

**Ministry of Urban Development
Government of India
No.N-11025/40/2010-UCD
<http://urbanindia.nic.in>**

Dated: 18th October, 2012

Invitation to Expression of Interest

1. Appointment of Agencies/Consultants:

Ministry of Urban Development invites **Expression of Interest (Eoi)** from suitable agencies/consultants to undertake the task of revision of the Urban Development Plan Formulation and Implementation (UDPFI) Guidelines, 1996.

2. Client:

Ministry of Urban Development, Government of India, New Delhi

Web Site: <http://www.urbanindia.nic.in>

3. Brief Description of the Study:

UDPFI Guidelines were prepared in 1996 with the following objectives:

- To assist the policy makers, administrators and town planners to align the future needs of the ever growing population with planned urbanization;
- Preparation of spatial development plans and resource mobilization plans of small, medium and large size urban centres;
- Efficient implementation mechanism and innovative techniques for promotion of planned spatio-economic development of urban areas; and
- Simplification of town planning laws and their amendments/restructuring.

The UDPFI Guidelines, 1996 are available on the website and were primarily meant for the guidance of State Town and Country Planning Departments, Urban Development Authorities and Urban Local Bodies in terms of preparation of Master Plans / Development Plans and formulating Norms / Standards thereof in order to ensure planned development of towns and cities.

However, since 1996, many changes have taken place in the field of urban development especially in view of emerging needs / requirements of urban settlements due to rapid population growth and other reasons like globalization and liberalization. Towns and cities are dynamic entities and are subjected to

unprecedented changes in terms of requirements of infrastructure and other basic services / amenities. Besides, new emerging issues like land use and transport integration at planning stage, Comprehensive Mobility Plans(CMP) for Urban Transport, Service Level Benchmarks, Disaster Management, Inclusive Planning, Sustainable Habitat, Environmentally Sustainable Transport and Urban Reforms have added to the challenges, and therefore, it is being felt that the UDPFI Guidelines, 1996 need to be revisited.

4. Terms of Reference (ToR):

Ministry of Urban Development proposes to revise the UDPFI guidelines, 1996 to accommodate the future needs of the ever growing population coupled with urbanization with the following Terms of Reference (ToR):

- To review the present UDPFI Guidelines, 1996.
- To identify the gaps where new set of norms and standards for Plan formulation are required.
- To suggest a clear-cut framework for Plan formulation in view of the emerging scenario of the country's urbanization and overall vision.
- To suggest the new set of Norms and Standards, Zoning Regulations including integrated development of peri-urban areas which are easily comprehensible and user-friendly
- To suggest framework and Standards, for transit oriented development, affordable housing projects and slum redevelopment an incorporate principles of inclusive development.
- To suggest set of Norms and Standards for land use and transport integration at planning stage itself, integration of CMP with the Master plan of the planning area, development of master plan with the aim of reducing the total number as well as average length of trips prioritizing public transport and non-motorized transport.
- To suggest set of Norms and Standards for earthquake prone areas, environmentally fragile zones such as CRZ areas and hazard prone areas etc.
- To include framework for Crisis/Disaster Management Plans a part of Development Plan.
- To assess the Legal Implications and framework for Plan preparation, monitoring and impact assessment of the Master Plans.

- To evolve participatory Plan approach including planning at ULBs, planning for peri-urban areas and provide for integration between different levels of Plan.
- To suggest innovative approach and techniques (including Remote Sensing, GIS and MIS technology) for plan preparation and monitoring.

5. Scope of Work:

The UDPFI Guidelines, 1996 will be revised by the agencies/consultants in discussion with State Town and Country Planning Departments, Development Authorities/Planning Boards and Research and Educational Institutions under the overall guidance of Town and Country Planning Organization, Government of India. The agencies/consultants shall interact with various agencies including related Ministries and Planning Commission and would also consult all relevant current material, norms, standards and approaches to spatial planning and development including redevelopment of inner city areas, in India and abroad. While revising the UDPFI Guidelines the agencies/consultants shall also focus on following issues:

- i. The service level benchmarks developed by the MoUD should be taken into account while revising the guidelines.*
- ii. While finalizing the guidelines, the consultation process should be more broad-based by developing a discussion portal and disseminating the Guidelines in regional language.*
- iii. Integration between different levels of plans including integration of City Development and CMP with statutory Master Plan should be addressed.*
- iv. Integrated land use transport planning is considered essential optimum planning. Integrated land use transport planning with priority to public transport and non-motorised transport should be included in the proposed guidelines.*
- v. A separate volume on legal aspects should be prepared.*
- vi. Need for assessing the impact of the plan on growth, employment etc in a quantifiable manner which would make the plan more acceptable to various stakeholders.*
- vii. A separate chapter should be included on redevelopment of inner city areas as well the city as a whole, with densification along mass transit corridors.*
- viii. A separate Chapter should be included on Urban Transport Impact Assessment for different land use scenarios in terms of overall travel demand,*

average trip length Maximum time of travel by public transport (for 80% of the trips) in peak time.

- ix. Plan for Development of peri-urban areas may be included in the guidelines.*
- x. To suggest set of Norms and Standards for earthquake prone areas, environmentally fragile zones such as CRZ areas and hazard prone areas etc.*
- xi. To include framework for Crisis/Disaster Management Plans a part of Development Plan.*
- xii. The use of GIS technologies for plan formulation should be comprehensively addressed.*
- xiii. The guidelines should be dovetailed with various statutory provisions including recommendations of 2nd Administrative Reforms Commission, Working Group on Urban Planning.*
- xiv. 1 National Workshop and 3 Regional Workshops need to be organized with at least one workshop could be held in the eastern region with State T&CP Department, Urban Development Department, Transport Department, Traffic Police, Development Authorities, UMTAs and Urban Local Bodies.*
- xv. Data available with the ISRO organizations based in the north east should be accessed.*
- xvi. Links with the National Building Code and parameter under National Mission for Sustainable Habitat should also be considered.*
- xvii. Other line Ministries and the Planning Commission should be involved.*
- xviii. A PERT chart should be prepared and followed with a view to complete the study within the time frame.*

6. Pre-Qualification and Short-listing Criteria

- i) The agencies/consultants should be a firm /company registered/incorporated in India under the Companies Act, 1956.*
- ii) The agencies/consultants should possess at least 10 years' experience in the field in the relevant area of work such as Urban Development & Planning, Town and Country Planning etc. out of which 2 years should be in India.*
- iii) The agencies/consultants must have experience of working with Central/State Government or Urban Local Bodies in the relevant area.*

- iv) The agencies/consultants should have a turnover of not less than Rs.5 crores during each of the previous 3 years and a positive net worth during each of the previous 3 years. The agency should not have suffered loss during any of the previous 3 years.
- v) The agencies/consultants should not have been blacklisted by any Central/State Government/Public Sector Undertaking/autonomous bodies under Central and State Governments.
- vi) The agencies/consultants must have adequate number of experienced professionals in the relevant area of work with a core expert team comprising of qualified Town & Country Planner, the lead member should be registered with ITPI. The agency should have the resources to complete the task within stipulated time.
- vii) Joint ventures/consortia of organizations (Govt. & private) having above experiences are permitted including those with technical Institutes. Consultancy organizations of repute in the field of Town & Country Planning should only apply.
- viii) The agencies/consultants should have or be able to depute its personnel to Delhi to frequently interact with Ministry/TCPO officials to ensure timely finalization of guidelines.

7. Disqualifications:

Ministry of Urban Development may at its sole discretion and at any time during the Evaluation of Proposal, disqualify any respondent, under the following circumstances:

- i) The agencies/consultants have submitted the proposal documents after the response deadline.
- ii) The agencies/consultants have been involved in litigation that may have an impact of affecting or compromising the delivery of services as required under this Expression of Interest.
- iii) The agencies/consultants have made misleading or false representations in the forms, statements and attachments submitted in the Expression of Interest;

- iv) The agencies/consultants have exhibited a record of poor performance such as abandoning works, not completing the contractual obligations properly, inordinately delaying completion of projects or financial failures, etc. in any project in the preceding three years;
- v) The agencies/consultants have submitted a proposal that is not accompanied by required documents or is non-responsive;
- vi) The agencies/consultants have failed to provide clarifications related thereto, when sought;
- vii) The agencies/consultants have been blacklisted by any Central/State Government/Public Sector Undertaking/autonomous organisation under Central/State Government.
- viii) The agencies/consultants have submitted more than one Proposal (without withdrawing previous proposals).
- ix) The agencies/consultants have submitted a proposal with financial bids.
- x) Any form of canvassing and attempt to influence.

