (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 Joint Venture, as the Lead Member and true and lawful attorney of the Joint Venture (hereinafter referred to as the “Attorney”). We hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Joint Venture and any one of us during the bidding process and, in the event the Joint Venture is awarded the contract, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Joint Venture, all or any of such acts, deeds or things as are necessary or required or incidental to the pre-qualification of the Joint Venture and submission of its BID for the Project, including but not limited to signing and submission of all applications, BIDs and other documents and writings, participate in pre BID and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the BID of the Joint Venture and generally to represent the Joint Venture in all its dealings with the Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Joint Venture’s BID for the in all respect Project and/ or upon award thereof till the EPC Contract is entered into with the Authority & Compelled.

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/ Joint Venture.



IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ..... 2.....

|   |   |   |
|---|---|---|
| For .....<br>(Signature)<br>.....<br>(Name & Title) | For .....<br>(Signature)<br>.....<br>(Name & Title) | For .....<br>(Signature)<br>.....<br>(Name & Title) |
|---|---|---|

(Executants)

(To be executed by all the Members of the Joint Venture)

Witnesses:

- 1.
- 2.

*Notes:*

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*

***For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.***

# Technical Proposal

**Personnel**

**Equipment**

**Site Organization**

**Method Statement**

**Mobilization Schedule**

**Construction Schedule**

## Personnel

### Form PER – 1: Proposed Personnel

Bidder should provide the details of the proposed personnel and their experience record in the relevant Information Forms below for each candidate:

|      |                    |
|------|--------------------|
| 1.   | Title of position* |
|      | Name               |
| 2.   | Title of position* |
|      | Name               |
| 3.   | Title of position* |
|      | Name               |
| 4.   | Title of position* |
|      | Name               |
| 5.   | Title of position* |
|      | Name               |
| 6.   | Title of position* |
|      | Name               |
| etc. | Title of position* |
|      | Name               |

**-- Note --**

\* As listed in Section 6 (Employer's Requirements).



## Equipment

### Form EQU: Equipment

The Bidder shall provide adequate information and details to demonstrate clearly that it has the capability to meet the equipment requirements indicated in Section 6 (Employer's Requirements), using the Forms below. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Bidder.

|   |   |   |   |                 |                            |                                |                                 |                                 |   |
|---|---|---|---|-----------------|----------------------------|--------------------------------|---------------------------------|---------------------------------|---|
| <b>Item of Equipment</b>                |   |   |   |                 |                            |                                |                                 |                                 |   |
| <b>Equipment Information</b>            | <table border="1"> <tr> <td><b>Name of manufacturer</b></td> <td><b>Model and power rating</b></td> </tr> <tr> <td><b>Capacity</b></td> <td><b>Year of manufacture</b></td> </tr> </table>  | <b>Name of manufacturer</b>             | <b>Model and power rating</b>                   | <b>Capacity</b> | <b>Year of manufacture</b> |                                |                                 |                                 |   |
|   | <b>Name of manufacturer</b>   | <b>Model and power rating</b>           |   |                 |                            |                                |                                 |                                 |   |
| <b>Capacity</b>                         | <b>Year of manufacture</b>  |   |   |                 |                            |                                |                                 |                                 |   |
| <b>Current Status</b>                   | <table border="1"> <tr> <td><b>Current location</b></td> </tr> <tr> <td><b>Details of current commitments</b></td> </tr> </table>   | <b>Current location</b>                 | <b>Details of current commitments</b>           |                 |                            |                                |                                 |                                 |   |
| <b>Current location</b>                 |   |   |   |                 |                            |                                |                                 |                                 |   |
| <b>Details of current commitments</b>   |   |   |   |                 |                            |                                |                                 |                                 |   |
| <b>Source</b>                           | <table border="1"> <tr> <td colspan="4"><b>Indicate source of the equipment</b></td> </tr> <tr> <td><input type="checkbox"/> Owned</td> <td><input type="checkbox"/> Rented</td> <td><input type="checkbox"/> Leased</td> <td><input type="checkbox"/> Specially manufactured</td> </tr> </table> | <b>Indicate source of the equipment</b> |   |                 |                            | <input type="checkbox"/> Owned | <input type="checkbox"/> Rented | <input type="checkbox"/> Leased | <input type="checkbox"/> Specially manufactured |
| <b>Indicate source of the equipment</b> |   |   |   |                 |                            |                                |                                 |                                 |   |
| <input type="checkbox"/> Owned          | <input type="checkbox"/> Rented   | <input type="checkbox"/> Leased         | <input type="checkbox"/> Specially manufactured |                 |                            |                                |                                 |                                 |   |

Omit the following information for equipment owned by the Bidder.

|                   |   |                               |
|-------------------|---|-------------------------------|
| <b>Owner</b>      | <b>Name of owner</b>  |                               |
|                   | <b>Address of owner</b>   |                               |
|                   | <b>Telephone</b>  | <b>Contact name and title</b> |
|                   | <b>Fax</b>  | <b>Telex</b>                  |
| <b>Agreements</b> | <b>Details of rental / lease / manufacture agreements specific to the project</b> |                               |
|                   |   |                               |
|                   |   |                               |

## **Site Organization**

## **Method Statement**

## **Mobilization Schedule**

## **Construction Schedule**

## **Bidders Qualification**

To establish its qualifications to perform the contract in accordance with Section 3 (Evaluation and Qualification Criteria) the Bidder shall provide the information requested in the corresponding Information Sheets included hereunder.

**Form ELI - 1: Bidder's Information Sheet**

| <b>Bidder's Information</b>  |  |
|--|--|
| <b>Bidder's legal name</b>   |  |
| <b>In case of a Joint Venture,<br/>legal name of each partner</b>  |  |
| <b>Bidder's country of<br/>constitution</b>  |  |
| <b>Bidder's year of<br/>constitution</b>   |  |
| <b>Bidder's legal address in<br/>country of constitution</b>   |  |
| <b>Bidder's authorized<br/>representative</b><br>(name, address, telephone<br>number(s), fax number(s), e-<br>mail address)  |  |
| <b>Attached are copies of the following documents.</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1. In case of a single entity, articles of incorporation or constitution of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2.</li> <li><input type="checkbox"/> 2. Authorization to represent the firm or Joint Venture named above, in accordance with ITB 20.2.</li> <li><input type="checkbox"/> 3. In case of a Joint Venture, a letter of intent to form a Joint Venture or Joint Venture agreement, in accordance with ITB 4.1.</li> <li><input type="checkbox"/> 4. In case of a government-owned enterprise, any additional documents not covered under 1 above required to comply with ITB 4.5.</li> </ul> |  |



**Form ELI - 2: Joint Venture Information Sheet**

Each member of the Joint Venture and Specialist Subcontractor must fill out this form separately.

| <b>Joint Venture / Specialist Subcontractor Information</b>   |  |
|---|--|
| <b>Bidder's legal name</b>  |  |
| <b>Joint Venture Partner's or Specialist Subcontractor's legal name</b>   |  |
| <b>Joint Venture Partner's or Specialist Subcontractor's country of constitution</b>  |  |
| <b>Joint Venture Partner's or Specialist Subcontractor's year of constitution</b>   |  |
| <b>Joint Venture Partner's or Specialist Subcontractor's legal address in country of constitution</b>   |  |
| <b>Joint Venture Partner's or Specialist Subcontractor's authorized representative information</b><br>(name, address, telephone number(s), fax number(s), e-mail address)   |  |
| <b>Attached are copies of the following documents.</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2.</li> <li><input type="checkbox"/> 2. Authorization to represent the firm named above, in accordance with ITB 20.2.</li> <li><input type="checkbox"/> 3. In the case of a government-owned enterprise, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.5.</li> </ul> |  |

A Specialist Subcontractor is a specialist enterprise engaged for highly specialized processes that cannot be provided by the main Contractor.

### Form LIT - 1: Pending Litigation and Arbitration

Each Bidder must fill out this form if so required under Criterion 2.2 of Section 3 (Evaluation and Qualification Criteria) to describe any pending litigation or arbitration formally commenced against it.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

| Pending Litigation and Arbitration  |                   |   |   |
|---|-------------------|---|---|
| <b>Choose one of the following:</b><br><br><input type="checkbox"/> No pending litigation and Arbitration.<br><br><input type="checkbox"/> Below is a description of all pending litigation and Arbitration involving the Bidder (or each Joint Venture member if Bidder is a Joint Venture). |                   |   |   |
| Year  | Matter in Dispute | Value of Pending Claim in \$ Equivalent | Value of Pending Claim as a Percentage of Net Worth |
|   |                   |   |   |
|   |                   |   |   |
|   |                   |   |   |
|   |                   |   |   |

