

**Greater Ranchi Development Agency  
Govt of Jharkhand, India**

Invitation for Expression of Interest (EOI)

From

Urban Planning Firms/Consortia for Planning  
and Designing of the New Capital City  
of Jharkhand, India

A Pre-Qualification Document

July, 2008

by:

**Greater Ranchi Development Agency**

3rd Floor, Pragati sadan (RRDA Building), Kutchary Chowk,  
Ranchi-834001, Jharkhand.

Phone: 0651- 2200192, Fax : 0651 - 2200212.

E-mail ID: [grda@gmail.com](mailto:grda@gmail.com), [grda@jharkhand.gov.in](mailto:grda@jharkhand.gov.in)

---

## PRE-QUALIFICATION DOCUMENT

### 1. State of Jharkhand

- 1.1 Jharkhand is a new state located in eastern India. It was carved out of the state of Bihar on November 15th, 2000.
- 1.2 Presently, Ranchi city is functioning as the state capital of Jharkhand.
- 1.3 The state has a population of about 30 million and a land area of approximately 80 thousand sq. kms.
- 1.4 The state is rich in mineral and forest resources.
- 1.5 There are 24 districts in the state.
- 1.6 The state has ample industrial potential and also tourism potential.

### 2. Formation of the Capital City

- 2.1 The Government of Jharkhand envisages a Capital City of about a million population at locations near the existing city of Ranchi. The capital city will not only cater to the capital functions related to the seat of government but will also include multi-sectoral facilities in commercial, industrial, residential and other economic sectors in order to make it a vibrant and dynamic city which is self-contained and self-sustained, with the state of the art physical, social and economic infrastructure. To be set in salubrious natural surroundings, the city would be eco-friendly and integrated with its inspiring existing landscape; not only efficient, healthy, modern, but also caring for traditional values.

### 3. Objectives of the Capital City

The main objectives for creation of the capital city are :

- 3.1 The city should have the image of a Capital city with institutions such as State Legislature, High-Court and Secretariat to effectively carry out the legislative, judicial and executive functions of the government, having a visually pleasing cityscape in tune with aesthetic principles of urban design and landscaping.
- 3.2 The city should also have all other necessary state and local level functions related to residential, industrial, commercial, institutional, recreational, educational activities etc.
- 3.3 The city has to be ecologically balanced, environmentally friendly and sustainable.
- 3.4 The city should have high standards of physical infrastructure such as road communication network, water supply, electricity etc.
- 3.5 The city should have rich social and cultural environment.
- 3.6 The urban form of the city should project the image of 21<sup>st</sup> century blending with regional and local character.
- 3.7 The city must offer a living environment which permits its citizens to live fuller and richer lives, free from physical and social tensions commonly associated with urban living.
- 3.8 The city has to be economically vibrant.
- 3.9 The city should have a flexible plan to accommodate future growth and changing requirement and lifestyle of the people.
- 3.10 The city's plan must aim to preserve heritage, natural and man-made precincts. It should also show concern for conservation of resources and energy.
- 3.11 The city plan should identify necessary tools to plan for the development of the hinterland to minimize adverse effects, if any, of the new capital city.
- 3.12 The city should come up with least cost to the state Government.

- 3.13 The city should provide political participation and social justice for all.
- 3.14 The city should be a place where cultural diversity of the state is reflected, at its best, in the form of architecture.

#### **4. Greater Ranchi Development Agency Ltd. (GRDA)**

The Government of Jharkhand has established Greater Ranchi Development Agency Ltd. (GRDA) (A company incorporated under the Company's Act, 1956) and entrusted the task of creation of the New Capital City to this agency.

#### **5. Selection of Urban Planner**

GRDA intends to select and engage a suitable Urban Planner/Urban Planning Firm/Consortium of international repute on the basis of a {global bidding process.} The process of selection is comprised of two stages.

#### **6. Selection Procedure**

The selection procedure will be organized in the following manner:

##### **6.1 Stage 1: Shortlisting**

6.1.1 Invitation of Expression of Interest (EOI) : GRDA invites, through this document, eligible Urban Planners/Urban Planning Firms/Consortia from India and abroad to submit their Expression of Interest.

