

पुणे  
स्मार्ट सिटी  
डेव्हलपमेंट  
कॉर्पोरेशन लिमिटेड



PUNE  
SMART CITY  
DEVELOPMENT  
CORPORATION LTD.

## Expression of Interest

for

“Aggregators for Procurement, operation and  
maintenance of e-Autos in Pune City”

EOI Notification No.: PSCDCL/E-auto/30/2018

Issued By:

CEO

Pune Smart City Development Corporation Limited

Dated: 28<sup>th</sup> September 2018

## Contents

Notice Inviting Expression of Interest (EoI).....	5
1. Disclaimer.....	7
2. Introduction and Background .....	9
2.1 About Pune.....	9
2.2 About Pune Smart City and PSCDCL.....	9
2.3 About Pune Municipal Corporation (PMC).....	10
2.4 Objectives of the e-Auto Project .....	10
2.5 Description of EOI Process.....	11
3. General Information.....	13
3.1 Eligible Applicants.....	13
4. Information to be provided in the EOI.....	14
4.1 EOI is open to all participants that comply with the following requirements.....	14
4.2 REQUIREMENTS FROM THE OPERATORS: PRE-REQUISITES.....	14
4.3 Concept Note: .....	15
4.3.1 Passenger Convenience.....	15
4.3.2 Reliability.....	15
4.3.3 Availability and Accessibility .....	15
4.3.4 Charging Infrastructure .....	15
4.3.5 Feedback on Scope of work.....	16
5. Scope of Work.....	16
5.1 Indicative Scope of Work for Aggregator for the e-Auto service :.....	16
5.1.1 e-Auto Specifications and Operations.....	17
5.1.2 OPERATIONAL REQUIREMENTS .....	17
6. Instructions to Applicants .....	20
6.1 Availing EOI Documents .....	20
6.2 Completeness of the EOI Response .....	20
6.3 EOI Preparation Cost .....	20
6.4 Sealing, marking and submission of EOI.....	20
6.5 Late Submission of Proposal for EoI .....	22
6.6 Language of Bids .....	22
6.7 Evaluation of EoI .....	22
6.8 Key Suggestions.....	23
6.9 No obligation to issue an RFP.....	23
6.10 Right to cancel the EOI Process.....	23
7. Specific format for the Applicants to fill in the details .....	24
7.1 Format A_1: Cover Letter .....	24
7.2 Format A_2: Details of Applicant .....	27

7.3	Format A_3: Details of relevant experience.....	30
7.4	Format A_4: Concept Note .....	32
7.5	Format A_5: Declaration – No Blacklisting.....	33
7.6	Format A_6: Power of Attorney for Signing the EOI: .....	35

# Glossary

<b>ABB</b>	Aundh Baner Balewadi region
<b>PMC</b>	Pune Municipal Corporation
<b>EoI</b>	Expression of Interest
<b>GoI</b>	Government of India
<b>GoM</b>	Government of Maharashtra
<b>O&amp;M</b>	Operation & Maintenance
<b>PQ</b>	Pre-Qualification
<b>PSCDCL</b>	Pune Smart City Development Limited
<b>RFP</b>	Request for Proposals
<b>MoUD</b>	Ministry of Urban Development

# Notice Inviting Expression of Interest (EoI)

## FOR

“Aggregators for procuring, operating and maintaining Electric Autos (e-Autos) in the ABB area”

### EOI REF.: [•]

This EoI Document is being published by the Pune Smart City Development Corporation Limited (PSCDCL) for the project of “procurement, operation and maintenance of e-Autos in Pune City. The system is proposed to be first implemented in Aundh Baner Balewadi (ABB) area of the Pune Smart City and subsequently across the Pune city. (“**Project**”). PSCDCL is proposing to select Aggregators to procure, operate and maintain e-Autos in the ABB area initially and subsequently across the Pune city.

The purpose of this EoI Document is to provide interested parties with the relevant information/invite regarding the project and understand the scope of the Project and invite feedback from interested private sector “**Applicants**”. The Applicants are advised to study this EoI Document carefully before submitting their feedback & suggestions in response to the EOI Notice. The feedback & suggestions received as part of the response from the industry participants to this EoI Document may or may not be used towards formalizing the RFP for the Project which is proposed to be released in the near future. This EOI document is not transferable. No pre-qualification of Applicants is proposed to be done as part of this EOI.

<b>Last date (deadline) for EOI response</b>	Feedback & suggestions in response to the EOI, should be submitted through:  a. Email to: <a href="mailto:projects@punsmartcity.in">projects@punsmartcity.in</a> Latest by 28/09/2018 up to 15:00 hrs.  b. Hard copy of the responses (duly signed) through Speed Post or Courier or in person.  Latest by 24/09/2018 up to 15:00 hrs. at the following address:  Chief Executive Officer PSCDCL A-204, ICC Trade Towers Senapati Bapat Marg
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	Pune
<b>Website to download EoI</b>	<a href="https://pmc.gov.in">https://pmc.gov.in</a>

The right to accept/reject any or all the responses received is reserved with PSCDCL without assigning any reason thereof.

Pune Smart City Development Corporation Limited

# 1.Disclaimer

This Expression of Interest (EoI) contains brief information about the Project and will assist PSCDCL to formulate the RFP for the process of selecting the Applicants during the RFP stage. This EoI is not an agreement or an offer by the purchaser/authority to the Applicants or any other person.

The purpose of the document is to provide the Applicants with information to assist the formulation of their EoI application or response to EoI Document (“the Application”).

The information provided in this EoI Document, to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The Applicants may conduct their own independent assessment, site visit, investigations and analysis and check the reliability, accuracy and completeness of the information at their end and obtain independent advice from relevant sources as required before submission of their EoI application.

Furthermore, the information provided in this EoI Document is not intended to be an exhaustive account of statutory or commercial requirements and should not be regarded as a complete or authoritative statement of law. PSCDCL along with its directors, associates, employees, affiliates, consultants makes no representation or warranty and shall have no liability to any person including the Applicant under any law, statute or by any rule and/or regulation made thereunder, tort, equity, principles of restitution, unjust enrichment or otherwise for any loss, damage, costs or expenses which may arise from or be incurred or suffered on account of anything contained in this EoI Document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the EoI Document any assessment, assumption, statement or information contained therein or deemed to form part of this EoI Document or arising in anyway in this subject.

Pune Smart City Development Corporation Limited (PSCDCL) or any of its employees or advisors / representatives shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the EoI Document. PSCDCL reserves the right to change any or all conditions/ information set in this EoI Document by way of revision, deletion, updation or annulment through issuance of appropriate addendum as the organisation may deem fit without assigning any reason thereof.

PSCDCL will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the EoI applications to be submitted in terms of this EoI Document.

The information contained in this EoI Document or subsequently provided to the prospective Applicants, whether verbally or in documentary or any other form by or on behalf of PSCDCL or any of its employees or advisers, shall be considered confidential and is not to be reproduced/ adopted/ displayed for any purpose whatsoever.

This EoI Document is for informative purpose only and does not imply that PSCDCL is bound to select or short-list applicants for the RFP stage or to appoint the Applicant for the Project as the case maybe and PSCDCL further reserves its absolute right and discretion to terminate the process at any time without assigning any reasons or explanations thereof.



## 2. Introduction and Background

### 2.1 About Pune

Pune is the seventh-most populous city in India and the second largest in the state of Maharashtra. It was known as Punya Nagari in earlier times. It is situated 560 meters (1,837 feet) above sea level on the Deccan plateau, on the right bank of the Mutha River. Pune city is the administrative headquarters of Pune district and was once the centre of power of the Maratha Empire.

Further, the city is also known for manufacturing and automobiles, as well as government and private sector research institutes for information technology (IT) education, management and training that attract migrants, students, and professionals from India, South East Asia, the Middle East, and Africa.

Pune is also one of the fastest growing cities in the Asia-Pacific region. Pune is considered as the cultural capital of Maharashtra and is also popularly known as ‘Queen of the Deccan’. Pune is also known as ‘Oxford of the East’ and has one of the oldest universities and colleges in India such as, University of Pune, College of Engineering Pune and Fergusson College.

Pune is one of India’s major industrial hubs. The city is known for its automobile and Information Technology (IT) industries. Other major manufacturing sectors in Pune are steel, equipment, biotechnology and pharmaceutical. Pune is one of the most populous districts in Maharashtra and ranks third in the state in terms of population.

### 2.2 About Pune Smart City and PSCDCL

The Pune Smart City proposal was selected for priority financing under Smart City Mission by Ministry of Urban Development (MoUD), Government of India. Thereafter, the Pune Municipal Corporation (PMC) has incorporated a Special Purpose Vehicle (SPV) company called PUNE Smart City Development Corporation Limited (PSCDCL), under the Companies Act 2013, solely for the purpose of implementing the Smart City proposal. PSCDCL is owned with equal shareholding from the Government of Maharashtra and the Pune Municipal Corporation (PMC). In accordance with Government Resolution No. smartci-pune-2016/PR94/UD-23 dated 14th March 2016, passed by the Government of Maharashtra, CEO, PSCDCL has been delegated powers and is authorized to issue this EoI Document

The Board of PSCDCL is chaired by the Chairman, PSCDCL and has 15 members including selected representatives of PMC, representatives of the State Government, Central Government

as well as independent directors.

### 2.3 About Pune Municipal Corporation (PMC)

The Pune Municipal Corporation (PMC) was established on 15 February 1950. The PMC is in charge of the civic needs and infrastructure of the metropolis. Pune is divided into 15 municipal wards and about 76 electoral wards/prabhags.

Since 1950, the Pune Municipal Corporation is administrating the city and serving citizens. Pune Municipal Corporation has taken an initiative for implementing e-Governance. Success of e-governance depends on use of Information Technology in mobilization of Government resources and utilization of these scarce resources with an aim of providing a better service.

Pune Municipal Corporation stood second in the Smart Cities Challenge launched by Ministry of Urban Development, Govt. of India. Under Smart City Initiative, PMC is committed for making governance citizen-friendly and cost effective by delivering services electronically to ensure accountability and transparency, especially using mobiles to reduce cost of services and providing services to its stakeholders without having to go to municipal offices; and by facilitating e-groups to listen to citizens and obtain feedback and use online monitoring of programs and activities with the aid of cyber tour of worksites.

