

**TAMIL NADU ARASU CABLE TV CORPORATION LIMITED - Chennai.**  
**(A Government of Tamil Nadu Undertaking)**

**TENDER NOTICE**

**Tender No: TACTV/ISP/ Consultancy Agency/4/2015 dt.16.02.2015.**

**Tamil Nadu Arasu Cable TV Corporation Ltd (TACTV)** invites sealed tenders from reputed and well experienced Consultancy Agencies as a single applicant/consortium for the preparation of business plan and providing support services for its foray in to Internet Services and other Value Added Services (VAS) in Tamil Nadu.

1	Tender inviting Authority	Managing Director, Tamil Nadu Arasu Cable TV Corporation Ltd., 34/123, Dugar Towers, 6 <sup>th</sup> Floor, Marshalls Road, Egmore, Chennai 600 008.
2	Name of the Work	Tender for selection of Consultancy Agency for the preparation of business plan and providing support services for TACTV Corporation's foray in to Internet Services and other Value Added Services (VAS) in Tamil Nadu.
3	Tender documents available place, cost and due date for obtaining tender	Tender documents can be purchased on all working days from 19.02.2015 to 17.03.2015 between 11.00 AM and 03.00 PM from the address mentioned in Sl.No.(1) above on payment of Rs.1100/- by way of Demand Draft or Banker's Cheque drawn on any Indian Nationalised / Scheduled Commercial Bank in favour of "Tamil Nadu Arasu Cable TV Corporation Ltd" payable at Chennai. Alternatively, <b>Tender documents can be downloaded free of cost from our website: <a href="http://www.tactv.in">www.tactv.in</a> and <a href="http://www.tenders.tn.gov.in">www.tenders.tn.gov.in</a>.</b>
4	Earnest Money Deposit (EMD)	<b>Rs.75,000/-</b> by way of Demand Draft or Banker's cheque drawn on any Indian Nationalised/Scheduled Commercial Bank in favour of "Tamil Nadu Arasu Cable TV Corporation Ltd" payable at Chennai.
5	Pre-Bid Meeting	02.03.2015 at 04.00 P.M. at the address mentioned in Sl.No.(1) above
6	Due Date, Time and Place of Submission of the above Tender	Up to 18.03.2015 at 03.00 P.M. at the address mentioned in Sl.No.(1) above.
7	Date, Time and Place of Tender Opening	At 03.30 P.M. on 18.03.2015 at the address mentioned in Sl.No.(1) above.

**Managing Director**

**Tamilnadu Arasu Cable TV Corporation Limited (TACTV)**  
**(A Government of Tamilnadu Undertaking)**

**TENDER DOCUMENT**

**Tender for the appointment of consultancy agency for the  
preparation of business plan and providing support services  
for expanding the activities of TACTV**

**TENDER REFERENCE No. TACTV/ISP/ Consultancy Agency/4/2015**

**SL. No.**

**ISSUED TO**

**RECEIPT No. & DATE :**

**TENDER OPENING DATE : 11.03.2015.**

***COST OF TENDER DOCUMENT : Rs 1100/-***

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## **IMPORTANT NOTICE**

This tender procedure is governed by the Tamilnadu Transparency in Tenders Act 1998 and The Tamilnadu Transparency in tender Rules 2000 as amended from time to time. In case of any conflict between the terms and conditions in the tender document and the Tamilnadu Transparency in Tenders Act 1998 and The Tamilnadu Transparency in tender Rules 2000, the Act and Rules shall prevail.

## 1. PREAMBLE

Tamil Nadu Arasu Cable TV Corporation Ltd (TACTV) is a Government of Tamil Nadu undertaking, incorporated under the Companies Act, 1956 with an aim to provide high quality cable signals to the public through Local Cable Operators at an affordable cost. The service provided by the TACTV Corporation is welfare step taken by the Government in the interest of the public and Cable TV operators. TACTV Corporation is operating in Tamil Nadu with a subscriber base of around 70.52 Lakhs.

As per the mandate given by Government of Tamilnadu, TACTV propose to foray into the following activities:

1. Establishment of Optical Fibre Network (OFN) connectivity by utilizing the existing fibre foot print and also creating new infrastructure for providing 100 Mbps internet connection at Point of Presence (PoP) in 12,618 Village Panchayats and all urban local bodies in Tamilnadu.
2. Providing the broadband connectivity to all Government offices, educational institutions, business establishments, homes, etc., from the PoP.
3. Providing of Value Added Services (VAS) such as IPTV,etc., by leveraging the broadband connectivity and cable network.

In this context, TACTV propose to appoint a consultancy agency for the preparation of Business Plan and providing support services for the successful implementation of the above proposals.

Accordingly, TACTV invites sealed tenders from reputed consultancy agencies in “Two Cover System” for the selection and appointment of a suitable agency through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as 18.03.2015.

## 2. SCOPE OF WORK

### 2(a) Preparation of Detailed Project Report

The coverage of the DPR should include the following:

- (i) **Status of existing Optical Fibre footprint infrastructure and identifying the gaps for providing 100 Mbps internet connection at Point of Presence (PoP) in 12,618 Village Panchayats and all urban local bodies in Tamilnadu.**
  - Details of existing Optical Fibre Network (OFN) in Tamilnadu in terms of geographical coverage of different players, speed, spare capacity, willingness to spare the net work for TACTV, etc.,
  - Infrastructure gaps/Bottlenecks in providing the connectivity to PoP in terms of fiber availability, network hubs, redundancy, etc.,
  - Requirement of laying new OFN/ wireless network, route map, length of the cable, hardware and software requirements at the PoP.
  - Blockwise Geospatial mapping of existing OFN and new OFN.
- (ii) **Detailed estimation of Cost of Project and Means of Finance.**
  - Estimation of project cost for laying new OFN, wireless, hardware, software requirement at the PoP taking into account of using the existing OFN.
  - Means of Finance including dovetailing of Central Government grant.
- (iii) **Business Potential of each PoP for providing the broadband connectivity to all Government offices, educational institutions, business establishments, homes, etc., from the PoP.**
  - Details of Government offices, educational institutions, business establishments, homes, etc., in the command area of each PoP.
  - Current internet penetration level.
  - Tariff structure of existing player.
  - Cost competitiveness of TACTV vis-à-vis existing players.
  - New market as well as replacement market.
- (iv) **Potential for providing the Value Added Services (VAS) such as IPTV,etc., by leveraging the broadband connectivity and cable network in each PoP.**
  - Type of services.
  - Market Scope for each service.
  - Tariff structure of existing player.
  - Cost competitiveness of TACTV vis-à-vis existing players.