6.1.2 Submission of EOI: The Town Planners will submit the EOI to GRDA along with the details as stipulated in this document.

6.1.3 Evaluation and Shortlisting by GRDA: The GRDA will evaluate and shortlist the Firms/Consortia on the basis of eligibility criteria.

6.2 **Stage 2:** Selection from amongst the shortlisted bidders on the basis of RFP (Request for Proposal) issued by GRDA to the shortlisted firms.

6.2.1 Issue of RFP documents to the shortlisted firms

6.2.2 Submission of proposals by the shortlisted firms in the format and manner laid out in the RFP document.

6.2.3 Presentation of preliminary concept plan and methodology before a panel decided by GRDA

6.2.4 Evaluation of proposals by the panel mentioned above.

6.2.5 Opening and evaluation of financial bids

6.2.6 Final decision

## **7. Broad scope of the consultancy for Planning and Design of the New Capital City.**

The scope of work can be broadly categorized into three parts, namely, (i) analysis (ii) concept plan & comprehensive plan and (iii) Urban design.

### **7.1 ANALYSIS & PROJECTIONS**

7.1.1 Site evaluation and analysis through updating of available physical survey details

7.1.2 Analysis and updating of all available base data for preparation of comprehensive plan and detailed plans. This would include physical, social, economic, demographic, infrastructure and transportation survey findings if available.

7.1.3 Study and analysis of the prevailing legal frame work, the state's policy on urbanization, industrial locations and

employment centers, projects in pipeline that would act as catalysts of growth in the regional context

7.1.4 Based on the above analyses, to work out the population projections with all necessary classifications and also the needs and preferences of the future population regarding housing, infrastructure, social facilities, traffic and transport etc.

7.1.5 To Visualize the image and functional aspects of the capital city.

7.1.6 To study and recommend, on the basis of experience and policy framework in other states a desirable policy framework for facilitating land acquisition and related aspects.

## **7.2 PLANS & REPORTS:**

7.2.1 In tune with the planning brief and the local aspects, preparation of concept plan & comprehensive plan showing detailed land allocations and transportation network.

7.2.2 Detailed proposals on each aspect of comprehensive plan mentioned above and also, environmental upgradation plan, heritage and preservation plan.

7.2.3 Environmental Impact Assessment and Environmental Sustainability report.

7.2.4 Social Impact assessment in the regional context especially on existing settlements to be affected by the new city, and comprehensive rehabilitation plan and report.

7.2.5 Economic feasibility plan, plan cost estimates, resource mobilization, cash flow and recovery, implementation methodology and phasing.

7.2.6 Framing of Development Control Regulations for the desired future growth.

**7.3 URBAN DESIGN:**

Preparation of urban design proposal for the New Capital City including the Capital Complex, Central Business District (CBD) etc .

***Note: Detailed scope will be supplied in the RFP document.***

## INFORMATION AND INSTRUCTIONS TO APPLICATIONS

### 8. General

- 8.1 All information requested for in the enclosed form should be furnished against the respective columns in the form. If information is furnished in separate documents, reference to the same should be given against respective column. If information is 'Nil' it should also be mentioned as 'Nil' or 'No such case'. If any particular query is not applicable in case of the applicant, it should be stated as 'Not applicable'. The applicants are cautioned that non-submission of complete information called for in the required formats, or making any change in the prescribed forms may result in the application being summarily rejected.
- 8.2 All the information must be submitted in English.
- 8.3 The documents should be sent by speed post/registered post/courier or hand delivery. GRDA will not entertain any application after the prescribed time limit on any grounds.
- 8.4 The application should be type written. The applicant's name and signature should appear on each page of the application form.
- 8.5 Overwriting shall be avoided and corrections, if any, shall be made by crossing out, initialing, marking the date and rewriting. All pages of the application shall be numbered and submitted as a package with signed letter of transmittal.
- 8.6 References, information and certificates from the clients certifying suitability, technical know-how or capability of the applicant shall be signed by the respective client.
- 8.7 The applicant is advised to attach any additional information he thinks would be necessary in regard to his capabilities. No further information will be entertained after submission of application unless it is required by the GRDA. The GRDA reserves the right to

call for additional information and clarification of information submitted from the applicants.

