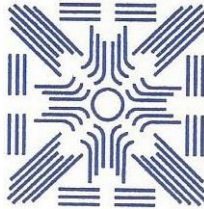


Expression of Interest (EOI)
for
Services of a Consultancy Organization / Joint Venture
to undertake a study on
“Affordability and Accessibility of Housing in NCR”



National Capital Region Planning Board
Ministry of Housing and Urban Affairs
New Delhi

Core IV-B, First Floor, India Habitat Centre, Lodhi Road, New Delhi
Phone: - 24603138, Fax: - 24642163

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1. TEXT OF ADVERTISEMENT

National Capital Region Planning Board
(Ministry of Housing and Urban Affairs, Govt. of India)
Core IV-B, First Floor, India Habitat Centre,
Lodhi Road, New Delhi-110003

No. K-14011/87/2016-NCRPB

Dated: 01/11/2017

INVITATION FOR EXPRESSION OF INTEREST

National Capital Region Planning Board (NCRPB), New Delhi invites sealed Expression of Interest (EOI) from national and international consulting organizations/ joint ventures / consortiums for undertaking a study on “*Affordability and Accessibility of Housing in NCR*”.

The EOI document containing the Terms of Reference (ToR), details of qualification criteria, submission requirement and method of evaluation, etc. can be downloaded from the website of NCRPB i.e. <http://ncrpb.nic.in/tenders.php>. If required, hardcopies may be obtained from **Joint Director (Tech.), NCRPB, Core IV-B, First Floor, India Habitat Centre, Lodhi Road, New Delhi- 110003, Phone: - 011-24628179, Fax: - 011-24642163**

The eligible organizations/consortiums may submit their EOI response in the prescribed format, in sealed envelope, to Joint Director (Tech.), NCRPB at the above mentioned address so as to reach latest by **01/12/2017** (1400 hrs.).

Applicants meeting the qualification criteria may be invited for presentation of proposal before the Consultancy Evaluation Committee (CEC), constituted under the chairmanship of Member Secretary, NCRPB. Request for Proposal (RFP) will be subsequently issued to the shortlisted applicants only.

Sd/-

(Ruchi Gupta)
Joint Director (Tech.)
011-24628179

2. LETTER OF INVITATION

National Capital Region Planning Board
(Ministry of Housing and Urban Affairs, Govt. of India)
Core IV-B, First Floor, India Habitat Centre,
Lodhi Road, New Delhi-110003

No. K-14011/87/2016-NCRPB

Dated: 01/11/2017

Dear Sir/Madam,

National Capital Region Planning Board (NCRPB), New Delhi invites sealed Expression of Interest (EOI) from national and international consulting organizations/ joint ventures / consortiums for undertaking a study on “*Affordability and Accessibility of Housing in NCR*”.

The EOI Document containing Terms of Reference (ToR), details of qualification criteria, submission requirement and method of evaluation, etc. is enclosed.

The EOI Document is also available on the NCRPB website <http://ncrpb.nic.in/tenders.php>.

You may submit your responses in sealed envelopes in prescribed format to the undersigned latest by **01/12/2017** (1400 hrs.).

**“Joint Director (Tech.),
NCR Planning Board,
Core IV-B, First Floor, India Habitat Centre,
Lodhi Road, New Delhi-110003”**

Queries if any may be referred in writing to Joint Director (Tech.), NCRPB at the above mentioned address or Telephone No. 011-24628179 or at E-mail p11.ncrpb@gov.in.

The critical dates are given below:

S.No.	Critical Dates	Date	Time
1.	Publishing Date	01/11/2017	--
2.	Document Download Start Date	01/11/2017	1400 hrs.
3.	Document Download End Date	01/12/2017	1400 hrs.
4.	Pre-Bid Conference	15/11/2017	1600 hrs.
5.	Bid Submission End Date	01/12/2017	1400 hrs.
6.	Bid Opening Date	01/12/2017	1430 hrs.

Yours faithfully,

Sd/-

(Ruchi Gupta)

Joint Director (Tech.)

For & on behalf of Member Secretary, NCRPB

E-mail: p11.ncrpb@gov.in. Ph.: 011-24628179 Encl.: EOI Document.

National Capital Region Planning Board

3. BACKGROUND

i) National Capital Region Planning Board (NCRPB) Act was enacted in 1985 by the Parliament of India with the concurrence of the constituent States to provide for the constitution of a Planning Board for the preparation of a plan for the development of the National Capital Region and for coordinating and monitoring the implementation of such plan and for evolving harmonised policies for the control of land uses and development of infrastructure in the National Capital Region so as to avoid any haphazard development of that Region.

ii) Constituent Areas of NCR

The total area of NCR is about 53,817 sq. km. The constituent areas of the National Capital Region are as under (refer **Map 1**):

