



*CONSULTANCY SERVICES FOR  
STUDY ON INTEGRATION LEADS TO MERGER OF  
MRTS, CHENNAI WITH  
CHENNAI METRO RAIL LIMITED*

December – 2016

**Chennai Metro Rail Limited (CMRL)**

(A JV of Govt. of India and Govt. of  
Tamilnadu)

Admin Building, CMRL Depot,  
Poonamallee High road,  
Koyambedu, Chennai – 600 107.

## Letter of Invitation

To,

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Dear Sir/Madam,

Subject: Study on Integration leads to merger of MRTS, Chennai with Chennai Metro Rail Limited (CMRL).

1. You are hereby invited to submit technical and financial proposal for providing “Consultancy services for Study on Integration leads to merger of MRTS, Chennai with Chennai Metro Rail Limited”.
2. The objective of the study is to prepare the Detailed Report, which covers the issues related to the integration leads to merger of MRTS, Chennai with Chennai Metro Rail Limited.
3. The following documents are enclosed to enable you to submit your proposal
  - (i) Terms of Reference (ToR) (Annexure 1)
  - (ii) Technical Proposal Submission formats i.e. Technical Proposal Submission form, supplementary information for Consultants, Approach & Methodology, curriculum vitae, etc., (Annexure 2)
  - (iii) Financial Proposal Submission formats ((Annexure 3) i.e. Financial Proposal Submission Form, Summary of Costs, Breakdown of Costs by activity, etc.
  - (iv) A sample Form of Contract for Consultantancy services under which the services will be performed (Annexure 4)
4. Dates for Purchase of Bid document - The Tender document will be available at CMRL office of the General Manager (Planning & Business Development) from 23/12/2016 to 19/01/2017 till 17:00 hrs (IST) (During CMRL working hours and on working days).
5. Cost of Tender Document: INR 10,000/- (Rupees Ten Thousand only), Non-refundable fee in the form of a demand draft from any nationalized bank/scheduled commercial bank in India in favour of “Chennai Metro Rail Limited”, payable at Chennai. INR 8,000/- (Rupees Eight Thousand only) if downloaded from CMRL website.

6. The pre-proposal conference will be held on 04/01/2017 at 14:30 hrs in the conference hall of Chennai Metro Rail Limited, Admin Building, CMRL Depot, Poonamallee High road, Koyambedu, Chennai – 107.
7. Submission of Proposal: The proposals shall be submitted in two parts, viz., Technical proposal and financial proposal. It shall be as per the formats and should follow the form given in the supplementary information for consultants.
  - (i) The Technical and Financial Proposal must be submitted in two separate sealed envelopes (with respective marking in bold letters) following the formats/schedule given in the, Technical Proposal (Cover 1) and Financial Proposal (Cover 2).
  - (ii) As part of Financial Proposal Consultant shall provide the stage wise detailed break down costs and fee as follows
    - i. Remuneration – Key Professional and supporting staff
    - ii. Travel and accommodation
    - iii. Report reproduction
    - iv. Others (if any) Please specify
  - (iii) All the sealed envelopes (Cover 1-Technical Proposal & Cover 2 – Financial Proposal) should again be placed in a sealed cover and addressed to  
The General Manager (P & BD),  
Chennai Metro Rail Limited,  
Admin Building, CMRL Depot,  
Poonamallee High road,  
Koyambedu, Chennai – 600 107.
  - (iv) And which will be received in the office of the Chennai Metro Rail Limited, Admin Building, CMRL Depot, Poonamallee High Road, Koyambedu, Chennai – 600 107 up to 15:00 hours on 20/01/2017.
  - (v) The information related to the RFP can be found on the website of Chennai Metro Rail Limited at <http://www.chennaietrorail.org>
  - (vi) Any corrigendum/addendum/clarifications/ reply to queries issued by CMRL for the RFP shall be published only on the website of CMRL as mentioned below; no separate information shall be communicated to individual bidders:  
<http://www.chennaietrorail.org>

## 8. Opening of Proposal

The proposals containing Technical proposal will be opened by authorized representative of CMRL on the submission day itself (i.e. 20/01/2017 @ 15:15 hrs). After Technical evaluation, the financial proposals will be opened only those who have been shortlisted based on eligibility criteria as per RFP.

## 9. Evaluation

A two stage procedure will be adopted in evaluating the proposals:

- I. Technical evaluation, which will be carried out prior to opening any financial proposal (as per Annexure 2)
- II. Financial evaluation

## 10. Technical Evaluation:

### Eligibility/Qualification criteria:

Firms who have the following qualifications will only be considered for technical evaluation:

- More than 10 years' experience in the field of Rail Based Transit system Planning (i.e. Detailed Project Report /Techno economic feasibility study) assignments
- Should have successfully completed two Rail based Urban Mass Transit system Detailed Project Report assignments / Techno economic feasibility studies for the city having population of one Million plus
- Average Annual turnover of Rs.25.00 crores per year during the last 3 years

Proposal from firm's fulfilling the eligibility criteria will only be considered for evaluation.

The evaluation committee appointed by the Client will carry out its evaluation of qualified firms' technical proposal applying the evaluation criteria and point system specified below.

Each responsive proposal will be attributed a technical score (St).