- (v) **Profitability projections for 10 years taking into account of various revenue streams.**
  - Estimation of revenue sources.
  - Estimation of the financial indicators such as BEP, DSCR(if applicable), NPV, IRR, Economic IRR, BCR, sensitivity analysis.
  
- (vi) **Road Map for the implementation of project**
  - Implementation schedule in the form of Gantt Chart.
  - Identifying the coordination requirements, and suggesting structures and processes for the faster implementation of project.
  
- (vii) **Support the TACTV in securing the approval of GoI, GoTN and the financial institutions as may be required to commence work on the project.**

**Above coverage is not exhaustive. TACTV has the right to seek any further information/ details to make the business plan more comprehensive and realistic.**

**2(b) Providing consultancy services for the successful implementation of the project.**

The successful tenderer should prepare the tender documents and assist TACTV for the selection of service providers for implementation of the project. The following activities are required in this regard:

- (i) Preparation of Tender Document in line with The Tamil Nadu Transparency in Tender Act 1998 & The Tamil Nadu Transparency in Tender Rules, 2000 and subsequent amendments and getting the approval of TACTV Board.
- (ii) Preparation of advertisement for invitation of bidders.
- (iii) Conduction of Pre-bid meeting.
- (iv) Evaluation of the Bid Documents submitted by the prospective bidders as per the stipulated criteria.
- (v) Finalization of tenders and award of the contract to the selected bidder(s).
- (vi) Preparation of the Agreement to be executed between TACTV and Selected bidder(s).
- (vii) Preparation of the Allotment order to be issued to the selected bidder(s).
- (viii) Any additional input / information relevant to the appointment of the vendors that may be required by TACTV for taking timely action.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
3(a)	The tenderer may be a single legal entity or Consortium of maximum three members. The term tenderer used hereinafter would therefore apply to both a single applicant and a Consortium as the case may be.	If consortium bid, Consortium Agreement clearly specifying the prime member, stake of each member and outline the roles and responsibilities of each member should be enclosed. Alternatively, letter of intent to execute a consortium agreement should be enclosed along with the copy of consortium agreement to be entered with.
3(b)	The single applicant/ each member of consortium should be a registered legal entity under the Companies Act, 1956 and existing for a period of 3 years (as on 28 <sup>th</sup> February 2015)	Copy of Incorporation Certificate issued by the Registrar of Companies should be enclosed.
3(c)	The single applicant/ any one of the consortium member should have 3 years of experience in providing consultancy services for design, implementation and establishment of Communication and Network Projects using Optical Fiber Cable (OFC)	Memorandum and Articles of Association should be enclosed.
3(d)	The single applicant/ consortium should have expertise in finance/ telecom/ marketing of telecom service.	(i) Memorandum and Articles of Association should be enclosed. (ii) Work order should be enclosed.
3(e)	The single applicant/ any one of the consortium member should have experience in atleast 3 projects involving technical consultancy for design, implementation and establishment of Communication and Network Projects using Optical Fiber Cable (OFC) of investment not less than Rs.100 crores for large corporate/ government departments /banks/financial institutions in the last 3 years, out of which at least one should have been completed and remaining may be ongoing projects.	(i) Both work order and work completion certificate issued by the clients for the completed projects should be enclosed. (ii) Work order for the ongoing projects should be enclosed.
3(f)	The single applicant/ any one of the consortium member should have successfully completed developing atleast 2 business plan of investment not less than Rs.100 crores in telecom services/ broadband for large corporate/ government departments /banks/financial institutions in the last 3 years.	(i) Work order issued by the clients should be enclosed. (ii) Work completion certificate issued by the clients should be enclosed.



<b>Clause</b>	<b>Qualification Criteria</b>	<b>Supporting Document</b>
3(g)	The single applicant/ any one of the consortium member should have atleast 25 Technically Qualified Professionals on their rolls in the area of Tele Communications/ Consultancy/ OFC/ Network Design/IT Hardware and atleast 5 qualified and experience persons each in finance and marketing of telecom service.	The list of employees as per Annexure- VI should be enclosed.
3(h)	The single applicant/ consortium members put together should have reported an Average Annual Turnover of Rs.15.00 crores in last three financial years i.e 2011-12, 2012-13 and 2013-14.  Out of which, atleast Rs.7.50 crores should be from providing the consultancy services to internet/telecom/optical fibre.	(i) The Annual Report/ certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years should be enclosed. (ii) The average annual turnover statement duly certified by Chartered Accountant as per Annexure VII should be enclosed.
3(i)	The single applicant/ any one of the consortium member should have fullfledged permanent office in Tamilnadu.	The agency should submit Self certified office address.
3(j)	The single applicant/ each member of consortium should be registered with Service Tax Department.	Copy of Service Tax Registration certificate should be enclosed.
3(k)	The single applicant/ each member of consortium should have PAN number issued by Income Tax Department	Copy of PAN allotment Certificate should be enclosed.
3(l)	The single applicant/ all consortium members should not have been blacklisted for supply of any items or services to TACTV or any other Government agency.	The declaration form as per Annexure VIII should be enclosed.
3(m)	Any Applicant who submits or participates in more than one application will be disqualified and will also lead to the disqualification of the Consortium of which it is a member.	

#### **4. CONSORTIUM AGREEMENT**

- 4(a) A legally valid agreement shall be executed for the consortium binding all the members in INR 100 Non-Judicial stamp paper. All members of the consortium shall be liable jointly and severally for the execution of the contract in accordance to the contract terms and it should be explicitly stated in the consortium agreement. The consortium agreement should indicate precisely the role of each member of the consortium in respect of the contract.
- 4(b) Consortium agreement should be registered in Chennai so as to be legally valid and binding on all members.
- 4(c) Copy of the consortium agreement shall be enclosed with the technical bid. Alternatively, a letter of intent to execute a consortium agreement in the event of a successful bid shall be signed by all the members and submitted with the bid together with the copy of the proposed agreement.
- 4(d) The consortium agreement shall authorize one of the members of the consortium as prime member / bidder. This authorization shall be evidenced by submitting of Power of Attorney signed by the legally authorized signatories of all the members as per Annexure-III.
- 4(e) The prime member / bidder shall be authorized to incur liabilities and receive instruction for and on behalf of him and all members of the consortium and entire execution of the contract including payment shall be done exclusively with the prime bidder. All correspondence will only be made with the prime bidder.
- 4(f) The prime bidder alone is to be held responsible for all aspects related to the tender.