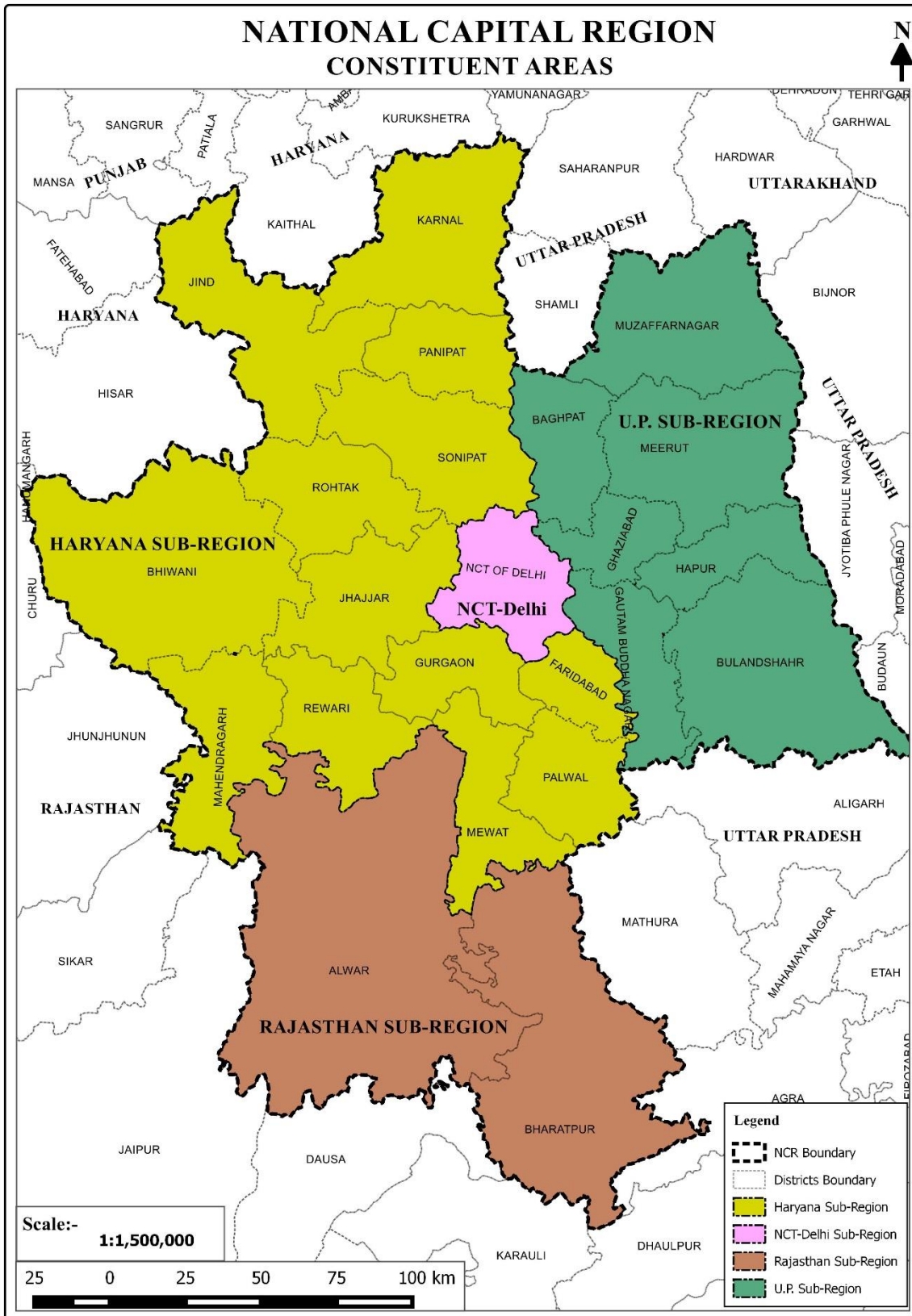
Sub-Region	Name of the Districts
Delhi	Entire NCT-Delhi
Haryana	Faridabad, Gurgaon, Mewat, Rohtak, Sonapat, Rewari, Jhajjar, Panipat, Palwal, Bhiwani, Mahendragarh, Jind and Karnal (13 districts)
Uttar Pradesh	Meerut, Ghaziabad, GautamBuddha Nagar, Bulandshahr, Hapur, Baghpat and Muzaffarnagar (07 districts)
Rajasthan	Alwar and Bharatpur (02 districts)

iii) Population Distribution in NCR

The NCR has a population of about 569 lakh as per Census of India, 2011. The sub-regions of NCR, namely, NCT-Delhi (167.8 lakh), Uttar Pradesh (174.4 lakh), Haryana (164.2 lakh) and Rajasthan (62.2 lakh) accommodate 29%, 31%, 29% and 11% of NCR's population respectively. The total Urban Population of NCR is about 313 lakh.

4. NEED FOR THE STUDY

i) As per the provisions under Section 7 (a) of the NCRPB Act, 1985 the NCR Planning Board has to prepare the Regional Plan (RP) and Functional Plans for NCR. The Board had prepared the RP-2001 and RP-2021 with the active participation of the NCR constituent States of Haryana, Rajasthan, Uttar Pradesh and NCT-Delhi; concerned Central Ministries and experts, with the objective to develop settlements, providing suitable economic base for future growth by developing infrastructure, providing rational landuse pattern and for promoting sustainable development in the region to improve the quality of life.



Map 1: Constituent Areas of NCR

- ii) The perspective year of RP-2021 is approaching, hence, there is a need to start the work of preparation of Regional Plan for the next perspective year. An important part for preparation of Regional Plan is to carry out the analysis of the latest existing data/scenario pertaining to demographic indicators, socio-economic data, housing and

- amenities, etc. through conducting primary surveys & studies and secondary data of different sources at district and town levels.
- iii) Housing activities play a significant role in socio-economic development of the cities/ regions by creating 'shelter' as well generating employment opportunities for a large workforce, which is a prerequisite for growth and development of settlements. In the context of the Regional Plan's policy of 'induced growth' of settlements, large scale housing activities emerge as essential elements for balanced development of the region.
 - iv) In case of NCR, a number of public agencies like development authorities, state housing boards, local bodies, etc. are involved in the delivery of both developed plots and built-up dwelling units. Many public sector undertakings and Central Government agencies also construct houses for their employees as staff quarters. Besides these, cooperative societies also develop housing infrastructure. Further, the private developers are also developing a substantial share of housing infrastructure however their operations are largely confined to towns nearer to Delhi. In addition to this, individuals/households also develop a large number of new units or repair/renovate/alter old units. It is also observed that public sector agencies like the housing boards, development authorities, etc. have not been able to deliver the requisite number of housing units and, therefore, the housing problem is accentuating.
 - v) Central NCR (CNCR) consists of major urban centres- NCT-Delhi, Gurgaon, Noida, Ghaziabad, Faridabad, Bahadurgarh and Sonapat-Kundli which attract a substantial in-migration from the adjoining areas as well as other parts of the country. Lack of affordable housing infrastructure in the region, especially in CNCR, has been a core cause for formation of slums and squatter settlements in the region.
 - vi) As per Population Census-2011, there are total 220 towns in the current area of NCR, considering NCT-Delhi as single urban entity. It may be worthwhile to highlight that these 220 towns accommodate a total population of 313 lakh. Census -2011 indicates that out of these 220 towns, there are 95 towns that contain 12.3 lakh households accommodating a total population of about 43 lakh people who live in slums. This constitutes about 13% of total urban population of NCR.
 - vii) While carrying out the review exercise of the Regional Plan-2021, demand and supply gap assessment of the existing housing stock was carried out by the NCRPB for NCR (corresponding to the then notified geographical area, i.e. NCT-Delhi, nine districts of Haryana sub-region, namely, Faridabad, Gurgaon, Mewat, Rohtak, Sonapat, Rewari, Jhajjar, Panipat, Palwal; six districts of U.P. sub-region, namely, Meerut, Ghaziabad, Gautam Budha Nagar, Bulandshahr, Hapur, Baghpat; and district Alwar of Rajasthan sub-region of NCR). Population Census-2011 data was used to carry out the assessment which revealed that there are a total about 8.15 lakhs surplus houses in the region, the details are at **table 1**. It is also observed that a large number of housing projects which are developed or are being developed are not well-integrated / accessible to the existing public transportation facilities and other physical & social infrastructure.
 - viii) These facts indicate that there is a lack of housing affordability and accessibility among the masses. In addition to this, it has also been observed through several public

representations/grievances and newspaper articles that construction quality of some of the private housing projects is poor and very much delayed. Many of the private housing projects are away from the work areas and/or main transport networks/facilities. The value of ownership as well as rent of such housing units is also very high and non-affordable for masses. Various reports confirm that the accessible & affordable housing has become a serious issue/ problem in NCR, especially in the CNCR area.

- ix) In order to have more clarity of issues related to affordability and accessibility of housing in NCR (especially in the CNCR area), the NCR Planning Board has decided to conduct a study on 'Affordability and Accessibility of housing in NCR' with a special focus on 'Low-Cost Housing'. The output of this study will give vital inputs for devising/ formulating policies and proposals of the next Regional Plan for NCR, targeting the objective of "Housing for All in NCR", in-line with Government of India Mission on "Housing for All".