**- Note -**

*This form shall only be included if Criterion 2.2 of Section 3 (Evaluation and Qualification Criteria) is applicable.*

**Form FIN - 1: Historical Financial Performance**

Each Bidder must fill out this form.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

| <b>Financial Data for Previous five Years [US\$ Equivalent]</b> |                                     |                                     |                                     |                                     |
|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| <b>Year 1: 2012</b><br>(FY 2012-13)                             | <b>Year 2: 2013</b><br>(FY 2013-14) | <b>Year 3: 2014</b><br>(FY 2014-15) | <b>Year 4: 2015</b><br>(FY 2015-16) | <b>Year 5: 2016</b><br>(FY 2016-17) |

**Information from Balance Sheet**

|                                  |  |  |  |
|----------------------------------|--|--|--|
| <b>Total Assets (TA)</b>         |  |  |  |
| <b>Total Liabilities (TL)</b>    |  |  |  |
| <b>Net Worth = TA – TL</b>       |  |  |  |
| <b>Current Assets (CA)</b>       |  |  |  |
| <b>Current Liabilities (CL)</b>  |  |  |  |
| <b>Working Capital = CA - CL</b> |  |  |  |

|                                    |  |   |
|------------------------------------|--|---|
| <b>Most Recent Working Capital</b> |  | To be obtained for most recent year and carried forward to FIN - 3 Line 1; in case of Joint Ventures, to the corresponding Joint Venture Partner's FIN – 3. |
|------------------------------------|--|---|

**Information from Income Statement**

|                             |  |  |  |
|-----------------------------|--|--|--|
| <b>Total Revenues</b>       |  |  |  |
| <b>Profits Before Taxes</b> |  |  |  |
| <b>Profits After Taxes</b>  |  |  |  |

- ☐ Attached are copies of financial statements (balance sheets including all related notes and income statements) for the last \_\_\_\_\_ years, as indicated above, complying with the following conditions:
- Unless otherwise required by Section 3 of the Bidding Document, all such documents reflect the financial situation of the legal entity or entities comprising the Bidder and not the Bidder's parent companies, subsidiaries, or affiliates.
  - Historical financial statements must be audited by a certified accountant.
  - Historical financial statements must be complete, including all notes to the financial statements.
  - Historical financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

**Form FIN - 2: Average Annual Construction Turnover**

Each Bidder must fill out this form.

The information supplied should be the Annual Turnover of the Bidder or each member of a Joint Venture in terms of the amounts billed to clients for each year for work in progress or completed, converted to US dollars at the rate of exchange at the end of the period reported.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

| Annual Turnover Data for the Last Five Years (Construction only) |                    |                  |                    |
|--|--------------------|------------------|--------------------|
| Year   | Amount<br>Currency | Exchange<br>Rate | US\$<br>Equivalent |
| 2012<br>(FY 2012-13)   |                    |                  |                    |
| 2013<br>(FY 2013-14)   |                    |                  |                    |
| 2014<br>(FY 2014-15)   |                    |                  |                    |
| 2015<br>(FY 2015-16)   |                    |                  |                    |
| 2016<br>(FY 2016-17)   |                    |                  |                    |
| Average Annual Construction Turnover                             |                    |                  |                    |

**Form FIN – 3: Availability of Financial Resources**

Bidders must demonstrate sufficient financial resources, usually comprising of Working Capital supplemented by credit line statements or overdraft facilities and others to meet the Bidder's financial requirements for

- (a) its current contract commitments, and
- (b) the subject contract.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

| Financial Resources                 |  |                        |
|-------------------------------------|--|------------------------|
| No.                                 | Source of financing                        | Amount (\$ equivalent) |
| 1                                   | Working Capital (to be taken from FIN - 1) |                        |
| 2                                   | Credit Line <sup>a</sup>                   |                        |
| 3                                   | Other Financial Resources                  |                        |
| Total Available Financial Resources |  |                        |

<sup>a</sup> To be substantiated by a letter from the bank issuing the line of credit.