#### **5. LANGUAGE OF THE TENDER**

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English/Tamil, the notarized translated English version of the documents should also be enclosed.

#### **6. PURCHASE OF TENDER DOCUMENTS**

- 6(a) The tender document shall be obtained from Tamil Nadu Arasu Cable TV Corporation Limited (TACTV), 34 /123, 6<sup>th</sup> Floor, Dugar Towers, Marshalls Road, Egmore, Chennai - 600 008 on payment of Rs.1100/- payable in the form of a Demand Draft/ Banker's Cheque drawn on any scheduled commercial bank in favour of "Tamil Nadu Arasu Cable TV Corporation Limited", payable at Chennai or it can be downloaded from [www.tactv.in](http://www.tactv.in) and [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) at free of cost. For the downloaded tender document, the Tenderer need not enclose the tender document cost but should give a declaration for not having tampered the Tender document downloaded (as per Annexure V).

6(b) The tender document can be purchased on all working days between 11.00 AM and 03.00 PM from 17.02.2015 to 17.03.2015.

## **7. PREBID MEETING**

There will be a pre-bid meeting on 02.03.2015 at 4.00 P.M. in the Head Office of TACTV, 34/123, 6<sup>th</sup> Floor, Dugar Towers, Marshalls Road, Egmore, Chennai - 600 008 during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach TACTV at least two days prior to the pre-bid meeting date. The tenderers may also check [www.tactv.in](http://www.tactv.in) and [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) for up to date information like change in date / venue etc., of pre-bid meeting as TACTV may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

## **8. CLARIFICATION ON THE TENDER DOCUMENT**

Any discrepancies, omissions, ambiguities or conflicts in the tender document or any doubts as to their meaning and any request for clarification must be sent in writing to “The Managing Director, Tamil Nadu Arasu Cable TV Corporation Limited (TACTV), 34 /123, 6<sup>th</sup> Floor, Dugar Towers, Marshalls Road, Egmore, Chennai - 600 008”. The Managing Director will review the same, and where information sought is not clearly indicated or specified in the tender documents, will issue a clarifying bulletin to all those who have purchased the tender documents and will also upload such clarification on [www.tactv.in](http://www.tactv.in) and [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in). The Managing Director will neither make nor be responsible for any oral instructions. Request for clarification should be brought to the notice of the Managing Director, in writing, before 48 hours of the opening of the tender.

## **9. AMENDMENT OF TENDER DOCUMENT**

TACTV whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender. Any such addendum or corrigendum will be communicated to all the tenderers who had purchased the tender documents and also will be uploaded on [www.tactv.in](http://www.tactv.in) and [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 10. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Single Applicant/ Prime Bidder of the Consortium.

## 11. SUBMISSION OF TENDER IN TWO COVER SYSTEM

11(a) Every page of the tender document should be signed and enclosed with the tender in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

11(b) Tenders should be submitted in two parts:

- a) Part I will cover technical bid and
- b) Part II will cover financial bid

11(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -VIII.

11(d) Tenderers are requested to submit Part I and Part II in a separate sealed cover superscripting as Part I and Part II respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Tender for the appointment of consultancy agency for the preparation of business plan and providing support services for expanding the activities of TACTV” and addressed to “The Managing Director, Tamil Nadu Arasu Cable TV Corporation Limited (TACTV), 34/123, 6<sup>th</sup> Floor, Dugar Towers, Marshalls Road, Egmore, Chennai - 600 008”, containing the name and address of the Tenderer. **Tenders submitted with unsealed cover would summarily be rejected.**

11(e) Tenders should be dropped only in the tender box kept at “Tamil Nadu Arasu Cable TV Corporation Ltd.34/123, 6<sup>th</sup> Floor, Dugar Towers, Marshalls Road, Egmore, Chennai 600 008” upto 3.00 PM on 18.03.2015”. Tenders will not be received by hand.

11(f) Alternatively, the tenders can be submitted through registered post so as to reach the above address upto 3.00 PM on 18.03.2015. Tenders received after the specified time will be rejected and TACTV will not be liable or responsible for any postal delays.

11(g) A tender once submitted shall not be permitted to be altered or amended.

## 12. EARNEST MONEY DEPOSIT

12(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs.75,000/- (Rupees Forty Thousand only) in the form of a Demand Draft or Banker’s Cheque drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of “Tamil Nadu Arasu Cable TV Corporation Limited”, payable at Chennai. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.

12(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.

12(c) Any request of Tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II financial bid will not be opened.

12(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to execute the contract after submission of the tender or after acceptance of the offer by TACTV or fail to sign the Agreement or to remit the Security Deposit.

### **13. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the TACTV, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid during entire contract period.

### **14. OPENING OF THE TENDER**

14(a) The tenders received upto 3.00 PM as per the office clock on 18.03.2015 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Managing Director of Tamil Nadu Arasu Cable TV Corporation Limited or by the Person/Committee authorized by him at 03.30 PM on the same day in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.

14(b) Managing Director of Tamil Nadu Arasu Cable TV Corporation Limited or Person/Committee authorized by him will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents are not present then, in such cases the Person/Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.

14(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 3.00 PM on the next working day and opened at 03.30 PM on the same day.

