

**SELECTION OF CONSULTANCY AGENCY FOR PREPARATION OF
DETAILED PROJECT REPORTS (DPRs) FOR THE PROPOSED MIXED-USE
DEVELOPMENT (VEGETABLE MARKET, COMMERCIAL AND
RESIDENTIAL) AT NAWABPET AND AMUSEMENT PARK AT NELLORE
FOR NELLORE MUNICIPAL CORPORATION**

DISCLAIMER

- I. The information contained in this **RFP (“Document”)** or subsequently provided to Bidders (Applicants / Bidders), whether verbally or in documentary or any other form by or on behalf of CEO, APUIAML (hereinafter referred to as “**APUIAML**”) or any of its employees, representatives, advisors or Consultants is provided to Bidder(s) on the terms and conditions set out in this Document and any other terms and conditions subject to which such information is provided.
- II. This Document is neither an agreement nor an offer by the APUIAML to the prospective Bidder(s) or any other person. The purpose of this Document is to provide interested parties with the information that may be useful to them in the formulation & submission of their Proposal pursuant to this Document. This Document includes statements, which reflect various assumptions and assessments arrived at by the APUIAML in relation to the Request for Proposal towards by the selected Bidder / Agency selected through a competitive bid process. The purpose of this RFP is to provide the Bidder(s) with information that may be useful to them in formulation of their bids (including Price Bids) (the “**Bids**”) pursuant to this RFP document and for no other purpose.
- III. This Document may not be appropriate for all persons, and it is not possible for the APUIAML and its employees to consider the objectives, technical expertise and particular needs of each party who reads or uses this document. The assumptions, assessments, statements and information contained in this document, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this Document and obtain independent advice from appropriate sources. Information provided in this Document to the Bidders may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The APUIAML accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- IV. The APUIAML and its employees/ officers/ advisors/ consultants make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the Document and any assessment, assumption, statement or information contained therein or deemed to form part of this Document or arising in any way in this Selection Process / RFP Process (hereinafter defined).
- V. The possession or use of this Document in any manner contrary to any applicable law is expressly prohibited. The Bidders shall inform themselves concerning and shall observe any applicable legal requirements. The information does not purport to be comprehensive or to have been independently verified. Nothing in this Document shall be construed as final commercial, legal, financial or tax advice.
- VI. The APUIAML also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements and information contained in this Document.
- VII. The APUIAML may in its absolute discretion, but without being under any obligation to do so, update,

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amend or supplement the information, assessment or assumption contained in this Document.

- VIII. The issue of this Document does not imply that APUIAML is bound to select a Bidder or to award work to the Selected Bidder, as the case may be, for the subject project and the APUIAML reserves right to reject all or any of the Proposal without assigning any reasons whatsoever.
- IX. Laws of the Republic of India are applicable to this Document.

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SCHEDULE OF RFP PROCESS

Description	Scheduled Date
Notification No:	APUIAML/NMC/2026-27/ 02, Dated:03-09-2026
RFP Issue / Start Date	3.09.2026
Bid Submission Closing Date and Time Note: Minimum of 7 days from the date of issue of notification	09.09.2026 at 04:00 PM
Submission of Hard Copy of the Bid	To, The CEO, APUIAML 4 th Floor, NTR Administrative Block, Vijayawada-520013 (Andhra Pradesh)
Date & Time of Opening Technical Bids	10.09.2026
Date & Time for Opening of Financial Proposal / bids	Will be informed to the Technically Qualified bidders through email from APUIAML side
RFP Application Fees (non-refundable)	Nil

- Any addendum / corrigendum to the RFP Document shall be intimated to all Applicants /Bidders through APUIAML website www.apurban.in only.
- The APUIAML shall not be responsible for any non-receipt of Bids before the scheduled closing date & time of submission of bids.
- Failure to fill and sign the all the required Annexures (including incomplete information / document) shall make the Bid invalid. The bidder(s) is requested to submit its bid document in the given format only (including supporting documents). Any discrepancy in the submitted documents and/or submission of any irrelevant document shall result to disqualification of the respective bidder from the bidding process.
- Interested bidders may obtain further information about this requirement from the office of APUIAML. RFP Documents can be downloaded online by the participating bidders electronically at www.apurban.in
- The RFP shall be filled in English Language and all entries must be typed / written in blue / black ink. Initials of the Authorized representative of the Bidder must be attested at all erasers and alterations made while filing the proposal. Over writing of figures in the Price Proposal is not permitted. Failure to comply with any of these conditions may lead to the Proposal invalid.
- APUIAML shall not be responsible for any costs or expenses incurred by the bidder(s) in connection with the Preparation and delivery of Proposal, including costs and expenses related to transport etc. APUIAML reserves the rights to cancel, terminate, change or modify this procurement / Bid Process and / or requirements of proposal stated in the RFP, without assigning any reason or providing any notice and without accepting any liability for the same.

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- The Proposal / bid shall be valid for a period of not less than 180 days from the Bid Due Date (the "BDD"). In exceptional circumstances, prior to the expiry of the original proposal validity period, the APUIAML may request the Bidders to extend period of validity for a specified additional period. The request for such extension shall be made in writing. However, bidders will not be permitted to modify their submitted bids after the BDD.
- For contracts valued at INR 10 lakh or above, APUIAML shall obtain either a Performance Security equal to 5% of the contract value or deduct retention money at 5% from the Consultant's invoices, as specified in the Work Order/Agreement. The security or retention shall be released after satisfactory completion and acceptance of the Assignment, subject to adjustment of any recoveries or claims.