Table 1: Sub-Region wise Demand and Supply Gap of Houses in NCR (excluding six newly added districts)

Sub-region wise Urban/Rural/Total	No. of Households or No. of Houses required	Total no. of census houses available	Total Occupied houses	No. of houses primarily used for residential purpose	Total no of Vacant houses	Total Dilapidated Houses	Total Dwelling Units available (5+6-7)	Housing demand/ excess (8-2)
1	2	3	4	5	6	7	8	9
Delhi-U	3,356,425	4,481,133	3,990,998	3,261,423	490,135	90,477	3,661,081	304,656
Delhi-R	79,574	124,422	101,866	79,115	22,556	2,980	98,691	19,117
Delhi-T	3,435,999	4,605,555	4,092,864	3,340,538	512,691	93,457	3,759,772	323,773
Haryana-U	985,120	1,431,048	1,252,293	959,976	178,755	30,358	1,108,373	123,253
Haryana-R	1,115,395	1,646,698	1,505,120	1,084,069	141,578	55,175	1,170,472	55,077
Haryana-T¹	2,100,515	3,077,746	2,757,413	2,044,045	320,333	85,533	2,278,845	178,330
Rajasthan-U	128,203	212,967	178,362	123,647	34,605	1,964	156,288	28,085
Rajasthan-R	511,517	782,294	732,426	505,266	49,868	18,181	536,953	25,436
Rajasthan-T²	639,720	995,261	910,788	628,913	84,473	20,145	693,241	53,521
U.P-U	1,317,514	1,889,173	1,645,379	1,282,874	243,794	24,628	1,502,040	184,526
U.P-R	1,236,807	1,812,266	1,675,551	1,221,758	136,715	46,230	1,312,243	75,436
U.P-T³	2,554,321	3,701,439	3,320,930	2,504,632	380,509	70,858	2,814,283	259,962
NCR-U	5,787,262	8,014,321	7,067,032	5,627,920	947,289	147,427	6427782	640,520
NCR-R	2,943,293	4,365,680	4,014,963	2,890,208	350,717	122,566	3,118,359	175,066
NCR-T	8,730,555	12,380,001	11,081,995	8,518,128	1,298,006	269,993	9,546,141	815,586

Source: Population Census of India, 2011.

Note: T-Total, U-Urban, R-Rural

¹ Includes only nine districts of Haryana sub-region, namely, Faridabad, Gurgaon, Mewat, Rohtak, Sonapat, Rewari, Jhajjar, Panipat, Palwal.

² Includes only Alwar district of Rajasthan sub-region.

³ Includes only six districts of U.P. sub-region, namely, Meerut, Ghaziabad, Gautam Buddha Nagar, Bulandshahr, Hapur, Baghpat.

5. TERMS OF REFERENCE FOR THE STUDY

a) Scope of Work

The scope of work for this project includes:

- i) **Clear definition of key terms** for the purpose of this study, including but not limited to:
 - Affordability (*EWS, LIG, MIG, HIG, etc.*)
 - Accessibility (*from the perspective of Transport Connectivity, availability of physical and social infrastructure, etc.*)
 - Income Threshold
 - Adequacy of housing
 - Congestion of housing
- ii) **Evaluation of the existing housing supply in NCR** including:
 - Housing types (i.e. owned, rental, single detached, semi-detached, multi family, etc.)
 - Special Needs Housing (i.e. low cost housing, rental housing, transit housing, differently-abled people & senior citizen friendly housing, night shelters, rain-basera, etc.)
 - Age/life of the existing housing stock
 - Current housing prices and rental rates
- iii) **Evaluation of Core Housing requirement/ need in NCR** through:
 - Current housing need and trends in housing sales and rental costs
 - Income trends
 - Gap analysis – Estimates of future housing needs, housing types needed, price points, available housing stock, etc.
- iv) **Evaluation of existing institutional mechanism and process for housing delivery in NCR**
- v) **Listing of issues related to Housing especially w.r.t. affordability & accessibility**
- vi) **Recommend Strategy for Housing in NCR**
 - Assessment of required housing typology- estimated quantities for towns/ urban centres
 - Assessment of key concerns/ issues and possible solutions
 - Assessment of key Stakeholders - Urban Local Bodies, Development Authorities, Housing Boards, NCR participating State Governments, NCR Planning Board, etc.
 - Implementation Strategy- Long term, Medium term, Short term
 - Recommended role for the key Stakeholders
 - Identification of Areas suitable for in-fill development, redevelopment, transit-oriented development, low cost housing, rental housing, etc.