- I. the approach & methodology and work plan (35 points); and
- II. the qualifications of key staff proposed for the assignment (65 points)

<b>Sl.No</b>	<b>Criteria</b>	<b>Marks</b>
(i).	Specific experience of the consultants related to this Assignment	
	(a). Overall Experience in Rail Based Transit system Planning (i.e. Detailed Project Report /Techno economic feasibility study ) (i).>20 Years - 5 Marks (ii). 10-20 years – 4 Marks (iii). 10 years – 3 Marks	5
(ii).	(b). Experience in Rail based Urban Mass Transit system Techno economic feasibility study / Detailed Project Report for the city having Population of one Million plus (i). Successfully completed two studies – 6 Marks (ii). For every additional study (2 Marks upto a maximum of 4 Marks)	10
	Adequacy of the proposed methodology and work plan in responding to the Terms of Reference (i).Understanding of TOR – 2 Marks (ii).Approach and Methodology and Presentation – 8 Marks (iii).Team Composition – 2 Marks (iv).Activity Schedule – 5 Marks (v).Manning Schedule – 3 Marks	20
Points for Criterion (ii)		35
(iii)	Key professional staff qualifications and competence for the assignment	
	(i). Team Leader cum Mass Rapid Transit Expert	12
	(ii). Rail System operations Expert	10
	(iii).Civil Track Expert	10
	(iv).Traffic and Transport Planner	9
	(v).Contract and Legal Expert	9
	(vi). Finance Expert	9
	(vii).Quantity Surveyor	6
Points for Criterion (iii)		65
<b>Total Points (i)+(ii)</b>		<b>100</b>

### **Evaluation of Key Professional**

Curriculum vitae of Key personnel in each discipline for assessing the qualifications and experience of the personnel proposed to be deployed for the studies should be included with the proposal (in the format of the sample curriculum vitae). These personnel will be rated based on various parameters such as Educational qualification, Total No of year's experience, similar project experience, etc.The number of points to be assigned to each of the proposed positions or disciplines shall be determined considering the following four sub-criteria and relevant percentage weights.

(i).Educational Qualification				Weightage Assign
Sl.No	Proposed Position	Qualification	weightage	
1	Team leader cum Mass Rapid Transit Expert	(i).Masters Degree in Engineering (Civil/Electrical/ Mechanical /Electronics)	25%	25%
		(i).Bachelor Degree in Engineering (Civil/ Electrical/ Mechanical/ /Electronics)	20%	
2	Rail System operations Expert	(i).Masters Degree in Engineering (Electrical/ Mechanical /Electronics)	25%	
		(i).Bachelor Degree in Engineering (Electrical/ Mechanical/ /Electronics)	20%	
3	Civil Track Expert	(i). Masters Degree in Civil Engineering (Structural Engineer)	25%	
		(ii).Bachelor Degree in Civil Engineering	20%	
4	Transport Planner /Traffic Engineer	(i). Masters Degree in Transport Planning /Traffic Engineering	25%	
		(ii).Bachelor Degree in Civil Engineering/ Transport Planning /Traffic Engineering	20%	
5	Contract cum legal Expert	(i). Master Degree with Post Graduate Diploma in Contract Management/Legal	25%	
		(ii).Bachelor Degree with Post Graduate Diploma in Contract Management/Legal	20%	
6	Finance Expert	ACA/ CPA /ICWA / CFA / MBA(F)		
		(i) A person holding any two degree as above	25%	
		(ii).A person holding any one degree as above	20%	
7	Quantity Surveyor	(i).Bachelor Degree in Civil Engineering	25%	
		(ii).Diploma Degree in Civil Engineering	20%	
(ii).Total Professional Experience (in years)				25%
<ul style="list-style-type: none"> <li>• &gt;15 years – 25%</li> <li>• 10-15 years – 20%</li> <li>• 5-10 years – 15%</li> <li>• &lt; 5 years – 0%</li> </ul>				
(iii).No of Rail Based Mass Transit system Planning Techno Economic Feasibility/Detailed Project Report Projects were involved in similar Position				
<ul style="list-style-type: none"> <li>• &gt; 10 Projects – 25%</li> <li>• 5-10 Projects – 20%</li> <li>• &lt; 5 Projects – 15%</li> </ul>				
(iv).No of Rail based Urban Mass Transit system Planning Techno economic feasibility studies / Detailed Project Report projects for the city having population of one Million plus were involved in similar position				25%
<ul style="list-style-type: none"> <li>• &gt;5 Projects – 25%</li> <li>• 4-5 Projects – 20%</li> <li>• &lt;= 3 Projects – 15%</li> </ul>				

**Quality and competence of the consultant shall be considered as the paramount requirement. Technical proposal scoring not less than 60% of the total points will only be considered for financial evaluation. The client shall notify the consultants, results of the technical evaluation and invite those who have secured the minimum qualifying mark for opening of the financial proposal indicating the date and time.** The price envelopes of others will not be considered for evaluation and returned unopened after completing of the selection process.

#### 11. Financial Proposal

The financial proposal shall be opened in the presence of the Consultant's representatives. The evaluation committee will determine if the financial proposal are complete and without any errors.

$S_f = 100 \times F_m / F$ , in which  $S_f$  is the financial score,  $F_m$  is the lowest price quoted by any consultant and  $F$  the price of the Proposal under consideration.

The weights given to the Technical and Financial Proposals are:

$T = 0.7$  and

$F = 0.3$

$S = S_t \times 0.7 + S_f \times 0.3$

The Client will select the highest weighted value (S) proposal among those that passed the minimum technical score and invite them for negotiations.