## 15. QUOTING OF CONSULTANCY FEE

- 15(a) The financial bid should be prepared as per Annexure-XI and should be kept only in the Part II cover.
- 15(b) The fee quoted should be inclusive of travel, boarding, lodging and other incidentals in connection with the completion of the assignment.
- 15(c) The fee should be neatly and legibly written both in figures and words. In case of discrepancy between the fee quoted in words and figures, lowest of the two shall be considered.
- 15(d) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

## 16. EVALUATION OF THE TENDER

- 16(a) The Technical bids will be evaluated by the Committee of TACTV as per the qualification criteria. The Committee reserves the right to disqualify any of the tender in case the Committee is not satisfied with the documents furnished.
- 16(b) The date, time & venue of the Technical Presentation will be informed by the TACTV.
- 16(c) The criteria for evaluation of technical bids is given hereunder:

S.No	Parameter	Score Details			Total Score	Minimum Score
<b>(A) Technical Evaluation Criteria</b>						
1	Past experience in providing technical consultancy as per clause 3(e) (in terms of no. of projects)	<b>Category (No. of Projects)</b>	<b>Score</b>		<b>25</b>	<b>15</b>
		3	15			
		4	20			
		More than 4	25			
2	Past experience in developing business plan as per clause 3(f) (in terms of no. of projects)	<b>Category (No. of Projects)</b>	<b>Score</b>		<b>15</b>	<b>9</b>
		2	9			
		3	12			
		More than 3	15			
3	Key Professional Staff: Experience and Competence for the assignment	<b>Category (Expertise)</b>		<b>Score</b>		<b>20</b>
		<b>Project Manager</b>		5		
		Expertise in project management				
		<b>Key Staff</b>		15		
		<ul style="list-style-type: none"> <li>➤ Expert in Financial Advisory Services</li> <li>➤ Expert in Design of Network Operation Centre, NMS</li> <li>➤ Expert in Design of OFC &amp; Ethernet Networks</li> <li>➤ Expert in Laying of Underground &amp; Over the Top Cables across all types of</li> </ul>				

		terrains. ➤ Expert in System Integration ➤ Expert in Design & Formulation of PPP Models ➤ Expert in understanding the Telecom/ISP licenses and standards in India. ➤ Expert in GIS Mapping ➤ Support Team Composition			
		<b>Total (A)</b>		<b>60</b>	<b>36</b>
	<b>(B) Technical Presentation cum Live Demo</b>				
<b>1</b>	Methodology of Proposed Plan			<b>20</b>	<b>12</b>
<b>2</b>	GAP Analysis			<b>10</b>	<b>6</b>
<b>3</b>	Manpower Deployment Plan			<b>10</b>	<b>6</b>
				<b>Total (B)</b>	<b>24</b>
				<b>Grand Total (A+B)</b>	
				<b>100</b>	<b>70</b>

16(d) The Tenderer have to score a **minimum of 70 marks** in Technical evaluation to be considered for opening of financial bids as per the criteria.

16(e) TACTV will verify the credentials/ supporting documents, etc., submitted by the tenderers with the concerned departments/ agencies/ clients before opening of Part II cover and in case if any discrepancy is found, their Tender will be rejected and their Part-II Cover will not be opened.

16(f) The Tenderers declared as qualified by the Committee, will be informed the date of opening of Part II (Financial bid).

16(g) The criteria for evaluation of Financial bids is given hereunder:

The commercial scores will be calculated as

$$F_n = F_{min} / F_b * 100$$

Where,

$F_n$  = Normalized financial score of the tenderer under consideration

$F_b$  = Evaluated cost for the tenderer under consideration

$F_{min}$  = Minimum evaluated cost for any tenderer

16(h) **Evaluation of Bid - Final Evaluation**

The overall score will be calculated as follows:-

$$B_n = 0.70 * T_n + 0.30 * F_n$$

Where

$B_n$  = overall score of tenderer under consideration

$T_n$  = Pre-qualification cum Technical score for the tenderer under consideration

$F_n$  = Normalized financial score of the tenderer under consideration

16(i) The proposals will be ranked in terms of the Overall Scores obtained from Highest to Lowest.

## 17. AWARD OF CONTRACT

The Tenderer who have obtained the highest mark will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

## 18. SECURITY DEPOSIT

18(a) On receipt of the Letter of Acceptance from the TACTV, the successful Tenderer should remit a Security Deposit (SD) of 5% of the value of contract, by way of Demand Draft drawn on any scheduled commercial bank in favour of “Tamil Nadu Arasu Cable TV Corporation Limited, within 5 (five) working days from the date of receipt of Letter of Acceptance. The EMD shall be adjusted with the SD.

18(b) Any other amount pending with TACTV will not be adjusted under any circumstances, against the Security Deposit if so requested.

18(c) If the Security Deposit amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.

18(d) Security Deposit amount remitted will not earn any interest.

## 19. AGREEMENT

The successful Tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the Tenderer will be forfeited besides cancelling the Tender.

## 20. ISSUE OF WORK ORDER

After payment of Security Deposit and execution of the agreement, “Work Order” will be issued to the successful Tenderer.

## 21. PROJECT DELIVERABLES AND TIMELINE

The consultancy agency should ensure that the following deliverables are submitted to within the timelines as given hereunder:

S.No.	Deliverables	Timelines
<b>A</b>	<b>Preparation of Detailed Project Report</b>	
1	Deployment of Manpower, Presentation of action plan and submission of inception report	Within 3 days from the date of contract signing.



<b>S.No.</b>	<b>Deliverables</b>	<b>Timelines</b>
2	To interact with all ISPs / TSPs to analyze the existing fiber foot print, fibre quality, duct quality, internet penetration, mobile penetration and available and width on the existing networks.	Report to be submitted within 15 days from the date of signing of contract.
3	To evaluate the existing Broadband infrastructure in Tamilnadu including both Government and Private Sectors to identify existing connectivity gaps for providing connectivity up to village/habitation level and identify bottlenecks in designing high speed broadband backbone network solutions to bridge the identified gaps and bottlenecks. Documentation to be provided using electronics GIS Formats and hard copies.	To submit report with electronic GIS Formats using google maps and also hard copy for a sample block within 4 weeks from the date of signing of contract. After approval of report format by TACTV complete report to be submitted within 6 weeks from the date of signing of contract.
4	Submission of Draft DPR covering all aspects as mentioned in the tender document.	Draft DPR to be submitted within 12 weeks from the date of signing of contract.
5	Submission of Final DPR.	Final DPR to be submitted within 16 weeks from the date of signing of contract.
<b>B</b>	<b>Providing consultancy services for the successful implementation of the project.</b>	
6	Preparation of Tender Documents	Within 4 weeks after finalization of DPR/ permission from Govt. of Tamilnadu
7	Evaluation of Bid documents	2 weeks from the date of receipt of bid documents for evaluation
8	Preparation of Agreement and Purchase order	2 weeks from the date of intimation of selected bidder

## 22. PAYMENT TERMS

22(a) The payment shall be released as per the work related milestones achieved as given hereunder:

<b>S.No.</b>	<b>Deliverables</b>	<b>Percentage of fee</b>
<b>A</b>	<b>Preparation of Detailed Project Report</b>	
1	Deployment of Manpower, Presentation of action plan and submission of inception report	10%
2	To interact with all ISPs / TSPs to analyze the existing fiber foot print, fibre quality, duct quality, internet penetration, mobile penetration and available and width on the existing networks.	

