



West Bengal Housing Infrastructure Development Corporation Limited
(A Govt. of West Bengal Undertaking)

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No.2084/HIDCO/ADMN-2101/2012

Date: 09/09/2021

**NOTICE INVITING EXPRESSION OF INTEREST FOR ENGAGEMENT OF
CONSULTANT FOR FACILITATION IN SELECTION OF ELIGIBLE INVESTOR FOR FINTECH HUB,
NEW TOWN, KOLKATA**

NOTICE INVITING E-TENDER ID : 2021_HIDCO_343190

WBHIDCO Ltd. invites applications for engagement of Consultant for facilitation in selection of eligible Investors for Fintech Hub, New Town, Kolkata. The Broad Scope of services expected from the Consultant is provided in Section-I i.e. in Terms of Reference (TOR) of the EOI document. The Pre-qualification Criteria, requisite Formats for submission of Proposal and other terms and conditions are also given in this EOI document.

It is clarified that this is an open offer and not limited amongst the Empanelled Transaction Advisors of the Govt. of West Bengal.

All intending bidders are requested to follow/visit the EOI documents from WBHIDCO website <http://www.wbidcoltd.com> and www.wbtenders.gov.in before submission of their offers.


Joint Managing Director (Admin)
WBHIDCO Ltd.

Section I: Terms of Reference (ToR)

1. Background

West Bengal Housing Infrastructure Development Corporation Ltd (WBHIDCO) is implementing a Fintech Hub in New Town, Kolkata. Nearly 20 acres of prime land is available for allotment in the Fintech Hub. The site is located in the Central Business District area and in close proximity to a 480-acre ECO Park, Biswa Bangla Convention Centre, Bengal Silicon Valley IT Hub and several universities. The upcoming Fintech Hub will be the first of its kind in the Eastern India and pivots on the concept that Kolkata is the Eastern Gateway of India with natural links with South-East Asia.

The Fintech Hub is structured as a cluster of Banks Fintech Start-ups, Legal Tech Units and Financial Service Players, which shall allow for economies of scale for carrying out diverse financial/fintech activities including banking, insurance, mutual funds and offshore banking. The Hub also envisages the development of finance / investment related IT infrastructures such as data warehousing, disaster recovery, back-office and IT BPO centres.

As of now, WBHIDCO intends to market the area on a plotted basis and is desirous of appointing a suitable Consultant to provide professional assistance in this regard. In pursuance of the above, WBHIDCO has decided to carry out the process for selection of a Consultant for the same.

The objective is to engage a Consultant (Hereinafter called “**Consultant**”), who will be handholding WBHIDCO in marketing of the project and selection of the eligible Investors for the project.

2. Timeline

Sl. No	Particulars	Date and Time
1	Date of uploading of Expression of Interest (Eoi)	09/09/2021
2	Documents downloading start date	10/09/2021
3	Pre-bid meeting through Zoom	16/09/2021 at 15:00 hrs.
4	Last Date for submission of Proposal (Technical & Financial)	26/10/2021 at 14:00 hrs.
5	Opening of Technical Bid	28/10/2021 at 16:00 hrs.
6	Date, time, and venue for technical presentation	To be notified

7	Last Date for uploading list for Technically qualified Bidders (online)	To be notified
8	Date for opening of financial proposal	To be notified

3. Broad Scope of Services

The consultant shall broadly undertake the following activities for the **Selection of eligible Investors**:

- Develop a strategy for making the Fintech Hub a vibrant financial/economic zone.
- Identify the target segment & formats for disposal of plotted spaces
- Prepare a list of potential eligible Investors and finalize the same in consultation with WBHIDCO
- Approach shortlisted eligible Investors and market the project through discussions, presentations and facilitating site visits etc.
- Preparation of monthly progress report with documentary evidence of activities during the period of their operation
- Assist WBHIDCO in carrying out negotiations with the interested eligible Investors and also assist WBHIDCO for execution of sale / lease / license agreements with selected eligible Investors.

4. Duration of engagement

Total duration of the project shall be for a period of maximum of 6 (six) months. However, the handholding period shall be extended for another 6 (six) months and during this extended handholding period, no Retainership Fee shall be paid. Only Success Fee shall be payable as applicable.

5. Deliverables

Preparation of a Project Information, memorandum for circulation to intending investors, submission of Monthly Progress Report with documentary evidence of activities during the period of their operation, execution of lease agreement/deed with selected investors. At least one on-site mid-level consultant person shall be deputed to work full-time at WBHIDCO. He/She shall be selected in consultation with WBHIDCO. WBHIDCO will provide workspace for him/her.