- Recommendations on possible approach for delivery mechanism, including strategies to encourage private sector involvement for mass affordable housing on ownership and rental basis.
 - Develop implementable and financially viable models for housing delivery.
- vii) **Fiscal Analysis**
- Funding requirement based on recommended strategies
 - Costs and benefits- Long term, Medium term, Short term
 - Opportunity costs
 - Possible funding sources
- b) **Expected outcomes from the study are outlined as below but not limited to:**
- i) **Literature survey and Secondary data analysis**
- Policies & Guidelines of Central Government and NCR participating State Governments on Housing and/or Affordable Housing , including but not limited to:
 - New/old policies, guidelines, missions, programmes, schemes, etc. of M/o HUPA (now MoHUA) relating to housing infrastructure like Pradhan Mantri Awas Yojana (PMAY)/ Housing for All Mission, National Urban Rental Policy, Draft Model Tenancy Act, credit linked subsidy scheme (CLSS), Real Estate (Regulation and Development) Act/ RERA, etc.
 - Study on Migration conducted by M/o HUA.
 - Affordable housing policies of NCR participating States
 - Various technical documents prepared by Hindustan Prefab Ltd. (HPL), BMPTC and CPWD w.r.t. building materials and construction technologies for low cost housing, green/energy efficient housing, earthquake resistance housing, etc.
 - Study/analysis of previous works/ studies conducted pertaining to Housing and/or Affordable Housing in NCR.
 - Process/ mechanism for housing delivery in NCR participating States.
 - Identification of the issues related to institutional mechanism, affordability and accessibility of housing.
 - Study of demographic characteristics such as in-migration, socio-economic indicators, housing ownership, occupancy, etc. in NCR, based on Population Census, NSSO and any other latest available data/study.
 - Study of National/ International level best practices/ models related to various aspects of affordability and accessibility of housing with special focus on ‘Low-Cost Housing’
- ii) **Assessment of existing Housing Stock and current need/demand analysis, conducting Primary Surveys and Mapping, etc.**
- Conduct primary surveys/ analysis to assess the housing stock with respect to:

- Institution providing the housing e.g. Government sector/ Semi-government sector/ Private sector/ Public Private Partnership/ Cooperative Group Housing Scheme (CGHS), etc.
- Typology of housing (like group housing, plotted, attached/ semi attached etc.)
- Assessment of existing housing stock in NCR
 - at different income levels (like LIG, MIG, HIG etc.)
 - of different unit size
- Carry out the current housing need/demand and supply gap analysis for NCR
- Need/demand Assessment of affordable housing, taking into account the latest extension of Pradhan Mantri Awas Yojana/ Housing for All Mission, National Urban Rental Policy, Credit Linked Subsidy Scheme, etc.
- GIS Mapping and creation of GIS database for:
 - Major housing projects in NCR - Government/ Semi-government/ Private sector etc.
 - Transport networks and other major physical & social infrastructure, etc.
 - Slums and squatter settlements in NCR
 - Map-based-analysis of available housing in NCR with respect to public transport connectivity, pattern of daily commuting (work place based), unit size, unit price, available physical & social infrastructure, etc.

Note: Organizations/ consortiums that are not interested in undertaking the GIS component of the Study may also submit their EOI, clearly stating the same.

- iii) **Exposure/visit of best practices:** The detailed methodology for the study will be based on the output of the above primary assessment and the understanding of the best practices related to provision of affordable and accessible housing. Under this milestone, the Consultant will:
- Identify, facilitate and arrange local/national and international visits and meetings with Institutions, working on policy making and implementation, for the concerned/ dealing officers of the NCRPB and the NCR participating States in order to provide hands-on exposure and understanding of the local/national and international best practices in the field of Affordable and Accessible Housing. Some such examples of international best practices could be *Victoria, Arlington County-Virginia, Singapore, Copenhagen-Denmark, Washington, etc.*
- iv) **Population projection, Assessment of future housing need and Identification of issues:**
- Carry out population projection for the year 2021, 2031, 2041 and 2051 based on Census-2011 and assessment of future housing need (demand-supply gap).
 - Identification of issues, problems and future housing infrastructure requirements to meet likely need/demand at district and town level of each sub-region of NCR with special focus on CNCR.

v) **Stakeholders workshop**

- At least one Stakeholder's Workshop (about 100 participants) with the NCR participating States Governments and other concerned stakeholders to be conducted by the Consultant after preparation of the Draft Report.

6. PHASING FOR THE STUDY

NCRPB proposes to undertake this study in following two phases:

Phase-I: Covering the Metro and Regional Centres (including NCT Delhi), as under:

S. No.	Town/City/Complex	Population (in lakh)		Status as per the proposed population-2021
		Existing-2011	Proposed for 2021	
1.	NCT Delhi	167.88	202.64	
2.	Faridabad-Ballabgarh	14.14	25.00	Metro Centre
3.	Gurgaon-Manesar	9.26	21.00	Metro Centre
4.	Ghaziabad-Loni	23.76	30.19	Metro Centre
5.	NOIDA	6.37	17.40	Metro Centre
6.	Sonepat-Kundli	2.93	10.00	Metro Centre
7.	Greater Noida	1.02	12.00	Metro Centre
8.	Meerut	14.21	26.50	Metro Centre
9.	Bahadurgarh	1.71	3.00	Regional Centre
10.	Panipat	4.45	7.00	Regional Centre
11.	Rohtak	3.74	7.64	Regional Centre
12.	Palwal	1.32	4.00	Regional Centre
13.	Rewari	1.43	4.00	Regional Centre
14.	Hapur-Pilkhua	3.47	7.50	Regional Centre
15.	Bulandshahr-Khurja	3.78	4.80	Regional Centre
16.	Baghpat-Baraut	1.54	3.00	Regional Centre
17.	Alwar	3.41	5.35	Regional Centre
18.	Greater Bhiwadi	1.05	8.09	Regional Centre
19.	SNB Complex	0.47	5.35	Regional Centre
20.	Karnal	3.02	4.11	Regional Centre
21.	Muzaffarnagar	3.93	5.09	Regional Centre
22.	Bharatpur	2.53	3.32	Regional Centre

Note: Proposed population for 2021 w.r.t. S. No. 1-19 is as per the draft revised RP-2021 and w.r.t. S. No. 20-22 the figures are tentatively projected.