### 2.4 Objectives of the e-Auto Project

The exponential growth in private transport vehicles on Pune's roads has led to increased congestion on Pune roads, resulting in rising travel times and pollution levels. To ease this issue to some extent, need is felt to propose the introduction of electric Autos (e-Auto's) in Pune city to decrease traffic related pollution, aid first mile – Last mile requirements for travel and serve as extension of the current public transit network. A pilot initiative is initially proposed to be launched in the Aundh-Baner-Balewadi (ABB) identified for Area Based Development under the Pune Smart City Plan and subsequently to cover the entire city of Pune, for provision of first & last mile connectivity to main Public Transport (i.e. PMPML Buses), which may be expanded across Pune city in the future. The system is envisaged initially to act as feeder service to PMPML and provide future linkage requirements to proposed Pune metro service. PSCDCL will be the nodal agency for this project; PMPML will be the technical support provider including route identification, integration with ITMS

and linkage with public transport network to improve service to the citizens. The key objectives are outlined hereunder: -

- To provide convenience to the passengers by way of first & last mile connectivity in close loop with availability of eco-friendly feeder services in Aundh-Baner-Balewadi (ABB) area. This service should aid as feeder service to PMPML and provide local area travel services as well. The system shall also facilitate local travel requirements, thus decreasing requirement of personal travel vehicles for short trip purposes. In-future this service shall be extended to the entire city of Pune.
- To ensure dedicated, safe & secure, punctual and reliable first & last mile feeder services to the citizens of Aundh-Baner-Balewadi (ABB) area and Pune city.
- Initially act as closed loop services covering 4-5 kms route (not parallel to Public Transport) to be provided by e-Auto's. The services may act as Hop on-off service connecting Bus stop / stations with adjoining areas.
- Provide connectivity to areas where buses cannot have access because of internal & narrow roads. Feeder services with e-Auto's will facilitate linking these areas to the PMPML transport network .

## 2.5 Description of EOI Process

The stage of Expression of Interest (EOI) is undertaken as an industry consultation to determine credible Applicants having requisite capability for undertaking the Scope of Work, to provide their inputs on the key parameters to be adopted by PSCDCL which would help determining the terms and conditions of the RFP. Pre-qualification of Applicants **will not be done** at this stage.

Subsequent to this EOI and the finalization of the Project details, PSCDCL proposes to issue a Request for Proposal (RFP) for selection of interested “Bidders” for the Project.

PSCDCL does not, in any manner whatsoever, warrant or represent that it will subsequently proceed to release the RFP and/or initiate the RFP Stage of the Bidding Process. Accordingly, the information regarding the RFP made in this EOI are indicative in nature and purely informative, and non-binding.

PSCDCL in its absolute discretion may cancel, change, alter or replace the RFP Stage of the Bidding Process and/or the Project itself, without according any reason thereof or providing any prior notice to any person including the Applicants or Bidders, as the case may be.

## 3. General Information

### 3.1 Eligible Applicants

The Applicants eligible for participating in the EOI process shall be any of the following categories:

The Applicant shall be legally competent to enter into contract as per prevailing Indian law and must be either: (i) a company incorporated under the Companies act 1956 (as amended or re-enacted and restated including the Companies act 2013 as notified from time to time), (Copy of certificate of incorporation, Memorandum and Article of the Association of the Applicant should be submitted) or (ii) Limited liability partnership duly incorporated under the Limited Liability Partnership Act, 2008 (copy of registered partnership deed should be submitted) (iii) Partnership firm registered the Indian Partnership Act (copy of registered partnership deed should be submitted) or a (iv) registered proprietary firm (Copy of GST registration, EPF registration, shop registration certificate, as may be applicable, should be submitted).

Foreign firms constituted under applicable law of any other country are also permitted to participate in submission (Copy of Certificate of Incorporation, Memorandum and Article of the association or constituting legal documents of the Applicant should be submitted). In case of foreign Company, incorporation documents other than English language should be accompanied by a notarized translation to English language only.

The term Applicant used hereinafter would therefore apply to both the above-mentioned categories. Any entity, which has earlier been barred by PSCDCL from participating in its projects, would not be eligible to submit an EOI individually, if such bar would subsist as on the last date of submission of EOI.

## 4. Information to be provided in the EOI

4.1 EOI is open to all participants that comply with the following requirements

Requirement	Document Proof	Refer Format
The Applicant must be (i) registered company and should be operational at least for last 5 years as on date of bid submission;	<ul style="list-style-type: none"> <li>• Certificate of Incorporation / Registration Certificate</li> <li>• Copy of the relevant certification</li> </ul>	A_1
As on date of submission of the proposal, the Applicant should not be blacklisted by Central / State Governments in India.	Declaration letter by the Applicant as per the format given in the EOI document	A_2
Should be either an aggregator of E-Auto based transit system provider or manufacturer of E-auto vehicles	Manufacturing facility documents and certified vehicles by competent authority in case of manufacturer or proof of operating e-auto based transit aggregator services	A_3

### 4.2 REQUIREMENTS FROM THE OPERATORS: PRE-REQUISITES

For provision of first & last mile connectivity feeder services to & from the Bus stations and Metro stations in the near future, the Operators shall have the following pre-requisites: -

- To provide coordinated & dedicated services, fleet operators should have a minimum experience of aggregating / operating either a minimum fleet size of 100 e-rickshaws operating in India, OR, a minimum fleet size of 1000 taxis providing urban transport in Indian cities
- The fleet operator must have at least 12 months experience of running fleet of e-Auto's/Rickshaw's or urban taxis.
- Preference shall be given to fleet operators who have 'MADE IN INDIA' e-Auto's/Rickshaws.
- In case of multiples requests for provision of first & last mile connectivity feeder services at the Bus stops / stations through e-Auto's, preference will be given to fleet

operators who are registered under the Companies Act, 1956 / 2013 and can operate e-Auto's backed by Lithium-ion batteries to ensure professionalism in their services.

- Preference shall be given to Operators whose e-Auto's are certified by Automotive Research Association of India (ARAI) / Central Institute of Road Transport (CIRT) / International Centre for Automotive Technology (ICAT) have fully covered driver & passenger cabin and a full front windscreen to ensure driver and passenger safety and comfort.

**Note:**

- i. Applicant must submit the information requested above in the prescribed formats and with attach relevant documentary proof.
- ii. The applications must be signed by duly authorized person holding the power of attorney in case of limited company or corporation. (A certified copy of the Power of Attorney shall accompany the application).

### 4.3 Concept Note:

The participants of the EoI are also required to submit a short Concept Note (up to 15 pages) regarding their capabilities and experience in implementing the e-Auto service. The Applicants should cover the following aspects in the Concept Note:

#### 4.3.1 Passenger Convenience

*To provide convenience to the passengers by way of first & last mile connectivity in close loop with availability of eco-friendly feeder services in Aundh-Baner-Balewadi (ABB) area. This service should aid as feeder service to the public transit and provide local area travel services as well.*

#### 4.3.2 Reliability

*To ensure dedicated, safe & secure, punctual and reliable first & last mile feeder services to the citizens of Aundh-Baner-Balewadi (ABB) area.*

#### 4.3.3 Availability and Accessibility

*Closed loop services covering 4-5 kms route (not parallel to Public Transport) to be provided by e-Auto's. The services may act as Hop on-off service connecting Bus stop / stations with adjoining areas and scaleup plan for entire Pune city.*

#### 4.3.4 Charging Infrastructure

*Provide detailed plan for charging infrastructure in ABB area and subsequent as phase 2 implementation across the Pune city. The plan should also include how this infrastructure can*

*be best scoped in the aggregators scope. Identify charging infrastructure monetization opportunities and revenue sharing plan with PSCDCL.*

#### **4.3.5 Feedback on Scope of work**

*Provide detailed feedback on components and responsibilities mentioned in section 6, Scope of work for the Applicant.*

## **5.Scope of Work**

### **5.1 Indicative Scope of Work for Aggregator for the e-Auto service :**

The details below cover the proposed scope of work for the Aggregator to be engaged for Initial Five (5) Years of operations, extendible by another Five (5) Years. The scope will be fully elaborated during the RFP stage:



### 5.1.1 e-Auto Specifications and Operations

E-Auto's should be powered exclusively by electric motors whose traction energy is supplied by batteries. A typical e-rickshaw for the purpose shall have the following features: -

#### 5.1.1.1 *e-Auto's Type and Seating Capacity*

3-Wheeler aesthetically designed electric vehicle (eco-friendly) that have seating capacity of max 4-pax (excl. driver) per e-Auto with maximum luggage of 40 kg in total as defined in the notification by Ministry of Road Transport & Highways, Govt. of India. The model of the e-Auto's must be duly approved as per the statutory provisions and the e-Auto's shall be registered with the appropriate authority.

#### 5.1.1.2 *Security Features of e-Auto's*

In-built CCTV, Panic button and GPS tracking system to be available / installed to ensure added safety for passengers especially for female commuters. The vehicle should be equipped with First Aid box and Fire Extinguisher.

#### 5.1.1.3 *Make in India*

The e-Auto's shall be fully compliant with the Government's Make in India campaign.

#### 5.1.1.4 *Environmental benefits*

Zero Carbon emissions as vehicle being electric.

#### 5.1.1.5 *Design*

Aesthetic, safe, stable and aesthetic design.

#### 5.1.1.6 *Travel App*

A exclusive app integrated with information services of public transit should be delivered to ensure commuters have access to ETA/ ETD of the e-autos and also be able to pay for tickets using mobile app. The application should have features to look at services availability, ETA, connections to public transit, payments and ticket generation etc.

#### 5.1.1.7 *Non- Fare box revenue sources*

The operator should device business model to explore opportunities of maximizing non-fare box revenue sources. The operators shall be required to present a business model to explore and exploit non-fare box revenue sources and expected business generatio volumes.

### 5.1.2 OPERATIONAL REQUIREMENTS

The Operator shall meet following requirements and indemnify PSCDCL on all counts related with procurement and running of e-Auto's services in Aundh-Baner-Balewadi (ABB) area:-