S.No.	Deliverables	Percentage of fee
3	To evaluate the existing Broadband infrastructure in Tamilnadu including both Government and Private Sectors to identify existing connectivity gaps for providing connectivity up to village/habitation level and identify bottlenecks in designing high speed broadband backbone network solutions to bridge the identified gaps and bottlenecks. Documentation to be provided using electronics GIS Formats and hard copies.	
4	Submission of Draft DPR covering all aspects as mentioned in the tender document.	20%
5	Submission of Final DPR.	30%
<b>B</b>	<b>Providing consultancy services for the successful implementation of the project.</b>	
6	Preparation of Tender Documents	20%
7	Evaluation of Bid documents	30%
8	Preparation of Agreement and Purchase order	

22(b) Once a milestone is completed, the consultancy agency shall submit the requisite deliverables as specified in this Contract and make a presentation (if required).

22(c) The consultancy agency shall submit the invoice for payment when the payment is due as per the agreed terms.

22(d) TACTV will communicate the acceptance of deliverables in writing to the consultancy agency. TACTV shall release the requisite payment upon acceptance of the deliverables.

22(e) If the deliverables submitted by the consultancy agency are not acceptable to the TACTV, reasons for such non-acceptance will be informed to the consultancy agency and the payment shall not be released. In such case, the payment will be released to the agency only after it re-submits the deliverable and which is accepted by the TACTV.

22(f) All payments under this Contract shall be made to the accounts of the Consultancy agency specified in the RFP.

22(g) With the exception of the final payment under 22(e) above, payments do not constitute acceptance of the Services nor relieve the consultant agency of any obligations hereunder, unless the acceptance has been communicated by the TACTV in writing and the consultant agency has made necessary changes as per the comments/ suggestions of the TACTV.

22(h) In case of early termination of the contract, the payment shall be made to the consultant agency as mentioned here with:

- Assessment should be made about work done from the previous milestone, for which the payment is made or to be made till the date of the termination. The consultant agency shall provide the details of the services performed during this period with supporting

documents. Based on such details, the remuneration shall be calculated based on the rate as specified.

- A reasonable assessment of the reimbursable and miscellaneous expenses shall be made based on details furnished by the consultant agency in this regard with supporting documents and based on the assessment of the work done and the respective rates as provided. Wherever such an assessment is difficult, the rates should be arrived at by calculating the amount on pro-rata basis. The total amount payable shall be the amount calculated as per (i) and (ii) above plus any applicable tax.

## **23. PENALTY**

23(a) 1 % of the Total value of the Contract for every 1 week of delay in submission following deliverables/milestones on an incremental basis to a maximum of 10 % will be levied:

- Submission of Draft DPR
- Submission of Final DPR
- Preparation of tender documents
- Preparation of agreement and purchase order to be issued to the vendors

23(b) If the penalty goes beyond 10%, TACTV reserves the right to terminate the contract in addition to forfeiture of Security Deposit.

## **24. TERMINATION OF THE CONTRACT**

TACTV reserves right to terminate of the contract at any time during the validity period on account of non-fulfilment of contract on any count. This will be in addition to TACTV right to allot the contract to another Tenderer at the risk and cost of the tenderer.

## **25. GENERAL CONDITIONS**

25(a) Conditional Tender in any form will not be accepted.

25(b) Any notice regarding any problems, to the agency shall deemed to be sufficiently served, if given in writing at his usual or last known place of business.

25(c) TACTV reserves the right to relax or waive or amend any of the tender conditions.

25(d) The right of final acceptance of the tender is entirely vested with TACTV and TACTV reserves the right to accept or reject any or all of the tenders in full or in parts without assigning any reason whatsoever.

25(e) There is no obligation on the part of TACTV to communicate with tenderers who are not qualified.

25(f) After acceptance of the tender by TACTV, the tenderer will have no right to withdraw his tender.

25(g) In the course of discussion and instruction TACTV may disclose information of confidential and proprietary nature relating to its products, knowhow, to the Tenderer. Such information shall be considered as confidential.

25(h) Any takeover/ change of management during the currency of contract should be intimated to TACTV within 15 days.

## **26. ASSIGNMENT**

The successful tenderer shall not directly or indirectly transfer, assign or sublet the contract or any part, share or interest therein nor shall take a new partner without written consent of TACTV provided nevertheless any such consent shall not relieve the tenderer from any obligation, duty or responsibility under the contract.

**27. TACTV reserves the right to accept or reject any or all the tenders in part or in totality or to negotiate with any or all the tenderers or to withdraw/ cancel/ modify this tender without assigning any reason whatsoever.**

## **28. ARBITRATION**

28(a) In case of any dispute in the tender, including interpretation if any on the clauses of the tender or the agreement to be executed, the matter shall be referred by the TACTV/ Tenderer to an Arbitrator who shall be selected by the Tenderer from the panel of Arbitrators approved by TACTV and communicate the same within 15 days, from the date of receipt of the letter from the TACTV along with the panel. If there is no reply from the Tenderer within 15 days, TACTV shall choose any of the Arbitrators from the panel of Arbitrators referred to above. The remuneration for the Arbitrator and other expenses shall be shared equally by TACTV and the Tenderer.

28(b) The venue of the Arbitration shall be at the Head office of the TACTV, Chennai.  
The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration

28(c) The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Chennai city only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in the City of Chennai only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE :**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS:**

PART-I

Date: \_\_\_\_\_

From,  
Name:  
Address:  
Ph:  
Fax:  
E-mail:

To,  
The Managing Director,  
Tamilnadu Arasu Cable TV Corporation Limited (TACTV),  
34 /123, 6<sup>th</sup> Floor, Dugar Towers,  
Marshall's Road, Egmore,  
Chennai - 600 008

Sir,

Sub: Tender for the appointment of consultancy agency for the preparation of business plan and providing support services for expanding the activities of TACTV- Submission of Part I –Reg .

Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the as specified by TACTV in this tender document. We enclose the following documents:

- 1) Tender condition duly signed in each page and enclosed in token of accepting the Tender conditions.
- 2) Demand Draft or Banker's Cheque for Rs.40,000/- (Rupees Forty thousand only) towards Earnest Money Deposit (DD/ Banker's Cheque No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of "Tamil Nadu Arasu Cable TV Corporation Limited", payable at Chennai).
- 3) Copy of the Legal Agreement, in case of Consortium Applicant as per Clause 4 of tender condition.
- 4) Power of Attorney for Lead Member of Consortium as per Annexure-II, in case of Consortium Applicant.
- 5) Authorization letter from the Single Applicant/ Prime Bidder of the Consortium for the person to sign the tender.

**SIGNATURE OF THE TENDERER**

- 6) Details of the Agency (as per Annexure-III). In case of consortium bid, the details should be submitted by each member.
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) Consultancy experience in providing technical consultancy as per clause 3(e) along with supporting documents (as per Annexure-V).
- 9) Consultancy experience in developing business plan as per clause 3(f) along with supporting documents (as per Annexure-VI).
- 10) List of full time employees (as per Annexure-VII)
- 11) Understanding of the project (as per Annexure-VIII)
- 12) Proposed Manpower Schedule (as per Annexure-IX)
- 13) Team composition and task assignments as per Annexure-X)
- 14) Curriculum Vitae for proposed Professional Staff (as per Annexure-XI)
- 15) Proposed Work Schedule (as per Annexure-XII)
- 16) Declaration for not having black listed either by TACTV or by any other Govt. agencies (as per Annexure-XIII).
- 17) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-XIV).
- 18) The copy of certificate of incorporation/registration. In case of consortium bid, the details should be submitted by each member.
- 19) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. FY 2011-12, 2012-13 and 2013-14 should be enclosed. In case of consortium bid, the details should be submitted by each member.
- 20) Self attested office Address
- 21) Copy of Service Tax Registration Certificate. In case of consortium bid, the details should be submitted by each member.
- 22) Copy of Income Tax PAN Certificate. In case of consortium bid, the details should be submitted by each member.
- 23) Latest Service Tax Clearance Certificate. In case of consortium bid, the details should be submitted by each member.
- 24) Latest I.T return. In case of consortium bid, the details should be submitted by each member.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**Encl: As stated above**

**Power of Attorney for Lead Member of Consortium**

(to be executed on Rs.100 non judicial stamp paper)

Whereas Tamilnadu Arasu Cable TV Corporation Limited (TACTV) has invited bids for the preparation of business plan and providing support services for expanding the activities of TACTV.

Whereas, ....., ..... and .....  
(collectively the “Consortium”) being Members of the Consortium are interested in bidding in accordance with the terms and conditions of the Tender, and

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

NOW, THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, ..... having our registered office at ....., and M/s. ...., having our registered office at ....., (hereinafter collectively referred to as the “Consortium Members”) do hereby irrevocably designate, nominate, constitute, appoint and authorise M/s ....., having its registered office at ....., being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”) and hereby irrevocably authorise the Attorney (with power to subdelegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the Contract, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the submission of its bid, including but not limited to signing and submission of all applications, bids and other documents and writings, accept the Letter of Award, participate in bidders’ and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the TACTV, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid and/ or upon award thereof till the completion of



entire contract.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 20....

For .....  
(Signature, Name & Title)

For .....  
(Signature, Name & Title)

(Executants)

(To be executed by all the Members of the Consortium)

Witnesses:

- 1.
- 2.

**ANNEXURE – III****DETAILS OF THE AGENCY**

1. Name of the Agency	
2. Details of Incorporation	Date of Incorporation: Registration Number: Registering Authority:
3. Legal Status of the Agency	Partnership/Pvt. Limited/Public Limited/Limited Liability Partnership/
4. Registered Office Address	
5. Telephone Number	
6. Fax	
7. Email	
8. Website, if any	
9. Details of Contact Person	Name: Designation: Phone: Mobile: E-mail:
10. Addresses of Offices located in India along with phone number, fax and email.	(i)  (ii)
11. Total number of persons on the roll	Technica
12. Brief profile of the agency	
13. Service Tax Registration Number	
14. PAN Number	
15. PF Registration Number	

**SIGNATURE OF THE TENDERER**

**ANNEXURE – IV (a)**

**ANNUAL TURN OVER STATEMENT FOR SINGLE APPLICANT**

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

<b>S.no</b>	<b>Year</b>	<b>Total Turnover (Rs. in lakh)</b>	<b>Consultancy Turnover as per Clause 3(h) (Rs. in lakh)</b>
1	2011-2012		
2	2012-2013		
3	2013-2014		
	Total		
Average annual turnover			

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
**(with seal and Address)**

**ANNEXURE – IV(b)**

**ANNUAL TURN OVER STATEMENT FOR CONSORTIUM APPLICANT**

The Annual turnover of consortium bidders is certified as follows for the following years:

a) Lead/ Prime Member M/s. \_\_\_\_\_

<b>S.no</b>	<b>Year</b>	<b>Total Turnover (Rs. in lakh)</b>	<b>Consultancy Turnover as per Clause 3(h) (Rs. in lakh)</b>
1	2011-2012		
2	2012-2013		
3	2013-2014		
	Total		
Average annual turnover			

b) Second member of consortium M/s. \_\_\_\_\_

<b>S.no</b>	<b>Year</b>	<b>Total Turnover (Rs. in lakh)</b>	<b>Consultancy Turnover as per Clause 3(h) (Rs. in lakh)</b>
1	2011-2012		
2	2012-2013		
3	2013-2014		
	Total		
Average annual turnover			

c) Third member of consortium M/s. \_\_\_\_\_

<b>S.no</b>	<b>Year</b>	<b>Total Turnover (Rs. in lakh)</b>	<b>Consultancy Turnover as per Clause 3(h) (Rs. in lakh)</b>
1	2011-2012		
2	2012-2013		
3	2013-2014		
	Total		
Average annual turnover			