#### 12. Negotiations with the lowest tenderer

- (i) The aim is to reach an agreement on all points, clarification on taxes and initial a draft contract at the conclusion of negotiations.
- (ii) Negotiations will commence with a discussion of the firm's technical proposal, the proposed methodology, staffing, etc.
- (iii) Changes agreed upon will then be reflected in the draft contract, using proposed unit rates
- (iv) Having selected Consultants, among other things, on the basis of an evaluation of proposed key professional staff, CMRL will require assurance that these staff will be actually available for deployment for this assignment.

13. You are requested to hold your proposal valid for 120 days from the date of submission without changing the personnel proposed for the assignment and your proposed price.

14. Please note that the cost of Preparation of a proposal and site visits, if any is not reimbursable.

15. The Consultant may apply individually or as a member of Consortium in which a consortium member may associate with only one another member. Further the consortium shall specify the approximate percentage of participation and nominate a Lead Member of the Consortium. The consortium must submit the Power of Attorney signed by all members of the consortium in favour of the Lead Member to act on behalf of the Consortium /JV in exercising all rights and obligations of the Consortium/JV. The members of consortium are jointly and collectively responsible, however the lead member should be fully responsible.
16. The consortium (or) consultant shall operate a Project office at Chennai on award of work. Further, the proposed Key personnel by Consultant should be available at Chennai and also should attend the project weekly review meetings regularly.
17. The total duration of the assignment is 8 Months
18. EMD: Rs.1,50,000 - (Rupees One Lakh Fifty Thousand only) in the form of demand draft from a Scheduled Commercial Bank in India. Demand Draft (DD) should be made in favour of "Chennai Metro Rail Limited" payable at Chennai.
19. Security Deposit: 5 % of Consultancy Fee, in the form of demand draft from a Scheduled Commercial Bank in India. Demand Draft (DD) should be made in favour of "Chennai Metro Rail Limited" payable at Chennai.
20. Please note that the fees should be quoted in Indian Rupees only
21. Please note that the remuneration which you receive from the contract will be subject to normal tax liability in India. Kindly contact the concerned tax authorities for further information in this regard if required.

22. Application:

Consultancy firms shall submit the proposal to the address indicated below:

General Manager (P & BD)  
Chennai Metro Rail Limited,  
Admin Building, CMRL Depot,  
Poonamallee High road, Koyambedu, Chennai – 600 107  
E-mail: [gmpd.cmrl@tn.gov.in](mailto:gmpd.cmrl@tn.gov.in)  
Website: <http://www.chennai-metro-rail.org>

General Manager (P & BD),  
Chennai Metro Rail Limited,



## **List of Enclosures**

- Annexure 1 - Terms of Reference
- Annexure 2 - Technical Proposal Submission
  - 2.1 Technical Proposal Submission Form
  - 2.2 Approach & Methodology, Work Plan
  - 2.3 Team Composition
  - 2.4 Curriculum Vitae – Key Professional Staff
  - 2.5 Work Schedule
  - 2.6 Manning Schedule
  - 2.7 Eligibility/Qualification Criteria
- Annexure 3 - Financial Proposal Submission
  - 3.1 Financial Proposal Submission Form
  - 3.2 Summary of Costs
  - 3.3 Breakdown of Costs by activity
- Annexure 4 – Sample Contract

## Terms of Reference –Study on Integration of MRTS/Chennai (MTP) with Chennai Metro Rail Limited (CMRL)

### Background:

Chennai Metro Rail Limited (CMRL) is a joint venture of the Government of India (GoI) and the Government of Tamil Nadu (GoTN) for the construction of Metro Rail Project Phase I in the Chennai city with loan assistance from Japan International Co-operation Agency (JICA).

In order to improve the Public Transport share and provide sustainable urban transportation system, the Government of Tamil Nadu has decided to implement the Chennai Metro Rail Project. The proposed phase 1 operation covers a 45.046 km network i.e. Corridor I – From Washermenpet to Airport (23.085 Km), Corridor 2 – From Chennai Central to St.Thomas Mount (21.961 Km).

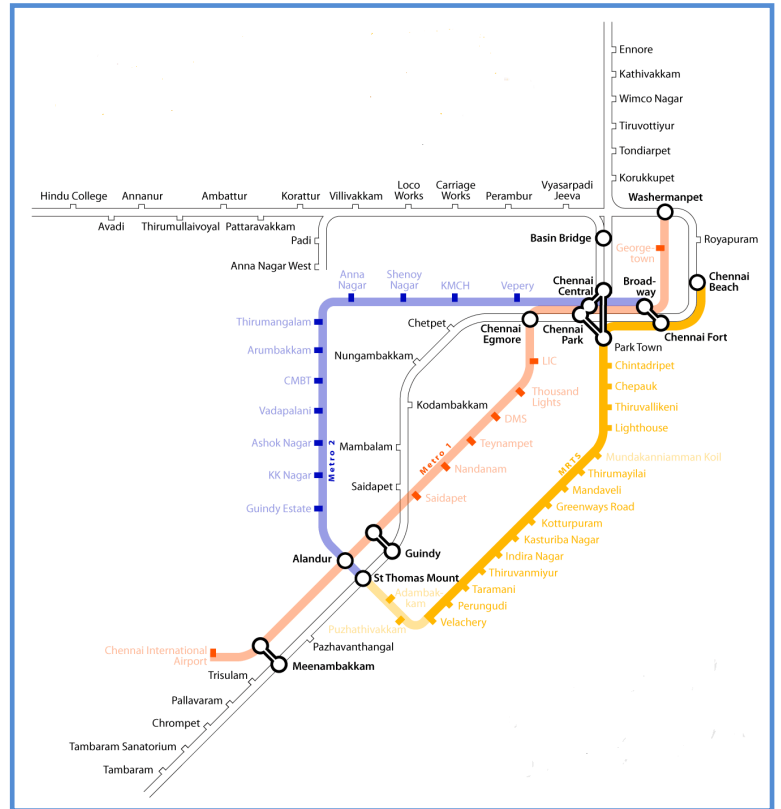
While sanctioning the Chennai Metro Rail Project-Phase-I, in view of the long term desirability of integration of operation and management of Chennai MRTS being operated by Ministry of Railways merge with proposed Chennai metro under the proposed SPV, Government of Tamil Nadu.