- 5.1.2.1 *All e-Auto's, to be operated in ABB area initially and eventually across the city, to be registered with the appropriate authority with valid fitness certificate. The model of the e-Auto's must be duly approved as per the statutory provisions.*
- 5.1.2.2 *The drivers of the e-Auto's shall have a valid license issued by the appropriate authority.*
- 5.1.2.3 *The Operator is required to obtain Police verification of all the drivers with particulars / antecedents duly verified from the police and the same shall be kept with the vehicle at all times.*
- 5.1.2.4 *The Operator is required to display the photographs of the authorized driver(s).*
- 5.1.2.5 *All the Drivers / Other staff deployed for running the e-Auto's shall be required to possess valid licenses, wherever required, from appropriate authorities, display valid ID Card, wear uniform in prescribed colour with identification name badges.*
- 5.1.2.6 *As far as practicable, the fleet operator shall arrange to run the e-Auto's as per the defined / agreed frequency.*
- 5.1.2.7 *Relevant helpline numbers should be displayed on the e-Auto's. This shall include Operator's helpline number to address the grievance / complaint of general public / PMPML commuters. PSCDCL shall not be liable to handle any such complaint. However, the Operator is required to inform PSCDCL, in the agreed proforma, about the complaints / suggestions received from general public / commuters on monthly basis.*
- 5.1.2.8 *The name, address and telephone number of e-Auto owner shall be displayed on the e-Auto at an appropriate place.*
- 5.1.2.9 *The Operator is required to display the first & last mile connectivity route and applicable ticket charges for the journey undertaken. Reports pertaining to number of tickets sold & revenue generated, etc. shall be generated on daily basis by the Operator preferably through electronic media. The Operator shall be required to share the same with PSCDCL / PMPML whenever asked.*
- 5.1.2.10 *The Operator is required to follow all statutory provisions and directions applicable from time to time towards traffic regulation.*
- 5.1.2.11 *The Operator is required to comply with all the statutory and other stipulations including but not limited to Labour Laws / Legal / Police / Taxation / Excise / STA / Transport Policy and that issued by PSCDCL from time to time.*

- 5.1.2.12 *The Operator is required to appoint a Manager for the project for day to day management of the activities including timely receipt and dispatch of first & last mile connectivity services.*
- 5.1.2.13 *The Operator shall ensure proper cleanliness of the e-rickshaws during their operation.*
- 5.1.2.14 *The Operator shall ensure that the drivers and other personnel engaged for the purpose do not involve in any subversive activities, disruption in normal services and inconvenience and / or harassment to the commuters / general public.*
- 5.1.2.15 *PSCDCL will not be held liable for any accidents / claims / liabilities / or any criminal proceedings or statutory requirements at any time arising out of operation of e-Auto's or on account of any act / omission / default on the part of the Operator or its non-compliance with the statutory requirements. The Operator shall INDEMNIFY PSCDCL in this regard. As a safeguard measure to any possible litigation arising out of accidents / acts / omissions impinging PSCDCL, the Operator shall be required to take adequate passenger liability insurance at its own cost.*
- 5.1.2.16 *The Operator shall be required to maintain all fittings and accessories in excellent working condition with specific attention to ensure provision of 1 Fire extinguisher of applicable type.*
- 5.1.2.17 *The Operator is required to deal with other similar services providers at the station for Operation of first & last mile connectivity.*
- 5.1.2.18 *All applicable rules & regulations on various aspects of Operation of e-Auto's for first & last mile connectivity services and associated activities shall be followed by the Operator.*
- 5.1.2.19 *The e-Auto driver shall charge pre-defined fares fixed from time to time by the concerned State Transport Authority. In case no such notification is there from the PSCDCL / PMPML or any other appropriate authority, the fares as earmarked in Annexure- A shall be applicable.*
- 5.1.2.20 *The ownership of vehicle shall not be transferable except under the provisions of the Motor Vehicles Act 1988 / 2015 and that too with prior approval of PSCDCL.*
- 5.1.2.21 *In case of breach of any of the terms by the Operator, PSCDCL may withdraw the permissions at any point of time without assigning any reasons.*

**Note:**

**PSCDCL may provide some charging points at bus stops, parking lots and amenity spaces across the city**

## 6. Instructions to Applicants

The PSCDCL, invites reputed firms to submit their proposals for the Project in accordance with conditions and manner prescribed in this Expression of Interest (EOI) document.

No Applicant shall submit more than one EOI.

### 6.1 Availing EOI Documents

The EoI Document can be downloaded from the website <https://pmc.gov.in> up to the date and time mentioned in the EoI Notice.

### 6.2 Completeness of the EOI Response

Applicants are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications. The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Applicant's risk and may result in rejection of their proposal.

### 6.3 EOI Preparation Cost

The Applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of its Application, in providing any additional information required by PSCDCL to facilitate the Application process. PSCDCL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. All materials submitted by the Applicant shall become the property of PSCDCL and may be returned at its sole discretion.

### 6.4 Sealing, marking and submission of EOI

The Application should be submitted through Email and Postal (Speed Post or Courier) or in person, so as to reach **on or before 28/09/2018 up to 15:00 hrs to Pune Smart City Development Corporation Limited, 204, A wing, ICC Trade Tower, Senapati Bapat Road, Shivajinagar, Pune 411016. PSCDCL won't be responsible for any postal delays.**

The Application including supporting documents and its duplicate shall be typed or written in indelible ink and the Applicant shall initial each page. All the alterations, omissions, additions,

or any other amendments made to the Applicant shall be initialled by the Authorised Signatory of the Applicant.

Applicant should fill in information in prescribed formats for qualification as mentioned in the EoI Document.

The Applicants shall submit all supporting documents in the format as prescribed in the EoI Document along with suggested documentary evidence with the Application.