8. Format for submission of EoI:

Interested agencies/consultants should submit their proposals in English clearly indicating the following:

1. Name and Address of the Firm with name of CEO
2. Professional background/Set-up of the Firm (Manpower and Infrastructure)
3. Experience in the area of work
4. Details of work done in the area in India
5. Major projects/assignments undertaken of similar nature and scale:
6. List of eminent clients in the past 3 years
7. Annual turnover & net profit for the last 3 years
8. Quality Assurance Systems if any possessed

All the documents submitted by agencies/consultants should be supported by verified documents.

Interested agencies/consultants should forward the above details in a covering letter to the address indicated below. All EoI submissions should be received before 5 pm of the last day of four (4) weeks of publication of this invitation. Interested parties must send their EoI by post at the following address or e-mail to:

S.T.Venkatachalapathy, Under Secretary (UCD/LSG), Room No. 202--C,
Ministry of Urban Development, Nirman Bhawan, Maulana Azad Road,
New Delhi – 110108.
ucdlsq@yahoo.com

Late received EOIs, i.e. EOIs received after the specified date and time of receipt, will not be considered.

9. Expected Deliverables:

Stage I	Report on Review of Existing UDPFI Guidelines, 1996
Stage II	Recommendations of Regional Workshops at major cities of the country.
Stage III	Revised Report of the UDPFI Guidelines.
Stage IV	National Workshop to deliberate on first draft Report.
Stage V	Final Report of UDPFI Guidelines.

The Final Report of UDPFI Guidelines should be submitted before 31st of August, 2013 (i.e. within nine (9) months of the commencement of the preparation /revision of the guidelines). The Agencies/ consultants shall submit 10 sets of soft copies and 10 sets of approved Final UDPFI Guidelines complete with all reports, drawings, sketches etc. in hard copy on finalization of guidelines within the stipulated time.

10. Expected Duration of Assignment / Period of Engagement :

9 months

The task of preparation of guidelines has to be completed within a stipulated period of 9 months from the date of award of work. Within **20 days** of award of work, the selected agencies/consultants shall formulate a road map for completing the task specifying each and every activity and its time schedule. This shall be used for monitoring the progress of task and shall be linked with release of installments at each stage of completion of manual.

11. Tentative commencement date : December, 2012

12. Evaluation of criteria for Selection :

The following criteria will be taken into account and weightage will be given during selection of agencies/consultants for the above work:

Name of the agencies/ Consultants	1.Past experience of the agencies/consultants	Weightage 60%
	No. of years of experience in this field	20%
	ii) past experience in carrying out studies in related sectors	40%
	iii) Past experience of studies of similar nature	20%
	iv) Studies carried out in India –	20%
	2. Experience of key personnel	25%
	i) Qualifications -	30%
	ii) Relevant Experience	70%
	3. Financial Strength of the agency/consultants	15%
	Turnover figure for Last three years	50%
	Net profit figure for Last three years	50%

13. Payment terms:

Payment will be made at three stages as follows:

- i) 30 % on award of work (against Bank Guarantee)
- ii) 40 % on completion of Stage I, II & III of expected deliverables given at Para 8
- iii) 30 % on completion of Stage IV & V of expected deliverables given at Para 8

S.T. Venkatachalapathy,
Under Secretary (UCD/LSG)
Ministry of Urban Development
Government of India

Government of India
Ministry of Urban Development (MoUD)
Nirman Bhawan, New Delhi- 110 108

MoUD invites Expression of Interest (Eoi) from suitable agencies/consultants to undertake the task of revision of the Urban Development Plan Formulation and Implementation (UDPFI) Guidelines, 1996.

Detailed Eoi including the Terms of Reference (ToR), Scope of the Work, deliverables etc may be accessed at the Ministry's website: "<http://www.urbanindia.nic.in> / what is new? pdf" at the Central Public Procurement Portal at URL www.eprocure.gov.in

All application should be submitted before 5 pm of the last day of four (4) weeks of publication of this advertisement

Date: 18.10.2012

S.T.Venkatachalapathy
Under Secretary (UCD/LSG)
[Tel:011-23061072](tel:011-23061072)