The integration would help the cause of increasing the share of public transport in the City besides being able to ensure effective synergies between various models of public transport. It is well documented that increase in various modes of public transport generate network efforts which improves the availability of public transportation besides ensuring optimal utilization of transport created besides improving returns from investments



## About MRTS System:

The Madras Area Transportation Study Unit (MATSU) constituted by the Govt. of Tamil Nadu under the control of the Director of Town & Country Planning carried out a Study on the Transportation requirement in the Madras area. Upon the recommendations of the study report, Railways desired to balance land use and transportation needs within the frame work of the accepted future strategy for development of the Metropolitan Area, the need to utilize such travel modes which would enable efficient utilization of the road system and also the necessity to develop mass transit by road and rail to optimum levels been taken into consideration.



The First Master Plan for Chennai Metropolitan Area provides for the development of the Mass Rapid Transit System (MRTS) from Chennai Beach to Thiruvottiyur and to be implemented in the following phases:

- Phase-I – From Chennai Beach to Thirumylai
- Phase-II – From Thirumylai to Velachery
- Phase-III – From Velachery to Villivakkam and
- Phase-IV – From Villivakkam to Thiruvottiyur

### MRTS Phase-I:

The MRTS Phase-I developed from Chennai Beach to Thirumylai to a distance of 8.55 km. The development of Phase-I was commissioned in 1983-84. The original estimated cost of the project was Rs.53.46 Crores. It was fully funded by the Govt. of India through the Ministry of Railways for which lands were provided by the Govt. of Tamil Nadu free of cost. The system was commissioned during 1995-97. The expenditure made for the project till August 2016 is Rs.306 Crores.

### **MRTS Phase-II:**

The MRTS Phase-II from Thirumylai to Velachery to a distance of 11.2 km. implemented by the Metropolitan Transport Project (Railways) (MTP(R)). The project is funded jointly by the GoI & GoTN in the ratio of 33:67. CMDA is coordinating the implementation of the project. The project commenced in March 1998 and partially commissioned up to Thiruvanmiyur on 26.1.2004 and fully commissioned on 19.11.2007. The revised administrative cost of the project is Rs.919.95 crore. Till August 2016, the cumulative expenditure from beginning of the project is Rs.898.93 crore. The cost of implementation is shared by the GoI & GoTN in the ratio 33:67. The GoTN have so far released Rs.615.475 crores for the project. As part of rehabilitation, 2652 affected families have been rehabilitated.

### **MRTS Phase-II Extension:**

With the objective of completing a rail loop, the MRTS Phase II project has been extended from Velachery to St. Thomas Mount for a distance of 5 km at an estimated cost of Rs.495.74 crores. The 2 elevated RTS stations at Puzhuthivakkam and Adambakkam are part of this project

The Chennai Mass Rapid Transit System, a state owned subsidiary of Indian Railways, is a metropolitan elevated railway line operated by Southern Railways. The Chennai MRTS route is predominately elevated section, with at-grade sections at its terminals. From Beach to Chennai Park Town, the line runs at grade, parallel to the suburban railway network. The line remains elevated for the alignment up to Perungudi, after which it return to an at-grade section at Velachery. Out of 19 Km line from Chennai Beach to Velachry is 15 km elevated and 4 km at grade. The remaining 5 Km extension of the line from Velachery to St. Thomas Mount is also elevated and it is under construction. The MRTS line from Chennai Beach to Velachery has 18 stations.

The work of MRTS Phase-II is in progress from Velachery to St.Thomas Mount and consequent to commissioning of the same, the Velachery station will become non-terminal/pass through station. The portion of track on the elevated corridor is both ballasted as well as ballast-less. The track is ballasted from km.0.00 to km.9/200 and from km.16/800 to km.18.839 on the elevated corridor and the portion of track on the ground is fully ballasted. The maintenance depot facility is at Velachery.

### **Scope of Works:**

The objective of the study is to prepare a Detailed Report, which covers the issues related to the integration leads to merger of MRTS, Chennai with Chennai Metro Rail Limited. Such as taking over of various assets pertaining to Engineering department. Electrical department, S & T department, track works (including formation/ overhead structures), stations. Signals, communication facilities, OHE (overhead equipment) components (like OHE wires, masts, etc., provided during construction of MRTS line. This would be required to be handed over to CMRL for operation and maintenance. The ownership of the assets may also be required to be transferred to the CMRL, the modus operandi along with its pros and cons of which, will require detailed elaboration by the Consultant. While most of the assets will be dealt as above, few assets will have to be shared for a limited period as the portion of line from Park Town station to MSB would be common. The interface at MSB is essential and this detailed plan/drawing indicating the division/bifurcation of assets in this portion will have to be separately indicated clearly. Specific Modus Operandi Item wise is indicated below:

1. Terminal facility –At present, both the MRTS & suburban lines merge at Park Town station upto MSB and MSB acts as the terminal. In order to separate the activities of MRTS and suburban, it is recommended to develop the terminal facility for MRTS at the Fort station which can be developed by CMRL on the available State Govt. land abutting the MSF yard, thereby separating the terminal activities of Southern Railway suburban services and MRTS. The consultant would require to make an elaborate and detailed proposal regarding this. Also, inter connectivity between the proposed MSF yard of CMRL and existing MSB will have to be provided by CMRL if required.