The Application shall include the following requisite documents and necessary supporting documents as specified in Appendix A to G, each envelope should contain –

- a. Cover Letter as per format A\_1 (Please Refer Section 7.1);
- b. Details of Applicant as per format A\_2 (Please Refer Section 7.2);
- c. Details of Relevant Experience as per format A\_3 (Please Refer Section 7.3);
- d. Concept Note as per format A\_4 (Please Refer Section 7.4)
- e. Declaration – No Blacklisting as per format A\_5 (Please Refer Section 7.5)
- f. Power of Attorney for Signing the EOI as per format A\_6 (Please Refer Section 7.6)

Applicants should submit one copy of the Application including the information requested in the prescribed formats along with any supporting documents. The original copy shall be sealed in an envelope marked “Original” and the other copy in an envelope marked “Copy”. Both these envelopes shall then be enclosed in an outer envelope marked “*Aggregators for Procurement, operation and maintenance of e-Autos in the ABB area*”. Along with the hardcopies, a soft copy in PDF format shall also be submitted through a CD / DVD / USB flash drive.

If the envelopes are not sealed and marked as instructed above, the PSCDCL assumes no responsibility for the misplacement or premature opening of the contents of the application and consequent losses, if any suffered by the Applicant.

In the event of any discrepancy between the original and CD/Pen Drive/USB stick, the original shall prevail.

Each page of the above applications should bear the initials of the Applicant along with the seal of the Applicant in token of confirmation of having understood the contents (have to delete?)

The submission should be signed by an authorized person holding the power of attorney in case of limited company or corporation. A certified copy of the power of attorney shall accompany the Application. The Application must be direct, concise, and complete. PSCDCL will evaluate

Applicant’s proposal based on its clarity and completeness of its response to the requirements of the project as outlined in this EOI. The CEO, PSCDCL reserves the right to accept or reject any or all the Applications without assigning any reason.

### 6.5 Late Submission of Proposal for EoI

EOI response not reaching on or before the specified time limit will not be accepted. PSCDCL in its absolute discretion and prerogative may allow Late Applications submitted by the Applicants by according proper reasons thereof.

### 6.6 Language of Bids

The responses prepared by the Applicant and all correspondence and documents relating to the bids exchanged by the Applicant and PSCDCL, shall be written in English language. Any printed literature furnished by the Applicant in another language shall be accompanied by an English translation, in which case, for purposes of interpretation of the bid, the English translation shall govern.

If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Applicant.

#### Details to be mentioned exactly on sealed envelope

##### **EoI Details**

**Notice No.:** PSCDCL, EoI for “*to put Name of the tender*”

**Last date of Submission:** On or before 28/09/2018

##### **To,**

CEO,  
Pune Smart City  
Development Corporation  
Limited, The CEO PSCDCL,  
2nd Floor, ICC Tower “A”,  
Senapati Bapat Road,  
Pune - 411 016,  
(Maharashtra), India

### 6.7 Evaluation of EoI

All the information provided will be considered for the purpose of inclusion in the RFP to be floated at a later stage. PSCDCL may optionally invite Applicants to make a presentation as part of the evaluation process. The feedback received may be considered for designing the actual RFP.

PSCDCL may require verbal/written clarifications from the Applicants to clarify ambiguities and uncertainties arising out of the information submitted.

#### 6.8 Key Suggestions

Workable comments and suggestions on the Scope of Work of this EoI that could overall improve the quality/effectiveness of this project shall be considered by PSCDCL at its own discretion.

#### 6.9 No obligation to issue an RFP

PSCDCL shall be under no obligation to issue a Request for Proposals (RFP) for the Project described in this EoI.

#### 6.10 Right to cancel the EOI Process

PSCDCL may cancel this EOI process at any stage without assigning any reasons whatsoever and will not be liable to compensate any Applicant on any grounds whatsoever. The Applicants shall not be entitled to refund of cost of documents or other costs in case the EOI is cancelled for whatsoever reason or without assigning any reason.

1.

## 7. Specific format for the Applicants to fill in the details

### 7.1 Format A\_1: Cover Letter

*[To be printed on the Applicant company's/ Lead Member's letterhead and signed by its Authorized signatory]*

dd/mm/yyyy

To,  
The CEO PSCDCL,  
2<sup>nd</sup> Floor, ICC Tower "A",  
Senapati Bapat Road,  
Pune - 411 016,  
(Maharashtra), India

**Sub.:** Submission towards Expression of Interest ("EOI") for "Selection of Aggregators to procure, operate and maintain e-Autos in the ABB area".

EOI Ref.: [•]

Dear Sir/ Madam,

Having examined the EOI, the receipt of which is hereby duly acknowledged, I/We offer to submit the EOI for the Project.

I/We agree and understand that the EOI and this EOI is non-binding and non-committal. Further, I/we confirm that neither PSCDCL nor any of its directors, employees, associates, affiliates or its agents shall not be liable to me/us for any liability arising directly or indirectly from our participation in the EOI Process.



I/We further agree, understand and fully comprehend that PSCDCL may in its absolute and exclusive discretion at any time change, alter, replace, remove and/or cancel any or all part of the EoI Document or the Project. PSCDCL may also abandon, call-off, alter, replace, revise the Project. Furthermore, PSCDCL is under no obligation or compulsion in any manner whatsoever to release or publish the RFP, it may also change or replace or cancel any or all part of the bidding process.

I/We submit hereto my/our EOI as per the requirements and details specified in the EoI Document. I/We confirm that the information contained in these submissions or any part thereof, including the appendices, and other documents and instruments delivered or to be delivered to PSCDCL, are true, accurate, verifiable and complete. These submissions include all information necessary to ensure that the statements therein do not in whole or in part mislead PSCDCL in its EOI Process.