6. Fees

The Consultant shall be paid the following fees for the assignment:

- Fixed Monthly Retainership Fee of Rs 3 lakhs (Rs. Three Lakhs only) per month for a period of six months.

- Success fee as per conditions laid down can be claimed within a further 6 months' time only. No claim for success fee shall be entertained after 12 months from the date of signing of the agreement.
- The consultant would be allowed to charge a percentage of value of the land agreed with the selected eligible Investors through Consultant as **Success Fees** (in the range 0.001% to 4.000% max.) in the manner explained in the BoQ of the Financial Proposal section of the etender website, which shall be paid by WBHIDCO Ltd. on receipt of bill/invoice within 12 months of the commencement of the consultancy, only after full payment of lease premium by the eligible investors and after signing of the Agreement between Parties i.e. after successful allotment of land to eligible investors.
- It is further clarified that the Success Fee will be paid only for the investors approached through Consultant and subsequently selected through due procedure. Success Fee will not be paid for the investors approaching WBHIDCO directly. WBHIDCO will be at liberty to seek direct applications without any reference to the Consultant.
- Cost of organizing road shows shall be reimbursed. However, prior written approval of the authority for the estimated expenditure for each event shall have to be taken by the Consultant. Payment on actuals will be made directly to the consultant on production of vouchers, Tax Invoices, receipts of actual expenditure incurred. All events shall be organized within India. Food & lodging of maximum 2 (two) persons on behalf of the Consultant and 2 (two) persons on behalf of WBHIDCO for a tour outside the West Bengal will be provided.
- **All taxes as applicable shall be separate.**

Section II: Instructions to Consultants

1. Introduction

- 1.1 The Applicants are invited to submit evidence of Qualification, a Marketing Proposal as per the formats given in Section III and a Financial Proposal as per the formats given in Section IV, for the Consultancy services required for the assignment. The selection would be on the EoI process, based on the Combined Quality cum Cost based Selection (CQCBS), subject to the compliance of Technical & Financial Qualifications as required in this EOI. The Proposal will form part of the contract with the selected consultant.
- 1.2 Consultants should familiarize themselves with complete local conditions and take them into account in preparing their Proposals.
- 1.3 Consultants shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. WBHIDCO is not bound to accept any proposal and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to WBHIDCO.

2. Proposal Validity

- 2.1 The Technical and Financial Proposal to be submitted by the Consultants should be firm and valid for a period of 180 days from the last date of submission of the proposal.

3. Clarifications

- 3.1 At any time before the close of bid receipt, WBHIDCO may amend the EOI by issuing a Corrigendum/Addendum in writing or by standard electronic means to the published EOI. It can, however, cancel the bid process even thereafter without assigning any reasons but before signing of agreement.

4. Submission, Receipt, and Opening of Proposals

- 4.1 The original proposal (EMD, Technical & Financial Qualifications and Financial Proposal) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Consultants themselves. The person who signed the proposal must initial such corrections. Submission of Technical and Financial Proposals should respectively be in the format of Tech Form-1 to Tech Form 3 of Section III, and Fin Form-1 of Section IV.

- 4.2 An authorized representative of the Consultants shall put initial at all submitted pages of the Proposal. The authorisation shall be in the form of a written power of attorney accompanying the Proposal or in any standard format demonstrating that the representative has been dully authorized to sign.
- 4.3 The Consultant will have to submit in Firm's letter head a declaration mentioning the team composition, name, and qualification of each of the Consultant's team members.
- 4.4 The application shall have to be submitted following the below mentioned process:
- 1) **Technical Qualification** including evidence of Pre-qualification, the declaration mentioning the composition, name, and qualification of each of the Consultant's team members, Approach, Methodology, and marketing plan etc. will have to be uploaded on the <https://wbtenders.gov.in> portal of NIC in (.rar) file. A valid digital signature certificate will be needed to access the site.
 - 2) The **financial proposal** will have to be submitted at the appropriate section of the e-tender portal. Disclosure or indication of quote at any other section will lead to disqualification of the bidder.
 - 3) WBHIDCO Ltd. authority reserves the right to cancel the E.O.I. due to unavoidable circumstances and no claim in this respect will be entertained.
 - 4) Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of Technical and Financial Bid.
 - 5) There shall be no provision of Arbitration.
 - 6) **Earnest Money Deposit:** Rs.3,00,000.00 (Rupees three lakh) only. The process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. has been stopped for etender procurement of this office. Necessary Earnest Money will have to be deposited by the bidder electronically online through his net banking enabled bank account, maintained at any bank or offline through any bank by generating NEFT/RTGS Challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank Name (ICICI Bank) & IFSC Code and e-Proc Ref. No.

Intending bidder who wants to transfer EMD through NEFT / RTGS must read the instruction of the Challan generated from E-Procurement site. **Submission of EMD amount through IMPS transfer will not be accepted.**

Bidders are also advised to submit EMD of their bid, at least 03 (three) working days before the bid submission closing date as it requires time for processing of Payment of EMD.

Bidders eligible for exemption of EMD as per Government rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder of Statuary bid documents.

Refund of EMD: The Earnest Money of all the unsuccessful tender deposited online through e-procurement portal of Government of West Bengal Website <http://etender.wb.nic.in> with the tender will be refunded accordingly to the order of Finance Department of Government of West Bengal vide no.-3975-F(Y) of 28th July 2016.

4.5 Consultants must read carefully the Qualification Criteria provided herein.

A	Required Technical Qualifications / Experience of the Applicant	Documents to be submitted
A-1	The applicant shall have, over the last 5 (five) years preceding the application date, either i. provided at least 1 (one) Project Development Advisory Services in infrastructure or real estate sector to Central / State Government agencies / UTs in India or ii. Currently providing Project Development Advisory Services in infrastructure or real estate sector at least in 01(one) ongoing projects in the Central / State Government agencies / UTs in India or iii. provided at least 1 (one) Project Development Advisory Services in infrastructure or real estate sector to any Private Sector Companies in India	Relevant completion certificates showcasing the experience indicated. The following documents will also be considered other than relevant Completion Certificates to be a proof: - i) Work Order & Agreement (either) and ii) Final GST bill/Payment confirmation (either)
A-2	The applicant shall have Experience of either i) successfully closing of either at least one Consultancy mandates in infrastructure or real estate sector for Central / State Government /UT agencies in India or ii) successfully running of at least one Consultancy mandates in at least one ongoing projects in infrastructure or real estate sector for Central / State Government /UT agencies in India or iii) successfully closing of at least one Consultancy mandates in infrastructure or real estate sector for any Private Sector Companies in India.	Relevant completion certificates showcasing the experience indicated. The following documents will also be considered other than relevant Completion Certificates to be a proof: i) Work Order & Agreement (either) and ii) Final GST bill/Payment confirmation (either)
A-3	The applicant shall have Proposed Approach & Methodology and Marketing Plan for undertaking the project.	Detailed Approach & Methodology for undertaking this assignment.

	Required Technical Qualifications / Experience of the Team Members	Documents to be submitted
A-4	<p>a) Team Leader cum Transaction Specialist must have at least 10 years of experience in infrastructure/ real estate transactions; played a lead role in concluding at least 10 successful infrastructure/ real estate transactions across asset classes.</p> <p>b) Marketing Expert must have at least 5 years of experience in marketing infrastructure/ real estate transactions; played a lead role in concluding at least 5 successful infrastructure/ real estate transactions across asset classes.</p> <p>c) Legal Expert should possess legal qualification with at least 8 years of experience in drafting and handling contract documents for infrastructure/ real estate projects.</p> <p>Additionally, it is expected that the Consultant will be involving their senior resources as and when required.</p>	<p>A self-declaration shall be given that all eligibility criteria are fulfilled, and actual verification may be made by WBHIDCO at any time.</p>

B	Required Financial Qualifications of the Applicant	Documents to be submitted
B-1	<p>Average Annual Turnover of the bidders for the last 3 years ending 31st March, 2021 shall be more than <u>25 crores (Rs. Twenty-Five crores) each year</u> from India operations.</p>	<p>The audited annual reports duly certified by the Chartered Accountant/ Certificate from Chartered Accountant shall be submitted with the application as a documentary proof.</p>

For the purpose of qualification:

- Infrastructure sector would be deemed to include roads & bridges, power, telecom, ports, airports, railways, metro rail, SEZs, industrial corridors/ parks/ estates, logistic parks, pipelines, irrigation, water supply, sewerage, waste management, tourism projects.

- Real estate sector would include Housing, Commercial, Integrated Townships / games villages.
- Project Development Advisory includes Project Preparation (Feasibility Study, Market Research, Viability Analysis etc.); Bid Process Management; Project Marketing; Contract Documentation and facilitation for successful execution.

4.6 All the received applications will be opened in presence of authorized representative of the bidders who choose to attend. Evaluation of the proposals will be based CQCBS method with weightage of 70% and 30% for Technical and Financial Proposals, respectively; having qualifying marks of 60 in the Technical Proposal. The Selected Bidder shall be the First Ranked Bidder (having highest combined score). The Second and Third Ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked applicant withdraws or fails to comply with the requirements specified in this EOI.

4.7 WBHIDCO will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures, the formers will prevail.

4.8 WBHIDCO will select the Consultant who will be the First Ranked Bidder (having highest combined score). The Second and Third Ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked applicant withdraws or fails to comply with the requirements specified in this EOI. In view of the urgency, selection may be finalized even if single eligible application is received. However, WBHIDCO Ltd. reserves the right to accept/reject any or all the applications received or to cancel the EOI without assigning any reason. WBHIDCO Ltd. also reserves the right for inviting the second lowest Consultant, if required. In case of tie between the two qualified highest bidders (having highest combined score) through CQCBS, the bidder quoting the lowest success fee will be considered and selected.

4.9 The Earnest Money Deposit will be refunded to the unsuccessful applicants on request after the decision on

4.10 The selected Consultant will have to make an agreement with WBHIDCO to complete the work in time as per terms and conditions of EOI. Dispute, if any, will be settled in accordance with the provisions made under the Act.

4.11 The Earnest Money Deposit of the successful Consultant will be forfeited for failure on his part to sign the agreement.

4.12 The selected Consultant shall keep all the information pertaining to the assignment CONFIDENTIAL and shall not provide/disclose any information of the assignment to anybody except on specific instructions from WBHIDCO Ltd.

5. Performance Security and Agreement

WBHIDCO will issue a Letter of Award (LoA) along with the Draft Contract Agreement to the selected bidder. The EMD will be converted into Performance Security.

6. Right to Accept or Reject

WBHIDCO reserves the right, without any obligation or liability, to accept or reject any or all the proposals at any stage of the bidding process, to cancel or modify the process or any part thereof or to vary any or the term and condition at any time, without assigning any reason whatsoever.

7. Conflict of interest

There will be no conflict of interest of this assignment with any other assignment or transaction contracted by WBHIDCO with the selected firm.

8. Disputes

All legal disputes are subject to the jurisdiction of courts in Kolkata only.

9. Indemnity

The Consultant at all times during the pendency of this engagement, keep WBHIDCO indemnified to an amount not exceeding the total fees payable to the Consultant under this engagement.

10. Confidentiality

The Consultant shall treat the details/outputs of the Project/Engagement confidential and the Consultant's own information only and shall not publish or disclose the details/ outputs in any external forum without the written permission from WBHIDCO.

11. Replacement of Personnel

Replacement of personnel during the period of service of the selected consultant arising out of circumstances beyond the reasonable control of the consultant e.g. illness, death, resignation or disciplinary action against concerned personnel etc. may be made with prior approval of WBHIDCO.

12. Link to join Pre-bid meeting

Join Zoom Meeting

<https://zoom.us/j/95678925497?pwd=cDF5ZUp6MVd6N2sxZUw5OUg3ZEM3QT09>

Meeting ID: 956 7892 5497

Passcode: 081030

Section III: Technical Proposal - Standard Forms

TECH FORM-1 Technical Proposal Submission Form

TECH FORM-2 Firm's Profile, Technical & Financial Qualification and Experience

TECH FORM-3 Marketing Plan

TECH FORM-1: Technical Qualification Submission Form

(On Consultant Firm's letter head)

To:

Date: / /2021

Joint Managing Director (Admin)

West Bengal Housing Infrastructure Development Corporation Ltd. (WBHIDCO)

"HIDCO BHABAN", Premises No.:35-1111,

Biswa Bangla Sarani, 3rd Rotary, New Town,

Kolkata-700156

Ref- Notice Inviting EoI vide no.2084/HIDCO/ADMN-2101/2012
dated 09/09/2021

Dear Sir,

We, the undersigned, offer to provide the **Consultancy Services for facilitation of selection of eligible Investors for Fintech Hub at New Town, Kolkata** in accordance with Expression of Interest and our Proposal. We are hereby submitting our Proposal, which includes the Technical and Financial Qualifications and the Financial Proposal.

We hereby declare that all the information and statements made in this application are true and accept that any misinterpretation contained in it would lead to our disqualification.

We undertake, if our Proposal is accepted, to initiate the Consultancy services related to the assignment within later than 7 calendar days from the date of appointment. We are in consonance to your freedom to accept / reject any or all the applications without assigning any reason.

Thanking You,

Yours Sincerely,

Signature [*In full and initials*]: _____

Name and Title of the Authorised Signatory: _____

TECH FORM-2: Firm's Profile, Technical & Financial Qualification and Experience

A - Firm's Profile

[Provide here a brief (two pages) description of the organization, business activities and experience of your firm/entity for this assignment.]

B - Firm's Technical qualification and Experience in confirmation to the requirement in EOI as per Sl. No. 4.5 (A-1), (A-2) and (A-4)

C - Firm's Financial qualification and Experience in confirmation to the requirement in EOI as per Sl. No. 4.5 (B)

TECH FORM-3: Approach & Methodology and Marketing Plan
In EOI as per Sl. No. 4.5 (A-3)

(Indicate approach to be followed as well as main marketing activities of the assignment, including execution of various agreements).

(On a Stamp Paper of relevant value)

POWER OF ATTORNEY

Know all men by these presents, that we, (Name and address of the registered office) do hereby constitute, appoint, and authorize Mr./Ms.

.....

(Name and address of residence) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds, and things necessary in connection with or incidental to our Bid for the engagement of Consultant for selection of investors for Fintech Hub, New Town, Kolkata, including signing and submission of all documents and providing information / responses to WBHIDCO, representing us in all matters before WBHIDCO, and generally dealing with WBHIDCO in all matters in connection with our offer and Intent.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

(Signature)

I Accept

..... (Signature)

(Name, Title and Address of the Attorney)

a) Bid Evaluation Methodology

Evaluation of the Technical and Financial Proposals will be based on **Combined Quality cum Cost Based Selection (CQCBS)** mode with weightage of 70% and 30% for Technical and Financial Proposals, respectively; with qualifying marks of 60 in the Technical Proposal.

b) Evaluation of Technical Proposal

- i. In the first phase, the Technical Proposals shall be evaluated on the basis of eligibility criteria as mentioned in the EOI.
- ii. In the second phase, the firms which satisfy the eligibility criteria shall be given marks based in the Table -1 of this EOI. Accordingly, firms will be marked based on marks allotted to them:

Table -1

SL. NO.	PARAMETER	TOTAL/MAXIMUM MARKS
1	Financial Capacity (Turnover for last 3 financial years) of the Bidder	10
	Bidder's Average Annual Turnover for the last 3 Financial Years (2018-19; 2019-20; 2020-2021)	
	INR 25 – 50 Cr – 5 marks INR 50 Cr and above – 10 marks	
2	Understanding of the Scope of Work; Proposed Methodology & Marketing Plan; and timeline. It carries a composite mark with no subdivision on individual items	20
3	Suitability for the Scope: Team Composition in the same marketing projects desirable	20
	Team Leader cum Transaction Specialist - 10 marks	
	Marketing/Legal Experts - 10 marks (5 each)	
4	Technical Presentation	50
	Proposed methodology & marketing plan; timeline for concluding the disposal process; role of each team member; marketing and outreach plan; similar case studies and success story including those in New Town, Kolkata. It carries a composite mark with no subdivision on individual items.	
	TOTAL	100

c) **The number of marks to be assigned to each of the specialists will be determined in the following manner:**

i)) Team Leader cum Transaction Specialist must have at least 10 years of experience in infrastructure/ real estate transactions; played a lead role in concluding at least 10 successful infrastructure/ real estate transactions across asset classes.

ii) Marketing Expert must have at least 5 years of experience in marketing infrastructure/ real estate transactions; played a lead role in concluding at least 5 successful infrastructure/ real estate transactions across asset classes.

iii) Legal Expert should possess legal qualification with at least 8 years of experience in drafting and handling contract documents for infrastructure/ real estate projects.

d) For each Technical Proposal, the total points that can be awarded for each Bidder are 100, and the **Minimum Technical Score** that a Bidder requires to qualify for evaluation of the Technical Proposal is **60**.

The Total Score obtained by the Bidder in the Technical Evaluation shall be the **Technical Score (TS)** of the Bidder.

e) **Evaluation of Financial Proposal**

The lowest Financial Proposal will be given a Financial Score (FS) out of 100 points. The Financial Scores of the other proposals will be computed as follows:

$$FS = 100 * FM1 / F1$$

(F1= amount of financial quote of the bidder; FM1=Lowest Financial quote)

f) **Combined Technical cum Financial Proposal**

Proposals will be finally ranked according to their Combined Score (S) calculated in the following manner:

$$S = TS * 0.7 + FS * 0.3$$

g) The Selected Bidder shall be the First Ranked Bidder (having highest combined score). The Second and Third Ranked Applicant shall be kept in reserve and may be invited for negotiations in case the first ranked applicant withdraws or fails to comply with the requirements specified in this EOI.