

**EXPRESSION OF INTEREST  
FOR**

**Selection of Consultancy Firm to prepare Detail Project Report,  
Tendering, Monitoring & Supervision of Work**

**URBAN DEVELOPMENT & POVERTY ALLEVIATION DEPARTMENT  
GOVERNMENT OF MIZORAM**

## **Eligibility Criteria / Pre-Qualification**

1. Eligibility criteria in respect of firm's registration and empanelment:
  - 1.1 Must be a registered firm as approved by the Government of Mizoram for empanelment of firms in Mizoram.
  - 1.2 Must have valid GST Registration in Mizoram.
  - 1.3 Must have a fully operational office within Aizawl City with workstations connected to reliable internet provider.
  - 1.4 Must be empaneled by the Government of Mizoram under the following head – DPR Preparation, Execution of Construction work and Project Monitoring and Supervision.
  
2. Eligibility criteria in respect of studies: "Studies" refers to publications, research work, articles or papers presented etc. in areas similar to the project area (Studies as a Firm or Individual member/s of the firm), with an authentic certificate from the appropriate authority.
  - 2.1 Studies undertaken by the firm or by any individual member or employee thereof shall be deemed acceptable.
  - 2.2 The primary criterion for awarding points in this category shall be the relevance of the study or studies to the current project. (Annexure - I)
  
3. Eligibility criteria in respect of Key Personnel Employed for the project:

The applicant must have at least 1 Structural Engineer, 1 Civil Engineer, 1 Architect, 1 Geotechnical Expert/Geotechnical Engineer and 2 Diploma in civil Engineering having experience in preparation of structural design & drawing, services, monitoring the projects, cost estimation which shall be based on current schedule of rates of Mizoram PWD and Non-Schedule items if required based on market rate analysis.
  
4. Eligibility criteria in respect of Work Experience/Work Done:

The bidder should have comprehensive work experience certified by Competent Authority.
  
5. Leniency in eligibility criteria / pre-qualification compliance:
  - 5.1 Studies lacking an authentic certificate or proof, or those still in progress, may be accepted at the discretion of the appropriate authority, provided that a certification of the ongoing study/work is available from a Competent Authority.
  - 5.2 Key personnel for the project may include current employees of the firm or prospective employees who would join the firm if the project is awarded. In such cases, prospective employees must provide a declaration of intent to work for the firm alongwith details of their educational qualification and prior engagements/work done.

**GOVERNMENT OF MIZORAM**  
**URBAN DEVELOPMENT & POVERTY ALLEVIATION DEPARTMENT**

**NOTICE INVITING E.O.I**

1. Expression of Interest (EOI) is invited on behalf of the Governor of Mizoram from Empaneled Firms under Government of Mizoram for selection of Consultancy Firm for Preparation of DPR, Monitoring and Supervision of works on various Projects.

The enlistment of the Bidders should be valid on the last date of sale of E.O.Is. In case only last date of sale of E.O.I is extended, the enlistment of Bidders should be valid on the original date of sale of E.O.I.

In case both the last date of receipt of application and sale of E.O.Is are extended, the enlistment of Bidders should be valid on either of the two dates i.e Original date of sale of E.O.I or on the extended date of sale of E.O.I.

E.O.I will be issued to eligible Empaneled Firms under Government of Mizoram provided they produce definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority, of having satisfactorily competent and experience personnel and strong financial soundness.

2. Consultancy packages shall include the following:

<b>Classification</b>	<b>Sl No</b>	<b>Nature of Work</b>	<b>Assignment Period</b>
Part I DPR Preparation	1	Preparation of Detailed Project Report	For a period of 1 year subject to revision
	2	Preparation of Working Drawing and Estimate	
	3	Preparation of Tender Documents	
Part II Implementation of Project	1	Quality Monitoring of the Project, submission of Test Report on the Project Items, Monitoring for quality Control and preparation of Monthly Reports	
	2	Final evaluation and report on completion of the Project	

3. Rates should be quoted in separate Bid Documents for 1) Preparation of DPR (Part I above) and 2) Implementation of Project (Part II above). Rates quoted for Part II should be for Construction Cost provision only. The quoted rates should not exceed the applicable percentage of Consultancy provision approved by the Government of Mizoram as notified by Finance Department in their OM vide No.A.47011/1/2014-F.Est/395 dt. 27.1.2021.
4. Expression of Interest should be submitted in hard bound form in sealed cover clearly marking as “*Expression of Interest for preparation of DPR, monitoring and supervision of the project*” The proposal is to be delivered in hard copy at the address given below latest by dates mentioned in the critical date sheet.