I/We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading during the EOI Process, I/we are liable to be disqualified from the EOI Process.

I/We agree for unconditional acceptance of all the terms and conditions set out in the EoI Document and also agree to abide by this EOI for a period of 120 days from the date of submission.

I/We agree that you are not bound to accept any EOI you may receive. I/We also agree that you reserve the right in absolute sense to reject all or any of the EOI received as per the EoI Document and Advertisement.

It is hereby confirmed that I/We am/are entitled to act on behalf of my/our firm and empowered to submit this document as well as such other documents, which may be required in this connection.

---

Signature of Authorized Signatory (with official stamp)

Vide Company Board Resolution/ Authority Letter dated [•]

Name of Authorised Signatory: [•]

Designation of Authorised Signatory: [•]

Address of the Applicant: [•]

Telephone & Fax of the Applicant: [•]

E-mail address of the Applicant: [•]

## 7.2 Format A\_2: Details of Applicant

*[To be printed on the Applicant company's/ Lead Member's letterhead and signed by its Authorized signatory]*

To,

**The CEO, PSCDCL,**

2<sup>nd</sup> Floor, ICC Tower "A",

Senapati Bapat Road,

Pune - 411 016,

(Maharashtra), India

EOI Ref.: [•]

Dear Sir/ Madam,

Enclosed are the details of Applicant for participation in the EOI for "Selection of Aggregators to procure, operate and maintain e-Autos in the ABB area".

<b>Sr. No.</b>	<b>Particulars</b>	<b>Details</b>
1.	Name of the Applicant	
2.	Type of Firm (Private Limited/ Public Limited company/ LLP/ Partnership/ HUF/ Foreign Incorporated Entity)	
3.	Country of registered office of the Applicant	
4.	Address of registered office of the Applicant	
5.	Company registration details/number	
6.	Name and permanent address of all partners/directors of the Applicant	
7.	Date of incorporation of the Applicant	
8.	GST registration number (mandatory for Indian Applicants)	
9.	Details of Certificate of CMMI Level 3 / ISO 9000-3 Company or	

	any other equivalent certificate ( <i>if any</i> )	
<b>10.</b>	PAN (mandatory for Indian Applicants)	
<b>11.</b>	TAN (mandatory for Indian Applicants)	
<b>12.</b>	No. of years of operations in India (mandatory for Indian Applicants)	
<b>13.</b>	Authorized signatory name	
<b>14.</b>	Authorized signatory designation	
<b>15.</b>	Authorized signatory contact details	

*[In case the Applicant is a Consortium then please mention details in the aforesaid details of the Lead Member and all the Consortium Members by making separate tables]*

The below mentioned annexures (as applicable) have been attached for the Applicant to further demonstrate that that the Applicant has been operational at least for five (5) years preceding the EOI Due Date:

- a) Certificate of Incorporation/Registration
- b) Memorandum and Articles of Association
- c) Certificate as per Shops & Establishments Act
- d) GST Registration Certificate (mandatory for Indian Applicants)
- e) PAN Card (mandatory for Indian Applicants)
- f) Consortium Agreement
- g) Partnership Deed/ LL.P. Agreement

*In case the Applicant is a Consortium then please enclose all the aforementioned supporting documents of the Lead Member and the Consortium Members.*

Yours sincerely,

---

Signature of Authorized Signatory (with official stamp)

Vide Company Board Resolution/ Authority Letter dated [•]

Name of Authorised Signatory: [•]

Designation of Authorised Signatory: [•]

Address of the Applicant: [•]

Telephone & Fax of the Applicant: [•]

E-mail address of the Applicant: [•]

### 7.3 Format A\_3: Details of relevant experience

[To be printed on the Applicant company's/ Lead Member's letterhead and signed by its Authorized signatory]

dd/mm/yyyy

To,

**The CEO, PSCDCL,**  
2<sup>nd</sup> Floor, ICC Tower "A",  
Senapati Bapat Road,  
Pune - 411 016,  
(Maharashtra), India

EOI Ref.: [•]

Dear Sir/ Madam,

We have carefully gone through the requirements and conditions of eligibility specified in the EoI Document for EOI for "Selection of Aggregators to procure, operate and maintain e-Autos in the ABB area"

<b>Description</b>	<b>Details</b>
General Information	
Client for which the project was executed	
Name of the client contact person(s)	
Designation of client contact person(s)	
Contact details of the client contact person(s)	
Project Details	
Date of the Project	
Duration of the project (number of months, start date, completion date, current status)	
Supporting Documents: (Work Order/ Definitive Agreement/ Letter of Award or Letter of Intent)	

*[In case the Applicant is a Consortium then please mention details in the aforesaid details of the Lead Member and all the Consortium Members by making separate tables]*

I/We hereby declare that below are the details regarding the Projects that have been taken up and successfully demonstrated by me/us.

I /We further certify that I/We am/are authorized officer(s) in my/our Firm to make this declaration.