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INTERPRETATION

In the interpretation of this RFP, unless the context otherwise requires:

- i. The singular of any defined term includes the plural and vice versa, and any word or expression defined in the singular has the corresponding meaning used in the plural and vice versa;
- ii. A reference to any gender includes the other gender;
- iii. A reference to any agreement is a reference to that agreement and all annexes, attachments, exhibits, schedules, appendices and the like incorporated therein, as the same may be amended, modified, supplemented, waived, varied, added to, substituted, replaced, renewed or extended, from time to time, in accordance with the terms thereof;
- iv. The terms "include" and "including" shall be deemed to be followed by the words "without limitation", whether or not so followed or defined;
- v. Any reference to a person shall include such persons, successors and assignees;
- vi. A reference to a "writing" or "written" includes printing, typing, lithography, scanned and other means of reproducing words in a visible form;
- vii. Any date or period set forth in this RFP shall be such date or period as maybe extended pursuant to the terms of this RFP;
- viii. The terms "hereof", "herein", "hereto", "hereunder" or similar expressions used in this RFP mean and refer to this RFP and not to any particular Article,
- ix. In case of any inconsistency between the terms mentioned in the RFP and the literary term, the meaning best construed in furtherance of the objectives of this RFP shall prevail.
- x. Where there is a discrepancy between amount in figures and in words, the amount in words shall prevail

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1. LETTER OF INVITATION

To,
Interested Bidder(s)

Sub: Selection of Consultancy Agency for Preparation of Detailed Project Reports (DPRs) for the Development of a Mixed-Use Market at Nawabpet and an Amusement Park in Nellore for Nellore Municipal Corporation

The broad Scope of Work / details of the services required to be provided by the Selected Bidder are given in Terms of Reference (ToR) Section 5.3 of this document (hereinafter referred to as the "**Project**").

- 1.1** Proposal submission must be received not later than the Bid Due Date specified in the "**Schedule of RFP Process**" in the manner specified in this RFP Document.

The Original Hard Copies shall be submitted on or before the due date specified at the address given below clearly mentioning the name of the project and the services for which they are intending to bid for **Selection of Consultancy Agency for Preparation of Detailed Project Reports (DPRs) for the Development of a Mixed-Use Market at Nawabpet and an Amusement Park in Nellore for Nellore Municipal Corporation** shall be addressed as below:

To
The CEO,
APUIAML
4th Floor, NTR administrative block,
Vijayawada, Andhra Pradesh - 520013

- 1.2** This RFP has following sections*:

Section – 1	Letter of Invitation
Section – 2	Instructions to Applicants
Section – 3	Data Sheet
Section – 4	Preparation, Submission and Evaluation of Proposals
Section – 5	Terms of Reference
Section – 6	Formats for Proposal Submission (Annexures)

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- 1.3** The Agency shall be selected on the Lowest Cost (L1) basis. The Technical Proposals shall first be evaluated on a Pass/Fail basis against the Minimum Eligibility Criteria specified at S.No.4 of the Data Sheet. Only Applicants satisfying all the Minimum Eligibility Criteria shall be declared Technically Qualified, and the Financial Proposals of only such Technically Qualified Applicants shall be opened. Among the Technically Qualified Applicants, the Applicant quoting the lowest consultancy fee percentage shall be ranked L1 and considered for award, subject to responsiveness and the other provisions of this RFP.
- 1.4** The Proposals shall be filled in English Language and all entries must be typed and written in blue/black ink. Initials of the Authorized representative (Power of Attorney) of the Applicant must be attested at all erasers and alterations made while filling the Proposal. Failure to comply with any of these conditions may lead to the Proposal invalid.
- 1.5** The APUIAML shall not be responsible for any costs or expenses incurred by the Applicant in connection with the Preparation and delivery of Proposals, including costs and expenses related to transport, postage, etc. The APUIAML reserves the rights to cancel, terminate, change or modify this procurement / RFP process and / or requirements of proposal as stated in the RFP at its sole discretion, without assigning any reason or providing any notice and without being liable in any manner for the same.
- 1.6** The Proposal shall be valid for a period of not less than one hundred and eighty (180) days from the Bid Due Date (the "**BDD**"). In exceptional circumstances, prior to the expiry of the original proposal validity period, the APUIAML may request the Applicants to extend the period of validity for a specified additional period. The request for the extension shall be made in writing. However, Applicants will not be permitted to modify/alter their submitted proposals post submission of bids.

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2. INSTRUCTIONS TO APPLICANTS

- 2.1** The APUIAML has adopted a Single-stage with Two-Part process (hereinafter referred to as the “**Selection Process / RFP Process**”) for selection of Agency(s), for award of the project. RFP have to be submitted hard copy in two sealed envelopes i.e., first envelope Technical Bid as Part I and in second envelope Financial Bid as Part II. The Technical Proposal to be submitted by Applicants shall comprise of technical and financial capability documents and other requisite documents/clarifications as per the terms of this RFP. The Financial Proposal, of only those Applicants whose Technical Proposal qualify the evaluation process as per terms hereof, shall be opened for further processing.
- 2.2** Applicants are encouraged to inform themselves fully about the project and other conditions before submitting their Proposals.
- 2.3** Broad description of the objectives, scope of services, deliverables and other requirements relating to this Assignment are specified in this RFP.
- 2.4** Proposals shall be prepared and submitted in the manner elaborated in this RFP as per the formats/annexures provided.
- 2.5** No Applicant or its Associate shall submit more than one Proposal for the project.
- 2.6** Any entity which has been blacklisted by any Department or Agency of the Central Government, any State Government, any Statutory APUIAML or any Public Sector undertaking, as the case may be, from participating in any project, and the prohibition subsists as on or before the last date of submission of the Bid, would not be eligible to submit the Bid either by itself or through its Associate.
- 2.7** Each Applicant shall submit a Power of Attorney as per the format provided at Annexure: 6 authorizing the signatory of the Proposal to commit and bind the Applicant.
- 2.8** It shall be deemed that by submitting the Proposal, the Applicant has:
- I. made a complete and careful examination of the RFP;
 - II. received all relevant information requested from the APUIAML;
 - III. accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the APUIAML or relating to any of the matters referred to in the RFP;
 - IV. satisfied itself about all matters, things and information, including matters referred herein, necessary and required for submitting an informed Application and performance of all of its obligations there under;
 - V. acknowledged that it does not have a Conflict of Interest;
 - VI. Agreed to be bound by the undertaking and all other documents provided by it under and in terms hereof; And
 - VII. Satisfied itself about the project conditions and made a complete and careful examination of the same.
- 2.9** The APUIAML shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake therein or in any information or data given by the APUIAML.
- 2.10** The Proposal of an Applicant shall be liable for disqualification in the Preparation of documentation of the following:

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- a) If the Applicant refuses to accept the correction of errors in its Proposal,
(or)
- b) at any time, a misrepresentation is made or information sought is not disclosed or suppressed,
(or)
- c) the Applicant does not provide, within the time specified by the APUIAML, the supplemental information sought by the APUIAML for evaluation of the Proposal or does not respond to any queries raised by the APUIAML,
(or)
- d) If the applicant submits a conditional Proposal which would affect unfairly the competitive provision of other firms who submitted substantially responsive proposal and/or is not accepted by the APUIAML.
- e) If the Applicant submits multiple proposals for the subject Project.

2.11 QUERIES AND CLARIFICATIONS

The Bidders are requested to study this entire RFP document in detail. If the Bidders have any queries related to the RFP or on the proposed Project, they may submit such queries to the APUIAML in writing or e-mail to < praleen.priyakumar@apurban.in > on or before the Clarification(s) due date specified in the “**Data Sheet / Schedule of RFP**”. All such queries received, and clarifications provided by the APUIAML shall be informed by uploading on www.apurban.in mentioning as Addendum / Corrigendum for the subject title of the RFP without identifying the names of the Bidders. Bidders are requested to keep themselves updated on the same and the APUIAML takes no responsibility on any claims of non-information.

2.12 AMENDMENT TO RFP

- a) At any time prior to the due date for submission of Proposal, the APUIAML may, for any reason, whether at its own initiative or otherwise, modify the RFP document by issuing Addendum / Corrigendum.
- b) In order to provide the Bidders with reasonable time for taking an amendment into account, or for any other reason, APUIAML may, in its sole discretion, extend the BDD.
- c) The above changes & amendments if any will be notified on www.apurban.in for the Project.

2.13 CONFLICT OF INTEREST

The APUIAML requires that the Bidder(s) provide professional, objective, impartial advice and at all times hold APUIAML's interest's paramount, avoid conflicts with other projects / assignments or its own interests, and act without any consideration for future work. The Bidder(s) shall not accept or engage in any assignment / project that would be in conflict with its prior or current obligations to other APUIAML(s) / Client(s), or that may place it in a position of not being able to carry out the project in the best interests of the APUIAML.

A Bidder shall not have a conflict of interest that may affect the Selection Process (the “**Conflict of Interest**”). Any Bidder found to have a Conflict of Interest shall be disqualified.

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A Bidder shall be deemed to have a Conflict of Interest affecting the Selection Process, if:

- a) A constituent of such bidder is also a constituent of another bidder; (or)
- b) Such bidder or its Associate receives or has received any direct or indirect subsidy or grant from any other bidder or its Associate; (or)
- c) Such bidder has the same legal representative for purpose of this application as any other bidder; (or)
- d) if a Bidder is engaged by the APUIAML to provide goods or works or services and if the Associate(s) of such firm is engaged for providing services for the same project and vice versa.

2.14 MODIFICATIONS/ SUBSTITUTION / WITHDRAWAL OF PROPOSALS

- 2.14.1 The Applicant may modify, substitute or withdraw its Proposal after submission, provided that written notice of the modification, substitution or withdrawal is received by the APUIAML prior to one day before the BDD. No Proposal shall be modified, substituted or withdrawn by the Applicant within one day before the BDD.
- 2.14.2 Any alteration / modification in the Bid or additional information supplied subsequent to the BDD, unless the same has been expressly sought for by the APUIAML shall be disregarded
- 2.14.3 Any clarification regarding the documents submitted with the Proposal shall be sought and considered in accordance with Clause 4.5(c) of this RFP.

2.15 REJECTION OF PROPOSALS

- 2.15.1. Notwithstanding anything contained in this RFP, the APUIAML reserves the right to reject any Proposals and to annul the RFP Process and reject all Proposals at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons. In the Preparation of documentation that the APUIAML rejects or annuls all the Proposals, it may, in its discretion, invite all eligible Applicants to submit fresh Proposals hereunder or may take such other steps as it may deem fit in its sole discretion in any manner.
- 2.15.2. If the Applicant has submitted any documents, created or originating from outside the Republic of India, such as work experience certificate(s), financial detail(s), power of attorney(s), undertaking(s), documentary evidence(s), qualifying document(s), etc. (collectively "Foreign Documents") then the Applicant, before any such Foreign Document(s) are sent to India for the purpose of applying towards this Project/ Assignment, shall be required to get each and every page of such Foreign Document(s), duly authenticated/ embossed/ legalized/ notarized from the Indian Embassy/Indian High Commission situated in the country from where such Foreign Document(s) were created or are originating from. Such authentication/ embossment/ legalization/ notarization from the Indian Embassy/Indian High Commission shall also apply to all such document(s) that are in a language other than English, which shall compulsorily be required to be translated (as the true translated copies of the original) by a duly certified/ authorized /qualified translator, supported by the affidavit of the said translator, certifying the correctness of the English translation. In case of any inconsistency between the original Foreign Document and its English translation, the later shall prevail and be held binding on such Applicant. However, in the case of Foreign Document(s) created or originating from countries that have signed, ratified and have made operational the Hague Convention abolishing the requirement of legalization for foreign public documents, 5 October, 1961 - "Hague Legalization

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Convention, 1961" and other applicable provisions thereto, the Applicants may affix an 'Apostille Certificate' on each and every page of their Foreign Document(s) [including all commercial document(s) duly notarized]. Thereafter, the Applicant shall be compulsorily required to get all such "Apostille" Foreign Document(s) approved, certified and attested from the Indian Embassy /Indian High Commission in that country where the 'Foreign Document(s)' were created or are originated from or the Ministry of External Affairs, Government of India, New Delhi and the Bidder/s shall follow any other norms/guidelines laid by the Ministry of External Affairs, Government of India.