However, in case if the above is not immediately feasible, the Consultant should suggest short term measures also to ascertain the possibility /feasibility for demarcation of MRTS lines and platforms at MSB duly taking into consideration the movement of passenger trains, freight trains and suburban trains of Southern Railway. In this case all operation at Beach station may need to be controlled by Southern Railway. The Consultant is required to collaborate on the operational/working arrangement on this account.

2. OHE – The OHE (overhead equipment) is provided exclusively for MRTS services and there is no sharing except between Park Town station and MSB. Modus operandi for making the OHE for MRTS independent including separate sub-station will require detailed elaboration. State Govt may require to set up separate sub-station for this purpose.

3. Signals – The signaling equipment have exclusively been provided for all MRTS station except at MSB. Here too, the signaling system will have to be made operationally independent. The feasibility and solution to this issue also requires detailed elaboration by the Consultant

4. Track including formation – The track will be handed over on as is where basis is including guidelines / Maintenance manuals, etc. However CMRL would have to procure necessary equipment for maintenance. The implication/impact need to be elaborated in detail, including the modus operandi for upgration if required.

5. Overhead bridge structures (from km.2.65 to 17.441 and 18.006 to 18.839) – Ballast less track has been provided between km.9/200 and 16/800. The track is supported on Pre-stressed Concrete Structures and all these structures are reckoned as bridge. These require maintenance on similar line as that of a PSC bridge. This asset also will be handed over for upkeep and maintenance. The implications/impact of this also needs to be examined in detail by the consultant.

6. Velachery Shed – Velachery shed has been established for maintenance of the EMU coaches and at present approximately 125 employees are working for this purpose. The shed will also be handed over to CMRL. Whether the employees will be required to be withdrawn on the D-day of handing over or gradually reduced requires elaboration by the consultant. Further, the valuation of all assets needs to be done at the depot, including the augmentation of resources and facilities required by CMRL to bring it to levels for maintenance of its modern train sets.

7. Operation – The running staff (Motorman, Guard, Station Master, etc) required for operation of trains on MRTS can either be withdrawn on the D-day of handing over or gradually reduced. This requires elaboration by the consultant. In case of gradual withdrawal modalities for bearing cost of Railway staff for such period and training needs of CMRL staff have also to be addressed.

8. Velachery – St. Thomas Mount Phase III stretch - Handing over of Velachery - St. Thomas Mount stretch, which is in advance stage of completion, also needs to be commented in detail by the consultant. In other words, the Consultant should arrive at the modality in detail for handing over of this phase on completion also duly bringing out specific details, if any.

9. Disaster Management – Action plan as well as role of Southern Railway either as a stake holder or otherwise, in case of emergencies like derailments/accidents needs to be brought out.

10. Rolling Stock- Presently the rolling stock operating on MRTS route is the same as that of suburban lines and therefore either the rolling stock can be withdrawn on the D-day of handing over of MRTS with or without maintenance (ROH & POH) by Southern Railway or the same can be done in a graduated manner. This aspect will require detailed elaboration by the consultant. The Consultant would also require to elaborate a working operation plan in detail.

11. Valuation of Railway assets - Valuation of various Railway assets including land etc pertaining to MRTS project is to be studied in detail. Funds required for creation of additional/ alternate assets/ infrastructures in order to segregate the system between Chennai Beach and Chennai Fort, take off point, etc will have to be worked out in detail to assess the financial impact. Also, the earnings from various sources such as ticketing, advertisements, commercial exploitation of station buildings, etc., vis-à-vis operational and maintenance costs shall be compared and the Net Profit shall be arrived at (for last 3 years) duly arriving at the Average Annual figure.

12. The Consultant should work out the valuation of modalities, cost of investment as well as go through details of revenue sharing in case of combined ticketing and inter mobility among MRTS, CMRL & Suburban train services.

13. The Consultant will also assess potential of non-farebox revenue based on existing assets and without any new construction for stations on MRTS line post acquisition. This would also include any augmentation work to be carried with its cost implications to include adequate return through non- fare measures.

14. The Consultant shall review liabilities due by MRTS and also relating to the Employees

15. The Consultant shall collect and review the funding pattern for MRTS Phase 1 & 2

16. The Consultant shall collect and review the existing organizational structure setup

17. The Consultant shall review and recommend possible models of acquisition, the consultant will also analyze the relevant guidelines, applicable laws and regulation for CMRL in acquiring MRTS; the consultant will recommend on the modalities of legal and regulatory status of such acquisition/take-over with potential options

18. The Consultant shall review and assess the potential traffic based on network synergy

19. The Consultant shall study and provide the financial viability of this proposed takeover and also work out the FIRR

20. The Consultant should finally summarize their detailed recommendation with respect to each of the above issues and also suggest the best way forward from operational as well as from commercial point of view bring here forth the pros and cons of each approach. This should include detailed valuation of existing as well as proposed assets.