Phase-II: Rest of the NCR.

The Consultancy Evaluation Committee (CEC), constituted for the Study, has decided that the work related to both the phases can be awarded simultaneously.

7. EOI PROCESSING FEES

A non-refundable processing fee for Rs. 10,000/- (Ten Thousand Rupees only) in the form of a Demand draft or a Pay Order drawn in favour of Member Secretary, NCRPB payable at New Delhi has to be submitted alongwith the EOI. Bids received without or with inadequate EOI processing fees shall be liable to get rejected.

8. VENUE & DEADLINE FOR SUBMISSION OF PROPOSAL

Proposals, in its complete form in all respects as specified in the EOI, must be submitted to NCRPB at the address specified above. In exceptional circumstances and at its discretion, NCRPB may extend the deadline for submission of proposals by issuing an amendment to be made available on the NCRPB's website, in which case all rights and obligations of NCRPB and the bidders, previously subject to the original deadline will thereafter be subject to the deadline as extended.

9. INSTRUCTION TO CONSULTANTS

9.1 SUBMISSION REQUIREMENT

- i) The details about the methodology and outputs in respect of consultancy to be worked out in the bid offer by the consulting firm.
- ii) The Expression of Interest is to be submitted in the manner prescribed below.
- iii) All information as detailed below is to be submitted in two hard copies in separately sealed envelopes and one soft copy in CD:-
 - a) Applicant's Expression of Interest (**Format-1**)
 - b) Organization/ Bidder Contact Details (**Format-2**)
 - c) Experience of the Organization/ Bidder in Related Fields (**Format-3**)
 - d) List of at least five (05) consultants/ experts on payroll (**Format-4**)
 - e) Financial Strength of the Organization / Lead Partner of Consortium (**Format-5**)
 - f) Background and experience of senior management (**Format-6**)
 - g) Approach and Methodology for handling the Scope of Work (**Format-7**)
 - h) Organization / consortium partners specialization vis-à-vis the sectoral focus of the assignment, alongwith Project Description Sheet for each assignment (**Format-8**)
 - i) Additional information (**Format-9**)
 - j) Power of Attorney in favour of Authorized Signatory with long and short-signatures of Authorized person.
 - k) Organization must have its office in Delhi / NCR.
- iv) EOI Documents have been hosted on the website <http://ncrpb.nic.in/tenders.php>. and may be downloaded from the website. The bidder organizations are expected to examine all instructions, forms, terms and other details in the EOI document carefully. Failure to furnish complete information as mentioned in the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

9.2 PRE-QUALIFICATION CRITERIA

Following will be the minimum pre-qualification criteria. Each eligible consulting organization should possess all the following pre-qualification criteria. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

S.No.	Pre-qualification Criteria	Supporting Compliance document
1.	The applicant shall be an organization registered under any prevalent Indian Act e.g. the Indian-Companies Act, the Indian Partnership Act, Societies Registration Act, etc. having registered offices in India and an office in National Capital Region. OR Consortium of organizations (not more than three) registered under any prevalent Indian Act, having registered offices in	<ul style="list-style-type: none">• Format-2• Copy of Certificate of incorporation/ Partnership Deed.

S.No.	Pre-qualification Criteria	Supporting Compliance document
	India and an office in National Capital Region.	<ul style="list-style-type: none"> • Copy of Certificate of incorporation/ Partnership Deed of the Consortium organizations. • Agreement of Consortium.
2.	PAN No. / Service Tax Registration/GST Registration Certificate	
3.	The organization / consortium organizations should not be blacklisted by any Central Govt./ State Govt./ PSU/Govt. Bodies	<ul style="list-style-type: none"> • Copy of PAN No./ Service Tax Registration/GST Registration Certificate to be enclosed. • Certificate signed by the Authorized signatory
4.	The organization / consortium organizations shall be in the business of providing similar consultancy services for at least 05 years as of 31.03.2017.	<ul style="list-style-type: none"> • Format-3 • Certificate by Company Secretary or equivalent officer of the organisation / consortium organizations.
5.	The organization / consortium organizations shall have experience of providing: (i). At least three completed consultancy services related to housing infrastructure at city level costing not less than Rs. 20 Lakh. OR (ii). Two similar completed consultancy services costing not less than Rs.25 Lakh. OR (iii). One similar completed consultancy services costing not less than Rs. 30 Lakh.	<ul style="list-style-type: none"> • Copy of Work Order / Contract • Completion Certificates issued by the clients.
6.	The organization / consortium should have at least 05 full time consultants/experts, related to assignment, on its pay rolls.	<ul style="list-style-type: none"> • Format-4 • Certificate signed by the Authorized signatory
7.	The organization / lead member of consortium has to be profitable and shall not have incurred loss in 3 consecutive Financial Years (i.e. FY 2014-15, 2015-16 & 2016-17)	<ul style="list-style-type: none"> • Format-5, to be certified & validated by Chartered Accountant (CA) of the bidder's organization.
8.	The organization / lead member of consortium shall have an average annual turnover of Rupees Three Crore in 3 consecutive Financial Years (FY 2014-15, 2015-16 & 2016-17) from only Consultancy Services.	<ul style="list-style-type: none"> • CA certified document with name of CA registration number, signature and stamp