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

**Consultancy experience in providing technical consultancy as per clause 3(e)  
(Minimum 3 projects)**

**I Completed Project (Minimum 1):**

*(Please provide the details for each project in separate sheet along with work order and completion certificate from client)*

Name of the project	
Scope of work	
Cost of the Project	
Consultancy Fee of the assignment	
Name & address of the client	
Contact Person & Phone number	
Commencement date	
Completion date	
Work Order enclosed (Yes/No)	
Work completion certificate enclosed (Yes/No)	

**II Ongoing Project:**

*(Please provide the details for each project in separate sheet along with work order from client)*

Name of the project	
Scope of work	
Cost of the Project	
Consultancy Fee of the assignment	
Name & address of the client	
Contact Person & Phone number	
Commencement date	
Expected Date of completion	
Work Order enclosed (Yes/No)	

**SIGNATURE OF THE TENDERER**

**ANNEXURE – VI**

**Consultancy experience in developing business plan as per Clause 3(f)  
(Minimum 2 projects)**

*(Please provide the details for each project in separate sheet along with work order and completion certificate from client)*

Name of the project	
Scope of work	
Cost of the Project	
Consultancy Fee of the assignment	
Name & address of the client	
Contact Person & Phone number	
Commencement date	
Completion date	
Work Order enclosed (Yes/No)	
Work completion certificate enclosed (Yes/No)	

**SIGNATURE OF THE TENDERER**

**LIST OF FULL TIME EMPLOYEES**

**Employees with expertise in the area of Tele Communications/ Consultancy/OFC/Network Design/IT hardware (Minimum 25 persons)**  
*(Please provide the details in separate sheet)*

<b>Sl. No</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Skills &amp; Professional Certification, if any</b>	<b>Area of Expertise</b>	<b>Total Experience (years)</b>	<b>Experience with the applicant agency (years)</b>

**Employees with expertise in finance (Minimum 5 persons)**  
*(Please provide the details in separate sheet)*

<b>Sl. No</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Skills &amp; Professional Certification, if any</b>	<b>Area of Expertise</b>	<b>Total Experience (years)</b>	<b>Experience with the applicant agency (years)</b>

**Employees with expertise in marketing of telecom service (Minimum 5 persons)**  
*(Please provide the details in separate sheet)*

<b>Sl. No</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Skills &amp; Professional Certification, if any</b>	<b>Area of Expertise</b>	<b>Total Experience (years)</b>	<b>Experience with the applicant agency (years)</b>

**SIGNATURE OF THE TENDERER**

**UNDERSTANDING OF THE PROJECT**

(To be submitted on the Bidder's Letter Head)

The Bidder shall provide a detailed project plan with timelines, resource allocation, milestones etc. for the project. The bidder has to submit in detail the following points:

1. Bidders understanding of the Project.
2. Bidders Approach & Methodology
3. Security and governance standards for business activity
4. Standards for origin and ownership of data
5. Manpower Deployment & Retention strategy.
6. Capacity Building/ Training Plan
7. Any other relevant items related to the project.
8. Overall Project/ Engagements, Level Risks, Assumptions & proposed Mitigation.

Note: Clear articulation, description and Extent of compliance to technical requirements specified in the scope of work to be submitted along with Strength of the Bidder to provide services including examples or case studies of similar solutions deployed for other clients.

**SIGNATURE OF THE TENDERER**



**PROPOSED MANPOWER SCHEDULE**

S.No	Name of the Staff	Staff inputs in week (in the form of a bar chart)													Total staff man-month proposed
		1	2	3	4	5	6	7	8	9	10	11	12	N	Total
1															
2															
3															
4															
N															
<b>Sub Total</b>															
<b>Total</b>															

SIGNATURE OF THE TENDERER

## TEAM COMPOSITION AND TASK ASSIGNMENTS

State Enterprise Architecture Design – Resource Category, Qualification & Experience			Professional Staff			
Resource Category	Prescribed Qualifications	Minimum Experience	Name of Staff with qualification & experience	Area of Expertise	Position Assigned	Task Assigned
Project Manager	Engineering Graduate/ Post Graduate with Certification in the specialized field (MBA will be an added qualification) Preferably PMP Certified	20 Years				
Network Design Expert (design of NOC, NMS, Network)	Engineering Graduate/ Post Graduate with specialization in Electrical, Communications and Electronics and with Professional Certificates in Networking such as CCIE	15 Years				
Financial Advisory Expert	CA/MBA Finance	15 Years				
OFC Network Design Expert	Engineering Graduate/ Post Graduate with specialization in Electrical, Communications and Electronics and with Certification in the specialized field	12 Years				
Cable Laying Expert (underground & over the top laying)	Engineering Graduate/Post Graduate with Certification in the specialized field	12 Years				
System Integration Expert	Engineering Graduate/Post Graduate with specialization in	12 Years				

State Enterprise Architecture Design – Resource Category, Qualification & Experience			Professional Staff			
Resource Category	Prescribed Qualifications	Minimum Experience	Name of Staff with qualification & experience	Area of Expertise	Position Assigned	Task Assigned
	Electrical, Communications and Electronics and with Certification in the specialized field					
PPP Expert	Engineering Graduate with MBA with experience in relevant field	12 Years				
Telecommunication Expert	Telecommunications Engineering graduate/ Post Graduate with Certification in the specialized field	12 Years				
GIS Expert	Engineering Graduate/ Post Graduate in IT or Computer Sciences with Certification in the specialized field	12 Years				

This information should be provided for all key staff, such as team leaders, project managers, technical support staff, etc. The relevant CV's of the professional staffs mentioned above are also required to be given in the format provided under this section

Note:

- Indicate all main activities of the Assignment, including delivery of reports (e.g.:inception, interim, draft and final reports)
- For phased Assignment indicate activities, delivery of reports separately for each phase
- Duration of activities shall be indicated in the form of a bar chart.
- For Professional Staff the input should be indicated individually; for support staff it should be indicated by category
- Weeks are counted from the start of the assignment.