2.16 TERMINATION CONSEQUENT TO DISCONTINUATION BY CLIENT

APUIAML may terminate the Agreement, in whole or in part, if its client discontinues or terminates the Project. In such event, APUIAML shall not be liable to pay any compensation for the unperformed portion of the Assignment. The Consultant shall, however, be entitled to payment for deliverables duly completed, submitted and accepted up to the effective date of termination, subject to receipt of the corresponding payment by APUIAML from its Client and adjustment of any recoveries, if applicable.

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3. DATA SHEET

RFP Details				
S. No	Key Information	Details		
1	Project/ Assignment	Selection of consultancy agency for preparation of detailed project reports (DPRs) for the proposed mixed-use development (vegetable market, commercial and residential) at nawabpet and amusement park at Nellore for Nellore municipal corporation		
2	APUIAML	Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML)		
3	Assignment Location and details of the Project			
		Sl. No.	Description of the work	Tentative Estimated cost of the project Rs. In Cr.
		1	Selection of consultancy agency for preparation of detailed project reports (DPRs) for the proposed mixed-use development (vegetable market, commercial and residential) at nawabpet and amusement park at Nellore for Nellore municipal corporation	50

Proposal Conditions and Evaluation

4	EligibilityCriteria	The Applicant shall meet all of the following Minimum Eligibility Criteria on a Pass/Fail basis: 1. Legal Constitution and Professional Capability The Applicant shall be a legally constituted architectural/urban-design/planning consultancy practice registered as a sole proprietorship, partnership firm, LLP or company under the applicable laws of India. 2. Minimum Key Personnel a) Lead Architect/Team Leader: Graduate Degree in Architecture, valid registration with the Council of Architecture (COA), and a minimum of 10 years of relevant post-qualification experience in architecture, urban design, planning or allied consultancy services as on the Proposal Due Date. b) Urban Designer/Urban Planner: Master's Degree in Urban Design/Urban Planning or equivalent, with a minimum of 8 years of relevant post-qualification experience as on the Proposal Due Date. 3. Minimum Similar Project Experience
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		During the 10 years preceding the Proposal Due Date, the Applicant shall have successfully completed at least one architectural/urban-design/planning/DPR consultancy assignment having an approved/sanctioned project cost of not less than ₹20 crore in either of the following categories: (i) vegetable/municipal/wholesale/retail market, mixed-use/commercial/civic/public-use development involving circulation, utilities and public-realm planning; or (ii) amusement/theme/recreational/tourism park or comparable public-recreation development. The Applicant shall submit the work order/agreement and client-issued completion certificate as documentary evidence. Where the approved/sanctioned project cost is not stated in the completion certificate, supporting client/competent-authority documentation establishing the project cost shall also be submitted. 4. Financial Capacity The Applicant shall have an average annual turnover from consultancy services of not less than ₹100 lakh during FY 2023-24, FY 2024-25 and FY 2025-26. Audited financial statements and a Chartered Accountant's certificate bearing UDIN shall be submitted. 5. Statutory Registrations/Documents The Applicant shall submit PAN and income-tax returns for the last three applicable assessment years; valid GST registration; registration/incorporation documents applicable to the constitution of the firm; and the valid COA registration certificate of the proposed Lead Architect/Team Leader. 6. Blacklisting/Debarment The Applicant shall not be presently blacklisted or debarred by APUIAML, any Central/State Government, local authority, statutory body or public-sector undertaking. 7. Joint Venture/Consortium Joint ventures and consortiums shall not be permitted.
5	Criteria for selection of Agency(s) (Proposal Parameter)	Selection Method – L1 The Financial Proposals of only those Applicants satisfying all the Minimum Eligibility Criteria at S.No.4 of the Data Sheet and declared Technically Qualified shall be opened. The Applicant quoting the lowest consultancy fee percentage shall be ranked L1 and considered for award, subject to responsiveness and the other provisions of this RFP.
6	Proposal Validity	The Proposal shall be unconditional, firm and irrevocable and shall be valid for a period of 180 (one hundred and eighty) days from the Bid Due Date (BDD)
7	Annulment of RFP Process	The APUIAML reserves the right to annul or cancel the RFP process at any stage without assigning any reason
Proposal Submissions		
8	Offline Submission	The bidder shall submit its response through bid submission to the RFP as per the details provided in this Document.

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9	Technical Proposal for Eligibility Qualification	The Technical Proposal shall be submitted offline and shall include the following: i) Signed RFP Document. ii) Checklist of Submissions – Annexure 1. iii) Covering Letter – Annexure 2. iv) Applicant's Relevant Project Experience – Annexure 3A, with documentary evidence required under S.No.4 of the Data Sheet. v) CVs of Key Personnel – Annexure 3B, with qualification certificates, valid COA registration, wherever applicable, and experience-supporting documents required under S.No.4 of the Data Sheet. vi) GST Registration Certificate and PAN Card – Annexure 4. vii) Turnover Details – Annexure 5. viii) Power of Attorney – Annexure 6 (if required). ix) Firm/Company Registration Certificate – Annexure 7 (not required for a Proprietary Firm). x) Affidavit of Non-Blacklisting – Annexure 8. xi) Any other documents required under S.No.4 of the Data Sheet.
10	Financial Proposal	The Applicants shall be required to submit their Financial Proposal in the format as provided in this document and should not be part of technical bid.
11	Duration of Assignment	The Assignment shall commence from the date of signing the agreement with selected bidder and shall be valid for the entire agreement period . The providing of services as mentioned in this RFP shall be done without fail from the date of signing of Agreement.

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DETAILED PROJECT REPORTS (DPRs) FOR THE PROPOSED MIXED-USE
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FOR NELLORE MUNICIPAL CORPORATION**

4. PREPARATION, SUBMISSION AND EVALUATION OF PROPOSALS

4.1 GENERAL

- a) The Applicants shall bear all costs associated with the Preparation and submission of its Proposal, including site visits, required data collection, analysis, etc., as also any discussions/negotiations. The APUIAML shall not be responsible or liable for any such costs incurred.
- b) The Applicant shall be a legally constituted architectural/urban-design/planning consultancy practice, registered as a sole proprietorship, partnership firm, LLP or company under the applicable laws of India.
- c) Adherence to Formats, wherever prescribed, is required. Non-adherence to formats might be a ground for declaring a proposal non-responsive.
- d) All communication and information shall be provided in writing and in English language only.
- e) All communication and information provided should be legible, and wherever the information is given in figures, the same should also be mentioned in words. In case of conflict between amounts stated in figures and words, the amount stated in words will be taken as correct and final.

4.2 PREPARATION AND SUBMISSION OF PROPOSALS

The RFP shall be submitted in hard copy in two (2) separate sealed envelopes: (i) Part I – Technical Proposal, containing the eligibility, qualification and financial-capacity documents and other requisite submissions; and (ii) Part II – Financial Proposal, containing only the financial quote in the prescribed Financial Bid Form (Annexure 9). The Financial Bid Form shall not be included in the Technical Proposal.

- a) The bidder is requested to download the RFP document from the website at www.apurban.in and read all the terms and conditions mentioned in the RFP Document. Clarifications can be sought from the RFP Inviting APUIAML.
- b) The bidder has to keep track of any changes by viewing the addendum / corrigendum issued by the APUIAML from time-to-time in the APUIAML website (www.apurban.in). The Department calling for Proposals shall not be responsible for any claims/problems arising out of this.
- c) The bidders shall submit their eligibility and qualification documents, technical bid, financial bid etc., in the standard formats prescribed in this Document, submitted in original hardcopy. The Applicant shall submit all eligibility and Technical Proposal documents in accordance with S.No.4 and S.No.9 of the Data Sheet and the prescribed Annexures

Note: All the required documents are to be arranged in the serial order, (Serial Numbers and Page Numbers)

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- d) The bidder should complete all the processes and steps required for bid submission.
- e) Bidders are encouraged to inform themselves fully about the project and the other conditions before submitting the Proposal.
- f) The APUIAML shall not take any responsibility for any delay or non-receipt
- g) Other conditions as per RFP documents are applicable.
- h) The outer envelopes shall clearly indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared "late".
- i) The bids shall be made in SEALED ENVELOPE.

4.3 SIGNING OF PROPOSALS

The Authorized Signatory shall sign or initial each page of the proposal documents along with the stamp of the Applicant. They should also sign & stamp each page of the RFP. Each Applicant shall submit a Power of Attorney as per the format at Annexure 6; authorizing the signatory of the Proposal to commit and bind the Applicant.

4.4 OPENING OF PROPOSALS

Proposals received on or before the Bid Due Date (BDD) will only be considered for opening and evaluation. Proposals other than the above will be summarily rejected.

4.5 OPENING AND EVALUATION OF TECHNICAL PROPOSAL

a) The Technical Proposals shall be opened on the date and time specified in the Schedule of RFP Process and evaluated in accordance with the provisions of this RFP.

b) The Technical Proposals shall be evaluated on a Pass/Fail basis against the Minimum Eligibility Criteria specified at S.No.4 of the Data Sheet. Applicants satisfying all the Minimum Eligibility Criteria shall be declared Technically Qualified. Applicants failing to satisfy any of the Minimum Eligibility Criteria shall be disqualified, and their Financial Proposals shall not be opened.

c) APUIAML may verify the documentary evidence submitted by the Applicant and may seek clarifications that do not alter the substance of the Proposal. Eligibility shall be determined only on the basis of the documents forming part of the Proposal as on the Proposal Due Date. The decision of APUIAML regarding eligibility and technical qualification shall be final, subject to the applicable procurement procedure

4.6 FINANCIAL PROPOSAL

The Applicant shall quote a single consultancy fee percentage in Annexure 9. The quoted percentage shall be applicable separately to each of the two projects covered by this Assignment. For each project, the consultancy fee shall be calculated on the ECV of the technically sanctioned project cost; where Technical Sanction is not required, the approved DPR project cost shall be adopted. The fee shall be payable subject to satisfactory performance of the scope and the payment provisions of this RFP.

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- a. The quoted consultancy fee percentage shall remain firm for the entire Agreement period and shall be inclusive of all taxes, duties and levies other than GST. GST shall be paid at the applicable rate against a valid invoice.
- b. Financial Proposals shall be opened only for those Applicants satisfying all the Minimum Eligibility Criteria at S.No.4 of the Data Sheet and declared Technically Qualified
- c. Among the Technically Qualified Applicants, the Applicant quoting the lowest consultancy fee percentage shall be ranked L1 and considered for award. In case of identical lowest financial quotes, the tie shall be resolved in accordance with the applicable procurement procedure.
- d. APUIAML may, where considered necessary, negotiate only with the L1 Applicant for reduction of the quoted consultancy fee and/or clarification of contractual terms, without altering the scope of services or permitting any increase in the quoted consultancy fee, prior to issuance of the Work Order.

4.7 NUMBER OF COPIES OF PROPOSAL

The Applicant shall submit one original hard copy of the Technical Proposal, clearly marking the "Technical Proposal – Original" as appropriate

4.8 NUMBER OF COPIES OF PROPOSAL

Failure of the Applicant to comply with the requirements set forth in this RFP Document and / or the provisions of the Contract shall constitute sufficient grounds for the annulment of the award.

4.9 APUIAML'S RIGHT TO ACCEPT OR REJECT ANY AND/OR ALL PROPOSALS

APUIAML reserves the right to accept or reject any Proposal in its sole discretion, and to annul the Proposal Process or reject all proposals without assigning any reason whatsoever at its sole discretion at any time before issuance of a Letter of Award without incurring any liability.

SELECTION OF CONSULTANCY AGENCY FOR PREPARATION OF DETAILED PROJECT REPORTS (DPRs) FOR THE PROPOSED MIXED-USE DEVELOPMENT (VEGETABLE MARKET, COMMERCIAL AND RESIDENTIAL) AT NAWABPET AND AMUSEMENT PARK AT NELLORE FOR NELLORE MUNICIPAL CORPORATION

5. TERMS OF REFERENCE

5.1 BACKGROUND

Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML) is an unlisted Public Company, is a joint venture of the Government of Andhra Pradesh (GoAP) and IL&FS Investment Managers Ltd (“IIML”). APUIAML is involved to assist Go AP in preparing and structuring infrastructure projects in various sectors on commercially viable models, as well as raise financial resources. For more details on APUIAML, can be viewed at www.apurban.in.

5.2 Solicitation

In this context, it is required to engage an agency for Preparation of Detailed Project Reports (DPRs) for the Development of a Mixed-Use Market at Nawabpet and an Amusement Park in Nellore for Nellore Municipal Corporation.

Sl.No.	Description of the work	Services
1	Selection Of Consultancy Agency for Preparation of Detailed Project Reports (DPRs) For the Proposed Mixed-Use Development (Vegetable Market, Commercial and Residential) At Nawabpet and Amusement Park at Nellore for Nellore Municipal Corporation	DPR Services

5.3 SCOPE OF WORK

1. Preparation of Preliminary Project Report

The support comprises of - Ideation, Conceptualization, Contextualization & Preparation of Concept Plans - as per directions of NMC, for sectors such as Markets/ Amusement Parks. The indicative scope is as below:

- Collect available data such as availability of land, reports from concerned departments, interact with the departments, and review the proposals if proposed any.
- Confirmation of existing data by doing site visits and arrive at the proposed facilities/components.
- Review applicable standards, norms and best practices for the proposed facilities, including the NBC, local building regulations, fire and life-safety requirements, accessibility norms, environmental regulations, amusement-ride safety standards, relevant GoAP and GoI policies, and other applicable statutory provisions, along with appropriate benchmarking.
- Development of design criteria, concepts, proposals in consultation with NMC and finalization of the same.
- Preparation of concept plans with layouts/plans, 3D view /walkthroughs and block cost estimates
- Preparation of financial model / mode of finance.
- Submission of Preliminary Project Report for administrative sanction

2. Preparation of Draft Detailed Project Report (DPR)

The support comprises of the following:

- Preparation and submission of Draft DPR.
- Detailed project planning, technical studies & surveys like topographical & geotechnical investigations/surveys and design development.
- Preparation of Architectural, Structural and MEP drawings, estimates, BOQ.

SELECTION OF CONSULTANCY AGENCY FOR PREPARATION OF DETAILED PROJECT REPORTS (DPRs) FOR THE PROPOSED MIXED-USE DEVELOPMENT (VEGETABLE MARKET, COMMERCIAL AND RESIDENTIAL) AT NAWABPET AND AMUSEMENT PARK AT NELLORE FOR NELLORE MUNICIPAL CORPORATION

- Assistance in obtaining Technical Sanction (TS).

3. Preparation of Detailed Project Report (DPR) (Final)

The support comprises of the following:

- Preparation and submission of Final DPR.
- Obtaining Technical Sanction/approval, including incorporation of observations raised by the competent authority.

Note:

- 'Final Project Report' shall be prepared based on TS accorded for the Project collating all the work completed/to be completed for accord of TS.
- For project Components for which TS is not required/accorded Detailed Project Report shall be prepared duly compiling and collating all the work completed/to be completed for accord of TS.

5.4 Deliverables, time lines and payment details

S.NO	Name of Deliverable	Timeline per project	Payment
1	Stage-1 Submission of concept report	15 days from the date of Work Order	₹2.00 lakh per project (adjustable).
2	Stage-2 Submission of Detailed Project Report (DPR) (Draft)	20 days from the date of submission of Preliminary Project Report	Cumulative payment up to 60% per project, after Stage-1 adjustment.
3	Stage-3 Submission of Detailed Project Report (DPR) (Final)	10 days from the date of submission of Draft DPR	Balance 40% per project.

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5.5 TERMS OF PAYMENT

- i. The quoted consultancy fee percentage shall apply separately to each project. For each project, the consultancy fee shall be calculated on the ECV of the technically sanctioned project cost; where Technical Sanction is not required, the approved DPR project cost shall be adopted. Payments shall be released project-wise against the deliverables specified in Clause 5.4, subject to satisfactory performance and receipt of the corresponding back-to-back payment by APUIAML from its Client.
- ii. Payment shall be processed after receipt of the corresponding payment by APUIAML from its Client and in accordance with the applicable invoice/payment process. The Stage-1 amount of ₹2.00 lakh is payable per project against acceptance of the Stage-1 deliverable and is adjustable against the consultancy fee payable for that respective project.
- iii. No advance payment shall be made. No amount other than the consultancy fee determined in accordance with the quoted percentage and applicable GST shall be payable, except as expressly provided in this RFP.
- iv. The payment will be made by APUIAML on back-to-back basis. The APUIAML shall not pay any interest for the delay of payments from its client if any.
- v. The decision of APUIAML (as specified in this Document) or any officer duly authorized by the APUIAML shall be final & binding with regard to any payment.
- vi. APUIAML reserves the right to withhold payment where the services are not provided within the time specified in the Work Order/Agreement or where the services do not conform to the required scope, specifications or acceptance requirements.
- vii. Final payment shall be released in accordance with Clause 5.4 of this RFP.