### **Deliverables**

The following outputs shall be provided by the consultant as part of the services for Project Preparation:

Sl.No	Deliverables	No of Copies
1	Inception Report (Approach & Methodology, Manning, Project Programme schedule)	5 Nos
2	Interim Report (Primary and Secondary Data Collection & Analysis, Strategy Analysis)	5 Nos
3	Draft Final Report	5 Nos
4	Final Report	15 Nos



## Project Development and Payment Terms

Sl.No	Deliverables	Cumulative Time line	Payment
1	Submission and approval of Inception Report	45 days	10%
2	Submission and approval of Interim Report	150 days	20%
3	Submission and approval of Draft Final Report	210 days	40%
4	Submission and approval of Final Report	240 days	30%

## Manning schedule

Sl.No	Key Personnel	Proposed Man Months
1	Mass Rapid Transit Expert	8.0
2	Rail System Operations Expert	5.0
3	Civil Track Expert	4.0
4	Traffic and Transport Planner	2.0
5	Contract and Legal Expert	2.0
6	Finance Expert	3.0
7	Quantity Surveyor	2.0

## Annexure 2 – Technical Proposal

### 2.1 - Technical Proposal Submission Form

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*Date:*

To  
General Manager (P & BD)  
Chennai Metro Rail Limited,  
Admin Building, CMRL Depot,  
Poonamallee High road,  
Koyambedu, Chennai – 600 107.

Dear Sir:

We, the undersigned, offer to provide the “Consultancy services for Study on Integration leads to merger of MRTS Chennai with Chennai metro rail limited” in accordance with your Request for Proposal dated *[Insert Date]* & its addendum. We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: *[Insert a list with full name and address of each associated Consultant]*.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature *[In full and initials]*: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

## 2.2 Description of Approach, Methodology and Work Plan for Performing the Assignment

*[Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal (inclusive of charts and diagrams) divided into the following three chapters:*

- a) Technical Approach and Methodology,*
- b) Work Plan, and*
- c) Organization and Staffing,*

*a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.*

*b) Work Plan. In this chapter you should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents, including reports, drawings, and tables to be delivered as final output, should be included here.*

*c) Organization and Staffing. In this chapter you should propose the structure and composition of your team. You should list the main disciplines of the assignment, the key expert responsible, and proposed technical and support staff.]*

### 2.3 Team Composition and Task Assignments

Name of Staff	Position Assigned	Qualifications	Total years of experience	Similar Position of experience	Experience Details

Name of Staff	Position Assigned	Qualifications	Total years of experience	Similar Position of experience	Experience Details

- Note:** 1. CV of above Key Professional Staff shall be submitted for evaluation.  
 2. CV of Sub-key Professional Staff shall be submitted at the time of commencement of services before deployment.

## 2.4 Curriculum Vitae (CV) for Proposed Professional Staff

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1. **Proposed Position** [*only one candidate shall be nominated for each position*]: \_\_\_\_\_
2. **Name of Firm** [*Insert name of firm proposing the staff*]: \_\_\_\_\_  
\_\_\_\_\_
3. **Name of Staff** [*Insert full name*]: \_\_\_\_\_
4. **Date of Birth:** \_\_\_\_\_ **Nationality:** \_\_\_\_\_
5. **Education** [*Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment*]: \_\_\_\_\_  
\_\_\_\_\_
6. **Membership of Professional Associations:** \_\_\_\_\_  
\_\_\_\_\_
7. **Other Training** [*Indicate significant training since degrees under 5 - Education were obtained*]:  
\_\_\_\_\_  
\_\_\_\_\_
8. **Countries of Work Experience:** [*List countries where staff has worked in the last ten years*]: \_\_\_\_\_  
\_\_\_\_\_
9. **Languages** [*For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing*]: \_\_\_\_\_  
\_\_\_\_\_
10. **Employment Record** [*Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]:

From [Year]: \_\_\_\_\_ To [Year]: \_\_\_\_\_

Client: \_\_\_\_\_

Positions held: \_\_\_\_\_

<p><b>11. Detailed Tasks Assigned</b></p>       <p><i>[List all tasks to be performed under this assignment]</i></p>	<p><b>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned</b></p> <p><i>[Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 11.]</i></p> <p>Name of assignment or project: _____</p> <p>Year: _____</p> <p>Location: _____</p> <p>Client: _____</p> <p>Main project features: _____</p> <p>Positions held: _____</p> <p>Activities performed: _____</p>
---	--

**13. Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

\_\_\_\_\_ Date: \_\_\_\_\_  
*[Signature of staff member or authorized representative of the staff]* *Day/Month/Year*

Full name of authorized representative: \_\_\_\_\_

## 2.5 Work Schedule

N°	Activity	WEEKS													
1															
2															
n															

Note:

(i). Indicate all main activities of the assignment, including delivery of reports and other benchmarks such as Client approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.

ii). Duration of activities shall be indicated in the form of a bar chart.

## 2.6 Manning Schedule

N°	Key Professional/ Sub-Key Professional	WEEKS													
1															
2															
n															

Note: Duration of activities shall be indicated in the form of a bar chart.

---

## 2.7 Eligibility/Qualification Criteria

Sl.No	Description	Remarks
1	No of Years' experience in the field of Rail Based Transit system Planning (i.e. Techno Economic feasibility / Detailed Project Report along with supporting documents)	
2	List of successfully completed Rail based Urban Transit system Detailed Project Report /Techno economic feasibility study for the City having population of one Million Plus (with project completion certificate, work order, Project abstract summary and relevant documents)	
3	Annual Turnover for the last 3 years (with supporting documents – Balance Sheet, Annual Report & Audited Statement)  (i). 2015 - 16  (ii). 2014 – 15  (iii).2013 - 14	



## 2.8 Technical Evaluation Sheet

Sl.No	Key Professional	Educational Qualification	Total Professional Experience (No of years)	No of Rail Based Mass Transit Planning Projects (i.e. Techno economic Feasibility/Detailed Project Report ) were involved in similar Position	No of Rail Based Transit System Planning studies (i.e. Techno economic Feasibility/Detailed Project Report) for the city having population of one Million Plus involved in similar Position
1	Team Leader cum Mass Rapid Transit Expert				
2	Rail System Operations Expert				
3	Civil Track Expert				
4	Traffic and Transport Planner				
5	Contract and Legal Expert				
6	Finance Expert				
7	Quantity Surveyor				

## Annexure 3

### 3.1 Financial Proposal Submission Form

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Date

To:

General Manager (P & BD).  
Chennai Metro Rail Limited,  
Admin Building, CMRL Depot,  
Poonamallee High road,  
Koyambedu, Chennai – 600 107.

Dear Sir,

We, the undersigned, offer to provide the Consultancy services for Study on Integration leads to merger of MRTS Chennai with Chennai metro rail limited” in accordance with your Request for Proposal dated [*Insert Date*] & its addendum and our Technical Proposal. Our attached Financial Proposal is for the sum of [*Insert amount(s) in words and figures*<sup>1</sup>]. This amount is inclusive of all the taxes, cess duties and levies.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

### 3.2 Summary of Consultancy Fees

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Sl.No	Item	Amount (in Rs.)
A	Costs of Financial Proposal for Consultancy services for Study on Integration leads to merger of MRTS-MTP, Chennai with Chennai metro rail limited (inclusive of all taxes except service tax) ( FIN 1A+1B+1C+1D )	
B	Service Tax	
C	Total Cost	

Note:

1. If there is any increase or decrease in the service taxes or any other tax levied in place of service tax due to change in applicable law during the currency of contract, such additional or reduced cost shall be paid by or credited to the Client.
2. The consultant shall indicate the local taxes, duties, fees levies etc including percentage of taxes considered in their financial proposal.

### 3.3 Breakdown of Consultancy Fees by Activity

#### 1A. Remuneration

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Position	Name	Staff Months	Unit rate in INR	Amount in INR

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#### 1B. Travel & Accommodation

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Position	Name	Staff Months	Unit rate in INR	Amount in INR

#### 1C. Report Preparation

---

Report	Unit rate in INR	Amount in INR

#### 1D. Others (if any)

**Draft Agreement**

**Agreement for Consultancy services for Study on Integration leads to merger of MRTS, Chennai with Chennai metro rail limited**

"THIS AGREEMENT entered into at Chennai on this ----- the day of ----- 2017,

BY AND BETWEEN

Chennai Metro Rail Limited (CMRL) incorporated under the Companies act, 1956 having its registered office at Chennai Metro Rail Limited, CMRL Depot, Admin Building, Poonamallee High Road, Koyambedu, Chennai – 600 107 hereinafter referred to as the "Client" (which expression shall unless repugnant to the context mean and include its successors and assigns) of the First Party

AND

-----, a Company incorporated under the provisions of Companies Act, 1956 and having its Registered office at ----- hereinafter referred to as the "Consultant" (which expression shall unless repugnant to the context or meaning thereof include the successors and assigns) of the Second Party

WHEREAS, the Client wishes to have the Consultant perform the services hereafter referred to, and

WHEREAS, the Consultant is willing to perform these services,

NOW THEREFORE THE PARTIES hereby agree as follows:

1. In this agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms of Reference herein after referred to.
2. The Consultant shall perform the services specified in the "Terms of Reference and Scope of Services", which is made an integral part of this Contract.
3. The following documents shall be deemed to form and be read and construed as part of this agreement and the priority of the documents shall be as follows, viz.

1. Letter of Acceptance (LoA)
  2. Terms of Reference and Scope of Services
  3. List of Consultant Personnel
  4. Consultant's Reporting Obligations
  5. Corrigendum to the Tender (if any)
  6. Notice Inviting Tender
  7. The financial bid submitted dated xx.xx.xx
4. Consultant shall pay to CMRL a refundable interest free security deposit ----- (Rupees ----- only) in the form of a Demand Draft within 15 (fifteen) days of issue of acceptance letter. The interest free Security Deposit will be refunded by CMRL only on satisfactory completion of the contract period taking into consideration that all CMRL reports are cleared.
  5. The Client hereby covenants to pay the Consultancy firm in consideration for the carryout and completion of the study / services, the consultancy fee of -----(Rupees ----- --Only) inclusive of all taxes being the sum stated in the LOA and the financial bid documents submitted by the Consultancy firm.
  6. Payment shall be made after the client is satisfied about the completion of deliverables and based on the approval by the Client. The Schedule of payments is specified below:

Sl.No	Deliverables	Cumulative Time line	Payment
1	Submission and approval of Inception Report	45 days	10%
2	Submission and approval of Interim Report	150 days	20%
3	Submission and approval of Draft Final Report	210 days	40%
4	Submission and approval of Final Report	240 days	30%

7. The Client designates ----- as Client's Coordinator. The Coordinator will be responsible for the coordination of all activities under this contract, for acceptance and approval of the reports and other deliverables by the Client and for receiving and approving invoices for payment.
8. The Consultant shall ensure full compliance with tax laws of India with regard to this License Agreement and shall be responsible for the same. The Consultant shall keep the Client fully indemnified against liability of tax, interest, penalty, etc. in respect thereof which may arise.

9. The Consultant undertakes to perform the services with the highest standards of professional and ethical competence and integrity. The Consultant shall promptly replace any employee assigned under this Contract that the Client considers unsatisfactory. Consultant shall not withdraw any assigned persons without the prior concurrence of the Client. However, if any exceptional circumstances, such substitution/replacement shall be limited to a maximum of one Key Personnel subject to equally or better qualified and experienced personnel being provided to the satisfaction of the CMRL. Substitution of a Key Personnel shall be permitted subject to reduction of remuneration equal to 20% (twenty percent) of the remuneration specified for the original Key Personnel.
10. Consultant shall operate a Project office at Chennai. Further, the proposed Key personnel by Consultant should be available at Chennai and also should attend the project weekly review meetings regularly.
11. The Consultant shall not assign this Contract or sub-contract any portion of it without the client's prior written permission, in which event such sub-contractor shall be called as sub-consultant for the purpose of this contract.
12. The Consultant shall permit, and shall cause its Sub Consultants to permit, the Client and/or persons or auditors appointed by the Client to inspect and/or audit its accounts and records and other documents relating to the submission of the proposal to provide the services and performance of the Contract. Any failure to comply with this obligation may constitute a prohibited practice subject to contract termination and/or the imposition of sanctions by the Client.
13. The Consultants shall not disclose any proprietary or confidential information relating to the Services, this contract or the Client's business or operations without the prior written consent of the client.
14. Study Reports, Primary survey data, software model, Financial Model or otherwise prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client.
15. Force Majeure means an event which is beyond the reasonable control of consultant and which makes consultant's performance of its obligations hereunder impossible Any period within which a consultant shall, pursuant to this contract, complete any action or task, shall be extended for a period equal to the time during which consultant was unable to perform such action as result of force majeure.
16. The Consultant will be responsible for taking out insurance coverage in the performance of the services under this contract including but not limited to the following:-
  - (i) Third Party Liability Insurance
  - (ii) Workmen's compensation insurance

17. The Consultant shall protect, defend, hold CMRL harmless and indemnified against any legal, quasi-legal or civil implications that may arise out of any dispute, error of omission or commission, any lapse or laxity solely on account of failure of the Consultant or his nominee in the discharge of the obligations under the contract.
18. The Contract shall be governed by the laws of Government of India and Tamilnadu and the language of the Contract shall be in English. The Consultany shall obey all the applicable laws including labor and various Central and State Govt. Laws in force from time to time.
19. Client reserves the right to claim liquidated damages upto 2.5% of the consultancy fee from Consultant for on account of delay in deliverable time lines or for any other breach of the clauses of the contract.
20. CMRL shall have the liberty to postpone/pend/or not to execute any work/works and the consultant shall not be entitled to any compensation for non-execution of work except the fees which are payable to consultant up to the stages of satisfactory service rendered by them
21. Any and all disputes or difference between CMRL and the Consultant arising out of or in connection with the Contract shall, so far as it is possible, be settled amicably through consultation and negotiation in good faith undertaken under the general supervision and direction provided by the Managing Director of CMRL.
  - i. If the negotiations undertaken pursuant to above do not resolve the dispute to the reasonable satisfaction of parties within 45 days then the dispute shall be referred to final and binding arbitration at the request of either of the Parties upon written notice to that effect to the other party. Such arbitration shall be held in accordance with the Arbitration and Conciliation Act, 1996 and shall be at Chennai. All proceedings of such arbitration shall be in the English language.
  - ii. A Panel of Arbitrators will be nominated by Director of the Client on receipt of such request from either party, after signing of the Agreement. Matters to be arbitrated upon shall be referred to panel of three Arbitrators. Client shall provide a Panel of five Arbitrators, the Consultant shall choose one Arbitrator and the Client shall choose one Arbitrator each from this panel of five Arbitrators and the two Arbitrators so chosen will choose the third Arbitrator from this panel only.
  - iii. During the pendency of the arbitration, Client and the Consultant shall perform their respective obligations in respect of the agreement.
  - iv. Arbitration awards rendered shall be final and binding on the parties. The successful party may seek to enforce the award in an appropriate jurisdiction.

Jurisdiction of Courts: - The Courts at Chennai shall have the exclusive jurisdiction to try all disputes between the parties arising out of this agreement



22. The Client may terminate this Contract by giving 10 day's notice to the Consultant after the occurrence of any of the events specified in this clause and also shall forfeit the Performance Security Deposit of the Consultant:

- i. If the Consultant does not remedy a failure to the complete satisfaction of the client in the performance of its obligations under the Contract within seven (7) days after being notified, or within any further period as the Client may have subsequently approved in writing.
- ii. In case of failure to commence the services within the stipulated time
- iii. If the Consultant becomes insolvent or bankrupt
- iv. If the Consultant withdraw the services
- v. If the Consultant, in the judgment of the Client, has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for or in performing the Contract.

IN WITNESS WHEREOF, the Client and the Consultant have caused this Agreement to be executed by their duly authorized representatives, as follows:

FOR THE CLIENT

FOR THE CONSULTANT

Signed by -----

Signed by -----

Name:.....

Name: .....

Title -----

Title -----

Witness:

Witness:

**List of Annexures:**

- Annexure I – Terms of Reference and Scope of Services
- Annexure II – List of Consultant's Personnel and assigned services
- Annexure III – List of Project Deliverables and Payment Terms