**SIGNATURE OF THE TENDERER**

**Curriculum Vitae for proposed Professional Staff**

<b>Sl.no</b>	<b>Details</b>	
1.	Proposed Position [only one candidate shall be nominated for each position Expert]	
2.	Name of Staff [Insert full name]	
3.	Date of Birth	
4.	Nationality	
5.	Education[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained and dates of obtainment]	
6.	Total No. of years of experience	
7.	Total No. of years with the firm	
8.	Areas of expertise and no. of years of experience in this area (as required for the Profile - mandatory)	
9.	Certifications and Trainings attended	
10.	Details of Involvement in Projects (only if involved in the same):	
11.	Membership of Professional Associations	
12.	Employment Record [Starting with present position and last 2 firms, list in reverse order, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]: <ul style="list-style-type: none"> <li>➤ Name of assignment or project:</li> <li>➤ Year:</li> <li>➤ Location:</li> <li>➤ Client:</li> <li>➤ Main project features:</li> <li>➤ Positions held:</li> <li>➤ Value of Project (approximate value or range value):</li> <li>➤ Activities performed:</li> </ul>	

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

Date: \_\_\_\_\_

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

**SIGNATURE OF THE TENDERER**

**PROPOSED WORK SCHEDULE**

S.No	Activity	Months					
		1	2	3	4	5	6
1							
2							
3							
4							
5							
6							
7							
8							

Note:

1. Indicate all main activities of the assignment, including delivery of reports (e.g.: inception, interim, and final reports), and other benchmarks such as Purchaser approvals. For phased assignments indicate activities, delivery of reports, and benchmarks separately for each phase.

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

**SIGNATURE OF THE TENDERER**

**ANNEXURE – XIII**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s...../ the firm /company or its partners / share holders had not been blacklisted by Tamilnadu Arasu Cable TV Corporation Limited (TACTV), or by any Government Agencies.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... having our office at ..... do declare that I/We have carefully read all the conditions of tender sent to me/us by the Tamilnadu Arasu Cable TV Corporation Limited (TACTV), for the tenders floated vide tender ref.no. \_\_\_\_\_ “Tender for the appointment of consultancy agency for the preparation of business plan and providing support services for expanding the activities of TACTV” will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site [www.tactv.in/](http://www.tactv.in/) / [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in) and I /We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with TACTV or prosecuted.

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**PART-II**

From,

Name:

Address:

Ph:

Fax:

E-mail:

To,

The Managing Director,

Tamilnadu Arasu Cable TV Corporation Limited (TACTV),

34 /123, 6th Floor, Dugar Towers,

Marshall's Road, Egmore,

Chennai - 600 008

Sir,

Sub: Tender for the appointment of consultancy agency for the preparation of business plan and providing support services for expanding the activities of TACTV-  
Submission of Part – II – Financial Bid-Reg

Ref:- Our tender (Technical Bid) submitted today for “the \_\_\_\_\_”

----

In continuation of our above tender, we submit herewith the price offer for “the preparation of business plan and providing support services for expanding the activities of TACTV” as specified by TACTV in this tender document.

We agree to abide by the terms and conditions stipulated by the TACTV and also agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the TACTV in this tender will hold good as per TACTV tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**



## FINANCIAL BID

Sl.No	Description	Consultancy Fee (Amount in Rupees)
1	Consultancy charges for the preparation of Detailed Project Report as per the Scope of Work (inclusive of travel, boarding, lodging and other incidentals in connection with the completion of the assignment).	
2	Consultancy charges for providing consultancy services for the successful implementation of the project (inclusive of travel, boarding, lodging and other incidentals in connection with the completion of the assignment).	
3	Taxes, if any	
	<b>Total</b>	

**Amount in Words:** Rupees \_\_\_\_\_  
 \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

**CHECKLIST OF DOCUMENTS**

**Documents to be enclosed in Part-I:**

1. A covering letter on your letter head addressed to The Managing Director, Tamilnadu Arasu Cable TV Corporation Limited (TACTV), 34 /123, 6th Floor, Dugar Towers, Marshall's Road, Egmore, Chennai - 600 008 (as per Annexure-I)
2. Tender condition duly signed in each page and enclosed in token of accepting the Tender conditions.
3. Demand Draft or Banker's Cheque for Rs.40,000/- (Rupees Forty thousand only) towards EMD.
4. Copy of the Legal Agreement, in case of Consortium Applicant as per Clause 4 of tender condition.
5. Power of Attorney for Lead Member of Consortium as per Annexure-II, in case of Consortium Applicant.
6. Authorization letter from the Single Applicant/ Prime Bidder of the Consortium for the person to sign the tender.
7. Details of the Agency (as per Annexure-III). In case of consortium bid, the details should be submitted by each member.
8. Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
9. Consultancy experience in providing technical consultancy as per clause 3(e) along with supporting documents (as per Annexure-V).
10. Consultancy experience in developing business plan as per clause 3(f) along with supporting documents (as per Annexure-VI).
11. List of full time employees (as per Annexure-VII)
12. Understanding of the project (as per Annexure-VIII)
13. Proposed Manpower Schedule (as per Annexure-IX)
14. Team composition and task assignments as per Annexure-X)
15. Curriculum Vitae for proposed Professional Staff (as per Annexure-XI)
16. Proposed Work Schedule (as per Annexure-XII)
17. Declaration for not having black listed either by TACTV or by any other Govt. agencies (as per Annexure-XIII).
18. Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-XIV).
19. The copy of certificate of incorporation/registration. In case of consortium bid, the details should be submitted by each member.

20. The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. FY 2011-12, 2012-13 and 2013-14 should be enclosed. In case of consortium bid, the details should be submitted by each member.
21. Self attested office Address
22. Copy of Service Tax Registration Certificate. In case of consortium bid, the details should be submitted by each member.
23. Copy of Income Tax PAN Certificate. In case of consortium bid, the details should be submitted by each member.
24. Latest Service Tax Clearance Certificate. In case of consortium bid, the details should be submitted by each member.
25. Latest I.T return. In case of consortium bid, the details should be submitted by each member.

**Documents to be enclosed in Part-II**

1. A covering letter on the letter head addressed to The Managing Director, Tamilnadu Arasu Cable TV Corporation Limited (TACTV), 34 /123, 6th Floor, Dugar Towers, Marshall's Road, Egmore, Chennai - 600 008 (as per Annexure-XV)
2. Price Bid as per Annexure-XVI of the Tender document.

**Note:**

**Tenders submitted in unsealed cover would summarily be rejected.**