- 8.8 The application form duly completed and signed shall be submitted in sealed cover. The sealed cover shall be superscribed as ***'Application for Expression of Interest from Town Planners for the planning and design of New Capital of Ranchi'*** and shall be submitted to the ***GRDA, 3rd Floor, Pragati Sadan, RRDA Building, Kutchahry Chowk, Ranchi-834001 (Jharkhand) on or before .....upto 16.00 hours.***
- 8.9 The cost incurred by applicants in preparing this application, in providing clarifications or attending discussions/ conferences in connection with this document shall be borne by the applicant and the GRDA in no case will be responsible or liable for these costs, regardless of the outcome of the process.
- 8.10 The right to refuse any or all applications without assigning any reasons is reserved with GRDA. Similarly, right to modify the mode of selection is reserved with GRDA.
- 8.11 In order to familiarize with the proposed capital area, the applicant may make a visit. Cost incurred by the applicant for collection of preliminary data will be borne by the applicant only.

## **9. Definitions:**

In this document the following words and expressions have meaning hereby assigned to them.

- 9.1 **GRDA:** Means Greater Ranchi Development Agency Ltd.
- 9.2 **Applicant:** Means the individual, proprietary firm, firm in partnership, limited company, corporation, a group of firms forming a Joint Venture/Consortium applying to become eligible for Pre-Qualification.

- 9.4 Capital Complex means a complex having State Legislative functions and administrative functions along with the complementary administrative services, communications, recreation, social, cultural and infrastructural facilities.

**10. Method of Applying:**

- 10.1 If the application is made by an individual, it shall be signed by the individual above his full typewritten name and current address.
- 10.2 If the application is made by a proprietary firm, it shall be signed by the proprietor above his full typewritten name and current address.
- 10.3 If application is made by a firm in partnership, it shall be signed by all the partners of the firm above their full typewritten names and current addresses, or alternatively by a partner holding special power of attorney for the firm in which case a certified copy of the partnership deed and current addresses of all the partners of the firm shall also accompany the application.
- 10.4 If the application is made by a limited company or a Corporation, it shall be signed by a duly authorized person holding power of attorney for signing the application in which case a certified copy of the power of attorney shall accompany the application.
- 10.5 If the application is made by a Joint Venture/ Consortium of two or more firms as partners:
- 10.5.1 The application shall be signed so as to be legally binding on all partners.
- 10.5.2 One of the partners shall be nominated as being lead partner and this authorization shall be substantiated by submitting a power of attorney signed by legally authorized signatories of all the partners.

10.5.3 The lead partner shall be authorized to incur liabilities and receive instruction for and on behalf of any and all partners of the Joint Venture/ Consortium with respect to the selection process.

10.5.4 A copy of the agreement entered into by the Joint Venture/ Consortium shall be submitted with the Application and complete information pertaining to each partner in the respective forms duly signed by each such partner shall be submitted with the application.

**11. Final Decision Making Authority:**

The GRDA reserves the right to accept or reject any application and to annul the process and reject all applications at any time without assigning any reason or without informing the applicants of the grounds for the GRDA's action, and without thereby incurring any liability to the affected applicant.

**12. Eligibility and Minimum Criteria for Pre-qualification:**

12.1 The applicant, individual or Joint Venture, should be a firm incorporated in India. In case of a Consortium of Firms, the lead Firm should be registered in India. Town Planning Firms based abroad can participate in the selection process in the capacity of Joint Venture or Consortium with Indian Firm who will be the lead consultant.

12.2 Applicants may associate sub-consultants for specialized work, if required and a copy of the agreement to the effect defining the scope of work etc. should be submitted along with the application.