9.3 EVALUATION CRITERIA

The EOI will be evaluated based on following three criteria:

- Pre-Qualification of the organization /consortium (as given at section 9.2 above).
- Management competence (40%)
- Technical competence (60%)

The evaluation will be carried out as per the underlying sub-criteria:

S. No.	Sub-criteria	Supporting document	Marks
	Management Competence		
1.	Background and experience of senior management of the organization /lead partner of consortium, relevant to the assignment.	Format-6	10%
2.	Approach and Methodology for handling the Scope of Work	Format-7	20%
3.	At least five full time consultants / experts related to the field of: <ul style="list-style-type: none"> • Housing, Urban Planning, GIS and Statistical Analysis 	Format-4	10%
	Technical Competence		
4.	Organization / consortium organizations specialization vis-à-vis the sectoral focus of the assignment	Format-8	10%
5.	Organization / consortium organizations experience vis-à-vis the assignment	Format-3 + Project Description Sheet for each assignment	30%
6.	No. of similar projects undertaken where organization / consortium organization was lead partner	Format-3	15%
7.	No. of similar projects undertaken where organization / consortium organization was associate or consortium partner		5%
	Total		100%

9.4 METHOD OF EVALUATION

- a) The Consultancy Evaluation Committee (CEC) constituted by the Board, will evaluate the EOI based on the eligibility/qualification criteria mentioned in this document and based on verification of testimonials submitted and accordingly firms/consortium will be short listed (maximum six).
- b) NCRPB will take up references and reserves the right to pay due heed to the Bidder's performance elsewhere or with NCRPB.
- c) Maximum six short listed organizations / consortiums will be issued the Request for Proposal (RFP) / Bid Document and asked to submit their detailed Technical and Financial Proposals in separate sealed envelopes.

9.5 RESPONSE

- a) Bidders must ensure that their Bid response is submitted as per the Formats attached with this document.
- b) Application in sealed cover super scribed, as "*EOI for Engagement of Consultant for Study on Affordability & Accessibility of Housing in NCR*".

9.6 CONFLICT OF INTEREST

- a) A Conflict of Interest is where a person who is involved in the procurement has or may be perceived to have a personal interest in ensuring that a particular Bidder is

successful. Actual and potential conflicts of interest must be declared by a person involved in a Bid process.

- b) Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the Bidder to inform NCRPB, detailing the conflict in writing as an attachment to this Bid.
- c) NCRPB will be the final arbiter in cases of potential conflicts of interest. Failure to notify NCRPB of any potential conflict of interest will invalidate any verbal or written agreement.

9.7 CONDITION UNDER WHICH EOI IS ISSUED

The EOI is not an offer and is issued with no commitment. NCRPB reserves the right to withdraw EOI and or vary any part thereof at any stage. NCRPB further reserves the right to disqualify any bidder, should it be so necessary at any stage.

9.8 PRE-BID CONFERENCE

A pre-bid conference will be held on **15/11/2017** at 1600 hrs. in the office of **NCRPB, Core IV-B, First Floor, India Habitat Centre, Lodhi Road, New Delhi-110003**. Bidder organizations are encouraged to attend the conference before submitting their proposals.

Clarifications of the EOI may be requested by the bidder organizations (in writing only, by mail, fax or email) upto five working days prior to pre-bid conference i.e. on **15/11/2017**. The address for requesting clarifications is: **Joint Director (Tech.), NCRPB, Core IV-B, First Floor, India Habitat Centre, Lodhi Road, New Delhi-110003**

9.9 LAST DATE OF SUBMISSION OF EOI:

- Pre-Bid Conference on **15/11/2017 (1600 hrs.)**
- The last date of submission of EOI is **01/12/2017 (1400 hrs.)**
- Bid Opening Date & Time is **01/12/2017 (1430 hrs.)**