5. The cost of EOI documents of `1,000/- shall be submitted along with the document if downloaded from the Department's website or State Public Procurement Portal.
6. Services are to be provided by an integrated multi-disciplinary team of Key Personnel consisting of Structural Engineer, Architect, Civil Engineer and Geotechnical Expert/Geotechnical Engineer.
7. Selection will be made on the basis of responses received from the interested parties, on the basis of Quality Control Based Selection (QCBS).
8. Payment Method  
*Payment will be made on case to case basis as per the amount provided for the consultancy services in the project cost.*

**Stage I only :**

Stages of payment will be as follows :

On submission and approval of the methodology for DPR preparation	10 %
On submission of Draft DPR	20%
On submission of Final Working DPR	50%
On submission of documents required for Tender	10 %
On obtaining all necessary permission for execution of work	10 %

**Stage I & II combined :**

Stages of payment will be as follows :

On submission and approval of the methodology for DPR preparation	10 %
On submission of Draft DPR	10 %
On submission of Final Working DPR	20 %
On submission of documents required for Tender	10 %
On obtaining all necessary permission for execution of work	10 %
On 50 % Physical completion of work	20 %
On Completion of work, submission of "As-built" drawing, Evaluation and Completion Certificate	20 %

9. Pre Bid Meeting will be held on 20<sup>th</sup> March, 2025 at 11:00 a.m.

Sd/-  
Director,  
UD&PA  
Government of Mizoram

**EXPRESSION OF INTEREST FORM FOR  
CONSULTING ENGINEERING FIRM  
(To be filled up by each of the constituent firm)**

1. Consultancy service for which this application is to be considered (please mention YES/ NO in the last column of following table):

“Preparation of DPR, Monitor and Supervision of the Project”	YES <input type="checkbox"/>
	NO <input type="checkbox"/>

2. Name of the Consultant:

a. Year of Establishment:

b. Individual  Partnership  Corporation

3. Empanelment Details of Firm

a. Finance Department, Government of Mizoram

Sl. No.	Nature	GRADE A	GRADE B	GRADE C	GRADE D
1	Project Monitoring and Supervision				
2	Execution of Construction Work				
3	DPR Preparation				

b. Land Revenue & Settlement Department, Government of Mizoram

1	Empanelment under Land Survey Firm	YES <input type="checkbox"/>	NO <input type="checkbox"/>
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4. OFFICE / BUSINESS ADDRESS / TELEPHONE NOS. / CABLE ADDRESS

5. CONSULTING FIRMS FORMER NAME AND YEAR OF ESTABLISHMENT

6. NARRATIVE DESCRIPTION OF FIRMS (Not more the 250 words. Use other sheet, if necessary)

7. NAME OF, NOT MORE THAN TWO (2), PRINCIPALS WHO MAY BE CONTACTED WITH TITLE AND TELEPHONE NUMBER/FAX NUMBER

Sl. No	Name	Title / Position	Telephone / Mobile No	E-mail address
1				
2				

8. NUMBER OF KEY PERSONNEL EMPLOYED OR LIKELY TO BE EMPLOYED WITH THE FIRM AS ON THE DATE OF SUBMISSION OF EOI PROPOSAL \*

Sl. No.	KEY PERSONNEL	Names of the Proposed Personnel	Qualification	Name of Department and duration of work	Relevant Experience Project work / executed
1					
2					
3					
4					
5					
6					
7					
8					

More rows may be added if required.

9. FINANCIAL STATEMENT OF THE LAST THREE FINANCIAL YEARS

Sl. No	Particulars	2021-22	2022-23	2023-24	TOTAL
I.	Annual turnover from Consulting business				
II.	Total Assets				
III	Current Assets				
IV	Total Liabilities				
V	Current Liabilities				
VI	Net Profit				

- Note:** i) The amount shall be stated in INR .
- ii) The currency conversion rate for the respective years shall be taken as per 31<sup>st</sup> March of every financial year.
- iii) The application with amount stated in currencies other than INR shall be treated as non-responsive.

I certify that the information in the above Expression of Interest form is true to the best of my knowledge.

Name of the Bidder:

Signature of the Authorized Signatory:

Name of the Authorized Signatory:

Date:

Seal: