

**Request for Proposal**

**For  
Participation in Term Loan Facility**

**For  
INDIA INTERNATIONAL CONVENTION & EXHIBITION CENTRE LIMITED (IICCL)  
(A Government of India Undertaking)**

**For Development of  
India International Convention & Exhibition Centre**

**AT  
SECTOR -25, DWARKA, NEW DELHI**

**Date: December 5, 2018**

***Project Financial Advisor***



**IDBI CAPITAL MARKETS & SECURITIES LIMITED**

**December 2018**

**India International Convention & Exhibition Centre Limited**

**NATIONAL COMPETITIVE BIDDING**

**Request for Proposal for Participation in Term Loan Facility for**

**India International Convention & Exhibition Centre at Dwarka, New Delhi**

**December 5, 2018**

In the absence of world class exhibition and conference facilities, India has not enjoyed the benefits of the market, both Asian and global, for meetings, incentives, conferencing and exhibitions. In order to capitalize on this vast market potential, drive India's industry and associated programmes such as Make in India, and to promote tourism, trade and commerce, the Department of Industrial Policy and Promotion, through India International Convention & Exhibition Centre Limited, has taken the initiative to develop India International Convention & Expo Centre, a state-of-the-art exhibition cum convention centre at Dwarka, New Delhi, as a flagship project.

India International Convention & Exhibition Centre Limited invites online proposals through e-procurement in response to this Request for Proposal document from banks and financial institutions for the purpose of Participation in Term Loan Facility for India International Convention & Expo Centre. The salient features of the project, eligibility criteria and prescribed formats for submission are set out in the RFP document uploaded on the website: [www.dmicdc.com](http://www.dmicdc.com) and the Central Public Procurement Portal: <http://eprocure.gov.in>.

Interested applicants are requested to submit their proposals via the Central Public Procurement Portal on or before January 8, 2019

To submit their proposals online, applicants will have to procure a digital signature certificate as per the Information Technology Act, 2000 for the purpose of signing their electronic proposals. Proposals which are not digitally signed will not be accepted. Applicants shall submit their proposals in electronic format on Central Public Procurement Portal only.

**India International Convention & Exhibition Centre Limited**

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## **DISCLAIMER**

The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of India International Convention and Exhibition Centre Limited (IICCL) or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an Agreement and is neither an offer nor invitation by IICCL to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their financial offers (BIDs) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by IICCL in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for IICCL, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in the Bidding Documents, Project Information Memorandum (PIM) may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. IICCL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

IICCL, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this BID Stage.

IICCL also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP. IICCL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.

The issue of this RFP does not imply that IICCL is bound to select a Bidder or to appoint the Selected Bidder and IICCL reserves the right to reject all or any of the Bidders or BIDs without assigning any reason whatsoever. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its BID including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by IICCL or any other costs incurred in connection with or relating to its BID. All such costs and expenses will remain with the Bidder and IICCL shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the BID, regardless of the conduct or outcome of the Bidding Process.

## **Section-1: Introduction and information on Company and Project**

### **1. Background**

The IICC is foreseen as an internationally recognized architectural icon with innovative design and novel green building feature which is envisioned as a world-class, transit-oriented, mixed use district, providing one of the largest facilities of its kind in India and Asia. The IICC will be an integrated complex with mutually beneficial facilities viz. Exhibition Halls, Convention Center, Multipurpose Arena, Open Exhibition Spaces, Banquet Halls, Auditoria, Star Hotels, Food and Beverage outlets, Offices and Retail services.

The IICC is planned to be developed at Sector 25, Dwarka, New Delhi, approximately 10 minutes' drive from IGI Airport, and will be well-connected to metro and road links. The project site has 89.72 Hectares of land in a well-developed area in the west Delhi adjoining Gurgaon. Delhi Mumbai Industrial Corridor Development Corporation (DMICDC) is appointed as knowledge partner for the Project.

The project promotes schemes like Make in India, tourism, trade and commerce, exports, business tourism etc. According to estimations, the government expects the IICC to generate an annual demand for at least 100 large international and domestic events. It is expected to receive around 10 million annual visitors by FY 2019-20 and 23 million after the second phase in the year 2025. It expects the delegate attendance for conventions to be around 1.5 million annually after the year 2025.

The IICC is proposed to be an integrated complex with mutually beneficial facilities viz. Exhibition Halls, Convention Center, Multipurpose Arena, Open Exhibition Spaces, Banquet Halls, Auditoria, Star Hotels, Food and Beverage outlets, Offices and Retail services. The total site area of the IICC Project is of 89.72 Hectares with proposed development area of 10.70 lakh sq.m. The total estimated cost for the entire project is of Rs. 25,703 crores. The IICC Project has two components, which are:

**Non-PPP Components:** This includes approximately 3,00,000 sq. m. of covered exhibition space (including 60,000 Sqm for Foyer space), 60,000 sq. m. of convention space and 50,000 sq. m. of outdoor exhibition space; and

**PPP Components:** which include approximately 282,623 sq.m. of Hotels, 130,290 sq.m. of Retail and 229,087 sq. m. of office.

IICCL intends to develop non-PPP components of the IICC Project into two Phases viz. Phase I (From FY 2017-18 To FY 2019-20) and Phase II (From FY 22-23 To FY 24-25). The current proposal/assignment is for the Non-PPP Components of Phase-I of the Project, which is being executed through Engineering, Procurement and Construction (EPC) Contract given to Larsen and Toubro Limited (L&T). The Phase-I involve the following facilities:

- Development of a Convention Center (approximately 60,000 sq.m.)
- Closed Exhibition Area (approximately 82,000 sq.m.)
- Complete trunk Infrastructure

The project cost of non-PPP components of Phase I is estimated at Rs.4,317.40 crore (Including IDC of Rs. 166.14 crore) and the same is proposed to be funded through debt of Rs. 2,150.16 crore, equity of Rs. 2,037.39 crore and internal accrual of Rs. 129.85 Crore at a Debt: Equity ratio of 0.99:1

**Detailed Project Information Memorandum (PIM) of the Project shall be made available upon request.**

## **2. Brief Description of Bidding Process**

It is proposed to follow a single stage Two-Cover process (referred to as the "Bidding Process") for selection of the Bidder. Under this process, the Bid shall be invited under two Covers.

1. Technical Bid
2. Financial Bid

In the technical bid cover Eligibility and qualification of the Bidder will be first examined based on the details submitted with respect to eligibility and qualifications criteria prescribed in this RFP. The Financial Bid under the second Cover shall be opened of only those Bidders whose Technical Bids are responsive to eligibility and qualifications requirements as per this RFP. All the pages of bid being submitted must be signed wherever required, and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading. The offers submitted by Telegram/Fax/email shall not be entertained and bid would be summarily rejected. No correspondence will be entertained in this matter

## **3. Schedule of Bidding Process**

<b>S. No</b>	<b>Particulars</b>	<b>Timeline</b>	<b>Day &amp; Date</b>
1.	RFP Issuance Date	T	Wednesday, December 5, 2018
2.	Last date for submitting any queries	T+7	Wednesday, December 12, 2018
3.	Pre-bid meeting	Date: T+8 Time: 11: A.M. Venue: Room No. 341 B, 3rd Floor, Hotel Ashok, Diplomatic Enclave, 50 B, Chanakyapuri, New Delhi – 110021	Thursday, December 13, 2018
4.	Last Date of response to queries (Closing Date)	T+13	Tuesday, December 18, 2018
5.	Last date of bid submission	T+34 up to 1500 hours IST	Tuesday, January 8, 2019
6.	Opening of technical bids	T+34 at 1600 hours IST	Tuesday, January 8, 2019
7.	Signing of agreement	Within 90 days of acceptance of sanction letter	
8.	Bid Validity	90 days from the last date of bid submission	

*The date of opening of Financial Bids of Technically qualified bidders shall be intimated later*

*In case any of the above dates fall on Saturday/Sunday/statutory/public holiday then the first working*

*dates following such date shall be considered for the purpose of this RFP.*

## **Section-2: Instruction to Bidders**

1. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/cppp/>. Bidders are advised to follow the instructions provided in the 'Instructions to the Bidders for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/cppp/>. Documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
2. No Manual bids shall be accepted.
3. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/cppp/>, shall not modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, bidder will be completely rejected and Bid Security would be forfeited and bidder is liable to be banned from doing business with IICCL
4. The prospective bidder is advised to visit Central Public Procurement Portal website <https://eprocure.gov.in/cppp/> for any Corrigendum/ Addendum/ Amendment/ Clarifications, if any, before uploading its bid and if the bid has been uploaded, same could be detached/withdrawn and resubmitted taking into account Corrigendum/ Addendum/ Amendment/Clarifications. Notwithstanding, anything contained in this bid document, it is unequivocally clarified that if any Corrigendum/Addendum /Amendment/Clarifications issued after submission of the bid and before closing of the bid date and time, such bid would be treated as nonresponsive.
5. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates (here in after referred to as DSC). The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/cppp/>.
6. **Registration**
  - a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/cppp/>) by clicking on the link "**Online bidder Enrolment**" on the CPP Portal which is free of charge.
  - b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
  - c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
  - d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
  - e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
  - f) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

## **7. Searching for Tender Documents**



- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document. The bidder should make a note of the unique Tender ID assigned to each tender. A Helpdesk facility would be available to the prospective bidders on Help Desk Number 0120-4200462, 0120-4001002.

## **8. Qualification Criteria**

- 1) The Bidder must be a scheduled commercial bank/Indian Financial Institution as defined by Reserve Bank of India.
- 2) The Bidder confirms willingness to participate as per the Terms of the Loan mentioned in **Annexure - 2**.
- 3) The Bidder is willing to participate in the bid process for a minimum commitment of loan of **INR 200 crore**.
- 4) The Bidder must have current/latest Credit Rating for long term facilities/Tier II capital not below '**AA-**' rating assigned by RBI Approved rating agency. The credit rating shall in no case be prior to 01.01.2018. (Please submit latest credit rating letter/report)
- 5) Un-qualified acceptance of Bidder that IICCL reserves the right to reject any or all the bids without assigning any reason.
- 6) Un-qualified acceptance of Bidder that IICCL reserves the right to decide the amount of Loan to be availed after the opening of the bids.
- 7) The Bidder shall be a single entity and not a group of entities/Joint Venture/ Consortium.
- 8) The Bidder shall submit all documents, duly signed by the Authorised Signatory. (Please submit Board resolution/Power of attorney/ Authorization letter issued by competent authority for Authorised Signatory)

### **Section-3: Preparation & Submission of Bids**

#### **1. Preparation of Bids**

- a) Bidders should go through the tender advertisement and the tender document carefully. The bidders are cautioned to take note of two stages of bid i.e. Technical Bid and Financial Bid which are to be in two separate covers duly written in bold together with specified documents to be attached with each bid. Any deviations from these may lead to rejection of the bid summarily.
- b) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- c) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **2. Submission of Bids**

- a) Bidder should log in to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable.
- d) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- e) It is optional to the bidder to withdraw its bid and resubmit the same within specified time-line only.
- f) IICCL shall not be responsible in any manner whatsoever, in case the website/server become nonresponsive for any reasons whatsoever for the time being at any point of time/period including closing time/period of the bid. However, IICCL reserve unequivocal rights to extend the bid submission time and date prior to closing of time/date of bid notified in the bid document.
- g) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured socket layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is

subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid opener.

- h) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- i) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- j) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

### **3. Assistance to Bidders**

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Help Desk Number 0120-4200462, 0120-4001002. General Guidelines to the bidders are attached at **Annexure 4**

### **4. Proposal Preparation Cost**

The Bidder shall be responsible for all costs associated with the preparation of its Proposal and its participation in the bidding process. IICCL shall not be responsible nor in any way liable for any of such costs, regardless of the conduct or outcome of the bidding process.

### **5. Clarifications**

All the interested Bidders, in case of any queries/clarifications relating to the project or bid, are advised to kindly contact the following official vide email.

MD and CEO,  
IICC Limited,  
Room No. 312-318,  
Third Floor, Hotel Ashoka, 50-B, Chanakyapuri,  
New Delhi 110 021  
Phone No.: +91 11 2419 0300  
Email: [IICCDwarka@gmail.com](mailto:IICCDwarka@gmail.com)

### **6. Amendment Of RFP**

- a) Any variation / modification / amendment / extension or clarification whatsoever that may be required to be given to the entire class of Bidders in respect of / in connection with this invitation to bid will be hosted on <https://eprocure.gov.in/cppp/>. Bidders are hereby advised to visit the website regularly to keep themselves updated.
- b) IICCL reserves the right to increase or decrease the Loan amount or cancel the entire bidding process and shall not be liable to anyone on occurrence of the same.

### **7. Non-Discriminatory & Transparent Bidding Proceedings**

IICCL shall ensure that the rules for the bidding proceedings for the Project are applied in a non-discriminatory, transparent and objective manner. IICCL shall not provide to any Applicant information with regard to the Project or the bidding proceedings, which may have the effect of restricting competition.

### **8. Confidentiality**

Information relating to the examination, clarification, evaluation, and recommendation for the Bidders shall not be disclosed to any person not officially concerned with the process. IICCL will treat all information submitted as part of Proposal in confidence and would require all those who have access to such material to treat the same in confidence. IICCL will not divulge any such information unless it is ordered to do so by any authority that has the power under law to require its disclosure.

### **9. Bid security**

A bid security in the form of a Demand Draft from a scheduled Indian Bank in favor of 'India International Convention and Exhibition Centre Limited', payable at New Delhi, for the sum of Rs 1,00,000/- (Rupees One Lakh Only) shall be required to be submitted by each Applicant.

The scanned copy of the bid security shall be submitted online at the time of submission of bid proposals. The hard copy of the bid security shall be submitted at the IICCL's office before last date of submission of proposals. Applicants whose bid security is not received by the IICCL before the last date of submission, their proposals will be rejected.

IICCL will not be liable to pay any interest on bid security deposits. Bid security of unsuccessful Applicants shall be returned, without any interest, within two months after signing the contract with the Selected Applicant or when the selection process is cancelled by IICCL. The Selected Applicant's Bid Security shall be returned, without any interest upon the Applicant signing the agreement.

IICCL will be entitled to forfeit and appropriate the bid security as mutually agreed loss and damage payable to IICCL in regard to the RFP without prejudice to IICCL's any other right or remedy under the following conditions:

1. If an Applicant engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as envisaged under this RFP;
2. If any Applicant withdraws its Proposal during the period of its validity as specified in this RFP and as extended by the Applicant from time to time,
3. In the case of the Selected Applicant, if the Selected Applicant fails to sign the agreement within the specified time limit, or
4. If the Applicant commits any breach of terms of this RFP or is found to have made a false representation to IICCL.

## **Section-4: Evaluation of Bids**

### **1. Opening and Evaluation of Technical Bids**

- a) IICCL shall open the Technical bid received online, in the presence of the Bidders who choose to attend.
- b) IICCL will examine and evaluate the Bids in accordance with the provisions set out in this Section.
- c) To facilitate evaluation of Bids, IICCL may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bid.
- d) IICCL shall open at the intimated time, the Financial Bids received online of bidders found qualified as per their Technical Bid, in the presence of the Bidders who choose to attend.

### **2. Test of Responsiveness**

IICCL will determine whether each Proposal is substantially responsive to the requirements of the RFP. A Proposal shall be considered responsive if the Proposal satisfies the criteria stated below:

- a) The Bid is received by the last date of submission of the Bid.
- b) Each page of the Bid is signed and stamped/sealed.
- c) The Bidder has submitted **Annexure-1** and **Annexure-2** as per the format and is signed by the authorized signatory.
- d) Bidders have submitted Board Resolution/Power of Attorney/authorization letter issued by competent authority.
- e) It is accompanied by the Bid Security as specified in this RFP.
- f) Bidders have submitted Credit rating letter/report/document.
- g) Bidders have submitted Balance sheet abstract of audited financial results for year ending 31.03.2018.

### **3. Evaluation Parameters**

The financial bids shall be based on Bank's MCLR/Financial institution's (FI) internal benchmark rate. To be evaluated as per below:

1. Bidders will be ranked as L1, L2, L3 and so on based on the effective rate of interest quoted (L1 bidder/s shall be bidder/s quoting the lowest effective rate of interest and this rate shall be L1 Rate and L2 bidder/s shall be those quoting the second lowest effective rate of interest and this rate shall be L2 rate and so on).
2. (a) In case of more than one L1 bidder, the amount shall be allocated first to L1 bidder quoting the highest commitment of loan amount and so on.  
(b) In case there is still a shortfall (even if it is below INR 200 crore) in the total loan amount of INR 2,150.16 crore, L1 bidder/s will be invited to enhance their commitment so as to meet the shortfall at the L1 rate quoted.  
(c) For any remaining shortfall, L2 bidder/s shall be given an opportunity to match L1 rate. In case L2 bidder/s is unable to match or amount is still less than INR 2,150.16 crore, L3 bidder/s shall be given opportunity to match L1 rate and so on.
3. (a) In case of bidders quoting the same effective rate of interest, preference will be given to those with commitment of higher loan amount.

**4. General**

- I. Bidders have to quote minimum loan amount of INR 200 crore and multiples of INR 100 crore thereon.
- II. The rate quoted by the bidder should have the breakup of Bank's MCLR/FI's Internal Benchmark rate and spread.
- III. Bank's MCLR/FI's Internal Benchmark rate and spread quoted shall be both in terms of percentage up to two decimals.
- IV. Spread can either be positive or negative and the same shall be fixed throughout the tenure of the loan
- V. Lowest rate (L1) will be arrived based on the effective rate of interest.
- VI. The quoted Interest Spread shall be constant and uniform for the entire period of loan including construction period, moratorium period and repayment period.

Any deviation to above shall invite rejection of the bid.

**Section-5: Formats**

**Annexure 1: Undertaking**

*(To be forwarded on the letterhead of the Bidder)*

1. We hereby confirm that \_\_\_\_\_ (Insert the name of Bidder) is a scheduled commercial bank/Indian Financial Institution.
2. We have examined the RFP document including addendum(s)/Corrigendum(s), if any, and undertake to abide by the same.
3. We solemnly undertake and confirm our acceptance of the terms of the Loan as mentioned in Annexure-2.
4. We solemnly undertake and confirm that the current/latest credit rating of our long-term facilities/Tier II capital not below 'AA-' credit rating assigned by RBI Approved rating agency. We also confirm that the current/latest credit rating is not dated prior to 01.01.2018.
5. We solemnly undertake and confirm our unqualified acceptance to the fact that IICCL reserves the right to decide the time and amount of Loan to be availed after the opening of the bids within the Loan of INR 2,150.16 crore.
6. We solemnly undertake and confirm our unqualified acceptance to the fact that IICCL reserves the right to reject any or all the bids without assigning any reason.

(Name and signature of Authorised Signatory)

(Name of the Bidder)

(Address of the Bidder)

(Seal the Bidder) \_\_\_\_\_

*Strikeout whichever is not applicable*

**Annexure 2: Term Sheet***(To be forwarded on the letterhead of the Bidder)*

Borrower	India International Convention & Exhibition Centre Limited ("IICCL"), a Central Govt. Undertaking under the Deptt. Of Industrial Policy & Promotion (DIPP), Ministry of Commerce
Nature of Loan	Rupee Term Loan (RTL)
Amount	Up to INR 2,150.16 crore
Purpose	To Part Finance Phase-I of India International Convention & Exhibition Centre ("IICC") being developed at Sector -25, Dwarka, New Delhi
Interest (To be serviced monthly)	To be quoted - Bank's MCLR/Financial Institution's Internal Benchmark Rate offered (%age) plus Spread in %age.
Interest reset	Annually
COD	April 1, 2020
Repayment terms	Moratorium period: 1 Year from proposed COD Repayment: Over a period of 17 years in Structured quarterly installments post the moratorium period
Prime Security	First Pari-passu charge on all movable and immovable assets of the Project i.e. the Convention and two Exhibition Centers. The security shall be perfected within 180 days of signing of the Facility Agreement or within the extended time period as may be mutually agreed, if required.
Collateral Security	Guarantee to the extent of Rs. 1,381 crores from Government of India.
Up Front Fee/Processing Fee	NIL
Prepayment Charges	NIL
Commitment Charges	Nil Note: 1. IICCL may, in a future date, decide to avail only a part of the sanctioned amount. In such case, IICCL shall not be liable to pay any charge(s)/claim(s)/levy. 2. IICCL shall not be liable to pay any charge(s) / claim(s) / levy other than the interest on loan.
Stamp Duty	IICCL will bear the stamp duty charges on loan documentation. No other charges shall be borne by the IICCL, the same shall be on account of the lender. Legal counsel fees, fees for lenders engineers, inspection fees etc. will have to be borne by the bidder/lender.
Any Other Fee	NIL
Validity of Sanction	Six (6) months from the date of sanction.
Availability Period	Availability period of the Facility / Debt shall be upto 12 months from the COD of the Project.
DSRA	The Borrower shall create a DSRA to meet the debt service requirements for the subsequent 3 months (principal & interest) due to the Bank. The DSRA shall start building after COD of the Project.
Governing Law	Indian Law

(Name and signature of Authorised Signatory)

(Name of the Bidder)

(Address of the Bidder)

(Seal the Bidder)



**Annexure 3: Financial Bid**

*(To be forwarded on the letterhead of the Bidder)*

**Name of the Bidder:**  
**Registered Address:**  
**Name of the Authorised Signatory:**  
**Designation of the Authorised Signatory**

S.No.	Particulars	In Figures	In words
1.	Minimum Commitment of Loan (Amount in INR Crores)		
	Bank's MCLR/Financial Institution's Internal Benchmark Rate offered (%age) (A)		
	<b>Spread on Bank's MCLR/ Financial Institution's Internal Benchmark Rate (%age) (B)</b>		
2.	<b>Effective Rate of Interest (A) + (B)</b>		

Bank's MCLR/Financial Institution's Internal Benchmark rate and spread quoted shall be in terms of percentage up-to two decimals

(Name and signature of Authorised Signatory)  
(Name of the Bidder)  
(Address of the Bidder)  
(Seal the Bidder)

#### **Annexure-4: General Guidelines to the bidders for Online Bid Submission**

##### **1. Enrolment process in the Tender site**

- Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online Bidder Enrolment”. Enrolment on the CPP Portal is free of charge.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India, with their profile.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

##### **2. Tender search**

- There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organisation name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organisation name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Favourites’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

##### **3. Preparation of bids**

- Make folders with the name of the tender number so as to identify the folders easily during the bid document uploading.
- File and Folder name should not contain any special characters (&, #, etc.) or space in between.
- Download the tender document, NIT, BOQ of the required tender in that folder.
- Scan the bid security fee instruments / Tender fee instruments for offline payments if any.
- In the case of offline payment, the details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the bid submitted will not be acceptable.
- Scan and keep ready Pre-qualification documents like life certificates, PAN etc if any
- Prepare the technical bid document and then convert into PDF

- Prepare the BOQ i.e. fill up required figures in the downloaded XLS document. The BOQ file with the same name has to be uploaded while uploading the financial bids. If there is any change in Name it may not get uploaded or give an error.
- Keep all the documents in the same folder for the easy bid document upload
- The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. It will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date. For any clarifications with the TIA, the bid no can be used as a reference.

#### **4. Submission of bids**

- Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- Bidder should prepare the Bid Security as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- If a standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the while coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- The serve time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done.
- Any document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid-openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **5. Password maintenance**

- The length of the password should be of 8 to 32 characters
- The password should be of any English lowercase and uppercase (a-z and A-Z) characters.
- The password must contain at least one number between 0-9.
- The password must contain at least one special character from these [! @ # \$ ^ \* \_ ~]
- Sample password is just like Admin123\$, India2000#, etc.

**6. About DSC**

- Digital Signature Certificates (DSC) is the digital equivalent (that is electronic format) of physical paper certificates.
- Like physical documents are signed manually, electronic documents, for example e-forms are required to be signed digitally using a Digital Signature Certificate. Transactions that are done using Internet if signed using a Digital Signature certificate becomes legally valid.
- Bidders have to procure Class 2 or 3 signing certificates only. Only Class 2 or 3 is valid for e-tendering purpose.
- The Certifying Authorities are authorized to issue a Digital Signature Certificate with a validity of one or two years. The maximum period for which the DSC is issued is only two years. On the expiry of the term, the Digital Signature Certificate can be revalidated by paying the fees again.
- Digital Signatures are legally admissible in a Court of Law, as provided under the provisions of IT.
- Digital Signature Certificate (DSC) is not required by Companies but by individuals. For example, the Director or the Authorized signatory signing on behalf of the Company requires a DSC.
- Each user logs in to the tender site thro' the secured log in by giving the user id/ password allotted during registration & then by giving the password of the DSC. The DSC password will get locked if successively wrong password is given many times.

**7. DSC providers for Private firms**

A licensed Certifying Authority (CA) issues the digital signature. Certifying Authority (CA) means the authority that has been granted a license to issue a digital signature certificate under Section 24 of the Indian IT-Act 2000.

- The vendors like TCS ([www.tcs-ca.tcs.co.in](http://www.tcs-ca.tcs.co.in)), Sify, MTNL, nCode ([dsc@ncodesolutions.com](mailto:dsc@ncodesolutions.com)), e-Mudhra ([www.e-mudhra.com](http://www.e-mudhra.com)) are issuing DSC's for bidders.
- The time taken by Certifying Authorities to issue a DSC may vary from three to seven days.

**8. Advantage of "My Space" on CPP Portal**

- The bidder can upload Non-Sensitive frequently asked documents prior at any point of time once he logs in to the application. These are not encrypted.
- The can be anything like PAN Certificate, VAT Certificate, Equipment Details, Manpower Details, Copies of Balance Sheet of last few years, Details of quantity of work executed etc.
- In some cases, the TIA might have uploaded a format while in many cases it may just be a scanned copy of the original which needs to be uploaded.
- This will avoid repeated upload of common documents and also save space and time.

**9. System requirements**

- Windows XP with latest service pack

- Loaded IE 7.0 or above
- Loaded JRE 1.6 or above
- Antivirus Software with latest definition.
- Internet connectivity
- Scanner to scan the documents if required
- Printer and PDF Creator.

**10. Assistance to Bidders**

- Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.