12.3 To be eligible for Pre-qualification, the applicants shall provide evidence satisfactory to the (employer: GRDA), of their eligibility

and of their capability and adequacy of resources to carry out the services. In case of Joint Venture, the joint-venture partners should give an undertaking to provide the relevant expertise/consultancy services for the project. Similarly, in case of a Consortium, if any member is likely to derive expertise of the parent company, then an undertaking to that effect from the parent company providing such expertise to the Consortium member should be submitted. In addition, all applications submitted shall include the following information:

- 12.3.1 Letter of Transmittal.
- 12.3.2 Copies of original documents defining the legal status, structure of organization, place of business of the company or corporation or firm or partnership or in case of a joint venture, of each party constituting the Joint Venture/Consortium in **Schedule A**.
- 12.3.3 Reports on the financial standing of the applicant (or of each party to a joint venture) in **Schedule B**.
- 12.3.4 Information about planning professionals and allied Technical staff in **Schedule C**.
- 12.3.5 Qualification and experience of key personnel proposed for this project with the applicant in **Schedule D**.
- 12.3.6 Details of the experience and past performance of the applicant (or of each party of joint venture/consortium ) on works of a similar nature and details of current works in hand and commitments in **Schedule E**.
- 12.3.7 Any other relevant additional information in **Schedule F**.
- 12.3.8 Details of participation in National or International Design Competitions, if any, in past.

- 12.3.9 Photographs of any three important projects designed by the architect.
- 12.3.10 Names and addresses of any three references.
- 12.3.11 Photocopies of Income Tax return of the firm for the last 3 financial years along with clearance certificate.
- 12.3.12 The applicant may be required to make a presentation covering the above aspects, if so desired by GRDA.
- 12.4 For the purpose of this particular work, applicant should meet the following qualifying criteria as a minimum:
  - 12.4.1 The applicant must be a well established consultant having capability and experience in planning and design of a New City.
  - 12.4.2 To qualify, the applicant must have achieved as a minimum the following performance.
    - 12.4.2.1 The individual firms/ firms forming part of Joint Venture/Consortium shall be at least 10 years old.
    - 12.4.2.2 The applicant's core team of experts shall have experience of at least 10 years in the respective field such as city planning, transportation, infrastructure design and financial and economic analysis.
    - 12.4.2.3 The applicant must have experience in Urban planning. Transportation Planning, Infrastructure designing, Financial and Economic analysis, Environmental Planning, Urban design etc. The applicant should have planned at least one township of above 100,000 population.

- 12.4.2.4 The applicant must have planned at least one project worth at least Rs.-100 crores(INR 1 billion).
  - 12.4.2.5 The applicant must have experience in preparation of Development Control Regulations.
  - 12.4.2.6 The applicant should be a member of the professional bodies such as Institute of Town Planners India or Institute of Architects, India or similar national/international institutes.
  - 12.4.2.7 Even if an applicant firm satisfies the above requirements, it will be subject to disqualification if it has:
    - 12.4.2.7.1 Made a false representation in the forms, statements and attachments required.
    - 12.4.2.7.2 Record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion.
    - 12.4.2.7.3 If it has been convicted by any court of law.
13. All payments towards Consultancy fee to the selected consultant will be made in Indian Rupees only.

## Letter of Transmittal

To  
Managing Director,  
Greater Ranchi Development Agency Ltd.,  
(Govt. of Jharkhand Undertaking),  
3rd Floor, Pragati Sadan, RRDA Building,  
Kutchahry Chowk, Ranchi - 834001,  
Jharkhand.

Dear Sir,

Having examined the advertisement and the application form including scope of work, we hereby submit all the necessary information and relevant documents for our selection in the shortlist of consultants for the participation in the selection process for planning the Capital City of Jharkhand.

The application is made by us, on behalf of .....in the capacity of .....duly authorized to submit the offer.

We understand that GRDA reserves the right to reject any application without assigning any reason.

**(Signature of applicant)**

Including the title and capacity  
in which application is made.

Date:

**Enclosures:**

- 1
- 2
- 3
- 4
- 5
- 6
- 7

**Schedule A**

**Information of Consultants**

**Corporate Information of Consultants**

Name of the consultant (In full) : .....

Address :.....

Telephone no. :.....

E-mail address :.....

Website (if any) :.....

Year of establishment :.....

***(Certificate of Registration/Incorporation under Indian Companies Act to be furnished)***

Place of business :.....

Name of members of Consortium/Joint Venture Companies (if any) :.....

.....

Indicate the area of participation of each member of the consortium or Joint

Venture including Sub-consultant :.....

Nature of Assignments carried so far:

- i.
- ii.
- iii.
- iv.
- v.
- vi.

Nature of assignments in hand

**(Signature of applicant)**

Including the title and capacity  
in which application is made.

**Schedule B**

**Financial Status**

(For each Member of the group)

- A. Name of the consultant.....
- Whether individual/proprietary/partnership/limited Company or Corporation/Consortium/Joint Venture
- B. Annual Turnover (for the last 5 years) (Indian Rupees in millions)  
Along with audited balance sheet for last five years.  
.....
- C. Total Number of Employees (for the last 5 years):
- i. Technical
  - ii. Planning professionals (on the rolls of the company)
  - ii. Allied professionals (on the rolls of the company)
  - iv. Others

**Note:-** Data to be furnished by each of the members of the Consortium on separate sheets  
All foreign currencies should be converted to equivalent Rupees.

**(Signature of applicant)**

Including the title and capacity  
in which application is made.

## Schedule C

## Technical Staff

## Information about the Technical Staff

(Each member of the group to furnish information in their respective area of participation)

Sl. No.	Field of Specialization	No. of persons		
		PhD	Post graduate	Graduate
1	Regional Planner			
2	Urban Planner			
3	Housing Analyst			
4	Transportation Planner			
5	Environmental Planner			
6	Economic Planner			
7	Demographer			
8	Statistical analyst			
9	Architect			
10	Infrastructure Analyst and designer			
11	Transportation Economist			
12	Urban Designer			
13	Legal Expert			
14	Software expert and Programmer in CAD, GIS and data base			
15	Other			

(Signature of applicant)  
Including the title and capacity  
in which application is made.

**Schedule D**

**Key personnel Proposed for the Project**

Sl. No.	Key position	Name of Key Person	Relationship with the Firm	Field of expertise	Name of Firm	Qualification	Years of experience	Remarks

**Note:- C.Vs of the above key staff to be furnished as per the prescribed format given in the next page in the same order**

**(Signature of applicant)**  
Including the title and capacity  
in which application is made.

**Format of Curriculum Vitae (CV)**

**For key Staff/Personnel proposed for the project**

Proposed Position: .....  
Name of Firm: .....  
Name of Staff: .....  
Profession: .....  
Date of Birth: .....  
Year with Firm: .....  
Nationality :.....  
Membership of Professional Societies: .....  
Proposed Tasks to be assigned on the project: .....

**Education:**

(Summarize College/University and other specialized education of staff member, giving names of schools, dates attended and degrees obtained. Use up to quarter page)

**Employment Record:**

(Starting with present position, list in reverse order, every employment held. List all positions held by staff member since graduation, giving dates, names of employing organization, title of positions held and location of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use up to three-quarters of the page).

**Languages:**

(Indicate proficiency in speaking, reading and writing of each language by "excellent", "good", "fair", "poor").....

**Certification:**

I, the undersigned, certify to the best of my knowledge and belief, this bio - data correctly describes my qualifications, my experience and me.

Date : Day/Month/Year.....

**Signature of Key person**  
Authorized Official from Lead Firm

## Schedule - E

**Experience**

Applicant's Experience of Relevant Projects  
 (Both finished and ongoing Projects)  
 Give information in the following format  
 (for each member of Group)

1	Project Title	:	
2	Location	:	
3	Describe area of Participation (Specific Services rendered by the Applicant)	:	
4	Period of Services rendered by the Applicant	:	
5	Consultancy Fees of the Applicant (In Indian Rupees)	:	
6	Total Project Cost (In Indian Rupees)	:	
7	Whether the Project was handled in Joint Venture or Consortium (If Yes, specify the JV/Consortium partners and their role (Area of Participation) in the project)	:	Yes/No
8	Whether any Sub Consultant was involved (If Yes, specify their area of participation in the project)	:	Yes/No
9	Present Status of the Project	:	

***(Note: Supporting documents from client in support of each of the above objects to be furnished)***

(Signature of applicant)  
 Including the title and capacity  
 in which application is made.

**Schedule F**

**Other Relevant Additional Information**