Yours sincerely,

---

Signature of Authorized Signatory (with official stamp)

Vide Board Resolution dated [•]

Name of Authorised Signatory: [•]

Designation of Authorised Signatory: [•]

Address of the Applicant: [•]

Telephone & Fax of the Applicant: [•]

E-mail address of the Applicant: [•]

#### 7.4 Format A\_4: Concept Note

*[To be printed on Applicant company's/Lead Member's letterhead and signed by its Authorized signatory]*

dd/mm/yyyy

To,

The CEO PSCDCL,  
2nd Floor, PMC Main Building,  
Shivaji Nagar,  
Pune - 411 005,  
(Maharashtra), India

EOI Ref. No: [•]

Dear Sir/ Madam,

In response to the EoI Document Reference No. [•]/2018 dated [•] for “Selection of Aggregators to procure, operate and maintain e-Autos in the ABB area”, we have prepared a concept note which is attached herewith. The concept note is prepared in good faith, after understanding the EOI document and requirements of PSCDCL.

Name of the Applicant: [•]

Authorized Signatory: [•]

Seal of the Organization: [•]

Business Address: [•]

Date: [•]

Place: [•]

Vide Board Resolution dated [•]

*[Note: The concept note to be prepared and submitted by the Applicants should include the details listed in Section 4.2 of the EoI Document. Please ensure that all requirements mentioned in the EoI Document with respect to the concept note are to be fully covered.]*



## 7.5 Format A\_5: Declaration – No Blacklisting

*[To be printed on the Applicant company's/ Lead Member's letterhead and signed by its Authorized Signatory]*

dd/mm/yyyy

To,  
The CEO PSCDCL,  
2<sup>nd</sup> Floor, ICC Tower “A”,  
Senapati Bapat Road,  
Pune - 411 016,  
(Maharashtra), India

EOI Ref. No: [•]

Dear Sir/ Madam,

In response to the EOI Reference No. [•]/2018 dated [•] for EOI for “Selection of Aggregators to procure, operate and maintain e-Autos in the ABB area”, as an owner/ partner/ Director of [•], I/ We hereby declare that presently our firm [•] is having unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by the Pune Municipal Corporation and/or the Government of India and/or any State Government in the last 3 (three) preceding financial years from 2018-19.

I/We further declare that presently our Firm (name of the Firm) is not blacklisted and not declared ineligible for reasons other than corrupt and fraudulent practices by any State/ Central Government/ PSU on the date of Application Submission.

If this declaration is found to be incorrect then without prejudice to any other action my/our Application may be rejected and PSCDCL may take any other action that may deem fit to it.

Yours sincerely,

---

Signature of Authorized Signatory (with official stamp)

Vide Company Board Resolution/Authority Letter dated [•]

Name of Authorised Signatory: [•]

Designation of Authorised Signatory: [•]

Address of the Applicant: [•]

Telephone & Fax of the Applicant: [•]

E-mail address of the Applicant: [•]

## 7.6 Format A\_6: Power of Attorney for Signing the EOI:

*[To be printed on Non-Judicial Stamp Paper of INR 500 and duly attested by notary public]  
[Please Note Stamp Duty payable for Power of Attorney in the State of Maharashtra as per the Maharashtra Stamp Act of 1958 is INR 500] [In case the Applicant is a Consortium, then each Consortium Member shall submit this Power of Attorney authorizing the authorized signatory of the Lead Member to submit the Application and by the Lead Member authorizing the authorized signatory of the Consortium Member to submit the Application]*

EOI Ref.: [•]

KNOW ALL MEN BY THESE PRESENTS that the undersigned [name], [title] of [name of the Firm] (hereinafter referred to as the “**Firm**”), is lawfully authorised to represent and act on behalf of the Firm, whose registered address is [Firm’s address], and does hereby appoint [name], [title], of [firm] of [•], whose signature appears below, to be the true and lawful attorney, and authorised the said attorney to sign the EOI, related documents, conduct negotiations, sign any agreement related to the EOI, supporting documents and other documents as required under the EoI Document and other documents as requisitioned by PSCDCL and execute all the necessary matters related thereto, and to do all such acts, deeds, things and matters in the name and on behalf of the Company in connection with the execution thereof, pertaining to the EOI for “Selection of System Integrator for Municipal Solid Waste Management System for Pune Municipal Corporation”.

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 always be deemed to have been done by us.

All terms not defined herein, shall derive their meaning in the EoI Document.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS [•] DAY OF [•], 2018

Before Me

OFFICIAL SEAL AND SIGNATURE OF THE FIRM:

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Name of the Legal Representative (*executant*): [•]

Duly authorised by the board to issue such Irrevocable Power of Attorney dated this \_\_\_\_ day  
of \_\_\_\_ (In case the Firm is a company).

Signature of the Legal Representative:

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Name of the Attorney:

---

In the capacity of:

[Insert title or other appropriate designation]

Signature of the Attorney:

---

Company's seal:

\_\_\_\_\_

Witnesses:

1. Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

2. Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

*Note:*

1. *The Applicant should include such power of attorney in its EOI.*
2. *The mode of execution of the power of attorney should be in accordance with the procedure, if any, laid down by the Applicable Law.*
3. *Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a board or shareholder's resolution/ power of attorney in favour of the person executing this power of attorney for the delegation of power hereunder on behalf of the executant.*
4. *For a power of attorney executed and issued overseas, the document will also have to be legalised by the Embassy of the Republic of India/ High Commission of the Republic of India/ Consulate General of the Republic of India/ Honorary Consulate General of the Republic of India and notarised in the jurisdiction where the power of attorney is being issued. However, the power of attorney provided by executants*

*from countries that have signed the Hague Legalisation Convention 1961 are not required to be legalised by the Indian embassy if it carries a conforming apostille certificate.*