**Form FIN- 4: Financial Requirements for Current Contract Commitments**

Bidders (or each Joint Venture partner) should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name below:

Joint Venture Partner: \_\_\_\_\_

| <b>Current Contract Commitments</b>                                  |                         |   |                                 |   |  |  |
|--|-------------------------|---|---------------------------------|---|--|--|
| <b>No.</b>   | <b>Name of Contract</b> | <b>Employer's Contact<br/>(Address, Tel, Fax)</b> | <b>Contract Completion Date</b> | <b>Outstanding Contract Value (X)<sup>a</sup></b> | <b>Remaining Contract Period in months (Y)<sup>b</sup></b> | <b>Monthly Financial Resources Requirement (X / Y)</b> |
| 1  |                         |   |                                 |   |  |  |
| 2  |                         |   |                                 |   |  |  |
| 3  |                         |   |                                 |   |  |  |
| 4  |                         |   |                                 |   |  |  |
| Total Monthly Financial Requirement for Current Contract Commitments |                         |   |                                 |   |  | \$ .....   |

<sup>a</sup> Remaining outstanding contract values to be calculated from 28 days prior to the bid submission deadline (\$ equivalent based on the foreign exchange rate as of the same date).

<sup>b</sup> Remaining contract period to be calculated from 28 days prior to bid submission deadline.

### Form FIN - 5: Self-Assessment Tool for Bidder's Compliance to Financial Resources (Criterion 2.3.3 of Section 3)

This form requires the same information submitted in Forms FIN - 3 and FIN - 4. All conditions of "Available Financial Resources Net of CCC  $\geq$  Requirement for the Subject Contract" must be satisfied to qualify.

#### Form FIN - 5A: For Single Entities

| For Single Entities:<br>(A) | Total Available Financial Resources from FIN – 3<br>(B) | Total Monthly Financial Requirement for Current Contract Commitments (CCC) from FIN – 4<br>(C) | Available Financial Resources Net of CCC<br>$D = (B - C)$ | Requirement for the Subject Contract<br>(E)  | Results:<br>Yes or No<br>[D must be greater than or equal to E]<br>(F) |
|-----------------------------|---|--|---|--|--|
| _____<br>(Name of Bidder)   |   |  |   | US \$ 1.45 Million.<br>or<br>INR 9.57 Crores |  |

#### Form FIN - 5B: For Joint Ventures

| For Joint Ventures:<br>(A)   | Total Available Financial Resources from FIN – 3<br>(B)  | Total Monthly Financial Requirement for Current Contract Commitments (CCC) from FIN – 4<br>(C) | Available Financial Resources Net of CCC<br>$D = (B - C)$ | Requirement for the Subject Contract<br>(E)  | Results:<br>Yes or No<br>[D must be greater than or equal to E]<br>(F) |
|------------------------------|--|--|---|--|--|
| One Partner:                 |  |  |   |  |  |
| _____<br>(Name of Partner)   |  |  |   | US \$ 0.87 Million<br>Or<br>INR 5.74 Crores  |  |
| Each Partner:                |  |  |   |  |  |
| _____<br>(Name of Partner 1) |  |  |   | US \$ 0.36 Million<br>Or<br>INR 2.39 Crores  |  |
| _____<br>(Name of Partner 2) |  |  |   | US \$ 0.36 Million<br>Or<br>INR 2.39 Crores  |  |
| _____<br>(Name of Partner 3) |  |  |   | US \$ 0.36 Million<br>Or<br>INR 2.39 Crores  |  |
| All partners combined        | $\Sigma D$ = Sum of available financial resources net of current contract commitments for all partners |  | $\Sigma D =$ _____  | US \$ 1.45 Million.<br>or<br>INR 9.57 Crores |  |

Form FIN-5A: For Single Entities

Form FIN-5B: For Joint Ventures

#### - Note -

Form FIN – 5 is made available for use by the bidder as a self-assessment tool, and by the employer as an evaluation work sheet, to determine compliance with the financial resources requirement as stated in 2.3.3. Failure to submit Form FIN - 5 by the Bidder shall not lead to bid rejection.

**Form EXP – 1: Contracts of Similar Size and Nature**

Fill out one (1) form per contract.

| <b>Contract of Similar Size and Nature</b>   |                                |                        |
|--|--------------------------------|------------------------|
| <b>Contract No . . . . . of . . . . .</b>  | <b>Contract Identification</b> |                        |
| <b>Award Date</b>  |                                | <b>Completion Date</b> |
| <b>Total Contract Amount</b>   | <b>\$</b>                      |                        |
| <b>If partner in a Joint Venture or subcontractor, specify participation of total contract amount</b>                        | <b>Percent of Total</b>        | <b>Amount</b>          |
| <b>Employer's name</b><br><b>Address</b><br><b>Telephone number</b><br><b>Fax number</b><br><b>E-mail</b>                    |                                |                        |
| <b>Description of the Similarity in Accordance with Criterion 2.4.1 of Section 3 (Evaluation and Qualification Criteria)</b> |                                |                        |
|  |                                |                        |



**Form EXP - 2: Construction Experience in Key Activities**

Fill out one (1) form per contract.

| <b>Contract with Similar Key Activities</b>  |                                |               |
|--|--------------------------------|---------------|
| <b>Contract No . . . . . of . . . . .</b>  | <b>Contract Identification</b> |               |
| <b>Award Date</b>  | <b>Completion Date</b>         |               |
| <b>Total Contract Amount</b>   | <b>\$</b>                      |               |
| <b>If partner in a Joint Venture or subcontractor, specify participation of total contract amount</b>                            | <b>Percent of Total</b>        | <b>Amount</b> |
| <b>Employer's name</b><br><b>Address</b><br><b>Telephone number</b><br><b>Fax number</b><br><b>E-mail</b>                        |                                |               |
| <b>Description of the Key Activities in Accordance with Criterion 2.4.2 of Section 3 (Evaluation and Qualification Criteria)</b> |                                |               |
|  |                                |               |

# Schedules

## Schedule of Payment Currencies

For .....insert name of Section of the Works .....

Separate tables may be required if the various sections of the Works (or of the Bill of Quantities) will have substantially different foreign and local currency requirements. In such a case, the Employer should prepare separate tables for each Section of the Works.

|  | A                  | B                                  | C   | D   |
|--|--------------------|------------------------------------|---|---|
| Name of Payment Currency                     | Amount of Currency | Rate of Exchange to Local Currency | Local Currency Equivalent<br>$C = A \times B$ | Percentage of Net Bid Price (NBP)<br>$\frac{100 \times C}{NBP}$ |
| Local Currency                               |                    | 1.00                               |   |   |
| Foreign Currency #1                          |                    |                                    |   |   |
| Foreign Currency #2                          |                    |                                    |   |   |
| Foreign Currency #3                          |                    |                                    |   |   |
| Net Bid Price                                |                    |                                    |   | 100.00  |
| Provisional Sums Expressed in Local Currency |                    | 1.00                               |   |   |
| BID PRICE                                    |                    |                                    |   |   |

### - Note -

The rates of exchange shall be the selling rates 28 days prior to the deadline for submission of bids published by the source specified in BDS 15.

## Tables of Adjustment Data

To be entered by the bidder

**Table A - Local Currency**

| Index Code | Index Description | Source of Index | Base Value and Date | Bidder's Local Currency Amount | Bidder's Proposed Weighting                                   |
|------------|-------------------|-----------------|---------------------|--------------------------------|---|
|            | Nonadjustable     | —               | —                   | —                              | A: 0.15 _____<br>B: _____<br>C: _____<br>D: _____<br>E: _____ |
| Total      |                   |                 |                     |                                | 1.00  |

**Table B - Foreign Currency**

**Name of Currency:** .....

*Insert name of currency. If the bidder wishes to quote in more than one foreign currency, but in no case more than three, this table should be repeated for each foreign currency.*

To be entered by the bidder

| Index Code | Index Description | Source of Index | Base Value and Date | Bidder's Currency in Type/Amount | Equivalent in FC1 | Bidder's Proposed Weighting                                   |
|------------|-------------------|-----------------|---------------------|----------------------------------|-------------------|---|
|            | Nonadjustable     | —               | —                   | —                                |                   | A: 0.15 _____<br>B: _____<br>C: _____<br>D: _____<br>E: _____ |
| Total      |                   |                 |                     |                                  |                   | 1.00  |

**- Note -**

*As per GCC 1.1.3.1, "Base Date" means the date 28 days prior to the latest date for submission of the bid.*

*Tables of Adjustment Data shall only be included if prices are to be quoted as adjustable prices in accordance with ITB 14.5.*

# Bill of Quantities

**NOT APPLICABLE**