

**Corrigendum to RFP for preparation of Project Finance Manual**

The last date for submission of bids has been extended upto 23.11.2015

S. No.	Clause No.	Existing Clause	New Clause/Amended Clause/Clarification
1.	8.	<p>Payment Terms</p> <p>a) The selected Bidder will be required to provide a 10% of the total cost of project as Performance Guarantee, in the form of bank guarantee from a scheduled commercial bank. The performance guarantee should be valid till at least three months period beyond the expiry of contract period. The PBG must be submitted within a week from the date of work order.</p> <p>b) 40% of the project cost after the submission and approval of the Draft Project Finance Manual and presentation of the same to the senior/top management of NHB</p> <p>c) 40% of the project cost after the submission and approval of the Final Project Finance Manual</p> <p>d) 20% of the project cost after providing training to staff of NHB on the finalized project finance manual and sign off.</p> <p>e) On faithful execution of contract in all respects, the Performance Guarantee of the Bidder shall be released by NHB.</p> <p>f) The applicable tax component must be clearly indicated at the time of invoicing.</p>	<p>Payment Terms</p> <p>a) The selected Bidder will be required to provide a 10% of the total cost of project as Performance Guarantee, in the form of bank guarantee from a scheduled commercial bank. The performance guarantee should be valid till at least three months period beyond the expiry of contract period. The PBG must be submitted within a week from the date of work order.</p> <p>b) 10% of the project cost on submission of the PBG</p> <p>c) 40% of the project cost after the submission and approval of the Draft Project Finance Manual and presentation of the same to the senior/top management of NHB</p> <p>d) 40% of the project cost after the submission and approval of the Final Project Finance Manual</p> <p>e) 10% of the project cost after providing training to staff of NHB on the finalized project finance manual and sign off.</p> <p>f) On faithful execution of contract in all respects, the Performance Guarantee of the Bidder shall be released by NHB.</p> <p>g) The applicable tax component must be clearly indicated at the</p>

			time of invoicing.
2.	7.3	<p>Evaluation of Technical Bids</p> <p>Experience in terms of no. of projects/assignments undertaken with All India Term Lending and Refinancing Institutions (i.e. NHB, EXIM Bank, SIDBI, NABARD) or Housing Finance Companies registered with NHB</p>	<p>Evaluation of Technical Bids</p> <p>Experience in terms of no. of projects/assignments undertaken with All India Term Lending and Refinancing Institutions (i.e. NHB, EXIM Bank, SIDBI, NABARD), Housing Finance Companies registered with NHB, Banks and Financial Institutions.</p> <p>Accordingly Annexure I of RFP stands modified. The modified Annexure I is enclosed.</p>
3.	7.3	<p>Evaluation of Technical Bids</p> <p>Experience of preparing Project Finance Manual for providing Financial assistance for housing projects</p>	<p>Evaluation of Technical Bids</p> <p>Experience of preparing Project Finance Manual for providing Financial assistance for housing or infrastructure projects.</p> <p>Accordingly Annexure I of RFP stands modified. The modified Annexure I is enclosed.</p>
4.	Annexure I – Part I	<p>Bidder Information</p> <p>The detailed CV of each expert should be included by Bidder demonstrating adequacy for the assignment and relevant experience.</p>	<p>Bidder Information</p> <p>The detailed CV of each expert duly sealed and signed by authorized signatory should be included by Bidder demonstrating adequacy for the assignment and relevant experience.</p>
5.	Annexure III	<p>Minimum Eligibility Criteria</p>	<p>Minimum Eligibility Criteria</p> <p>The amended Annexure III specifying the documents to be submitted in support of minimum eligibility criteria is enclosed.</p>

## Annexure - I

### **Part I -Bidder Information**

Please provide following information about the Company (Attach separate sheet if required): -

S. No.	Information	Particulars / Response
	Company Name	
	Date of Incorporation	
	Type of Company [Pub. Ltd / Pvt. Ltd/Partnership Firm]	
	Registration No. and date of Registration. (Registration Certificate to be enclosed)	
	Address of Registered Office with contact numbers [phone / fax]	
	PAN No. Service Tax No.	
	Contact Details of Bidder authorized to make commitments to NHB	
	Name	
	Designation	
	FAX No	
	Mail ID	
	Company Head Office and Address Contact Person(s) Phone Fax E-mail Website	
	a) Experience in terms of no. of projects/assignments undertaken with All India Term Lending and Refinancing Institutions (i.e. NHB, EXIM Bank, SIDBI, NABARD), Housing Finance Companies registered with NHB, Banks and Financial Institutions.	

	<p>b) Experience of preparing Project Finance Manual for providing Financial assistance for housing or infrastructure projects.</p> <p><b>Constitution of Team</b></p> <p>1. Experience of Team Members:</p> <p>a) Banking Expert with experience of working in a scheduled commercial bank and having experience preparing project finance/process/user manuals</p> <p>b) Project Finance Expert with experience of working in a scheduled commercial bank/housing finance company and involved in appraisal, credit, operations and recoveries</p> <p>c) Accounting (ICWA/CA) expert with experience of undertaking audit, preparing financial manual</p> <p><b>The detailed CV of each expert duly sealed and signed by authorized signatory should be included by Bidder demonstrating adequacy for the assignment and relevant experience.</b></p>	
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Note	<ol style="list-style-type: none"> <li>1. Bidder response should be complete, Yes/No answer is not acceptable.</li> <li>2. Documentary proof, sealed and signed by authorized signatory, must be submitted</li> <li>3. Proposal of the bidders are liable to be rejected in case of incomplete information or wrong information or non-submission of documentary proof.</li> </ol>
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### Annexure-III

#### Minimum Eligibility

Following format has to be filled by the Bidder and has to be submitted in a separate envelope along with softcopy and relevant documentary proof.

<b>Minimum Eligibility Criteria</b>	<b>Bidder's Response</b>
Limited Company (Public or Private)/Partnership Firm	To be supported by certificate of incorporation/registration
Minimum Turnover of Rs. 40 crore from advisory services segment	To be supported by CA Certificate
Minimum staff strength of 100 in the advisory segment in India	To be supported by certificate sealed and signed by authorized signatory
Number of years in establishment should be at least 10 years with a minimum of 3 years in India	To be supported by certificate of incorporation/registration
The advisory segment in India should have a positive net worth as per latest audited balance sheet	To be supported by CA Certificate

**Place :**

**Date :**

**Seal**

**Name and Signature with**

Note	<ol style="list-style-type: none"><li>1. Bidder response should be complete, Yes/No answer is not acceptable.</li><li>2. Documentary proof, sealed and signed by authorized signatory, must be submitted</li><li>3. Proposal of the bidders are liable to be rejected in case of incomplete information or wrong information or non-submission of documentary proof.</li></ol>
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