10. FORMATS FOR SUBMISSION:

FORMAT – 1

APPLICANT'S EXPRESSION OF INTEREST
<p>To,</p> <p>The Joint Director (Tech.), NCR Planning Board, Core-IV-B, First Floor, India Habitat Centre, Lodhi Road, New Delhi – 110003.</p> <p>Sub: Submission of Expression of Interest to undertake study on.....</p> <p>Dear</p> <p>In response to the Invitation for Expression of Interest (EOI) published on/....../2017 for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach 2 sets of the following documents in separately sealed envelopes and one soft copy:</p> <ol style="list-style-type: none">1. Organization/ Bidder Contact Details (Format-2)2. Experience of the Organization/ Bidder in Related Fields (Format-3)3. List of at least five (05) consultants/ experts on payroll (Format-4)4. Financial Strength of the Organization / Lead Partner of Consortium (Format-5)5. Background and experience of senior management (Format-6)6. Approach and Methodology for handling the Scope of Work (Format-7)7. Organization/ consortium partners specialization vis-à-vis the sectoral focus of the assignment, alongwith Project Description Sheet for each assignment (Format-8)8. Additional information (Format-9) <p>Also, I hereby declare that, all the information provided herewith is genuine and accurate.</p> <p style="text-align: right;">Yours Sincerely,</p> <p style="text-align: right;">Signature of the applicant/ authorized signatory</p> <p style="text-align: right;">[Full name of applicant/ authorized signatory]</p> <p style="text-align: right;">Stamp.....</p> <p style="text-align: right;">Date: ____/____/____</p> <p>Encl.: As above.</p> <p>Note: This is to be furnished on the letter head of the organization.</p>

FORMAT - 2

Organization / Bidder Contact Details	
1. Name of Organization /Consortium	
2. Main areas of business	
3. Type of Organization/ Partnership / Proprietorship Organization registered under any prevalent Indian Act e.g. the Indian-Companies Act, the Indian Partnership Act, Societies Registration Act, etc. OR Consortium of Organization (not more than three) Partnership/ Proprietorship Organization registered under any prevalent Indian Act. (<i>Lead member of Consortium to be specified</i>).	
4. PAN No. / Service Tax Registration/GST Registration Certificate	
5. Whether the organization / consortium organization has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
6. Address of the registered office of organization/ consortium lead partner with telephone no. & fax	
7. Address of the office of organization / consortium lead partner in NCR	
8. Details of Contact Person with telephone no. & e-mail ID	

Enclose:-

1. Copy of Certificate of Incorporation w.r.t Sl. No. 3 above
2. Copy of Article of Association/Agreement (for consortium) in respect of Sl. No. 3 above.
3. Copy of PAN/ Service Tax Registration/GST Registration Certificate w.r.t Sl. No. 4 above
4. Undertaking in respect of Sl. No. 5 above.

Signature of the applicant

Full name of the applicant

Stamp & Date: _____

FORMAT – 3

Experience of the Organization / Bidder in Related Fields

Overview of the past experience of the Organization / Consortium in all aspects related to the assignment

Sl. No.	Project Title	Name of client / organization	Award of work (enclose copy of Work Order)	Order Value (Rs. in lakh)	Completion date (enclose copy of Completion Certificate)	Role (whether sole firm/ lead partner/ associate or consortium partner)

Note: (i) In case of consortium, details of projects should be provided firm-wise.

(ii) Project Description Sheet (PDS) to be submitted for each project.

(iii) Decision of the Consultancy Evaluation Committee (CEC) in ascertaining “similar nature” and “similar assignment” will be final.

Signature of the applicant

Full name of applicant

Stamp & Date

FORMAT - 4

List of at least five (05) consultants/experts on payroll related to the field of Urban Planning, Housing, GIS and Statistics

S.No.	Name of the consultant/expert	Designation	Qualification	Total no. of years' Experience	Experience related to the assignment

Signature of the applicant

Full name of applicant

Stamp & Date: _____

Note: Organizations/ consortiums that are not interested in undertaking the GIS component of the Study may also submit their EOI, clearly stating the same.

FORMAT - 5

Financial Strength of the Organization / Lead Partner of Consortium					
S. No.	Financial Year	Whether profitable? Yes/No	Annual Net Profit (Rs. in crore)	Overall Annual Turnover (Rs. in crore)	Annual Turnover from Consultancy Services rendered in India only (Rs. in crore)
1.	2014-15				
2.	2015-16				
3.	2016-17				

Note: Please enclosed auditor's certificate in support of your claim.

Signature of the applicant

Full name of applicant

Stamp & Date: _____

FORMAT - 6

Background and experience of senior management of the Organization / lead partner of consortium, relevant to the assignment

S.No.	Name	Designation	Qualification	Total no. of years' Experience	Experience related to the assignment

Signature of the applicant

Full name of applicant

Stamp & Date: _____

FORMAT – 7

Approach and Methodology for handling the Scope of Work

Signature of the applicant

Full name of applicant

Stamp & Date

FORMAT – 8

Organization's / consortium organizations specialization vis-à-vis the sectoral focus of the assignment

Signature of the applicant

Full name of applicant

Stamp & Date

FORMAT – 9

Additional Information

List all enclosures related to the previous sections.

S.No.	Description	No. of pages

Signature of the applicant

Full name of applicant

Stamp & Date: _____