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6. FORMATS FOR SUBMISSION OF PROPOSAL (ANNEXURES)

Annexure 1

CHECKLIST OF SUBMISSIONS

S.No.	Enclosures to the Proposal	Status (Submitted / Not Submitted)	Remarks
1.	Signed RFP Document		
2.	Covering Letter (Annexure 2)		
3.	Applicant's Relevant Project Experience – Annexure 3A, supported by the Work Order/Agreement, client-issued Completion Certificate and approved/sanctioned project-cost evidence as required under S.No.4 of the Data Sheet.		
4.	CVs of Key Personnel – Annexure 3B, with qualification certificates, COA registration of Lead Architect/Team Leader and relevant experience-supporting documents.		
5.	GST Registration Certificate and PAN Card – Annexure 4.		
6.	Financial Experience/Turnover – Annexure 5.		
7.	Power of Attorney – Annexure 6 (if required).		
8.	Firm/Company Registration Certificate – Annexure 7 (not required for Proprietary Firm).		
9.	Affidavit of Non-Blacklisting – Annexure 8.		
10.	Financial Bid Form – Annexure 9 (to be submitted only in the separate sealed Financial Proposal envelope).		

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**Annexure 2-Format for
COVERING LETTER (LETTER OF PROPOSAL)
(On Applicant's Letter Head)**

Date:_____.

To,
The CEO,
APUIAML
4th Floor, NTR Administrative Block
Vijayawada – 520 013 (Andhra Pradesh)

Sub: - Selection of Agency/Company for Preparation of Detailed Project Reports (DPRs) for the Development of a Mixed-Use Market at Nawabpet and an Amusement Park in Nellore for Nellore Municipal Corporation

With reference to RFP Notification No. APUIAML/NMC/2026-27/02 dated 24.08.2026, I/We, having examined all relevant documents and understood their contents, hereby submit our Proposal for Selection of Consultancy Agency for Preparation of Detailed Project Reports (DPRs) for the Proposed Mixed-Use Development (Vegetable Market, Commercial and Residential) at Nawabpet and Amusement Park at Nellore for Nellore Municipal Corporation. The Proposal is unconditional and unqualified.

I/We acknowledge that the APUIAML, (the “APUIAML”) will be relying on the information provided in the Proposal submitted by us and the documents accompanying the Proposal for selection of the Agency. We further certify that all information provided in the Proposal submitted by us and in the Annexures are true and correct, and nothing has been suppressed or omitted which could render such information to mislead and all documents accompanying with Proposal are true copies of their respective originals.

This statement is made purely for the purpose of the aforesaid project.

- I / We shall make available to the APUIAML for any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
- I / We acknowledge the right of APUIAML to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any ground or for any reason whatsoever.
- I/We certify that in the last three years we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or by a judicial pronouncement/arbitration award against the Applicant, nor been expelled from any project/assignment or contract by any public authority, nor had any contract terminated by any public authority for breach on our part.
- I/We declare that:
 - a) We have examined and have no reservations to the RFP Document, including any Addendum / Corrigendum issued by APUIAML.
 - b) I / We do not have any conflict of interest as mentioned in the RFP Document.

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- c) I / We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of request for proposal issued by or any agreement entered into with APUIAML or any other public sector enterprise or any government, Central or State; and
- d) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of this RFP, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

- I / We understand that you may cancel the Selection Process at anytime and that you are neither bound to accept any Proposal that you may receive nor to select the Bidder(s), without incurring any liability to the Applicants in accordance with the RFP Document.
- I/We certify that, in regard to matters other than security and integrity of the country, neither we nor any of our Associates have been convicted by a Court of Law or been subject to an adverse order passed by a regulatory authority that would cast doubt on our ability to undertake the Assignment or relate to a grave offence.
- I / We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
- I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by APUIAML (and/ or the Government of India) in connection with the selection of Agency or in connection with the Selection Process itself in respect of the above-mentioned project.
- I/We agree and understand that the proposal is subject to the provisions of the RFP Document. In no case, shall I/we have any claim or right of whatsoever nature if the project is not awarded to me/us or our proposal is not opened or rejected.
- I / We agree to keep this offer valid for 180 (One hundred and eighty) days from the BDD specified in the RFP and also understand and abide by the selection process as mentioned in the RFP.
- In the event of my/our firm being selected as the Agency for the subject Assignment, I/We agree and undertake to provide the services in accordance with the provisions of the RFP and shall remain responsible for the performance of the agreed services.
- I/We have studied the RFP document and all other documents carefully. We understand that we will not claim, right or title arising out of any documents or information provided to us by APUIAML or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of project. The Technical and Financial Proposals are being submitted along with Annexures to prove our technical & financial details. The contents provided in this regard shall be binding on us.
- I/We agree and undertake to abide by all the terms and conditions of the RFP Document. In witness

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thereof, I/we submit this Proposal under and in accordance with the terms of the RFP Document.

Yours faithfully,
(Signature, name and designation of the authorized signatory)
(Name and seal of the Applicant)

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Annexure 3A

(to be printed on letterhead of Bidder)

Format for

APPLICANT'S RELEVANT PROJECT EXPERIENCE

Details of Completed Projects Claimed for Eligibility

S. No.	Name of Work / Project Category Claimed	Client Name, Address & Contact Details	Type of Client	Date of Agreement	Location and Scope of Consultancy	Approved/Sanctioned Project Cost (₹ Cr.)	Date of Commencement	Date of Completion	Documentary Evidence / Reference Page Nos.

Note: Add rows if required. Only successfully completed assignments supported by the documentary evidence prescribed at S.No.4 of the Data Sheet shall be considered for eligibility. Each assignment shall be claimed under only one relevant project-experience category.

Signature : _____

Name : _____

Designation : _____

Company : _____

Date : _____

Notes: : _____

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**Annexure 3B
CV OF KEY PERSONNEL**

A separate signed CV shall be submitted for each Key Personnel proposed for meeting the Minimum Eligibility Criteria under S.No.4 of the Data Sheet.

1. Proposed Position	Lead Architect/Team Leader OR Urban Designer/Urban Planner
2. Name	
3. Educational Qualification(s)	Degree / Institution / Year
4. COA Registration	Registration No. and validity, where applicable
5. Total Post-Qualification Experience	Completed years as on Proposal Due Date
6. Relevant Professional Experience	Completed years
7. Current Employer / Association with Applicant	
8. Relevant Assignments	Project / Client / Role / Period
9. Supporting Documents	Qualification / COA / experience documents and reference page nos.
10. Declaration by Key Personnel	I certify that the information furnished above is true and correct and confirm my availability for the Assignment if the Applicant is selected.
11. Signatures	Signature of Key Personnel / Authorized Signatory of Applicant / Date

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Annexure 4

Enclosed copy of

GST registration certificate and PAN card

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ANNEXURE 5

(to be printed on letterhead of Bidder)

In support of Eligibility Criteria

Format for

FINANCIAL SUMMARY DATA

TURNOVER FROM CONSULTANCY SERVICES *(All figures in INR Crores)*

Description	FY 2023-24	FY 2024-25	FY 2025-26
Turnover			
Total			

Financial Year: 1st April to 31st March or the particular accounting year followed and audited.

Note:

1. The applicant shall submit Audited Balance Sheets/ Annual Reports.
2. The annual Turnover data should be certified by a practicing Chartered Accountant with UDIN.

COMPANY
SEAL

SIGNATURE : _____

NAME : _____

DESIGNATION : _____

COMPANY : _____

UDIN No : _____

DATE : _____

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ANNEXURE 6

***Format for*
POWER OF ATTORNEY TO BID-SIGNATORY**

(On a Non-Judicial Stamp Paper of Rs. 100 duly attested by notary public)

Know all men by these presents, we, a company / firm registered under and having its Registered Office at hereby constitute, nominate, appoint and authorize and presently residing at as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to **Preparation Of Detailed Project Reports (DPRs) for the Proposed Mixed-Use Development (Vegetable Market, Commercial And Residential) At Nawabpet And Amusement Park At Nellore For Nellore Municipal Corporation** including but not limited to signing and submission of all applications, proposals and other documents and writings, providing information/ responses to APUIAML, (the “APUIAML”), representing us in all matters before the APUIAML, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the APUIAML in all matters in connection with or relating to or arising out of our Proposal for the said project and/or upon award thereof to still the entering into of the Agreement with the APUIAML.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative 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 Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

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

For
(Signature, name, Designation and Address)

Witnesses:

- 1.
- 2.

Accepted

For
(Signature, name, Designation and Address)

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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 executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-Judicial stamp paper of Rs. 100/- (rupees one hundred).

Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

For a Power of Attorney executed and issued overseas, the documents will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed The Hague Legalisation Convention, 1961 and other applicable provisions are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.

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ANNEXURE 7

**Please Provide
here**

FIRM/COMPANY REGISTRATION CERTIFICATE

(Not required from Proprietary firm)

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ANNEXURE 8

(On a Non-Judicial Stamp Paper of Rs. 10 duly attested by notary public) Format for
AFFIDAVIT OF NON-BLACKLISTING BY ANY CLIENT / APUIAML IN INDIA

To,
CEO
A.P.U.I.A.M.L.
VIJAYAWADA.

Dear Sir,

I/We further confirm that none of the Proprietor/ firm / Organization / Board Members of our firm have been blacklisted/ banned/ suspended by any of the Governments in AP or other States in India.

I / We further confirm that in case, any of the information noted above is found to be incorrect, I / We will be liable for any action under the terms of the RFP / contract including termination of the contract and forfeiture of the Earnest Money / Security Deposit if any.

Having fully understood the RFP conditions and the above undertaking in this letter, we sign thisDay ofat

Yours faithfully,

Sign & Official Seal

**SELECTION OF CONSULTANCY AGENCY FOR PREPARATION OF
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Annexure – 9

FINANCIAL BID FORM

(to be printed on letterhead of Bidder)

To,
CEO
A.P.U.I.A.M.L.
VIJAYAWADA.

Respected Sir,

- 1) I/Wesubmit the Financial Bid for **Preparation Of Detailed Project Reports (DPRs) for the Proposed Mixed-Use Development (Vegetable Market, Commercial And Residential) At Nawabpet And Amusement Park At Nellore For Nellore Municipal Corporation**

2) Rates quoted

Sl. No.	Description of item	Quoted fee (In percentage)	
		(In Figures)	(In Words)
1.	Preparation Of Detailed Project Reports (DPRs) for the Proposed Mixed-Use Development (Vegetable Market, Commercial and Residential) At Nawabpet and Amusement Park at Nellore for Nellore Municipal Corporation		

- 3) I/We agree to provide services for **Selection of Agency for Preparation of Detailed Project Reports (DPRs) for the Proposed Mixed-Use Development (Vegetable Market, Commercial and Residential) At Nawabpet and Amusement Park at Nellore for Nellore Municipal Corporation**. As per the scope and specifications given in this document. Failing which, the APUIAML reserves the right to initiate appropriate action.
- 4) **We agree to accept the payment term is on back-to-back basis and will be paid to us after receipt of the payment by APUIAML from its client.**
- 5) I/We confirm that the rates quoted here has not exceeded the prevailing market rates or lowest quote of providing similar services/works to any other department or organization anywhere in the country. If such quoting higher rates come to the notice at any time, during the Contract period, the APUIAML reserves the right to initiate appropriate action/ negotiate the fee.

DATE:

PLACE:

SIGNATURE OF THE BIDDER WITH OFFICE SEAL